

**TOWN OF OCONOMOWOC
PLAN COMMISSION MEETING MINUTES**

Monday, October 1, 2018

Chairman Robert Peregrine called the meeting to order at 6:00 p.m. Commissioner's present included James Navin, Linda Bergman, Richard Garvey, Jim Roche, Pat Agnew and Terry Largent. Also in attendance were Administrator/Planner Jeffrey Herrmann and Clerk/Treasurer Lori Opitz. For additional attendees please see sign in sheet.

SPECIAL ORDER OF BUSINESS AT 6:30 –

Adjourned public hearing to consider the rezoning request (File No. RZ13) of David Robinson (owner) W340N7661 Town Line Road, Oconomowoc, WI, to amend the District Zoning Maps of the Waukesha County Zoning Code and the Waukesha County Shoreland and Floodland Protection Ordinance to rezone part of the property from the FLP Farmland Preservation District and FLC Farmland Conservancy District to the R-1 Residential District, C-1 Conservancy Overlay District and HG High Groundwater District to allow for the creation of four residential lots in accordance with the density standards of the Farmland Preservation District. Lands zoned EC Environmental corridor Overlay District will remain unchanged. The property is located in part of the NW ¼ and NE ¼ of Section 13, T8N, R17E, Town of Oconomowoc, more specifically, the property is located at W340N7661 Town line Road, Oconomowoc, consists of approximately 147 acres and the acreage to be rezoned consists of approximately 16 acres (Tax Key OCOT 0481.998.002 and OCOT 0481.997.003).

Chairman Robert Peregrine opened the public hearing at 6:28 p.m.

Amy Burrows from Waukesha County stated the applicant did make some changes since the adjourned public hearing. The applicant revised the plan and lot 3 that consists of 5 acres and access and parking area will not be part of that parcel it will be part of parcel 1. Also, the South East portion of the Agricultural field minus a little portion towards by the outbuildings will stay with the existing house and out buildings. She also stated lots 4, 5, & 6 will be rezoned to R-1 and consist of three acres and the agricultural needs to be protected and will not be built on for residential purposes and that is why there is only a maximum of four residential units on the property.

Jeff Herrmann, Administrator/Planner stated the petitioner needs to decide if out lot 2 with the driveway entrance will be an out lot or an easement as well as an agreement will need to be figured out on who will do the maintenance of the road.

Amy Burrows from Waukesha County stated they will have to come back to the Board for the following: a conditional use amendment for the horse boarding, will need a special exception for the cottage, a detail plan regarding the two lots abutting a public road, if the outbuildings on some of the lots will be considered principal structure and a storm water permit.

Jeff Herrmann, Administrator/Planner stated he will need a CSM to make sure everything is in order and agreements are outlined in the CSM. He also stated he will be preparing a report and will have it for the next meeting for the Commissioners to act on.

**TOWN OF OCONOMOWOC
PLAN COMMISSION MEETING MINUTES**

Chairman Robert Peregrine closed the public hearing at 6:38 p.m.

1. **Approve Minutes for September 17th, 2018 Town Plan Commission Meeting.** – Commissioner Navin made the motion to approve the September 17, 2018 minutes as presented. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.
2. **Public Comments.** - None
3. **Consider and Act County to consider the Conditional Use Request of the Okauchee Lions Club, for after-the-fact Land altering activities associated with filling portions of an existing kettle to extend a flat area located northwest of the existing pavilion building. The property is located in the SE ¼ of Section 36, T8N, R17E, Town of Oconomowoc (Tax Key Number OCOT 0576.992.003).** – The petitioner was present and stated he had no questions or concerns with the Planner's report. Commissioner Navin made the motion to approve and recommend to Waukesha County the conditional use request of the Okauchee Lions Club, for after-the-fact land altering activities associated with filling portions of an existing kettle to extend a flat area located northwest of the existing pavilion building per the recommendations of Administrator/Planner Herrmann's memorandum dated September 21, 2018. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.
4. **Consider and Act on the Zoning Amendment request of the Town of Oconomowoc to amend the district zoning map of the Waukesha County Zoning Code to rezone seven (7) properties from the R-1 Residential District to the R-2 Residential District. The properties are located in the NW ¼ and the NE ¼ of Section 19, T8N, R17E, Town of Oconomowoc.** – One of the homeowners was present and stated she had no concerns or issues with the rezone. Commissioner Navin made the motion to approve and recommend to the Town Board the zoning amendment request of the Town of Oconomowoc to amend the district zoning map of the Waukesha County Zoning code to rezone seven properties from the R-1 Residential District to the R-2 Residential District on Lang Road per the recommendations of Administrator/Planner Herrmann's report dated September 25, 2018. Commissioner Roche seconded the motion. Motion carried by unanimous voice vote.
5. **Consider and Act on the request of Darin Leveraus, 11505 W. County Line Road, Milwaukee, Wisconsin to have more than two (2) accessory buildings on the property located in part of the NW ¼ of the SW ¼ of Section 16, T8N, R17E and located at N74 W37868 Soday Road. (Tax Key No. OCOT 0495.991 and OCOT 0495.991).** – The petitioner was not present to explain to the Commissioners on what they would like to do. Commissioner Navin made the motion to table this line item until the next meeting. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.
6. **Consider and Act on request of Joan Halquist, W379N8500 Mill Street, Oconomowoc, Wisconsin to raze an existing barn and rebuild a new one without a principal**

**TOWN OF OCONOMOWOC
PLAN COMMISSION MEETING MINUTES**

structure. The property is described PT W ¼ Sec T8N R17E, in the Town of Oconomowoc. (Tax Key No. OCOT 0466.997.007). – The petitioner was not present to explain to the Commissioners on what they would like to do. Commissioner Navin made the motion to table this line item until the next meeting. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.

7. **Consider and Act on Site Plan/Plan of Operation request of Kevin Kleczka, Applicant, to install an addition on to the deck at N49W34630 Wisconsin Avenue, Sam's Overboard (OCOT 0575.956).** – The petitioner was not present to state what they are doing; however, Administrator/Planner Herrmann stated there is an existing concrete patio, there just putting a deck over that patio. Commissioner Navin made the motion to approve and recommend to Waukesha County the site plan/plan of operation request of Kevin Klecka, applicant, to install an addition on to the deck at N49W34630 Wisconsin Avenue, Sam's Overboard as proposed. Commissioner Bergman seconded the motion. Motion carried by unanimous voice vote.
8. **Consider and Act on request of William Matt, W352 N6088 Bauer's Lane, Oconomowoc, Wisconsin for a variance request for after-the-fact sunroom addition. The property is described as Lot 23 Bauer's Bays, located in the NE ¼ of Section 26, T8N, R17E, in the Town of Oconomowoc and at W352 N6088 Bauer's Lane (Tax Key No. OCOT 0533.023)** – In as much as the petitioner has not appeared the Commissioners are unable to solicit information concerning their petition for a variance. Therefore, the Commissioners are unable to make a recommendation. Commissioner Bergman made the motion to make no recommendation to the Board of Adjustment. Commissioner Roche seconded the motion. Motion carried by unanimous voice vote.
9. **Discussion on Site Plan/Plan of Operation Process Improvement Proposal from Waukesha County.** – Administrator/Planner Herrmann explained to the Commissioners the proposal from Waukesha County: The items that would be just staff review and not have to come before the Board would be: new owner operators, new businesses in the same building with the same type of use, change in signage, interior remodeling, miscellaneous site plan modifications (landscaping, parking, etc.), miscellaneous operational modifications (days, hours, employees, etc.), accessory buildings such as modifications/additions, miscellaneous operational modifications (food service, alcohol service and temporary uses), and modifications of property/use boundaries. He then stated the items that would appear before the Board would be additions to buildings – vertical or lateral, same building but a change in use, new construction on vacant lot, new digital reader board sign and miscellaneous operational modifications such as special events, music, outdoor storage/use and outdoor seating/entertainment. Administrator/Planner Herrmann stated he will prepare a letter/report for the Commissioners to review and possibly approve at the next meeting to present to Waukesha County.
10. **Adjourn.** – Commissioner Navin made the motion to adjourn at 6:41p.m. Commissioner Roche seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted –
Lori Opitz, WCMC – Clerk/Treasurer