

**City of Oconomowoc
Plan Commission Meeting Minutes
October 6, 2021**

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

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

Members Absent: Commissioner Mulder

Others Present: Gallo, Frye and Dehnert

2. Approve Minutes of September 8, 2021: Motion by Vande Zande to approve the September 8, 2021 minutes; second by Valley. Motion carried 6-0.

3a. Consider / recommend Ordinance 21-O1020 correcting the Legal Description for Pine Ridge Estates West Annexed Territory: Gallo explained this property was annexed to the City in 2014, and the Final Plat for the Pine Ridge Estates West subdivision was approved in 2020. Recently a discrepancy was found along the south lot line of the subdivision, and it was determined that the Pine Ridge Estates West subdivision encroached by approximately 6" into the Indian Hills subdivision. The applicant asked the Department of Administration how to correct the issue and was directed to amend the annexation ordinance and approve a replat of the subdivision. Gallo has no issues with this request and recommends approval of the ordinance and replat. Motion by Frederick to recommend to Council approval of Ordinance 21-O1020 correcting the legal description for Pine Ridge Estates West annexed territory; second by Vande Zande. Motion carried 6-0.

3b. Consider / recommend the Final Replat of Pine Ridge Estates West Subdivision Plat for Lots 31 – 37 on Willow Court and Lot 45 on Juniper Lane: Motion by Frederick to recommend to Council approval of the Final Replat of Pine Ridge Estates West Subdivision Plat for Lots 31 – 37 on Willow Court and Lot 45 on Juniper Lane; second by Gross. Motion carried 6-0.

3c. Consider / recommend the Condominium Plat for Vespera II – Addendum #2 consisting of Units 23-26 at Valley Road and St. Andrews Drive: Gallo explained this item is for approval of the next phase of the condominium plat for Vespera II, which is an expandable plat. The overall development was approved for a total of 13 duplex buildings and 26 units, and this plat adds 2 duplex buildings with 4 units. Gallo reported 14 of the 26 units have been sold, and the developer anticipates all units will be sold by 2023. He added some roads in the development need work, and the owner, Craig Caliendo explained patch work will be done on Toscano Terrace in fall with repairs and a final coat in spring; and Vico Pass will be repaved next fall. Staff has no concerns, and Gallo recommends approval. Motion by Gross to recommend to Council approval of the Condominium Plat for Vespera II – Addendum #2; second by Frederick. Motion carried 6-0.

3d. Consider / recommend the Condominium Plat for Vespera II – Addendum #3 consisting of Units 9-18 at Valley Road and St. Andrews Drive: Gallo explained this is for approval of the final phase of the condominium plat for Vespera II. This plat adds 5 duplex buildings with 10 units. Staff has no concerns, and Gallo recommends approval. Motion by Gross to recommend to Council approval of the Condominium Plat for Vespera II – Addendum #3; second by Frederick. Motion carried 6-0.

3e. Consider/approve the application for Gabriel's Taqueria for a food truck in 2021 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. This food truck has been at this location for many years, and there are currently 2 food trucks on the site. An application was received from Gabriel's Taqueria for this location and Gallo did a site visit. He found more tables and chairs than permitted by ordinance (which have been

removed); 2 outdoor refrigeration units; one small sign on the property along with one on the truck (which is allowed per code); and extension cords leading from the truck across the property. The ordinance does not address outdoor storage, and Gallo doesn't believe it was the intent of the members to allow outdoor storage. He suggested the members could require the units to be screened. This is the 5th food truck in the City, and Gallo recommends approval subject to conditions listed in the staff report. Members asked the applicant, Gabriel Vazquez, if he would be able to comply with the conditions, and Vazquez acknowledged he was comfortable with the conditions suggested by the Planner. Members asked what the applicant from last month's meeting was directed to do with their outdoor unit, and Gallo said they were told to relocate one unit behind a screen and allowed the other unit. Vazquez said Gallo gave him ideas on how to screen his units. Members noted issues with the food truck ordinance are not the applicant's fault; they are not a regular restaurant and shouldn't have the weight of the City come down on them as they don't want them to leave; and it would be great if they could screen the units. Gallo suggested since the applicant will need to come back for a permit for 2022, it will provide the members an opportunity to review it again. Motion by Valley to approve the application from Gabriel's Taqueria for a food truck located at 212 E. Wisconsin Avenue through 2021, subject to the applicant screening the refrigeration units and including the 7 conditions listed in the staff report; second by Gross. Motion carried 6-0.

3f. Consider/approve the application for Gabriel's Taqueria for a food truck in 2021 located at 1670 Old Schoolhouse Road: Gallo explained he received an application from Gabriel Vazquez requesting approval of a permit to allow his food truck to be located on Schoolhouse Road for the remainder of 2021. Gallo did a site visit and found more tables and chairs than permitted by ordinance (which have been removed); 2 outdoor refrigeration units; extension cords leading from the truck across the property; and some exterior lighting on the site. Gallo suggested the building inspector should inspect the electrical connection and questioned if lighting should be allowed. This is the third truck requesting approval by the Plan Commission for a permit in 2021, and Gallo recommended approval with conditions listed in the staff report. Members questioned the lighting, and Gallo explained they are non-shielded lights. There is an ordinance in place which addresses exterior lights, and he is trying to establish precedence for all other food trucks who want this. Vazquez said the area is very dark at night (he is open until 10 pm) so he added the lighting to help see better. Members asked if there is a way to shield the lights, and Vazquez said he can make it work. Gallo offered to work with the applicant to create downward lighting. Vazquez noted he will be closing earlier because it's gets dark sooner and the weather is getting colder. Motion by Gross to approve the application from Gabriel's Taqueria for a food truck located at 1670 Old Schoolhouse Road through 2021, subject to the conditions listed in the staff report and the applicant working with planning staff on proper lighting for the site; second by Valley. Motion carried 6-0.

4. Planning Department Correspondence – August 2021: Gallo reported in the month of August, 16 temporary use permits were issued (12 were for the Festival of the Arts), 5 letters were sent for various zoning issues, and 1 site plan was approved administratively.

5. Adjourn: Motion by Frederick to adjourn at 6:36 pm; second by Brotheridge. Motion carried 6-0.

Chris Dehnert, Deputy City Clerk