

**TOWN OF OCONOMOWOC  
PLAN COMMISSION MEETING MINUTES**

**Monday June 17, 2024**

Chairman Robert Peregrine called the meeting to order at 5:00 p.m. Commissioners present included James Navin, Linda Berman, Dione Funk, Jim Roche, Wayne Euclide, and Pat Agnew. Also in attendance were Jacob Heermans from Waukesha County Park and Planning, Attorney Tracy Murn, Administrator/Planner Jeffrey Herrmann and Clerk/Treasurer Lori Opitz. 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 – Planning and Zoning Division to consider the Conditional Use request (CU116) of Kristie Foster, N88 W38771 Mapleton Road, Oconomowoc, WI , 53066 for property owned by David Byczek, N58 W39957 Wisconsin Avenue, Oconomowoc, WI 53066, for commercial kennel operation including dog boarding and grooming and a pet supply store. The subject property is described as Lot 2, CSM No. 11660, being a part of Lot 2, CSM No. 2670, part of the NW ¼ of the SW ¼ of Section 30, T8N, R17E, Town of Oconomowoc. More specifically, the property is located at N58 W39957 Wisconsin Avenue, Ste 1 (Tax Key No. OCOT 551.998.004).**

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

Jacob Heermans from Waukesha County Park and Planning stated in any district, except C-1 and EC animal hospitals and veterinarian clinics shall be permitted uses by right in the AB district if such facilities do not include the operation of a commercial kennel. The lot size is 3.48 acres and the other use in the building is Curves (vacant-will be occupied by applicant), Animal World Adventures Pet Store, Lake Country Hair and Design, Bark Avenue Dog Grooming and New Notes Music Store. He also stated that animal hospitals and clinics not involved in the operation of a commercial kennel may be permitted on lots of not less than one acre and shall be in conformance with building location, height regulations and area regulations of the district in which such facilities are located. No building other than one used only for residential purposes shall be closer than fifty feet to the lot line of an adjoining lot in an agricultural or residential zoning district. He also stated where the buildings are to be used to board or house dogs in a commercial kennel, including indoor kennel runs, such structures and fenced runs shall not be closer than one hundred feet to an adjoining lot line.

Kristie Foster, applicant, N88W38771 Mapleton Road, stated The Crowned Hound will provide dog boarding and grooming services. The area where the dogs would go outside will be fenced in with the fence being 6 to 8 feet in height and they would limit the number out there at one time to 3 to 5 and a staff member would be out there the whole time. They are looking to boarding about 15 to 20 dogs at a time. There would be no overnight staff and a camera system would monitor the dogs.

Commissioner Funk asked how big the area is for when the dogs go outside; the applicant estimated the area to be about 40 x 30.

Administrator/Planner Herrmann stated there is a similar business in Genesee that they sometimes get complaints about the dogs barking and special consideration should be given to the Goattrak outdoor patio that is nearby as well as residential uses.

Tom Groskopf stated that site landscaping could be utilized, and that Wisconsin Avenue offers a buffer to the north and the large parking lot provides a buffer between the proposed use and Goattrak.

Chairman Robert Peregrine closed the public hearing at 5:14 p.m.

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1. **Approve Minutes for meeting from June 3, 2024.** – Commissioner Navin made the motion to approve the June 3, 2024, minutes as presented. Commissioner Funk seconded the motion. Motion carried by unanimous voice vote.
2. **Public Comments.** - None
3. **Consider and Act on the request of Zachary Perez for the construction of a 4.00' high fence. The fence is to be located along the Road Q side of the property. The proposed construction does not meet the Town of Oconomowoc Code of Ordinance Section 144-5. The property is described as Lot 46 and the southerly five (5) feet long of Lot 47 Plat of Tearney Subdivision Okauchee, being a part of the NE ¼ and NW ¼ of Section 36, T8N, R17E, Town of Oconomowoc. More specifically, the property is located at N60 W34655 Forest Bay Road (OCOT 0530.0130 & OCOT 0530.140).** – Since the petitioner was not present, Commissioner Navin made the motion to deny the request of Zachary Perez for the construction of a 4.00' high fence located along the Road Q side of the property. More specifically the property is located at N60W34655 Forest Bay Road. Commissioner Roche seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on the Conditional Use request (CU100) of The Home City Ice Company, 6045 Bridgetown Road, Cincinnati, OH 45248, to allow after the fact operational changes to an existing ice production business. The subject property is located in part of the NW ¼ of Section 18, T8N, R17E, Town of Oconomowoc. More specifically, the property is located at N80 W39901 McMahan Road (Tax Key No. OCOT 0502.999).** – Commissioner Euclide made the motion to approve the conditional use request (CU100) of the Home City Ice, 6045 Bridgetown Road, Cincinnati, OH for the property located at N80W39901 McMahan Road per the recommendation of Administrator/Planner Herrmann's memo dated June 13, 2024 with additional verbiage of 6:00 a.m. to 9:00 p.m. loading of trucks, a review will be done in October 2024, deviation of hours Home City will contact the Town and the County, the machines are to run on electric and Sunday are internal operations with only two trucks delivering. Commissioner Roche seconded the motion. Motion carried by unanimous voice vote.
5. **Consider and Act on the request of Rudolph Zeilhofer for a retaining wall within 5 (five) feet of property line. The property is described as Lot 42 Lake Park Heights, being part of the SE ¼ of Section 36, T8N, R17E, Town of Oconomowoc. More specifically, the property is located at N48 W34160 Jaeckles Drive, Nashotah (OCOT 576.095).** – Commissioner Navin made the motion to approve the request of Rudolph Zeilhofer for a retaining wall within 5 (five) feet of property line located at N48W34160 Jaeckles Drive. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.
6. **Adjourn.** – Commissioner Bergman made the motion to adjourn at 5:57 p.m. Commissioner Roche seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –  
Lori Opitz, WCMC  
Clerk/Treasurer