

**TOWN OF OCONOMOWOC
PLAN COMMISSION MEETING MINUTES**

May 1, 2023

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

Commissioner Navin made the motion to move to the second public hearing first, the Swedberg hearing, and then come back to the first hearing, Colts Neck hearing. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.

A Joint Public Hearing with the Town of Oconomowoc Plan Commission and a Staff Representative of Waukesha County Department of Parks and Land Use to consider the Conditional Use request (CU87) of Colts Neck, LLC, c/o Nancy Jablonski, to operate a commercial horse boarding stable with a caretaker's unit and a riding arena. Additional agricultural-related buildings are also proposed. The property is described as Lot 2, Certified Survey Map No. 12315, located in the NE ¼ of Section 15, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 489.011.006).

Chairman Robert Peregrine opened the public hearing at 5:04 p.m.

Rebekah Leto from Waukesha County Park and Land Use stated the subject property is approximately 34 acres and is located on the north side of Saddlebrook Lane, northeast of Ashippun Lake. Saddlebrook farms contains eight lake lots, that vary from 3 to 14 acres in size. The north portion of the subdivision are large 35-acre farm lots, with only two developed parcels, both of which have horses and one of which has a conditional use for horse boarding operation and riding area. The subject property is vacant and contains a 30 ft. wide storm drainage easement that bisects the first 2-acres of the property. There are no environmental features such as environmental corridor or wetland and the parcel is flat. A rezone to create a 2-acre residential parcel in the southwest portion of the farm parcel was approved in 2022, which has not yet been improved upon.

The petitioner is requesting a conditional use permit to operate a commercial horse boarding facility with a riding arena. The main building will include the indoor area (14,000 sq. ft), a barn with 20 horse stalls and a bathroom (8,880 sq. ft) and a farmhand quarter for a full-time employee and their family, if applicable. The farmhand quarter contains two bedrooms and one bathroom and is 1,200 sq. ft. A 4,608 sq. ft. hay barn is proposed to the east of the barn. A utility building is proposed on the west side of the parcel that will be used for the petitioner's personal use and not associated with the horse boarding operation. The barn/arena building is centered on the property and is located between 191 ft. and 356 ft. from the edge of the road right of way. For comparison, the riding area and stable at the end of Saddlebrook Lane is approximately 315 ft.-400 ft. from the right of way.

The petitioner is proposing to board up to twenty horses, five of which are her own horses. In addition, horse owners may conduct riding lessons at scheduled times with their trainers. The petitioner anticipates lessons to occur 1-2 times per day for approximately one hour.

Dry lots are proposed north of the buildings along the east lot line and the pastures are north of the buildings. An outdoor riding arena is proposed on the 2 acres near the road, south of the drainage easement. The conceptual site plan shows 17 parking spaces but does not indicate where trailer parking will be. The petitioner recently indicated they would be abiding by HOA rules and trailers would be temporary parked behind the stable. She has also indicated that she does not anticipate 17 parking spaces to be utilized at once. It is unknown how many trailers are anticipated and for how long they may be stored on site. No exterior free-standing lights are proposed. The petitioner is proposing to operate from seven days a week, from 7:30 am to 9:30 pm and will have two part-time employees, in addition to

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the full-time employee who lives on site. Landscaping/screening has not been proposed for the site, including around the manure storage pad, the driveway of the buildings and no sign is proposed.

Access is proposed off of Saddlebrook Lane, which the property abuts for approximately 158 ft. The CSM approved a farm access easement on the west side of the property. However, the petitioner is proposing a driveway on the east side of the property that will cross the drainage easement. There have been concerns regarding the amount of traffic entering Saddlebrook Lane and suggestions that the use be accessed from C.T.H P. The County Department of Public Works has indicated that if the site has access via a local road, all traffic should come from that local road and not the county highway.

The petitioner has been working with the Department of Agricultural, Trade and Consumer Protection (DATCP) and the Waukesha County Land Resources to obtain approval of a Nutrient Management Plan. Because of the commercial operation, the number of horses and the property's participation in Farmland Preservation, the petitioner is required to submit an annual report to the County LRD and DATCP, documenting compliance with the approved plan. Soil testing has been conducted on the property and DATCP has designed multiple options for the petitioner to consider. These include hauling manure off site, composting, and some spreading in the north portion of the property, which is outside of the required 50 ft. buffer from a neighboring well and 1,000 ft buffer from a lake or pond or 300 ft. from a river or stream, avoiding any impacts to navigable water bodies or wells. Storage and composting of the manure is proposed north of the hay barn in an engineering manure storage pad.

The petitioner is adding more than one-half acre of impervious surface, triggering the need for a stormwater management plan. The Waukesha County Land resources has been working with the petitioner and her engineer on a plan that meets the county's requirements and standards. Some options include rain gardens and a native filter strip that meets NRCS (Natural Resources Conservation Service) standards along the drainage easement.

The petitioner, Nancy Jablonski, was present and briefly explained what she is doing and stated she was here to answer any questions from the Commissioners.

Bill Thiel, N76W36096 Saddlebrook Lane, stated that he submitted an e-mail earlier and would make a brief comment about the proposal – he stated it is a residential area with limited traffic, abundant wildlife, a quiet and peaceful environment and a commercial property will negatively impact all of that and create potential safety, noise and light-polluting issues.

Mary Nohl, N76W36351 Saddlebrook Lane, is concerned about the construction of a potentially high traffic horse boarding business in a quiet residential neighborhood and this could compromise the aesthetics and the quiet residential character of the subdivision.

Chairman Robert Peregrine closed the public hearing at 5:18 p.m.

Immediately following the above noticed public hearing, a second public hearing will be held to consider a rezoning request (RZ115) of Erik Swedberg (applicant), for property owned by Robert C. Swedberg, to rezone a portion of the subject property located at W350 W9355 Norwegian Road from the FLP Farmland Preservation District to the R-1 Residential District to create a 5-acre residential parcel that would consolidate the existing single-family residence and some of the farm buildings. The remainder of the property will remain in the Farmland Preservation District and the Farmland Conservancy District and will be used for agricultural purposes. The property is described as part of the NE ¼ of Section 2, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 0437.998.002).

Chairman Robert Peregrine opened the public hearing at 5:01 p.m.

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Rebekah Leto from Waukesha County Park and Planning stated the subject property is located at the very north portion of Waukesha County, west of Norwegian Road. It is approximately 154 acres, with the Ashippun River running through the north portion of the property. Environmental corridor, floodplain and wetland areas are adjacent to the river greenway. The property is designated as Farmland Preservation in the County Comprehensive Development Plan and zoned primarily Farmland Preservation District, Farmland Conservation District and C-1 Conservancy Overlay and EC Environmental Corridor Overlay, where appropriate.

All improvements are located on the south portion of the property. There are two barns, a silo and a residence and a shed. The petitioner is proposing to create a 5-acre farm consolidation parcel that contains most of the existing improvements. The future plan is to remove the existing residence and build a new residence on the 5-acres. The remnant acreage would remain in agricultural use and would contain one of the existing barns. Access is off of Norwegian Road and is not proposed to change.

The property is subject to both the Waukesha County Zoning Code and the Waukesha County Shoreland and Floodland Protection ordinance, which requires that new lots less than 35 acres be rezoned to the R-1 Residential District, which allows for farm and residential uses. The proposal will not conflict with any existing farm operation. The Ordinance allows for farm consolidation parcels to be a maximum of five acres, with at least 150 ft in average width and the remainder of the property will remain the Farmland Preservation District and will be used for agricultural purposes.

The applicant was present and stated they had nothing further because Rebekah Leto from Waukesha County Park and Planning described exactly what they wanted to do.

Chairman Robert Peregrine closed the public hearing at 5:03 p.m.

Immediately following the above Joint Public Hearings, a Public Hearing will be held by the Town of Oconomowoc Plan Commission to consider the following requests:

Scott Poling, W346 N5769 Lake Drive, Oconomowoc, WI, 53066, for the construction of a 6.00' high fence. The proposed construction does not meet the Town of Oconomowoc Code of Ordinance Sections 144-5. The property is described as part of the SW ¼ of Section 25, T8N, R17E, Town of Oconomowoc. More specifically, the property is located at W346 N5769 Lake Drive (Tax Key No. OCOT 00531.994).

Chairman Robert Peregrine opened the public hearing at 5:19 p.m.

Scott Poling, applicant stated he is requesting a 6-foot fence not only as a privacy fence, but it is for his large dogs and the toddlers. He stated that he didn't want to install a 4-foot fence and spend the money to find out that his dogs could jump the fence; he is hoping with the 6-foot fence this would not happen with his dogs. He also stated that he talked to the neighbors north of him, and they are fine with it.

Chairman Robert Peregrine closed the public hearing at 5:22 p.m.

Michael Rankin, W359 N5685 Surrey Drive, Oconomowoc, WI 53066, for the construction of a 6.00' high fence. The fence is to be located along the south and west property lines. The proposed construction does not meet the Town of Oconomowoc Code of Ordinance Section 144-5. The property is described as Lot 8 Misty Meadows, being part of the SW ¼ of Section 26, T8N, R17E, Town of Oconomowoc. More specifically, the property is located at W359 N5685 Surrey Drive (Tax Key No. OCOT 0535.008).

Chairman Robert Peregrine opened the public hearing at 5:23 p.m.

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Michael Rankin, the applicant, stated he is looking to do a partial fence for privacy and to block Highway P because the traffic has got bad down the highway over the recent years.

Chairman Robert Peregrine closed the public hearing at 5:25 p.m.

1. **Approve Minutes for March 20th, meeting.** – Commissioner Navin made the motion to approve the March 20th, 2023 minutes as presented. Commissioner Agnew seconded the motion. Motion carried by unanimous voice vote.
2. **Public Comments.** - None
3. **Consider and Act on the request of Scott Poling, W346 N5769 Lake Drive, Oconomowoc, WI, 53066, for the construction of a 6.00' high fence. The proposed construction does not meet the Town of Oconomowoc Code of Ordinance Sections 144-5. The property is described as part of the SW ¼ of Section 25, T8N, R17E, Town of Oconomowoc. More specifically, the property is located at W346 N5769 Lake Drive (Tax Key No. OCOT 00531.994).** – Commissioner Navin made the motion to approve the request of Scott Poling, W346N5769 Lake Drive for the construction of a 6.0' high fence. Commissioner Funk seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on the request of Michael Rankin, W359 N5685 Surrey Drive, Oconomowoc, WI 53066, for the construction of a 6.00' high fence. The fence is to be located along the south and west property lines. The proposed construction does not meet the Town of Oconomowoc Code of Ordinance Section 144-5. The property is described as Lot 8 Misty Meadows, being part of the SW ¼ of Section 26, T8N, R17E, Town of Oconomowoc. More specifically, the property is located at W359 N5685 Surrey Drive (Tax Key No. OCOT 0535.008).** – Commissioner Navin made the motion to approve the request of Michael Rankin, W359N5685 Surrey Drive for the construction of a 6.0' high fence. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.
5. **Consider and Act on the variance request of John and Barb Melvin, N55 W34693 Lake Drive, Oconomowoc, WI 53066, from the offset and shore setback provisions of the Waukesha County Shoreland and Floodland Protection Ordinance to permit the after the fact construction of a replacement deck and stairs and a modification to existing retaining wall. The property is described as part of Lot 1 Wegner Park, part of the NW ¼ of Section 36, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 0574.035)** – In much as the petitioners have not appeared the commissioners are unable to elicit information concerning their petition for a variance, therefore, the Board of Commissioners are unable to make recommendations. Commissioner Bergman made the motion to make no recommendations to Waukesha County Board of Adjustment. Commissioner Navin seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on the variance request of Steve and Christina Novak, N56 W39116 Lakeview Lane, Oconomowoc, WI 53066, from the offset, maximum building footprint and boathouse standards of the Waukesha County Shoreland and Floodland Protection Ordinance to permit the construction of a boathouse. The property is located in part of the SE ¼ of Section 30, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 0552.988).** – Commissioner Navin made the motion to approve the variance request of Steve & Christina Novak, N56W39116 Lakeview Lane to permit the construction of a boathouse. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.
7. **Consider and Act on the Certified Survey Map (CSM) for Joe Miller, N57 W34599 Road G, Oconomowoc, WI 53066. The property is described as Lot 1 and the East 25 feet of the South 186.50 feet of Lot 22 Map of the Resubdivision of Lots 1-5 & 20, 22, and 23 Nickle Point,**

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Certified Survey Map No. 10750, being a part of the SE ¼ of the SW ¼ of Section 25, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 0531.064)

– Commissioner Navin made the motion to approve recommend to the Town Board approval of the certified survey map for Joe Miller, N57W34599 Road G per the recommendation of Administrator/Planner Herrmann's report dated April 16th, 2023. Commissioner Funk seconded the motion. Motion carried by unanimous voice vote.

8. **Consider and Act on the Certified Survey Map (CSM) for Shantelle Schmidt, N52 W37171 Washington St, Oconomowoc, WI 53066. The property is described as all of Lot 8 and part of Lots 6 and 7, Block 14-N of the corrected plate of Oconomowoc Heights Section A, SE ¼ of the NE ¼ of Section 33, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 0561.326).** – Commissioner Navin made the motion to approve and recommend to the Town Board approval of the certified survey map for Shantelle Schmidt, N52W37171 Washington Street per the recommendation of Administrator/Planner Herrmann's report dated April 22nd, 2023. Commissioner Agnew seconded the motion. Motion carried by unanimous voice vote.
9. **Consider and Act on the Certified Survey Map (CSM) for JTM Properties, 1143 Mary Hill Circle, Hartland, WI 53029. The property is described as all the part of Lots 4, 5, and 6 in Map of Wegner Park, a re-subdivision of Lots 12 and 13 in Petersen's Plat of Okauchee, being a part of the NE ¼ of the NW ¼ of Section 36, T8N, R17E, in the Town of Oconomowoc. More specifically, the properties are located on the south side of Road E, at N55 W34557 Road E (Tax Key No. OCOT 0574.043).** – Commissioner Navin made the motion to approve and recommend to the Town Board approval of the certified survey map for JTM Properties, 1143 Mary Hill Circle, Hartland for the property located on the South side of Road E at N55W34557 Road E per the recommendation of Administrator/Planner Herrmann's report dated April 22nd, 2023. Commissioner Agnew seconded the motion. Motion carried by unanimous voice vote.
10. **Consider and Act on the Site Plan/Plan of Operation for Joren DeVries, d/b/a FX Auto Lab, N56 W39413 W. Wisconsin Avenue, Oconomowoc, WI 53066 to open an auto detailing business. The subject property is described as being part of the SE ¼ of Section 30, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 0552.993.002).** – Commissioner Navin made the motion to approve the site plan/plan of operation for Joren DeVries, d/b/a FX Auto Lab, N56W39413 W. Wisconsin Avenue to open an auto detailing business per the recommendation of Administrator/Planner Herrmann's report dated April 22nd, 2023. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.
11. **Consider and Act on the Site Plan/Plan of Operation for Linda Meyer d/b/a Lake Country Art & Framing , N50 W35001 Wisconsin Avenue, Oconomowoc, WI 53066 to open a retail store specializing in artwork and framing. The property is described as part of the SE ¼ of Section 35, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 0572.982).** – Commissioner Bergman made the motion to approve the Site Plan/Plan of Operation for Linda Meyer, d/b/a lake Country Art & Framing, N50W35001 Wisconsin Avenue to open a retail store specializing in artwork and framing per the recommendation of Administrator/Planner Herrmann's report dated April 26th, 2023. Commissioner Funk seconded the motion. Motion carried by unanimous voice vote.
12. **Adjourn.** – Commissioner Bergman made the motion to adjourn at 5:41 p.m. Commissioner Navin seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –
Lori Opitz, WCMC
Clerk/Treasurer