

**WAUKESHA COUNTY  
MINUTES OF THE PARK AND PLANNING COMMISSION  
ADMINISTRATION CENTER, ROOM AC 255/259  
THURSDAY, NOVEMBER 17, 2016, 1:00 P.M.**

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**CALL TO ORDER**

Mr. Morris, Chairperson, called the meeting to order at 1:00 p.m.

Commission

Members Present: James Siepmann      Robert Peregrine      Gary Goodchild  
William Maslowski      William Mitchell      Richard Morris

Members Absent: Keith Hammitt

Staff

Members Present: Jason Fruth, Planning and Zoning Manager  
Kathy Brady, Support Staff Supervisor  
Chris Morgan, Waukesha County Corporation Counsel

Guests Present: Jeff Pease: SCU-0071C  
Sherry Huff: SCU-0071C  
Louis Davis: PPC16\_009

**CORRESPONDENCE:** None

**MEETING APPROVAL** None

**MINUTES** Approval of the October 20, 2016, Minutes.

*Mr. Mitchell moved, seconded by Mr. Peregrine and carried unanimously for approval of the October 20, 2016, Minutes.*

**PUBLIC COMMENT** None

**SCHEDULED MATTER** None

• **CU-1626 (David and Stacey Vecellio, The Cupola) Town of Oconomowoc, Section 2**

Mr. Fruth pointed out the location of the property, at N88 W35490 Mapleton Road in the Town of Oconomowoc on the aerial photograph. He indicated the request is for an Unspecified Conditional Use to convert an existing barn into an event barn business to host weddings and other special events.

Mr. Fruth indicated the property is located north of C.T.H. "CW". Immediately abutting properties to the west, north and east include farmland, which is zoned in the Farmland Preservation District. There are several residences and the Mapleton Community Center located to the south of the property along C.T.H. "CW". At the public hearing, neighbors expressed concerns regarding increased traffic, noise and lights. The property is approximately five (5) acres in size and the proposed improvements are to be located a distance away from C.T.H. "CW". Mr. Fruth presented photographs of the site indicating there is screening provided from the trees between C.T.H "CW" and the barn. The distance from the barn to the road is approximately 600' and it is 1,000' to the closest residences. When reviewing these types of requests, consideration for the neighbors regarding noise, lighting and traffic are important.

Mr. Fruth indicated that the petitioner has submitted extremely conceptual plans for the event barn business. These plans indicate the area where outdoor ceremonies would be held, depict a pole building proposed to be used for storage purposes for the business operation and the residential use, the main barn, the location of a stairwell on the front side of the barn, a deck area proposed on the north side of the building and the parking area. Because the parking area proposed was also conceptual, there were discussions with the petitioner, Town, and County Staff regarding the preferred arrangement relative to parking. When considering the rural surroundings, the Land Use Plan and Zoning does not envision commercial uses. In discussions with the Town of Oconomowoc Planner it was decided that it is preferable that the predominant parking area be located offsite, rather than onsite. Another wedding barn located in the Town of Oconomowoc utilizes the Monterey soccer park and shuttles guests to the venue, while another utilizes a bus service. He noted it would be costly for the petitioner to construct a large parking field. The Town recommended a maximum of 25 parking stalls to be located in the southeast corner of the property. The Waukesha County Department of Public Works (DPW) has formalized a policy as to when roadway improvements would be required for these types of facilities (more than 15 vehicles). Parking above that threshold would trigger the need for tapers/excel/decel lanes, etc. The Town was agreeable in changing the condition to state parking for 15 vehicles.

Mr. Fruth explained that the petitioners are proposing to use temporary restroom facilities with long-term visions of accessible permanent bathroom facilities. Caterers will provide food services on-site and the Environmental Health Division would need to authorize and make a determination whether a permanent sink is feasible or whether a temporary sink would need to be provided by the caterer's each time. There is existing lighting onsite, which will remain, however, a more detailed site plan and lighting plan will be needed from the petitioners. Music is being proposed in the barn until 10:00 p.m. on weekdays and 11:00 p.m. on weekends. Trash and recycling is proposed to be screened on the west lot line. An uplit sign with a spotlight for the business is being proposed on the road. The Planning and Zoning Division Staff is recommending that the lighting for the sign and parking areas be turned off when the facility is not in use, or within 30 minutes of the end of an event. He added that DPW will be requiring that the driveway be aligned with the driveway serving the Mapleton Community Center and the opening be widened.

Mr. Fruth reiterated that more refined and detailed plans would be needed before a permit could be issued. He added that the conditions on the Conditional Use will provide adequate control for the neighborhood.

Chairperson Morris stated that ADA parking and ADA portable toilets would be required, and asked how the main floor of the barn becomes ADA compliant? Mr. Fruth replied that more information would be required from the petitioner. As of now, there is only a stairwell being proposed. He added that the Building Inspector will have to consider this aspect in the review of the proposal. He further added that the main floor of the barn is accessible from the north side of the barn. Mr. Maslowski expressed concerns regarding fire safety and asked what precautions are being taken with respect to this issue? Mr. Fruth replied that Conditions No. 19 and 33 deal with the fire inspections for the business and maximum occupancy. Mr. Mitchell commented that the wording in Condition No. 19 is confusing by allowing no more than 200 persons, however, the Building Inspector and/or Fire Department will confirm the maximum occupancy and decide if any more restrictive number less than 150 would prevail. He noted the Fire Inspector's decision should be final. Mr. Fruth said he would correct and clarify the wording in the condition. Mr. Maslowski also questioned the use of temporary portable toilets, and wondered if a condition should be added stating after a certain period of time permanent bathroom facilities would be required? Mr. Fruth replied that the first event barn began with temporary restrooms and now they have applied to construct permanent restrooms. Mr. Mitchell added that the petitioner may want to make sure the business will take off before the investment of permanent restrooms is made.

Mr. Maslowski questioned why the DPW is requiring aligning the driveway to the Mapleton Community Center? Mr. Fruth replied that he was unsure, however, typically they try to minimize the points of conflict along a roadway. Mr. Peregrine added when the matter came before the Town Plan Commission and even at the Public Hearing, one of the main concerns was traffic. The Chief of Police for the Town reviewed the roadway and reported to the Plan Commission that he had no issues with the location of the driveway as proposed. The Town does not want guests for an event at the barn parking across the street at the Mapleton Community Center and crossing the highway. Mr. Goodchild asked if the conditions for this request were similar to other event barns and inquired whether the petitioners are being asked to do any more than other event barns? Mr. Fruth responded that this is the fourth event barn request and the recommended conditions have been similar on all of the requests. Mr. Goodchild added that the driveway entrance location would be decided upon by the County DPW Department not the Park and Planning Commission. Mr. Mitchell asked if the petitioner has secured any offsite parking area? Mr. Fruth replied that the petitioners had initially looked into utilizing the Community Center for parking, however, that is not a viable option and it will be up to the petitioner to secure offsite parking. Chairperson Morris commented that the petitioner's proposal seems very incomplete. He expressed concerns with the lack of information regarding ADA access to the main floor of the barn. Mr. Siepmann said the petitioner needs to meet State standards and it would be the responsibility of the Town Building Inspector to enforce them. He added that it is the responsibility of the Fire Inspector regarding fire safety issues and maximum occupancy. Mr. Maslowski asked if the 15 parking spots on-site would all be specified as handicap? Mr. Fruth said that two (2) spaces are required to be handicap spots. Mr. Maslowski asked if the petitioner could request more onsite parking in the future? Mr. Fruth indicated they could propose an amendment to the Conditional Use for parking but they would have to commit to making more road improvements, which would be quite costly. Mr. Goodchild added that the utilities may also be affected if road improvements are required. Mr. Mitchell said he was in favor of the one-year trial period for the business.

*After discussion, Mr. Peregrine moved, seconded by Mr. Goodchild and carried unanimously for approval, as conditioned, in accordance with the "Staff Report and Recommendation" with a clarification of Condition 19 which will now read:*

- 19. No more than 200 guests shall be allowed at any one time in the barn and on the premises without prior Town and County Approval. The Town Building Inspector and/or the local fire department shall confirm the maximum occupancy of the structures and any more restrictive number imposed by either entity shall prevail if lower than 200 persons.*

*The approval of this request, will allow the petitioners a reasonable use of their land and meets the intent and purposes of all County Ordinances.*

- **PO-16-OCOT-14 (David and Stacey Vecellio, The Cupola) Town of Oconomowoc, Section 2**

Mr. Fruth indicated the Site Plan/Plan of Operation request is related to the previous Conditional Use (CU-1626) listed above.

*After a brief discussion, Mr. Siepmann moved, seconded by Mr. Peregrine and carried unanimously for approval, as conditioned, in accordance with the "Staff Report and Recommendation" with a clarification of Condition 19 which will now read:*

19. *No more than 200 guests shall be allowed at any one time in the barn and on the premises without prior Town and County Approval. The Town Building Inspector and/or the local fire department shall confirm the maximum occupancy of the structures and any more restrictive number imposed by either entity shall prevail if lower than 200 persons.*

*The approval of this request, will allow the petitioners a reasonable use of their land and meets the intent and purposes of all County Ordinances.*

• **SCU-0071C (Lad Lake) Town of Ottawa, Section 2**

Mr. Fruth pointed out the location of the property, at W350 S1401 Waterville Road in the Town of Ottawa on the aerial photograph. He indicated the request is to reduce the size of the property on which Lad Lake operates by approximately 29 acres. The 29 acres would be sold to an adjoining landowner.

Mr. Fruth indicated the Lad Lake holdings encompass approximately 167 acres. Lad Lake is a treatment facility for at risk youth. The request is to sell approximately 29 acres of land located on the southeast portion of the parcel. The west half of the acreage to be sold contains floodplain, wetland, primary environmental corridor and isolated natural resource area. The adjacent property owner to the south intends to acquire the property to construct a new residence on the upland area of the site sometime in the future. Lad Lake would like to sell this portion of the property to pay down some debt. In addition, the property would need a Land Use Plan Amendment, rezone and Certified Survey Map before it can be developed for residential use. The adjacent property owner would not be able to utilize the property for a residential use until the abovementioned approvals are obtained. Mr. Mitchell asked if the person who would be purchasing the property was aware of the conditions and process. Mr. Goodchild noted that the adjacent landowner had come to the Town Plan Commission meetings and the Town did not have any issues with the sale or purchase. Mr. Heath, adjacent landowner proposing to acquire the acreage, introduced himself and said he has lived in the Town for 20 years. He said he was in no hurry to build on the 29 acres but potentially in the future intended to build a retirement home. In addition, he understood all of the conditions and processes.

*After discussion, Mr. Siepmann moved, seconded by Mr. Goodchild and carried unanimously for approval, as conditioned, in accordance with the “Staff Report and Recommendation”. The approval of this request, will allow the petitioners a reasonable use of their land and meets the intent and purposes of all County Ordinances.*

• **PPC16\_009 (Paul and Maureen Soltwedel) Town of Oconomowoc, Sections 35 and 36**

Mr. Fruth pointed out the location of the property at W351 N5329 Road “C” in the Town of Oconomowoc on the aerial photograph. He indicated the request is for approval of a retaining wall within 5’ of a lot line.

Mr. Fruth pointed out that the existing retaining wall is failing and needs replacement. The retaining wall extends across two (2) property lines and supports an existing stairway on the petitioner’s property. A permit has been issued for all but 5’ of the wall, which needs this special approval. The property has a very steep slope (approximately 16’) to the lake. The Town of Oconomowoc has approved the request and the Planning and Zoning Division Staff is also recommending approval.

*After discussion, Mr. Peregrine moved, seconded by Mr. Maslowski and carried unanimously for approval, in accordance with the “Staff Report and Recommendation”. The approval of this request, will allow the petitioners a reasonable use of their land and meets the intent and purposes of all County Ordinances.*

**ADJOURNMENT**

*With no further business to come before the Commission, Mr. Peregrine moved, seconded by Mr. Maslowski to adjourn at 1:40 p.m.*

Respectfully submitted,

*William Mitchell*

William Mitchell  
Secretary

WM:kb

