

**TOWN OF OCONOMOWOC
PLAN COMMISSION MEETING MINUTES**

Monday March 18, 2024

Chairman Robert Peregrine called the meeting to order at 5:00. Commissioner's present included James Navin, Linda Bergman, Dione Funk, Wayne Euclide, and Pat Agnew. Commissioner Jim Roche was absent. Also in attendance were Ben Greenberg from Waukesha County Park and Planning and Administrator/Planner Jeffrey Herrmann. Clerk/Treasurer Lori Opitz was excused. For additional attendees please see the sign-in sheet.

A Joint Public Hearing will be held by the Town of Oconomowoc Plan Commission and a Staff Representative of the Waukesha County Department of Parks and Land Use to consider the Conditional Use Request (CU111) of Dream Kitchens, 3700 Hillside Drive, Delafield, WI 53018 (applicant) for property owned by Lisa Gall, N64 W38242 Lac La Belle Drive, Oconomowoc, WI 53066, to construct an in-law unit within the existing residence. The subject property is located in part of the S ½ of the Se ¼ of Section 20, T8n, R17E, Town of Oconomowoc. More specifically, the property is located at the Lac La Belle address cited above (Tax Key No. OCOT 512.995)

Chairman Robert Peregrine opened the public hearing at 5:02 p.m.

Chairman Robert Peregrine closed the public hearing at 5:09 p.m.

1. **Approve Minutes for meeting from March 5th, 2024.** – Commissioner Navin made the motion to approve the March 5th meeting minutes as presented. Commissioner Funk seconded the motion. Motion carried by unanimous voice vote.
2. **Public Comments.** - None
3. **Consider and possible Action on Conditional Use Request (CU111) of Dream Kitchens, 3700 Hillside Drive, Delafield, WI 53018 (applicant) for property owned by Lisa Gall, N64 W38242 Lac La Belle Drive, Oconomowoc, WI 53066, to construct an in-law unit within the existing residence. The subject property is located in part of the S ½ of the Se ¼ of Section 20, T8n, R17E, Town of Oconomowoc. More specifically, the property is located at the Lac La Belle address cited above (Tax Key No. OCOT 512.995)** – Commissioner Navin made the motion to approve the conditional use request (CU111) of Dream Kitchens, 3700 Hillside Drive, Delafield (applicant) for property owned by Lisa Gall, N64W38242 Lac La Belle Drive to construct an in-law unit within the existing residence. Commissioner Funk seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on the rezoning request (RZ139) of Cypress Tree, LLC c/o Terry Bartowitz, to amend the District Zoning Map of the Waukesha County Shoreland Protection Ordinance to rezone portions of the property from the FLP Farmland preservation District to the R-1 Residential District to allow for the creation of two (2) approximately 2 acre residential parcels, in accordance with the density standards of the Farmland Preservation District. The subject properties are described as part of the NE ¼, SW ¼, and SE ¼ of Section 14 and part of the NE ¼ of Section 23, T8N, R17E, Town of Oconomowoc. (Tax Key No. OCOT 0488.994.003 and Tax Key No. OCOT 0488.994.005).** – Commissioner Navin made the motion to approve and recommend to the Town Board the rezoning request (RZ139) of Cypress Tree, LLC c/o Terry Bartowitz to amend the District Zoning Map of the Waukesha County Shoreland Protection Ordinance to rezone portions of the property from the FLP Farmland preservation District to the R-1 Residential District to allow for the creation of two (2) approximately 2 acre residential parcels per the recommendation of Administrator/Planner Herrmann's report dated March 9, 2024. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.

TOWN OF OCONOMOWOC
PLAN COMMISSION MEETING MINUTES

5. **Consider and Act on the Conditional Use request for Cypress Tree, LLC c/o Terry Bartowitz, for an Unspecified Conditional Use (CU109) to allow guest quarters in conjunction with Angels Grace Hospice and Zachariah's Acres. The subject properties are described as part of the NE ¼, SW ¼, and SE ¼ of Section 14 and part of the NE ¼ of Section 23, T8N, R17E, Town of Oconomowoc. (Tax Key No. OCOT 0488.994.003 and Tax Key No. OCOT 0488.994.005).** – Commissioner Bergman made the motion to approve the conditional use request for Cypress Tree, LLC c/o Terry Bartowitz for an unspecified conditional use (CU109) to allow guest quarters in conjunction with Angels Grace Hospice and Zachariah's Acres per the recommendation of Administrator/Planner Herrmann's memorandum dated March 9, 2024. Commissioner Navin seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on the Conditional Use request for Cypress Tree, LLC c/o Terry Bartowitz, for Land Altering Activities (CU110) for grading proposed with the construction of the single-family residences and guest quarters on the two proposed parcels. The subject properties are described as part of the NE ¼, SW ¼, and SE ¼ of Section 14 and part of the NE ¼ of Section 23, T8N, R17E, Town of Oconomowoc. (Tax Key No. OCOT 0488.994.003 and Tax Key No. OCOT 0488.994.005).** – Commissioner Navin made the motion to approve the conditional use request for Cypress Tree, LLC c/o Terry Bartowitz for land altering activities (CU110) for grading proposed with the construction of the single-family residences and guest quarters on the two proposed parcels per the recommendation of Administrator/Planner Herrmann's memorandum dated March 9, 2024. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on the Conditional Use request (CU102) of Mathew Peterik, 210 Green Lake Drive, Myrtle Beach, SC, 29572-5508, for an unspecified conditional use to allow the existing indoor horse arena to be utilized for boat and RV storage. The subject property is part of the NE ¼ of Section 13, Town of Oconomowoc. More specifically, the property is located at W340 N7737 Townline Road (Tax Key No. OCOT 0481.997.011).** – Commissioner Navin made the motion to approve the conditional use request (CU102) of Mathew Peterik, 210 Green Lake Drive, Myrtle Beach, SC for an unspecified conditional use to allow the existing indoor horse arena to be utilized for boat and RV storage at the property located at W340N7737 Townline Road per the recommendation of Administrator/Planner Herrmann's memorandum dated March 12, 2024. Commissioner Agnew seconded the motion. Motion carried by unanimous voice vote.
8. **Consider and Act on the Site Plan/Plan of Operation for Boucher Real Estate, LLC. – Hyundai. The subject property is described as part of the SE ¼ and part of SW ¼ of Section 34, T8N, R17E. More specifically the property is located at N48 W36216 E Wisconsin Avenue (Tax Key No. OCOT 568.989).** – Commissioner Navin made the motion to approve the site plan/plan of operation for Boucher Real Estate, LLC – Hyundai for the property located at N48W36216 E Wisconsin Avenue per the recommendation of Administrator/Planner Herrmann's report dated March 10, 2024. Commissioner seconded the motion. Motion carried by unanimous voice vote.
9. **Consider and Act on the request of Boucher Real Estate, LLC – Hyundai for a retaining wall within 5 (five) feet of property line. The subject property is described as part of the SE ¼, and part of SW ¼ of Section 34, T8N, R17E. More specifically the property is located at N18 W36216 E Wisconsin Avenue (Tax Key No. OCOT 568.989).** – Commissioner Bergman made the motion to approve the request of Boucher Real Estate, LLC – Hyundai for a retaining wall within 5 (five) feet of the property located at N48W36216 E Wisconsin Avenue. Commissioner seconded the motion. Motion carried by unanimous voice vote.
10. **Consider and Act on the Certified Survey Map (CSM) for Amy & Dennis Skrypchak. The subject property is described as part of the SE ¼ of the NE ¼ of Section 36, Town of Oconomowoc. More specifically, the property is located at N52 W34192 Gietzen Drive, Okauchee (Tax Key No. OCOT 573.027).** – Commissioner Bergman made the motion to approve

TOWN OF OCONOMOWOC
PLAN COMMISSION MEETING MINUTES

and recommend to the Town Board the certified survey map for Amy & Dennis Skrypchak for the property located at N52W34192 Gietzen Drive per the recommendation of Administrator/Planner Herrmann's report dated March 9, 2024. Commissioner Funk seconded the motion. Motion carried by unanimous voice vote.

11. **Consider and Act on the Skrypchak CSM, lot not abutting a public road.** – Commissioner Navin made the motion to approve Skrypchak CSM lot not abutting a public road. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.
12. **Discussion and action on cancelling the April 1st meeting.** – The Commissioner's discussed due to the Board room being set-up for an election the next day, the agreed to move the meeting to April 15th.
13. **Adjourn.** – Commissioner Bergman made the motion to adjourn at 6:00 p.m. Commissioner Funk seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –
Lori Opitz, WCMC
Clerk/Treasurer