

**WAUKESHA COUNTY
MINUTES OF THE PARK AND PLANNING COMMISSION
ADMINISTRATION CENTER, ROOM AC 255/259
THURSDAY, JANUARY 17, 2019 - 1:00 P.M.**

CALL TO ORDER

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

Commission

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

Members Absent: William Maslowski

Staff

Members Present: Jason Fruth, Planning and Zoning Manager
 Amy Barrows, Senior Planner
 Kathy Brady, Support Staff Supervisor

Guests Present: John Riehle: RZ22
 Darlene Johnson,
 County Board Supervisor: CU13
 John Stigler: RZ13
 Conor Leedom: RZ26
 Jeff Horwath: CU18
 Jon Spheeris: RZ20 and CU16
 Anthony Scaffidi: RZ16

MINUTES

Approval of the December 6, 2018, Minutes

After discussion, Mr. Mitchell moved, seconded by Mr. Siepmann and carried unanimously for approval, of the December 6, 2018, Minutes as presented.

PUBLIC COMMENT

None.

• **RZ26 (Jeff Stolz/Conor Leedom/Shady Acre Farms), Town of Lisbon, Section 30**

Mr. Fruth pointed out the location of the property at N56 W27476 Lisbon Road in the Town of Lisbon on the aerial photograph. He indicated the request is to rezone the property from the A-10 Agricultural District to the A-5 Mini Farm District.

Mr. Fruth indicated the portion of the property to be rezoned is approximately 5.05 acres in size, located in the southwest corner of the property and contains the existing farmstead to be split off. At this time, no other action is being proposed on the balance of the 115-acre farm. He noted that a Comprehensive Development Plan Amendment application was received for the balance of the farm. Mr. Fruth explained there is an agreement between the Village of Merton, Town of Lisbon and the Joint Committee, which reviews activities in the boundary areas. The Village has reviewed and approved the proposal. Mr. Leedom petitioner, introduced himself and indicated he was available to answer any questions on the proposed request.

After discussion, Mr. Mitchell moved, seconded by Mr. Siepman 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.

- **RZ22 (John Riehle), Town of Ottawa, Section 33**

Mr. Fruth pointed out the location of the property at W377 S5944 C.T.H. “CP” in the Town of Ottawa on the aerial photograph. He indicated the request is to rezone the property from the A-T Agricultural Transition District to the AD-10 Agricultural Density-10 District.

Mr. Fruth indicated that 4.7 acres in the northeast corner of the approximate 44-acre parcel is being proposed to be rezoned. The 4.7 acres is being conveyed to an adjacent property owner located to the west, adjusting his parcel size to 10.1 acres and the petitioner’s property would be reduced to 39.4 acres in size. No density change is being proposed, only the exchange of acreage and it would also bring the new 10.1-acre property into a category, which is similar to surrounding properties. Mr. Riehle petitioner, introduced himself to the Commission and indicated he had worked with the Town Planner on the proposal.

After discussion, Mr. Siepman moved, seconded by Mr. Morris 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.

- **RZ27 (Joseph Gliniecki), Town of Delafield, Section 34 and 35**

Mr. Fruth pointed out the location of the property at W300 S1350 Brandy Brook Road in the Town of Delafield on the aerial photograph. He indicated the request is to rezone the property from the A-1 Agricultural District (Town) to the A-2 Rural Home District (Town), with County zoning to remain unchanged.

Mr. Fruth indicated the 4.6-acre property is located east of Brandy Brook Road and south of S.T.H. 18 in the Town of Delafield. The petitioner is interested in constructing an addition onto the north side of his existing residence. The Town’s A-1 District requires a 95% open space and the A-2 District requires 85% open space. The proposed addition is within the range allowed in the A-2 District. There is a generalized FEMA floodplain (unstudied) that surrounds the residence. A more detailed flood study for Brandy Brook (located east of the property) is currently in draft form, however, is usable per the Wisconsin Department of Natural Resource (DNR) and greatly reduces the area of the floodplain and keeps the floodplain along the stream.

Mr. Michalski asked what would cause the floodplain to be reduced? Mr. Fruth replied, that when FEMA designates floodplains along a larger stream they have a very detailed study. On smaller streams, they have not done any engineering analysis, so they are conservative when they map the floodplains because of the absence of detailed information.

After discussion, Mr. Michalski moved, seconded by Mr. Morris 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.

- **RZ16 (Catherine Wendorf/Anthony Scaffidi), Town of Vernon, Section 1**

Mr. Fruth pointed out the location of the property at S68 W22850 National Avenue in the Town of Vernon on the aerial photograph. He indicated the request is to rezone the property from the RRD-5 Rural Residential Density District 5 to the B-3 General Business District.

Mr. Fruth indicated the property is located on the north side of C.T.H. "ES". The property contains an outbuilding and an unoccupied residence near C.T.H. "ES". A small stream, Mill Brook, runs through the northwest portion of the property to a pond, which has been determined to be a navigable waterway. The Town received several complaints regarding the operation of a firewood processing and landscape operation business without the necessary permits/approvals. The adjacent property to the east has a Conditional Use for a limited business operation. The petitioner would be processing firewood, using a log-splitter, storing landscape equipment inside/outside (plows, storage of trailers, vehicles, etc.). A conceptual site plan was attached to the proposal and attached to the Staff Report and Recommendation as Exhibit "A". Recommended conditions of the approval include that a detailed Site Plan/Plan of Operation must be obtained for the use in order for the rezone to be valid and that outdoor operations/equipment and processing areas need to be screened from the road and adjacent properties. There have been phone calls from the Town regarding concerns of tracking of mud and debris onto C.T.H. "ES". The Planning and Zoning Division Staff believes that this type of issue can be dealt with at the Site Plan/Plan of Operation level.

Mr. Mitchell asked if pesticides would be stored on site or would that also be addressed in the Site Plan/Plan of Operation, and if the complaints made concerned the business operating without permits or other specific complaints? Mr. Fruth replied that Town Officials were concerned about the fact that the business did not have approvals, concerns were expressed regarding mud being tracked on the road and general aesthetics (equipment being stored outside in the open). The rezoning must be approved before considering these types of issues. Mr. Siepmann asked if a better Site Plan would be required than the hand drawn plan in Exhibit "A" of the Staff Report and Recommendation? Mr. Fruth responded, "Yes".

After discussion, Mr. Siepmann moved, seconded by Mr. Morris 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.

- **RZ20 (Andrew and Lynda Freseth/Jon Spheeris), Town of Oconomowoc, Section 10**

Mr. Fruth pointed out the location of the property at N77 W36498 Saddlebrook Lane in the Town of Oconomowoc on the aerial photograph. He indicated the request is to rezone a three (3) acre portion of land zoned as FLP Farmland Preservation District to the R-1 Residential District.

Mr. Fruth indicated the proposed rezone would divide the thirty-nine acre property into two (2) parcels in order to separate the single-family residence (three acres, located in the northeast corner) from the commercial horse breeding, boarding and training operation and existing structures, which would be reduced to 36 acres in size. The property owner is planning to move from the property and would like to be able to sell the residence separately from the horse operation and still have the use approvals continue for the horse operation. No additional density is being created. He noted there are caretaker units within the horse operation buildings, along with a 208' x 180' barn with riding arena and stables, lounge, offices, three apartments for employees, which are all proposed to remain. The Town conditioned the rezone approval upon a Certified Survey Map being reviewed and approved and that a Deed Restriction be prepared regarding the density arrangement.

Mr. Morris asked if the existing driveway access to the three (3) acre property would be utilized? Mr. Fruth replied that the driveway would stay along with an easement. Mr. Siepmann stated there would not be any frontage along a public street. Mr. Fruth agreed and added that there is no loss of farmland.

After discussion, Mr. Mitchell moved, seconded by Mr. Michalski 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.

• **RZ13 (David Robinson/John Stigler), Town of Oconomowoc, Section 13**

Mr. Fruth pointed out the location of the property at W340 N7661 Townline Road in the Town of Oconomowoc on the aerial photograph. He indicated the request is to rezone the property from the Farmland Preservation (FLP) and Farmland Conservancy (FLC) Districts to the R-1 Residential and High Ground Water (HG) Districts to accommodate four (4) single-family residential lots.

Mr. Fruth indicated the request involves two (2) different parcels. The southerly parcel is larger and contains a single-family residence, a barn with caretakers unit, three buildings used for agricultural storage and a large poly structure used as a commercial horse training operation. In addition, there is a cottage located west of a pine tree plantation. The northerly parcel does not have any improvements on it and is utilized for farming. There is a long narrow driveway leading to the cottage. The Town Fire Department asked for improvements to the roadway to bring it to an acceptable width (16’) and a turnaround to allow emergency vehicles access to the cottage. The property owner would like to divide the southerly parcel into four (4) lots. The owner believes that one of the buyers may want to continue the horse operation located on the outlot. The owner is also requesting that the Conditional Use for the horse operation be downsized in area but remain available and in place for a future owner. The Town and County Staff would need more details for any operator who would utilize the existing Conditional Use.

Mr. Fruth stated that a neighbor to the north asked that the existing treeline on Lot 4 be preserved to block the sight line from their residence. A recommended condition of approval is that the north 20’ of the tree-lined area on Lot 4 be conserved in an easement. Other conditions of approval are that the existing caretakers unit in the barn be removed, a Deed Restriction be filed stating there are no additional development rights and a Certified Survey Map (CSM) to include the entire farm be submitted. After the CSM has been submitted, access to the new lots will be reviewed.

Mr. Siepmann clarified that any of the Outlots could be sold, but would not be tied to a specific lot and there would be no residence allowed on Outlot 3, only the horse boarding operation. Mr. Mitchell asked if the Conditional Use for the horse boarding operation would be transferrable? Mr. Fruth replied that the Conditional Use would be transferrable with heavy conditions and a public hearing would be required.

After discussion, Mr. Morris moved, seconded by Mr. Michalski 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.

- **CU16 (Andrew and Lynda Freseth/Jon Spheeris), Town of Oconomowoc, Section 10**

Mr. Fruth pointed out the location of the property at N77 W36498 Saddlebrook Lane in the Town of Oconomowoc on the aerial photograph. He indicated the request is to amend the current Conditional Use Permit to exclude the area of a proposed three (3) acre parcel, which is proposed to be rezoned for single-family residential use.

Mr. Fruth indicated the Conditional Use is related to RZ20 listed above. The approval authorizes the reduction of the Conditional Use area by three (3) acres, which is to be rezoned. All prior conditions are to be maintained unless superseded by new conditions, an updated Manure Management Plan must be approved by the Land Resources Division and a maximum of 40 horses are allowed.

After discussion, Mr. Mitchell moved, seconded by Mr. Siepmann 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.

- **SP47 (Hollow Haven Farm), Town of Oconomowoc, Section 10**

Mr. Fruth indicated the Site Plan/Plan of Operation request is related to the previous Conditional Use (CU16) listed above.

After a brief discussion, Mr. Mitchell moved, seconded by Mr. Siepmann 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.

- **CU15 (David Robinson), Town of Oconomowoc, Section 13**

Mr. Fruth pointed out the location of the property at W340 N7661 Townline Road in the Town of Oconomowoc on the aerial photograph. He indicated the request is to amend the CU-1334 series to reduce the lot size subject to the Conditional Use Permit.

Mr. Fruth indicated the Conditional Use is related to RZ13 listed above. He noted that the Conditional Use would not apply to Outlot 1 or Lots 1 through 4, the caretakers unit must be removed and the new owner/operator must seek subsequent approvals with specific project details in order to operate out of the polystructure.

After a brief discussion, Mr. Siepmann moved, seconded by Mr. Mitchell 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.

- **CU18 (Tommy Richgels and Amanda Lurvey), Town of Ottawa, Section 15**

Mr. Fruth pointed out the location of the property at W363 S3853 S.T.H. 67 in the Town of Ottawa on the aerial photograph. He indicated the request is for land altering activities related to the construction of a single-family residence and appurtenances.

Mr. Fruth indicated the new residence is proposed to be built on a hilltop with a four (4) to five (5) ft. cut for an exposure on the southeast side of the residence. Recommended conditions include a Waukesha County Land Resources Division Permit be obtained, a re-vegetation plan be submitted, no disturbance of the Environmental Corridor or steep slopes is allowed, the septic area needs to be shifted and the Department of Transportation Permits are needed because of the access to S.T.H. 67.

Mr. Horwath from Horwath Builders introduced himself and indicated that all of the conditions have been met and plans submitted.

After discussion, Mr. Siepmann moved, seconded by Mr. Morris 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.

• **CU13 (George Shields and Ronald LaRue/Attorney Jason Heinen), Town of Mukwonago, Section 34**

Mr. Fruth pointed out the location of the property at W304 S10581 Lakeview Drive in the Town of Mukwonago on the aerial photograph. He indicated the request is to reduce the lot size of the property, which is subject to an existing Conditional Use Permit.

Mr. Fruth indicated the property in question is located west of Phantom Lake in the Town of Mukwonago. In order for the owner of the adjacent property to the north to be able to construct a detached garage, the petitioner plans to transfer acreage to him. Mr. Fruth presented the history of the property:

- In 1980 a legal non-conforming Conditional Use was issued for an existing tavern and restaurant, the use was expanded to allow a convenience store and reception hall. In addition, the property had a (4) four bedroom apartment and single-family residence.
- In 1990, the tavern was converted to a two (2) bedroom apartment and a one (1) bedroom apartment.
- In 2000, an amendment to the Conditional Use allowed the one (1) bedroom apartment to be converted to a two (2) bedroom apartment.
- In 2001, the residence was removed.

Mr. Fruth explained that currently there is a three (3) unit residential structure on the property, which is non-conforming and is zoned in the R-2 Residential District. The R-2 Residential District does not allow for multi-family residential uses. The proposal to transfer acreage would make the southerly parcel that contains the legal non-conforming use slightly smaller. He pointed out on Exhibit “A” of the Staff Report and Recommendation the area of land to be purchased by the property owner to the north. Two (2) public hearings were held at the Town regarding the request. At the public hearing, concerns were expressed regarding a reduction of the lot area, by the Town Board and Plan Commission members because of the legal non-conforming use. He further explained that reducing lot area deviates from some of the general goals of the Code. However, he stated that pursuant to the Waukesha County Land Division Ordinance, this is an unusual parcel and the lot lines do not follow the guidance of the Ordinance, which requires that property lines be perpendicular to street lines, etc. Therefore, the proposal would improve the parcel configuration. At the Public Hearing, the Town Plan Commission

asked the petitioner to reduce as much as possible, the proposed 7,000 sq. ft. acreage to be transferred. The Town Plan Commission stated the Public Hearing would be continued to December 2018. At the December 5, 2018, continuation of the Public Hearing, the petitioner reduced the area of land to be transferred from 7,283 sq. ft. to 3,684 sq. ft. The Town Attorney and Town Planner spoke regarding non-conforming lots stating the general idea is to make them better not worse.

The Town Attorney and Town Planner urged the Town to carefully consider the matter. The Town Plan Commission Chairman stated that although the petitioner followed the Plan Commission's instructions, he was concerned it would be perceived that approval of this request could set a precedent and the non-conforming lot would become smaller. Other Town Plan Commission members agreed. Another Town Plan Commissioner made a motion to approve the request and noted the property is unique with frontage on two (2) roads, the petitioner provided a wider buffer between the proposed garage and the lot to the north and the request allows the practical use of the garage. The Town Plan Commission defeated the motion. On December 5, 2018, the Town Board also voted against the request for the same reasons stated by the Town Plan Commission and the request was denied.

Mr. Fruth stated the Planning and Zoning Division considers the request an unconventional situation and thinks the petitioner complied with what the Town was asking them to do in reducing the area to be transferred. Even after the request was denied, there was still discussion amongst Town Plan Commissioners and Board members that maybe if the area was reduced even further they might consider such a request. No direction was given to the petitioner as to how much further the reduction should be. The Planning and Zoning Division Staff feels that although the proposed request is creating a lot with a legal non-conforming use slightly smaller, it is also offering an advantage to clean up the awkward lot lines of the parcels and is recommending approval of the request subject to conditions. Recommended conditions include that the area to be transferred not exceed 3,684 sq. ft. as shown on Exhibit "A", a septic easement be reviewed and approved by the Waukesha County Environmental Health Division, the lot area of Lot 1 shall not be further reduced without the elimination of units and the existing building on Lot 1 shall comply with building code requirements and the Building Inspector sign off on it prior to the Certified Survey Map being signed.

County Board Supervisor Johnson introduced herself and indicated she attended the Town of Mukwonago meeting and noted that the petitioner reduced the lot size and provided a buffer between the garage and lot. She supported the approval of the request and noted that the petitioner is cooperating with the Town.

Mr. Mitchell asked if the Town Attorney was suggesting that the request be approved or denied as not to set precedent? Mr. Fruth replied that the Town Attorney spoke about precedent and at the second public hearing he asked the County Staff to weigh in regarding non-conformities and noted if the request was approved it could set precedent. Mr. Fruth explained, at the Public Hearing, while there are large numbers of existing substandard lots that are too narrow for the district, legal nonconforming use properties are more rare and each proposal should be looked at separately on its own merits. He added that this property has unique configurations in the layout and did not see it as setting a precedent. He noted that there was a general concern amongst Town Staff, and the Town Plan Commission and Board were concerned with being able to defend approving the reduction of the lot area for a legal non-conforming use. In the end, they thought it was difficult to defend.

Mr. Peregrine stated when considering matters regarding setting a precedent, you must judge the facts as presented and on their merit, because every situation is different. Mr. Siepmann stated that in general, reconfiguring these type of lots makes sense as it cleans up the lot lines.

Mr. Fruth added that the Planning and Zoning Division Staff looked for all other options available, such as Land Use Plan amendments, the Zoning pattern in the area, etc., but was unable to identify an alternative procedural option that seemed viable.

After discussion, Mr. Morris moved, seconded by Mr. Michalski 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.

- **Okauchee Zoning District Overview**

Mr. Fruth indicated that both Mr. Peregrine and Mr. Siepmann, along with business members, developers, residents and Town Staff served on the Advisory Committee for the project over the past year. The purpose of the Committee was to come up with a unique set of provisions for Okauchee. Goals included, providing development and re-development possibilities for growth and activity while ensuring neighborhood compatibility, making reasonable improvements available for non-conforming structures and to expedite the review process for business changes. The Advisory Committee told Staff that they wanted more activity, more business, businesses to stay, more housing choices, places for families and kids, locations for special events, etc. He added that on Tuesday, January 22, 2019, an Open House/Public Information meeting is scheduled to be held. Chairperson Peregrine added that they were trying to eliminate a rollover of businesses in the area, which has been substantial. He stated it will make it easier to get more solid businesses into the Okauchee area.

Ms. Barrows presented the summary document for the Okauchee Zoning District Project Update, which included the priority topics and design requirements for the area. She explained that the Committee determined what the appropriate uses should be within the project area, and the Committee examined a number of priority topics in detail.

Ms. Barrows briefly explained each of the priority topics:

- **Zoning/Use, Road Setback and Offset:**
Existing zoning is a mix of business, Residential and a few areas zoned Public and Institutional. She explained the new proposed Zones (1-8) that contain more detailed standards for mixed uses. The Okauchee project will also require an amendment to the Waukesha County Comprehensive Development Plan and is scheduled for the 2019 cycle.
- **Density/Building Footprint:**
Currently the maximum density allowed is 4.8 units per acre. In order to help the downtown area thrive the Advisory Committee suggested they would like to provide for higher residential densities. The proposal is encouraging a minimum of at least 10 units per acre in most of the area, except in Zone 5, where a minimum of 15 units per acre is being suggested. If the market does not accommodate that type of density, a lower density residential would be considered. There would be controls based on setbacks, offsets, parking, storm water management, etc. The site limitations would restrict how much density would be able to occur on a specific property.
- **Building Footprint and Height and Number of Stories**
Building footprint rules would be modified so that most of the area is permitted to achieve current business zone maximum building footprint, which is 50%. The only exception would be in Zones 6 and 8, which are primarily single-family zones and will stay the same at a maximum

of 17.5% per 1,100 sq. ft. (whichever is greater). There is a minimum building footprint size requirement, based on the number of bedrooms being proposed. Currently, height is restricted by State law to 35 ft. if the building is located within 75' of the lake and that will not change. The Committee felt that the general bulk and scale of the downtown area is appropriate. The 42 ft. maximum height is being maintained. A height bonus option would be available. With enhanced design, there could be four (4) stories as long as the fourth story is designed and built into the roofline, with a maximum of 54 ft. The Town Plan Commission and County Staff would need to approve the height bonus as part the Plan of Operation process. Currently, there is not a requirement for minimum number of stories, but a minimum of 1.5 stories is being proposed, except in the single-family districts. Chairperson Peregrine stated that in reference to building height, the Okauchee Fire Chief discussed the equipment they do and do not have. Ms. Barrows added that the Fire Chief is comfortable with the height limitations that are being proposed.

- **Road Setback:**

Currently in this area, there is a minimum 35 ft. road setback requirement. She presented a map with minimum and maximum setbacks. In some areas, there would be a zero (0) minimum road setback and construction would be allowed up to the road right-of-way, consistent with the existing development pattern.

- **Offset**

Currently, residential zoned areas have a minimum 14 ft. offset, business districts have a minimum 10 ft. offset and if a lot is narrow there is a reduction table to reduce the offset. The only change is that the entire project area will benefit from a 10 ft. offset instead of the 14 ft. offset. In the central area of the downtown, west of the roundabout, a zero (0) ft. offset option is being recommended. This would need to be approved through the Plan of Operation process. The Fire Chief expressed concerns with allowing a 2 ft. or 4 ft. offset because of narrow passageways and it would make it more difficult for emergency vehicles.

- **Signage:**

Mr. Fruth stated that the signage in the area was inventoried. In the central area, most signage is mounted to the buildings and where buildings are setback further there are more pole type signs. The Committee favored keeping wall mounted signs in the central area with exceptions available if a property has unique terrain or lake frontage. Sign standards were developed modeled from best practices in other communities. New standards would not require a sandwich type board sign to have a County Zoning Permit, only comply with the new standards developed. The Committee suggested disallowing digital reader boards and internally illuminated signs, because they wanted to maintain the quaint environment present. Spot lighting or backlighting is being recommended. In addition, no illumination would be allowed after 10 p.m. or after closing, whichever occurs later.

- **Parking**

Mr. Fruth stated that offsite parking such as municipal lots, street parking and shared parking agreements can be used to satisfy parking needs. New standards would be required for the petitioner to submit a parking demand estimate. The Committee looked into dispersed parking areas (smaller municipal lots spread about the downtown area). Currently, the downtown Okauchee area has only one municipal lot, not within a suitable walking distance from businesses. The Committee favored parking in the rear and to the side of properties.

- **Design/Site Standards**

Mr. Fruth stated that property aesthetics were discussed and basic standards are proposed for building materials (no aluminum/vinyl on primary facades), architectural features being added, building colors (no neon/florescent colors), inviting entrances, gathering and open spaces are required where space exists, window coverage (first floor), signage, lighting, parking, etc. The Code provides that Staff can work with a consulting architect to help with the review of the design requirements.

Mr. Mitchell indicated at a Land Use, Parks and Environment Committee meeting, a question was asked regarding how much Staff time is the County spending on helping one community (Okauchee) and was this to be a base for other communities to copy. Ms. Barrows indicated that Okauchee is zoned under the County Shoreland Zoning Ordinance so it is the County's responsibility to provide effective zoning schemes for this unique area. Mr. Fruth noted that Okuchee's prosperity directly affects the County's prosperity as a whole. Analyzing adjacent communities, find out what works and what does not work and form the Committee and get their ideas and insight. Mr. Mitchell said he supported the project, and by helping one community, it would help look at the whole process of how we move forward in the future. Ms. Barrows added that this study could be used as a template for other downtowns that are interested.

The Commission supported the project and thanked Mr. Fruth and Ms. Barrows for the informative presentation.

ADJOURNMENT

With no further business to come before the Commission, Mr. Mitchell moved, seconded by Mr. Morris to adjourn the meeting at 2:40 p.m.

Respectfully submitted,

James Siepmann

James Siepmann
Secretary

JS:kb

