

**WAUKESHA COUNTY  
MINUTES OF THE PARK AND PLANNING COMMISSION  
ADMINISTRATION CENTER, ROOM AC 255/259  
THURSDAY, NOVEMBER 18, 2021 - 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            William Mitchell            Robert Peregrine  
                                 Richard Morris            William Groskopf            Thomas Michalski (arrived at 1:06 pm)

Commission

Members Absent:    None

Staff

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

**CORRESPONDENCE:**    None.

**MEETING APPROVAL:**    Approval of the 2022 Park and Planning Commission Meeting Dates

*After discussion, Mr. Peregrine moved, seconded by Mr. Mitchell and carried unanimously for approval, of the 2022 Commission Meeting dates.*

**MINUTES:**                    Approval of the October 21, 2021, Minutes.

*After discussion, Mr. Morris moved, seconded by Mr. Mitchell and carried unanimously for approval, of the October 21, 2021, Minutes, as presented.*

**PUBLIC COMMENT:**        None.

•    **CU58 (Okauchee Development LLC) Town of Oconomowoc, Section 36**

Mr. Fruth pointed out the location of the property at N50 W34548 Road P in the Town of Oconomowoc on the aerial photograph. He indicated the request is for unspecified Conditional Use approval for an outdoor parking/storage business for RV's, campers, trailers, cars, boats and trucks.

Mr. Fruth indicated the property is approximately 13 acres in size and is one of the largest undeveloped parcels in the Downtown Okauchee area. The property was a former quarry with high ground towards the center and a circle drive around the site. Adjacent properties include residential to the south and north. Residences to the north are situated closer to Road Q and are considerably higher than where the closest parking spaces would be located for the outdoor parking/storage business. A small wetland area (pond) is located on the east side of the property. There is an active Stormwater/Erosion Control Permit on the site because when the batch plant improvements were removed there was a requirement for the lands to be restored. He noted that full site restoration has not occurred as of yet. He referred to Exhibit B of the Staff Report showing the site plan for Phase I and Phase II of the project. Phase II will require extensive excavation and the petitioner is seeking authorization for Phase I only. Mr. Michalski arrived at the meeting.

Mr. Fruth described the operational details of the project with no on-site employees and gated access to Road P. Conditions of note include:

- The Conditional Use Permit would only authorize Phase I of the project.
- A final Parking Plan is being requested with details as to how spaces would be marked.
- Staking of areas, specifically the wetland area, with construction fencing to ensure the area is not filled and eventually installing posts marking the wetland so it is not encroached upon.
- A Screening Plan to protect the views from properties along Road Q and along Wisconsin Avenue.

Mr. Fruth stated the Town conditioned that the Conditional Use Permit for the project is valid only until sewer is obtained for the site. The eventual goal is to redevelop the site for multi-family use purposes, aligning with the Downtown Okauchee Development Committee recommendations. Multiple developers have brought forward multi-family development proposals but have not been successful with obtaining the sewer recs from the City of Oconomowoc for this site. The Town of Oconomowoc considers the Conditional Use for outdoor parking/storage as an interim use because the petitioner has no ability to use the site for another permitted purpose. In addition, the use would expire 90 days after sewer is made available to the site and the development plans are approved. If no development plan is approved within 2 years of sewer being available, the use shall terminate.

Mr. Mitchell asked if parking pads were being planned for the vehicles? Mr. Zignego, petitioner, responded that there was gravel brought to the site from former projects which will be utilized for the parking areas and they do not plan to bring in additional materials.

***After discussion, Mr. Peregrine moved, seconded by Mr. Morris, for approval, as conditioned, in accordance with the “Staff Report and Recommendation”.***

Mr. Groskopf asked, regarding Condition No. 18 stating that there shall be no maintenance of vehicles on the property, what if someone wanted to change the propeller on their boat or clean it. Mr. Peregrine said the owners could take the vehicle out of the storage facility and somewhere else to perform maintenance. Mr. Fruth verified this was a Town condition and said that there may have been concerns that rather than a private boat owner it could expand to a commercial enterprise. Mr. Peregrine stated it is supposed to be dead storage. A question was asked about the lighting and if it would be down cast. Mr. Zignego replied that there would not be a lot of lighting installed because the use is going to be temporary but would be down cast. Mr. Fruth added that the lights will be down below where the adjacent properties are located.

Mr. Zignego questioned Condition No. 12 which states that the Town and/or County has the right to limit the number of vehicles parked on the property at any time, which seemed unfair, as he could receive approval today for 250 vehicles and then it could be reduced at a later date. He noted that the Town had removed “at any time” from the condition. He pointed out on the plan how many total parking spaces there were. He also asked regarding Condition No. 10 which states that the owner of the property shall maintain a detailed log of all outside storage which would contain the description of the vehicle/equipment, owners name, duration of storage, etc. He said the business would run with month to month leases. When the person is done utilizing the storage, the space would be available for someone else. Mr. Fruth said the original plan submitted at the public hearing has evolved throughout the process and he suggested the wording in Condition No. 12 be revised to read, ***“The Town and/or Waukesha County are limiting the number of parking stalls to be in accordance with what is depicted on the submitted plans”***. Mr. Mitchell asked what the total number of parking stalls would be and Mr. Zignego

responded, under 250. Mr. Zignego pointed out the location of where 6 parking spaces were removed on the Site Plan. In addition, regarding Condition No. 10, he would be using software utilized for another storage facility in Richfield. The rental for the parking spots would be completed and paid for online, showing which space was assigned and the associated beginning and ending dates of the lease. He would have access to all of the information if anyone needed it. Mr. Fruth also suggested that Condition No. 10 be removed because a better parking plan with the stalls marked is being requested and Staff is requesting to come out to the site and see it before the business opens and it seems all of the concerns are covered. The Commission agreed to the revisions. There was discussion regarding the hours of operation being 24/7. Chairperson Siepman expressed concern with the hours of operation affecting the nearby residents, which would allow people to access the stored vehicles during the early morning hours. Mr. Peregrine did not see an issue with the hours of operation as the use would be temporary until the sewer recs come through. He added that if there were complaints they would be addressed.

*After further discussion, Mr. Peregrine amended his previous motion and moved, seconded by Mr. Morris and carried unanimously, for approval, as conditioned, in accordance with the “Staff Report and Recommendation” with the removal of Condition No. 10 and a revision to Condition No. 12 which will now read:*

- 12. The Town and/or Waukesha County are limiting the number of parking stalls to be in accordance with what is depicted on the submitted plans.*

*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.*

- **SP133 (Okauchee Development, LLC) Town of Oconomowoc, Section 36**

Mr. Fruth indicated the Site Plan/Plan of Operation request is related to the previous Conditional Use (CU58) listed above.

*After a brief discussion, Mr. Peregrine moved, seconded by Mr. Groskopf and carried unanimously, for approval, as conditioned, in accordance with the “Staff Report and Recommendation” with the removal of Condition No. 10 and a revision to Condition No. 12 which will now read:*

- 12. The Town and/or Waukesha County are limiting the number of parking stalls to be in accordance with what is depicted on the submitted plans.*

*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.*

- **CU65 (Richard and Jill Price) Town of Ottawa, Section 10**

Mr. Fruth pointed out the location of the property at W365 S2967 Walters Road in the Town of Ottawa on the aerial photograph. He indicated the request is for after-the-fact land altering activities associated with the construction of a new single family residence with attached garage, deck, patio, retaining wall, driveway and in-ground pool.

Mr. Fruth indicated the property is approximately 23 acres in size and located within the Nature’s Retreat subdivision with frontage along the Scuppernong Creek. He noted that the site contains high groundwater conditions and pointed out the soil conditions on the aerial photograph. The petitioner initially spoke with the Planning and Zoning Division staff anticipating bringing in a large amount of

fill to the site. The fill was brought to the site prior to the petitioner completing the Conditional Use process. Some small areas of floodplain and wetlands were encroached upon with the fill. The petitioner has been cooperative and has removed the material from the wetlands by hand. In addition, there was concern with encroachment upon the mound septic area and with an east/west trail corridor, created when the subdivision was platted. The filled area supports the driveway to the garage and proposed residence. There were specific driveway requirements noted on the subdivision plat and the Town required a heavier duty access drive to support emergency response vehicles.

Mr. Morris asked how many yards of fill was brought to the site? Mr. Price, petitioner, responded, approximately 340 truckloads of material were brought in within 1½ days. He said the fill was free from a water main project in Waukesha, which would have cost more than \$40,000 otherwise. The topsoil pile, which was staged on the site, spilled over approximately 20 ft. onto the wetlands. He was unaware that he needed a Conditional Use permit for the fill. He added the mound area for the septic was not affected because it was placed there prior to the fill being delivered and fill was limited to the high side of the system.

*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.*

**ADJOURNMENT**

*With no further business to come before the Commission, Mr. Peregrine moved, seconded by Mr. Morris, to adjourn the meeting at 1:39 p.m.*

Respectfully submitted,

*Richard Morris*

Richard Morris

RM:kb