

**City of Oconomowoc
Plan Commission Meeting Minutes
September 8, 2021**

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

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

Members Absent: Commissioner Mulder

Others Present: Gallo, Riffle, Frye, Duffy and Dehnert

2. Approve Minutes of August 4, 2021: Motion by Vande Zande to approve the August 4, 2021 minutes; second by Brotheridge. Motion carried 6-0.

3a. Public Hearing – Olympia Fields: The purpose is to hear public comment on the Olympia Fields Development application filed by Mark Lake on behalf of Wangard Partners, Inc. for a proposed land use amendment within the Oconomowoc Comprehensive Land Use Plan 2050 and rezoning of .627 acres located at 1375 Royale Mile Road. The parcel is further identified as part of tax key number OCOC 0614.984.033 and currently designated on the Land Use Plan as Commercial/Office and zoned General Commercial. The request is to change the land use plan to High Density Residential and rezone the property to Residential Multi-Unit High with a Planned Development Overlay district. If the map amendments are approved, the request is to allow for the construction of an additional building with up to 26 apartment units. The public hearing opened at 6:02 pm. Gallo gave a PPT presentation and noted Council previously approved a comp plan amendment and rezoning of the land around the .627 acre parcel for the construction of 6 apartment buildings. This request is for an amendment to the comp plan, rezoning and changing the overlay district to include this parcel. The intent is to construct an identical building to the others with up to 26 units for a total of 178 units from a previous 152 units. The planned development overlay will allow flexibility to setbacks and parking counts, and the benefit is to clear up a blighted area. Gallo noted Council waived site plan review of this additional building. No interested parties spoke and the hearing closed at 6:08 pm.

4a. Consider / approve Resolution PC21-R2980 amending the Land Use within the City's Comprehensive Plan for Olympia Fields located at 1375 Royale Mile Road: Gallo referenced a change on Page 4 of the ordinance under 9. Drainage, which references a future homeowner's association. The apartments will not have a homeowner's association as the ownership group will take care of any drainage issues. Motion by Frederick to consolidate items 4a., 4b. and 4c. to approve Res PC21-R2980 amending the City's Comprehensive Land Use Plan to High Density Residential for Olympia Fields; to recommend Ordinance 21-O1014 to rezone .63 acres to Residential Multi-Unit High for Olympia Fields; and recommend 21-O1018 to amend the Planned Development Overlay District for the Olympia Fields apartments located at 1375 Royale Mile Road, subject to purchase of the property by the applicant; second by Brotheridge. Motion carried 6-0.

4b. Consider / recommend Ordinance 21-O1014 to rezone .63 acres from General Commercial to Residential Multi-Unit High for Olympia Fields Apartments at 1375 Royale Mile Road: Action on this item was included in the motion for 4a.

4c. Consider / recommend Ordinance 21-O1018 to amend the Planned Development Overlay Zoning District for the Olympia Fields Apartments: Action on this item was included in the motion for 4a.

4d. Consider / recommend the Certified Survey Map for Wangard Partners that reconfigures 2 lots and 2 outlots at 1375 Royale Mile Road: Gallo reported this applicant is resubmitting this CSM to divide an existing 23.23 acre site into 2 lots and 2 outlots which was previously approved by the City in July. The applicant wants to

add .63 acres to lot 1 which will then be a total of 10.46 acres for future apartments; lot 2 is 7.83 acres for future commercial development; outlet 1 is .03 acres for a center island in a public ROW cul-de-sac; and outlet 2 is 5.54 acres and is an existing stormwater pond. Gallo has no concerns and he recommends approval of the CSM. Motion by Valley to recommend to Council the Certified Survey Map for Wangard Partners that reconfigures 2 lots and 2 outlets at 1375 Royale Mile Road subject to closing on the property by the applicant; second by Brotheridge. Motion carried 6-0.

4e. Consider / recommend the Certified Survey Map for Wangard Partners that reconfigures 3 lots and 1 outlet at 1375 Royale Mile Road: Gallo reported the applicant resubmitted this CSM due to technical changes relating to easements on the map. Lot 1 will consist of 4.83 acres; Lot 2 will be 1.98 acres; and Lot 3 will be 1.75 acres, and all used for future commercial development. The outlet will be .51 acres and is the existing entry to the site. Mark Lake of Wangard Partners explained they also included a name change to Regent Road on the map. Gallo has no concerns and recommends approval of the CSM. Motion by Frederick to recommend to Council the Certified Survey Map for Wangard Partners that divides reconfigures 3 lots and 1 outlet at 1350 Royale Mile Road subject to purchase of the property by the applicant; second by Brotheridge. Motion carried 6-0.

4f. Consider / approve the Major Design Review Site Plans for Journey21 located at the SE corner of Old Schoolhouse Road and Hackney Way: Gallo reported the comp plan amendment, zoning and planned development of this project was approved by Council in August 2021. Buildings include The Lodge (16 units), cottage homes (12) and an Enrichment Center. Gallo noted the cottages are located close together and requests they maintain 10' between buildings. Parking for the development exceeds requirements; the lighting plan, landscaping, drainage and stormwater are all good. Utilities are acceptable except this project will take away rec's from future uses in the area. Sidewalks will be located along Old Schoolhouse Road and Hackney Way; the applicant will reduce the width of sidewalks to comply to code; and is considering including sidewalk on adjacent properties which could be reimbursed to the applicant as lots are developed. Gallo noted if they decide to do this, planning staff could assist them with this process. Security fencing will be located around the site, and the Western Lakes Fire Dept will work with the applicant on accessing the site with fire equipment via the locked gate. Gallo questioned garbage pickup, particularly access for garbage trucks with locked gates. Cottages will be individually owned, and the applicant will need to come back with a condo plat as well as a CSM to divide off parcel 1. The architectural plans, colors and materials were approved in July 2021. Gallo recommended approval with conditions as noted. Peter Damsgaard, on behalf of Journey21, explained the cottages will be 10' apart except for 4 units which are located closer to the garages but they will make the change so all units are 10' apart as requested. They are willing to look at walking paths and are talking with the Mandel Group about their residents walking through their property to get to the YMCA. Members comments included: support sidewalk but don't want to make anyone put it in; paths have to remain clear, including snow removal during winter months; and would like to see a visual of what the fence will look like. Riffle said sidewalks need to be a collaborated item between property owners. Gallo agreed to work with the applicant on the sidewalk issue but won't make them mandatory. Damsgaard explained the black aluminum fence will be 6' tall; surround the perimeter of the development for the safety of the residents; and will add landscaping around the fence to help soften it. Members were okay with the fencing but wanted to see a larger section of fence and suggested the applicant email a picture to Gallo who could forward it on to the members. Damsgaard explained they have a plan for garbage; the condo plat will be ready to move forward in a month or so; cottages will be phased in; and they will have an individual take care of maintenance items. Members suggested reallocating trees along the property line by the Hackney House apartments; clarified a larger fencing picture should be provided to Gallo and then on to the members for final review; and must make sure the environment is safe for individuals who live there but the security fencing shouldn't impede other areas. Riffle added property owners are responsible for snow removal so if they work with others to install sidewalk, they are ultimately responsible for maintenance of it. Motion by Frederick to approve the Major Design Review Plans for Journey21 located at the SE corner of Old Schoolhouse Road and Hackney Way subject to the following items as discussed: 1) cottages must maintain a 10' setback between all units and

garages; 2) applicant shall work with City staff regarding off-site sidewalks and all sidewalks installed by the property owner are to be maintained throughout the year; 3) 2 to 4 trees are to be reallocated along the property line by the Hackney House apartments; 4) a larger picture of the proposed fence is to be provided to Gallo and then sent on to the members for final review; 5) security fencing may be 6' in height; and 6) make sure the security fencing doesn't restrict access for fire district personnel; second by Brotheridge. Motion carried 6-0.

4g. Consider/approve the application from Taqueria Doblado for a permanent food truck located at 212 E. Wisconsin Avenue: Gallo explained this applicant is requesting approval of a permit to allow his food truck to be located on Wisconsin Avenue for the remainder of 2021 and into the future. The ordinance approving the regulation of food trucks was approved by Council in April 2021. It requires that food trucks which remain in place for over 120 days must be reviewed and approved by the Plan Commission. The application from Taqueria Doblado is complete and supplied all information as required by the ordinance. Gallo visited their location on Wisconsin Avenue and found more tables and chairs than permitted by ordinance along with a refrigeration trailer (which has been screened) and a bin located next to the building. This site has been considered for a full food court with up to 8 trucks, etc. This is the first non-temporary food truck requesting approval in the City. Planning staff has approved 3 temporary trucks to date. Gallo recommends approval subject to approval of a permit through 2021 only; allow a maximum 2 tables with up to 8 seats; and inspections by building inspector and fire district personnel as needed. Attorney Alex Kay, on behalf of the applicants, stated the issues at this location are related to the other food truck on the site and that the applicant should not be penalized for doing the right thing by applying for a permit. They agreed to remove 2 tables; inspections as needed; believe the ordinance is silent about having extra sheds on site; and suggested putting the smaller refrigeration unit behind fencing. Members thought the intent of the ordinance was to not have additional storage areas on site. Gallo said this may have been their intent but these items were not included in the ordinance; as the weather gets colder, people won't be sitting outside; and the ordinance governing food trucks will probably come back for future discussion. Members wondered how staff came up with the number of seats and acknowledged with covid, they don't have an issue with the number of seats currently; can they move the smaller unit into the enclosure; and asked the status of the other truck. Gallo explained he provided an application and a copy of the ordinance to the owner of the other food truck. He will talk to the other applicant after tonight's meeting. Motion by Vande Zande to approve the application from Taqueria Doblado for a permanent food truck located at 212 E. Wisconsin Avenue through 2021 and the applicant must reapply in 2022; a maximum 2 tables on the site and the remaining tables are to be removed; and the site is to be inspected by Western Lakes Fire District personnel and Building Inspector as needed; second by Brotheridge. Motion carried 6-0.

5. Planning Department Correspondence – July 2021: Gallo reported in the month of July, 1 temporary use permit was issued, 1 zoning determination letter was sent, and 1 request was received for occupancy of a new business.

6. Adjourn: Motion by Brotheridge to adjourn at 7:11 pm; second by Frederick. Motion carried 6-0.

Chris Dehnert, Deputy City Clerk