

**WAUKESHA COUNTY  
MINUTES OF THE PARK AND PLANNING COMMISSION  
ADMINISTRATION CENTER, ROOM AC 255/259  
THURSDAY, JUNE 16, 2022 - 1:00 P.M.**

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**CALL TO ORDER**

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

Commission

Members Present:     James Siepmann             Thomas Michalski             Richard Morris  
                                 Robert Peregrine             William Groskopf

Commission

Members Absent:     None

Staff

Members Present:     Jason Fruth, Planning Manager  
                                 Kathy Brady, Support Staff Supervisor

**CORRESPONDENCE:**     None.

**MINUTES:**                     Approval of the May 19, 2022, Minutes.

*After discussion, Mr. Morris moved, seconded by Mr. Peregrine and carried unanimously for approval, of the May 19, 2022, Minutes, as presented.*

**PUBLIC COMMENT:**     None.

• **RZ102 (Clydesdale Farms West HOA Greenwald) Town of Mukwonago**

Mr. Fruth indicated the request is for a text amendment to amend and repeal the section of Appendix D of the Town of Mukwonago Zoning Code relating to accessory structures in the Clydesdale Farms West subdivision.

Mr. Fruth indicated the subdivision is located north of CTH NN and east of Rolling Hills Elementary School in the Town of Mukwonago. It was created as a conservation design with unique provisions which govern the subdivision. He explained that most Planned Unit Development subdivisions in the Town of Mukwonago do not allow accessory buildings. A property owner within the subdivision built a shed without permits or permission from the Clydesdale Farms West HOA and a violation complaint was reported. In order to amend the Town Code, the subdivision HOA needed 75% of the members to vote in favor of the amendment to the Declaration of Restrictions for the subdivision. In January 2022, 21 of the 26 owners (80.8%) were in favor of the amendment allowing accessory buildings and the HOA passed the amendment. The language in Section PDD-05 of Appendix D of the Town Zoning Code prohibiting accessory buildings was removed and language was added restricting the size to a maximum of 600 ft., 15 ft. in height and no more than one structure be allowed.

Chairperson Siepmann said his company used to stipulate no accessory structures in all of their developments, but now they are all coming back and asking for them to be allowed because they don't have enough room to store bikes, lawnmowers, etc. He was in favor of the limitation of size, height, number of structures allowed and that the design and exterior building materials must match the principal building. Mr. Groskopf asked when was the subdivision was developed, to which Mr. Fruth replied 2000. Mr. Michalski asked if the surrounding neighborhoods allow accessory buildings, to which Mr. Fruth replied that he was unsure. Mr. Fruth noted that the initial homeowners in subdivisions willingly know what they are buying into, however, as properties change hands the specifics seem to get lost. Mr. Morris asked if there was a section in the Town of Mukwonago Zoning Code specifying this particular subdivision and HOA restrictions, to which Mr. Fruth replied, yes, and it will be repealed and recreated to include accessory buildings.

*After discussion, Mr. Morris moved, seconded by Mr. Groskopf and carried unanimously, for approval, in accordance with the “Staff Report and Recommendation”.*

- **RZ103 (Galleria West Associates Bode) Town of Brookfield, Section 29**

Mr. Fruth pointed out the location of the property at 18900 W. Bluemound Road in the Town of Brookfield on the aerial photograph. He indicated the request is to rezone the property from the B-2 Limited General Business District to the MU-1 Mixed Use District to allow commercial with the possibility for future mixed uses.

Mr. Fruth indicated the rezone was approved by the Town in 2021, but not forwarded to the County until recently due to staff turnover. The property proposed to be rezoned is a strip mall located behind Kopps Custard in the Town of Brookfield, containing restaurants and retail. The area is planned for mixed use. There is a senior facility to the north and commercial uses to the south. The proposed rezone would allow the owners to continue the current uses or if at some point in the future there is a desire to add a residential element, it would be available. The Town Code allows density up to 7.3 dwelling units per acre in the Mixed Use District. He indicated that the rezone request was prompted by a provision relating to signage in the Mixed Use District.

*After discussion, Mr. Peregrine moved, seconded by Mr. Michalski 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.*

- **Park and Planning Commission By-Laws**

Request: Approval of the updated Park and Planning Commission By-Laws.

Mr. Fruth indicated the Park and Planning Commission By-Laws have not been updated for some time. In the past, the Commission reviewed all subdivision plats, parks acquisitions, etc. which is no longer done. Additions to the by-laws include allowing commissioners to attend meetings remotely, the majority of commissioners in attendance would constitute a quorum, conflicts of interest, etc. Regarding the election of officers for the Park and Planning Commission, since elections were just voted on in October 2021, he suggested that as part of the approval of the updated by-laws that the Chairperson, Vice Chairperson and Secretary positions remain in effect until June 2023.

*After discussion, Mr. Morris moved, seconded by Mr. Peregrine and carried unanimously, for approval, of the updated Park and Planning Commission By-Laws which includes keeping the same officers until June 2023.*

**ADJOURNMENT**

*With no further business to come before the Commission, Mr. Michalski moved, seconded by Mr. Morris, to adjourn the meeting at 1:27 p.m.*

Respectfully submitted,

*Richard Morris*

Richard Morris

RM:kb