

# TOWN OF OCONOMOWOC PLAN COMMISSION MEETING MINUTES

November 4, 2013

Chairman Runyard called the meeting to order at 6:00 PM. Commissioners present included James Navin, Richard Garvey, Janis Husak, and Cathie Balthazor. Commissioner Robert Peregrine was absent. Also in attendance was Administrator/Planner Jeffrey Herrmann and Clerk/Treasurer Jo Ann Lesser, see attached sign-in sheet for additional attendees.

1. Approve Minutes for October 21, 2013, Town Plan Commission Meeting: Commissioner Navin made a motion to approve the minutes as presented. Commissioner Garvey seconded the motion. Motion carried by unanimous voice vote.
2. Public Comments: None
3. Consider and Act on Certified Survey Map for Fred Manske, N52 W34209 Gietzen Drive, Oconomowoc, Wisconsin: Administrator/Planner Herrmann explained that the CSM being presented is identical to the one that was submitted by Fred Manske in 2007, and that Mr. Manske never recorded it and so now has to go through the approval process again. Commissioner Navin made a motion to approve the submitted CSM by Fred Manske, subject to the planner's report dated October 31, 2013. Commissioner Husak seconded the motion. Motion carried by unanimous voice vote.
4. Consider and Act on Site Plan/Plan of Operation for Bethany Frost to operate a retail cosmetic sales business to be known as "Merle Norman" at W359 N5002 Brown Street, Oconomowoc, Wisconsin: Bethany Frost explained that there was a Merle Norman store in Oconomowoc many years ago but it closed down and the closest is Brookfield or Madison. Commissioner Navin questioned the number of employees listed on the site plan/plan of operation; Ms. Frost stated that she might increase that once business gets going. Commissioner Navin explained that if she changes anything that she would need to amend her operation and appear in front of the plan commission again. Commissioner Navin suggested 3 full-time and 6 part-time employees, Ms. Frost agreed. Commissioner Navin made a motion to recommend approval to Waukesha County the site plan/plan of operation subject to the change of employees to include 3 full-time and 6 part-time and correction of the location of the store. Commissioner Garvey seconded the motion. Motion carried by unanimous voice vote.

5. Consider and Act on Variance request for Jon & Kelly Thiel to construct a sunroom on a previously permitted deck on the lake side of the home and to add an enclosed storage area under an existing deck/walkway on the west side of the home, W340 N6288 Breezy Point Road, Oconomowoc, Wisconsin: Mr. Thiel explained that the deck was rotted and would like to replace a portion of that with a three season sunroom and a storage area. Commissioner Navin made a motion to recommend to Waukesha County Board of Adjustment approval of the 3 season porch and storage area per the drawings. Commissioner Cathie Balthazor seconded the motion. Motion carried by unanimous voice vote.
6. Consider and Act on Variance request for Peter & Jackie Gratschmeyer to construct a new single family residence with an attached garage and patios, N59 W38445 Kohl Lane, Oconomowoc, Wisconsin: Commissioner Navin questioned the retaining wall height and length. It was noted that the house would be 11 feet from the drainage ditch and the current house is 25 feet. The deck on the new house is what causes the shortened distance. The basement will be 4 feet higher than the current house; the four feet will allow the first floor to be 2 feet above the floodplain. Commissioner Navin made a motion to recommend approval to Waukesha County Board of Adjustment granting the variance required for raising the existing residence and constructing the new residence per the drawing attached to the notice. Commissioner Husak seconded the motion. Motion carried by unanimous voice vote.
7. Consider and Act on new Signs for McMahan Ponds Subdivision: Ms. Vicky Lublin presented pictures of the proposed stone signs to be placed at each end of McMahan Ponds Subdivision. Commissioner Husak made a motion to approve the placement of the new signs. Commissioner Navin seconded the motion. Motion carried by unanimous voice vote.
8. Adjourn: Commissioner Navin made a motion to adjourn at 6:21 pm, Commissioner Husak seconded the motion. Motion carried by unanimous voice vote.

Respectfully submitted,

Jo Ann Lesser, WCMC  
Clerk/Treasurer