

**City of Oconomowoc
Plan Commission Meeting Minutes
May 5, 2021**

Chairman Magnus called the meeting to order at 6:05 pm and welcomed new member Ald. Matt Mulder.

Members Present: Commissioners Ken Brotheridge, Chairman Robert Magnus, Tim Valley, Matt Mulder and Chad Vande Zande

Members Excused: Commissioners Dean Frederick and John Gross

Others Present: Jason Gallo, Matt Trebatoski, Bob Duffy, Mark Frye, Ald. Kevin Ellis and Chris Dehnert

2. Approve Minutes of April 7, 2021: Motion by Valley to approve the April 7, 2021 minutes; second by Brotheridge. Motion carried 5-0.

3a. Consider / recommend the Certified Survey Map to divide one parcel into two located at 614 N.

Oakwood Avenue: Gallo reported this request is to approve a certified survey map which divides one parcel containing .32 acres into two separate parcels. Lot 1 will be a new 7,439 sf lot and Lot 2 will be 6,525 sf and contains the existing house. The property is zoned Traditional Residential, and the lot sizes being created are compatible with other lots in the neighborhood. The original parcel is a corner lot, and the driveway for Lot 1 will be on Wilson Street as far away from the intersection as possible. The driveway for Lot 2 is proposed to be on Oakwood Avenue. There are no concerns with water, sewer or electric capacities for the new lot and payment of an impact fee will be required upon applying for a building permit. Gallo has no concerns with this request and recommends approval. Motion by Vande Zande to recommend to the Council approval of the Certified Survey Map to divide one lot into two at 614 N. Oakwood Avenue; second by Brotheridge. Motion carried 5-0.

3b. Consider / recommend the Extraterritorial Certified Survey Map to reconfigure the lot located at N67

W34981 Ireland Court, Town of Oconomowoc: Gallo reported this request is to reconfigure a lot located in the Town of Oconomowoc. The property is located within the City's extraterritorial limits as it is a little over 1 mile from the closest City boundary. The applicant wants to reconfigure his lot to include 1/10 of an acre from the adjacent property because he planted trees inadvertently on the neighboring property and he wants them on his own. The adjacent property is going to be part of a future subdivision and this change will not affect the proposed future use of the lot. No technical review was done and Gallo recommends approval. Motion by Valley to recommend to Council approval of the Extraterritorial Certified Survey Map as submitted to reconfigure the lot located at N67 W34981 Ireland Court, Town of Oconomowoc; second by Brotheridge. Motion carried 5-0.

3c. Consider / act on the Major Design Review Plans for the Starbucks building located at 1360 Pabst

Farms Circle: Gallo explained this request is for approval of an updated site plan for a multi-tenant building which includes Starbucks. The building will be 4,276 sf with an outdoor seating area. The property is zoned General Commercial, and the proposed use conforms to zoning and is consistent with the land use plan. The portion of the building containing Starbucks will be 2,283.5 sf and the remaining area for another tenant will be 1,992.5 sf. Gallo noted an occupancy permit will be required for the future tenant. Other items include: parking as proposed should be sufficient as the number of stalls planned exceeds requirements; access to the site will be from two internal access points; there will be one drive-thru lane for Starbucks and the stacking distance of cars complies to code; landscaping exceeds requirements; drainage plan has been reviewed and approved; utilities and lighting are sufficient; and the Architectural Commission approved the design, colors and materials of the building last month. Gallo recommends approval of the proposed plans. Members questioned the timeline of the project, and the owner, Bob Harley Smith, expects it to be ready in the Fall. Members also noted the directional arrows as proposed should be reversed; thanked the Architectural Commission for requesting additional landscaping; and

the applicant should consider the placement of an storm sewer inlet to eliminate a freezing ice situation, which Smith agreed and suggested they could also do some additional grading of the area. Motion by Vande Zande to approve the Major Design Review Plans for the Starbucks building to be located at 1360 Pabst Farms Circle; second by Brotheridge. Motion carried 5-0.

4. Planning Department Correspondence: Gallo reported in the month of March there were 2 temporary use permits issued; 4 requests were received for occupancy of a new business; and 2 site plans were approved administratively.

Chairman Magnus inquired about workload in the Planning Department. Gallo explained there was a small reduction in 2020 because of the pandemic, and 2021 has been steady with a variety of different applications coming thru. Gallo expects it to be an exciting year with development of the Olympia and Pabst Farms areas and Blue Ribbon baseball moving forward.

5. Adjourn: Motion by Mulder to adjourn at 6:20 pm; second by Brotheridge. Motion carried 5-0.

Chris Dehnert, Deputy City Clerk