

OTTAWA PLAN COMMISSION
Meeting Minutes
June 5, 2023

The Ottawa Plan Commission conducted a joint public hearing with Sandy Scherer, representing the Waukesha County Department of Parks and Land Use, to consider the Conditional Use request (CU91) and related Site Plan/Plan of Operation of Shane Schlieve, W378 S5089 W. Pretty Lake Road, Dousman, WI, for a Limited Family Business consisting of a small engine repair/handyman service from a detached accessory building on the property and also off-site service.

Chairman Rupp read the legal notice into the record. Shane and Lisa Schlieve were present.

Planner Scherer indicated the meeting was properly noticed. The hearing was opened for comment.

Maureen Cavaiani, W377 S5102 W. Pretty Lake Rd., asked if a business plan was available to look at. Planner Scherer stated that information was available at the Town Hall or the Waukesha County office prior to the meeting. Though a formal business plan isn't required, Mr. Schlieve properly filed all the necessary application forms for his request.

Mr. Schlieve explained that he wanted to start a small engine business on-site and a handyman business off-site. Approximately 40% of the business would be on-site and 60% off-site.

Mrs. Cavaiani expressed concern about chemicals used for the handyman business and the environmental impact. Mr. Schlieve indicated all chemicals will be owner supplied, he is only providing labor.

Roberta Kraeger, W378 S5060 W. Pretty Lake Rd., shared her concern about waste oil and solvent disposal from the small engine repairs. Mr. Schlieve explained he will properly dispose of fluids via the Recycle Center, Safety-Kleen, etc.

Mrs. Cavaiani is concerned that the property is located partially in the Environmental Corridor and about watershed. If there were a spill of gas, oil, paint, or solvents, would it get into the wells or lake.

Elliot Padgett, W377 S5295 W. Pretty Lake Rd., a friend of Mr. Schlieve's, explained if there was a spill, the amounts would most likely be small and there is a concrete floor so spills can immediately be contained.

Pete Kreager, W378 S5060 W. Pretty Lake Rd., is concerned about noise when testing engines. Mr. Schlieve indicated the garage doors will be closed as the building is ventilated, and there are limited hours he can operate – a maximum of 25 hours per week.

Mrs. Cavaiani stated there are subdivision covenants forbidding business, signage, fences. Planner Scherer explained the Town of Ottawa and Waukesha County do not enforce subdivision covenants.

Mrs. Kraeger asked who is responsible for enforcing the conditional use permits. Planner Scherer responded that the Town is responsible for enforcing some of the conditions and Waukesha County is responsible for enforcing some of the conditions.

Debbie McCarthy, W. Pretty Lake Road asked where more information could be obtained. Planner Scherer replied that is the purpose of the public hearing to gather information on the request.

Todd Weisenborne, part owner of vacant lot adjacent to Schlieve on W. Pretty Lake Road with his sister Carla Polk, indicated people are dumping items on their property and they will get it cleaned up as well as cut the grass and any noxious weeds and remove downed trees. They are concerned the Schlieve driveway may be on their property.

Mr. Schlieve said he had it surveyed.

Chairperson Rupp stated the CU is non-transferrable and only small engines such as snowblowers, lawnmowers, snowmobiles, and boat engines can be repaired.

Mr. Padgett thought the proposed use was good for the area.

Ms. McCarthy disagreed and felt the use would adversely affect property values in the area.

Mrs. Kraeger inquired about the sign. Planner Scherer indicated it can only be non-illuminated.

Mr. Schlieve mentioned he may want a work van; that he provides parking for lake users; and that he may wrap boats offsite and store them off site.

Ms. Polk asked if the items will be stored in the garage. The answer was yes.

Mr. Weisenborne and Mrs. McCarthy asked about retail sales. The answer was no retail sales are allowed.

After hearing no further discussion, Chairman Rupp asked for a motion to close the public hearing.

Commissioner Hausser made a motion to close the public hearing. The motion was seconded by Supervisor Graham and carried unanimously.

Chairman Rupp called the regular meeting of the Plan Commission to order. Roll call attendance was taken; Commissioner Hausser, Commissioner Bennett and Supervisor Graham were present.

First on the agenda was the Payne and Dolan Annual Report. Bryanna Bucholtz was present on behalf of Payne and Dolan. She reported that crews are on-site every day, load out is intermittent. The crew is cleaning up the site. Minimal operations are expected for the coming year. Supervisor Graham made a motion to accept the report as presented. The motion was seconded by Commissioner Bennett and carried unanimously.

Next on the agenda was the request by Domonic Radmer, S30 W35884 Scuppernong Ct., Dousman, for approval of more than two accessory buildings. Mr. Radmer was present.

Planner Scherer reviewed the request and permit application as well as the location of the current accessory buildings. A gazebo and one larger building already exist. The request is for a new 34' x 34' accessory building.

Planner Scherer asked if a business will be operated out of the building. Mr. Radmer stated it would not. His business is located in Menomonee Falls. Planner Scherer asked what is stored in his current accessory building. Mr. Radmer indicated it is a workshop, and has an old truck, motorcycle and cars which he restores. Planner Scherer asked what will be in the new building. Mr. Radmer replied a 1-ton truck, boat and classic car.

Commissioner Bennett asked if the new building would have plumbing or heat. Mr. Radmer indicated it would not, it would be cold storage only, nor will there be electrical.

Planner Scherer stated, as a separate issue, when the property was being inspected that the fill and vegetation removal in the back near the river will need to be looked at because of the proximity to the floodplain, wetland, PEC, and the creek. There was also outdoor storage of trailers, commercial vehicles and junk type items. Waukesha County will be contacting him about these issues.

Commissioner Hausser made a motion to approve the request for three outbuildings. The motion was seconded by Supervisor Graham and carried unanimously.

Next on the agenda was Shane Schlieve's Conditional Use and Site Plan/Plan of Operation request for a Limited Family Business.

Planner Scherer read from her report. After some discussion, Supervisor Graham made a motion to accept the Conditional Use and Site Plan/Plan of Operation, and if he does do a sign, it can be put on his address post. The motion was seconded by Commissioner Bennett and carried unanimously.

The zoning violation list was reviewed.

Planner Scherer shared correspondence from the Board of Adjustment that pertains to the Town of Ottawa. She also shared information about two public hearings that will be held to correct erroneous text references to the Waukesha County Shoreland and Floodland Protection Ordinance in the Waukesha County Zoning Code and some marina edits to the Waukesha County Shoreland and Floodland Protection Ordinance.

There was no public comment.

Commissioner Bennett made a motion to approve the minutes of the April 3, 2023 Plan Commission meeting. The motion was seconded by Commissioner Hausser and carried unanimously.

Commissioner Bennett made a motion to adjourn. The motion was seconded by Commissioner Hausser and carried unanimously.

Respectfully submitted,

Mary Barnhart
Deputy Clerk, Town of Ottawa