

**City of Oconomowoc
Plan Commission Meeting Minutes
April 6, 2022**

Chairman Magnus called the meeting to order at 6:00 pm.

Members Present: Commissioners Frederick, Mulder, Vande Zande, Gross, Brotheridge, Chairman Magnus and Valley

Others Present: Gallo, Atty. Riffle, Frye, Ald. Spiegelberg and Dehnert

2. Approve Minutes of March 2, 2022: Motion by Vande Zande to approve the March 2, 2022 minutes; second by Mulder. Motion carried 7-0.

3. Comments from citizens specific to item on the agenda: None.

4a. Consider / act on the major design review plans for the residential accessory building located at 307 N. Lake Road: Gallo explained this for an after-the-fact approval of a detached 10' x 10' accessory building on property zoned Isthmus Residential Multi-Family. In 2019 the Plan Commission reviewed and approved a 1615 sf carriage house on the property, and at that time the owners had the accessory building built which is now used as a children's playhouse. The structure is located within the 45' shore yard setback as it is 35' from the shoreline and increases the total amount of square footage of accessory buildings on the property over the 1000 sf maximum. The owners provided a landscaping plan and have already landscaped around it. Gallo said the building is not very visible from the road; children's playhouses were common in the 1800's; there is more green space on the property than 5 years ago due to improvements the owners have made; and the Plan Commission can grant exemptions to the code. Gallo recommended approval of the request. Motion by Frederick to approve the major design review plans for the Brisk accessory building at 307 N. Lake Road with the requested exemption for size and location into the shore yard setback; second by Gross. Motion carried 7-0.

4b. Consider/ recommend the certified survey map for Prairie Creek Ridge Subdivision expansion lands, dividing 1 lot into 2 lots located at the SW corner of CTH K & CTH P, Tax Key OCOT 0520.999.004: Gallo explained this request is to divide 1 lot into 2. The property was rezoned in March with the west half zoned Suburban Residential and the east half zoned General Commercial. The property is currently vacant, and the west lot (15.2 acres) will be used for a future single-family subdivision and the east lot (18.3 acres) for future commercial. The layout of interior streets is unknown at this time, and the applicant has been working with Waukesha County to determine the best access points to the road. All technical concerns have been addressed, and Gallo recommends approval. Motion by Vande Zande to recommend to Council the Certified Survey Map for the Prairie Creek Ridge Subdivision expansion lands located on the SW corner of CTH K & CTH P; second by Gross. Motion carried 7-0.

4c. Consider/ recommend the certified survey map for Pabst Farms Commerce Centre, dividing 1 lot into 3 lots located at the NW corner of CTH DR & Blue Ribbon Circle North, Tax Key OCOC 0635.999.003: Gallo explained this request is to divide (1) 33.8-acre lot into 3 on property zoned Business Park located south of I-94. Lots 1 and 2 will be 8.25 acres each and lot 3 will be 17.3 acres. The property is currently vacant, contains no wetlands or floodplain, and there are no issues for utilities. Gallo recommends approval. Members questioned if there are any access restrictions due to being located off a county road. The applicant, Bill Niemann of Pabst Farms explained there are no issues with access; no direct access is being requested for CTH DR; and they are in negotiations on all 3 lots. Motion by Valley to recommend to Council approval of the Certified Survey Map for Pabst Farms Commerce Centre located at the NW corner of CTH DR & Blue Ribbon Circle North; second by Frederick. Motion carried 7-0.

4d. Consider/ recommend the certified survey map for UW Credit Union, dividing 1 lot into 3 lots and 1 outlot located at the SE corner of Summit Avenue & Pabst Farms Boulevard, tax key OCOC 0633.999.018:

Gallo explained this request is to divide (1) 44-acre lot into 3 lots and 1 outlot on property zoned General Commercial with a Planned Development Overlay located north of I-94. Lot 1 will be 1.64 acres; Lot 2 will be 1.34 acres; Lot 3 will be 39.81 acres and the outlot will be 1.21 acres and used for access. The PD overlay district was created in 2014, and the requested use is consistent with the existing PD. The lots conform with all code requirements, and staff has no concern with this land division. Gallo explained the credit union wants this land division before they purchase the property. Staff reviewed this request, any issues with utilities have been addressed and Gallo recommends approval. Members noted that Council has asked for a master plan of the whole area and questioned if the master plan from 2014 reflected a box store where the Fleet Farm currently is. Gallo explained the land had been master planned; it consists of a very large area; the area is okay so far for utilities; and there was a box store planned for the area where the Fleet Farm is. Bill Niemann of Pabst Farms explained they will continue to work with the existing plan and work with items as they come along. Motion by Vande Zande to recommend to Council the certified survey map for UW Credit Union located at the SE corner of Summit Avenue & Pabst Farms Blvd; second by Gross. Motion carried 7-0.

4e. Consider / recommend the Conditional Use Permit for Wisconsin Harley-Davidson to allow outdoor recreation (commercial) located at 1280 Blue Ribbon Drive: Gallo reported this request is for a conditional use permit to allow outdoor recreation and would be a "blanket" approval of all future outdoor events held at this location. The property is zoned General Commercial. Beginning in 2005 staff has been issuing temporary use permits for outdoor events at this location which became very popular and critical for their business. Over the years, there have been very few issues as their staff has been working hard to create well run events. Gallo worked with the applicant to create the conditional use permit which would cover all events from May thru October (17 total events). The only event that runs past 10 pm is the rally in September and music has to be done by 11 pm. Parking for events is generally onsite but for bigger events they have an agreement with the Dockhounds for overflow parking as well as buses which run from the Fleet Farm parking lot to their event. There have been no noise complaints, and for the last event their staff moved the speakers to face away from the nearby hospital. The applicant works with various City departments to coordinate events and traffic. Staff feels the permit is consistent with how events have been held the last 17 years, and they have plans in place for future events. If the applicant wants to make changes to hours or types of events, they will have to come back for an amendment to the permit. Gallo reviewed proposed conditions in the permit and recommended approval. Members questioned alcohol licenses; what is a "bike night"; thanked them for the various events, generosity to the City for fireworks and for collaborating with the Dockhounds; questioned lighting; this is a great location; and has no issue with the 11 pm music cut off for the September event. Dehnert explained the applicant will work with the Clerk's Dept to get Special Class "B" licenses for their events. Leslie Smith of Wisconsin Harley Davidson explained what bike nights are; the connection to the Dockhounds and how they have talked with them about adding a gate; and said they have added lighting to make sure the grounds are well lit. Motion by Frederick to recommend to Council the Conditional Use Permit for Wisconsin Harley-Davidson to allow outdoor recreation (commercial) at 1680 Blue Ribbon Drive; second by Gross. Motion carried 7-0.

4f. Consider / act on the food truck permit request for Just Smokin' Barbecue for the calendar year 2022 to operate at 861 E. Wisconsin Avenue: Gallo explained this applicant has operated a food truck at this location for several years. The property is zoned General Commercial, and the owner approved this food truck to be located on his property. The applicant complies with all items on the checklist; is the only food truck on the site; has 2 tables and seating for 8; operates Wednesdays and Fridays, April to November; serves 11 am to 6 pm; has no outdoor storage or signage; and has adequate parking and lighting. Gallo recommends approval with the conditions listed in his staff report. Motion by Frederick to approve the food truck permit for Just Smokin' Barbecue for the year 2022 at 861 E. Wisconsin Avenue, subject to staff's conditions as follows: 1) a permit is approved

through December 31, 2022 and must come back for a permit in 2023; 2) a maximum of 1 detached sign and signage on the trailer allowed; and 3) inspections by the Fire District and Building Inspection to be conducted as needed; second by Mulder. Motion carried 7-0.

4g. Consider / act on the major design review plans for the Oconomowoc Clinical Building located on Olympia Fields Drive within the Olympia Fields Development, west of Summit Avenue, part of tax key OCOG 0614.96.003:

Gallo explained these plans are for the first building in the Olympia Fields Development which will hold up to 3 commercial tenants. The property is zoned General Commercial with a Planned Development Overlay and is located north of the round-about. The building will contain a new 4,000 sf dental office and two additional unknown tenants. The building conforms to all setbacks, but it is hard to determine parking needs; however, if the whole building contains offices, then parking would conform. The building is located on a 4.8-acre lot which will need to be subdivided; there is no direct access from HWY67; the landscaping plan exceeds points; there will be a 3' tall gray retaining wall on the property due to elevations of the site; no issues with drainage, stormwater, water or sewer; and lighting on the building didn't meet standards. The plans were supposed to be addressed at the Architectural Commission this evening but were pulled off with the intent to come back in May for approval. Gallo will work with the applicant on a lighting plan for the building, and they will be coming back again for approval of a CSM of the property in the future. Gallo recommended approval. Members questioned connection to a walking path; said it's great to see buildings coming along; and want to make sure they stay true to their plans. Mark Lake of Wangard explained the location of the pathway which is not connected to this building since an office setting doesn't necessarily need to be connected to it. He plans to come back in a couple of months with the CSM and for approval of a couple more buildings. Motion by Frederick to approve the major design review plans for the Oconomowoc Clinical Building located on Olympia Fields Drive, west of Summit Avenue; second by Brotheridge. Motion carried 7-0.

5. Planning Department Correspondence – February 2022: Gallo reported in the month of February, 1 temporary use permit was issued for Wisconsin Harley-Davidson for an event last weekend; 1 zoning determination letter and 1 non-compliance letter were sent; and 4 zoning approvals for new businesses were issued. In addition, he expects it to be a busy summer for development between the Olympia development, other areas around the city and with the Pabst Farm's area.

6. Adjourn: Motion by Mulder to adjourn at 7:01 pm; second by Brotheridge. Motion carried 7-0.

Chris Dehnert, Deputy City Clerk