VILLAGE OF SHELBY
PLANNING COMMISSION
TUESDAY, SEPTEMBER 16, 2025 at 6:00 P.M.
MEETING PROCEEDINGS

1. CALL TO ORDER:

The Village of Shelby Planning Commission Meeting was called to order at 6:00 P.M. by Chairperson Ross Field.

2. ROLL CALL:

Answering Roll Call: Samantha Gottschalk, Ross Field, John Sutton, and Tim Horton.
Absent: Paul Inglis.
Staff Present: Village Administrator, Phil Morse and Clerk/Treasurer Crystal Budde.

3. PLEDGE OF ALLEGIANCE: All stood for the pledge.

4. MINUTES:

a.) August 19, 2025

Tim Horton moved to approve the minutes of the August 19, 2025 Planning Commission meeting as presented.
Seconded by: Samantha Gottschalk.

Voice Vote: All in favor.
Motion Carried.
Absent: Paul Inglis.

5. PUBLIC HEARINGS: None.

6. COMMISSION ADMINISTRATIVE BUSINESS:

a. Review Draft of the Master Plan Update

The Planning Commission reviewed the draft of the Master Plan update in detail to ensure that all requested changes had been made. It was requested that some of the photos in the Master Plan be changed.

Tim Horton moved to recommend that the Village Council approve the Draft Master Plan Update for distribution of the draft updated Master Plan to the public for review and comment.
Seconded by: John Sutton.

Voice Vote: All in favor.
Motion Carried.
Absent: Paul Inglis.

7. REPORTS: None.

8. PUBLIC COMMENT: None

9. MEMBER DISCUSSION: None.

10. ADJOURNMENT: There being no further business to come before the Planning Commission, Ross Field adjourned the meeting at 7:19 P.M.

Planning Commission Meeting minutes are not official until approved at the next Regularly Scheduled Planning Commission Meeting of November 18, 2025

Approved ☒

Minutes Respectfully Submitted by ~~Crystal Budde~~ Clerk/Treasurer
Miriaya Grissell Diaz

11/18/2025
Date