

**City of Oconomowoc
Plan Commission Meeting Minutes
November 11, 2020**

Chairman Magnus called the meeting to order at 6:30 pm.

Members Present: Chairman Robert Magnus, Commissioners Tim Valley, Dean Frederick, Lou Kowieski, Chad Vande Zande, John Gross and Ken Brotheridge

Others Present: Matthew Trebatoski, Jason Gallo and Chris Dehnert

2. Approval of previous meeting minutes: Minutes were unavailable.

3a. Consider/recommend the Final Plat for a 45 lot subdivision for Pine Ridge Estates West: Gallo explained the preliminary plat on this property was approved in March 2020, and infrastructure is currently being installed in the property. The parcel is zoned Suburban Residential, and the layout is consistent with the preliminary plat. The applicant is proposing a 45-lot single family residential subdivision. Gallo explained a change was incorporated into City Code recently regarding street trees placed in new subdivisions and associated costs. This subdivision will require 57 trees, and payment must be received prior to the City signing the Final Plat. There are still some outstanding technical items including some minor engineering items. Gallo noted there is a 60 day timeline to act on the plat, and he recommends approval. Gallo provided a couple of updates since the preliminary plat was approved: there is only one access point right now, and the developer will need to create a separate document which addresses the secondary emergency access point; and this subdivision will have its own HOA. Members questioned the Indian Head Trail temporary access point and whether this access into Town property would be gated. Gallo said he has no preference on placement of a gate and believes it is up to the Town. Kevin Anderson of Neumann Development said they are working with the Town on this access point which will not be paved so they don't believe a gate will be necessary but will install one if the Town requests it. Motion by Vande Zande to recommend to Council approval of the Final Plat for Pine Ridge Estates West; second by Kowieski. Motion carried 7-0.

4a. Consider / recommend the Extraterritorial Certified Survey Map to combine two lots into one located at N53 W37135 Madison St, Town of Oconomowoc: Gallo explained this certified survey map will combine two lots into one in the Town of Oconomowoc. The property is located within the City's extraterritorial limits as it is about 355 feet from the closest City boundary. The property owner would like to build a garage on the two lots, and Waukesha County and the Town required her to combine the two parcels into one. No technical review was done but Gallo noted there was an error on the signature blocks of the document. He will have this corrected and recommends approval. Motion by Kowieski to recommend to Council approval of the Extraterritorial Certified Survey Map as submitted at N53 W37135 Madison Street, Town of Oconomowoc; second by Frederick. Motion carried 7-0.

4b. Consider / recommend the Extraterritorial Certified Survey Map located at N56 W39300 Wisconsin Ave, Town of Oconomowoc: Gallo explained this certified survey map will combine two lots into one in the Town of Oconomowoc. The property is located within the City's extraterritorial limits as it is about 300 lineal feet from the closest City boundary. The property owner is having some work done on the property, and Waukesha County and the Town is requiring the two parcels be combined into one. No technical review was done and the signature blocks are correct. Gallo recommends approval. Motion by Frederick to recommend to Council approval of the Extraterritorial Certified Survey Map as submitted at N56 W39300 Wisconsin Ave, Town of Oconomowoc; second by Brotheridge. Motion carried 7-0.

4c. Consider / recommend the Extraterritorial Certified Survey Map located at W752 Concord Center Dr, Town of Concord: Gallo reported this certified survey map will divide one lot into town in the Town of Concord. The property is located within the City's extraterritorial limits and is 1.8 miles from the closest City boundary. The property owner is dividing the house off from the remaining farmland. No technical review was done and the signature blocks are correct. Gallo recommends approval. Motion by Frederick to recommend to Council approval of the Extraterritorial Certified Survey Map as submitted at W752 Concord Center Dr, Town of Concord; second by Brotheridge. Motion carried 7-0.

5. Planning Department Correspondence – October 2020: Gallo reported in the month of October four letters were sent for various issues and seven requests were received for occupancy of new business in the City. Gallo added there will be a public hearing at the December Plan Commission on a rezoning. The Mayor thanked Frederick for accepting a position on the Joint Review Board and other members welcomed Trebatoski as the new City Administrator and Valley as a new member on the Plan Commission.

6. Adjourn: Motion by Brotheridge to adjourn at 6:52 pm; second by Kowieski. Motion carried 7-0.

Chris Dehnert, Deputy City Clerk