

**AGENDA - FINAL**  
**WAUKESHA COUNTY PARK AND PLANNING COMMISSION – Regular Meeting**  
**Thursday, June 19, 2025 1:00 P.M. Room AC 255/259**  
**Administration Center, 515 W. Moreland Blvd., Waukesha, WI 53188**

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**CALL TO ORDER**  
**CORRESPONDENCE**  
**MEETING APPROVAL**  
**MINUTES**  
**PUBLIC COMMENT**

Approval of the May 15, 2025, Minutes

**CONDITIONAL USE AND PLAN OF OPERATIONS**

- **CU129 (Pewaukee Yacht Club) Town of Delafield, Sections 13 and 24**  
Part of the SE ¼ of Section 13 and the NE ¼ of Section 24, T7N, R18E, Town of Delafield. More specifically, the property is located at N22 W28024 Edgewater Drive.  
Request: Amend the existing Conditional Use Permit to allow for the redevelopment of the site to include a new yacht club building, drop off lane, parking area expansion and access changes.
- **SP278 (Pewaukee Yacht Club) Town of Delafield, Sections 13 and 24**  
Part of the SE ¼ of Section 13 and the NE ¼ of Section 24, T7N, R18E, Town of Delafield. More specifically, the property is located at N22 W28024 Edgewater Drive.  
Request: Amend the existing Site Plan/Plan of Operation Permit to allow for the redevelopment of the site to include a new yacht club building, drop off lane, parking area expansion and access changes.
- **CU130 (Pewaukee Lake Sailing School) Town of Delafield, Sections 13 and 24**  
Part of the SE ¼ of Section 13 and the NE ¼ of Section 24, T7N, R18E, Town of Delafield. More specifically, the property is located at N22 W28080 Edgewater Drive.  
Request: Conditional Use approval to consider redevelopment of the site for a sailing school.
- **SP279 (Pewaukee Lake Sailing School) Town of Delafield, Sections 13 and 24**  
Part of the SE ¼ of Section 13 and the NE ¼ of Section 24, T7N, R18E, Town of Delafield. More specifically, the property is located at N22 W28080 Edgewater Drive.  
Request: Site Plan/Plan of Operation approval to consider redevelopment of the site for a sailing school.
- **2025 Election of Officers for the Park and Planning Commission**
- **Introduction of New Planning and Zoning Division Staff**

**ADJOURNMENT**

*Robert Peregrine*  
\_\_\_\_\_  
Robert Peregrine, Chairperson

**Park and Planning Commission**  
Thursday, June 19, 2025

*(The Staff Reports and Recommendations for the issues listed above are available upon request. For questions regarding this agenda, please call (262) 896-8300).*

**WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE**  
**STAFF REPORT AND RECOMMENDATION**  
**CONDITIONAL USE AND SITE PLAN/PLAN OF OPERATION**

**DATE:** June 19, 2025

**FILE NO:** CU129 and SP278

**OWNER:** Pewaukee Yacht Club, Inc.  
P.O. Box 101  
Pewaukee, WI 53072

**PETITIONER:** Chris Lieber  
N22 W28282 Beach Park Circle  
Pewaukee, WI 53072

**TAX KEY NO'S.:** DELT 0772.027, DELT 0813.007 and DELT 0813.998.001

**LOCATION:**

The subject property is located in part of the SE ¼ of Section 13 and the NE ¼ of Section 24, T7N, R18E, Town of Delafield. More specifically, the property is located at N22 W28024 Edgewater Drive, containing approximately three acres.

**ZONING CLASSIFICATION:**

B-1 Restricted Business District.

**EXISTING LAND USE:**

Yacht Club.

**REQUEST:**

Amend the existing Conditional Use Permit to allow for the redevelopment of the site to include a new yacht club building, drop off lane, parking area expansion and access changes. Changes to parking south of Edgewater Drive are proposed to incorporate a landscape buffer and rain gardens.

**PUBLIC HEARING DATE:** June 3, 2025

**PUBLIC REACTION:**

Three residents offered concerns or design comments:

- One person talked about the operation being smaller 20 years ago and that foot traffic and unloading has been getting much worse. He stated that the drop off lane will create more stopping with stairs to navigate and he would like the drop off lane eliminated and a drop off area for the elderly.
- Another speaker stated that the concern is more so during big special events and that she has concerns about the sailing school expansion. She noted that there is only one access; congestion has caused back-up of traffic on a busy weekend. She also stated privacy concerns about the proposed new upper parking lot.

- An attorney representing the immediate neighbor to the west spoke and provided written comments (See Exhibit A) during the yacht club public hearing and asked that his comments apply to both public hearings. He stated that the neighbor does not object to the school or yacht club proposal but he would like the berm along the west lot line removed and would prefer a fence all of the way along the lot line to the lake. He prefers that the yacht club's social activities not extend to the proposed school site, that outdoor storage be kept to a minimum, and he would like landscaping monitoring every year and an annual review of the Conditional Use.

Approximately ten people spoke in support of the request. Many others signaled their support of the project by raising their hands when prompted by the petitioner's attorney. The following is a summary of some of their comments:

- Project improves aesthetics
- Drop off lane improves safety
- Current buildings and grounds are functionally obsolete and need replacement
- Home owned by sailing school cannot be sold for another purpose because of the terms of the property donation to the school.
- Club understands the Conditional Use is a privilege, advance notice is given to neighbors regarding large events
- A representative of St. Anthony's on the Lake stated that he supports the project, both entities have supported each other and the church feels that the building could allow for an attractive reunification site in the case of an emergency.
- Project will not strain community resources; fire and EMS use the launches for rescues
- Several spoke about the community, social and multi-generational benefits of the yacht club and its promotion of sailing.

The Pewaukee Lake Sanitary District shared correspondence (Exhibit B) in advance of the hearing regarding access easements and driveway openings and expressed a desire to be provided with final design plans so that they can continue to work together with the yacht club to ensure maneuverability for both parties.

**COMPLIANCE WITH THE COMPREHENSIVE DEVELOPMENT PLAN FOR WAUKESHA COUNTY (WCDP) AND THE TOWN OF DELAFIELD LAND USE PLAN:**

The property is designated in the Recreational category on both plans. The continued use of the property as a yacht club is consistent with plan recommendations.

**TOWN PLAN COMMISSION ACTION:**

At its meeting on June 3, 2025, the Town of Delafield Plan Commission unanimously recommended approval of the request subject to several conditions below, which have also been incorporated into the Staff Recommendation section of this report:

- The Plan of Operation details should be memorialized in the plan of operation document.
- The Town Engineer's comments dated 5/14/25 shall be addressed.
- Outdoor music should cease no later than 10:00 p.m. and shall be limited to no more than four times per year.
- Lighting shall not cause spillage at the property lines.

- The traffic study should be placed on file with the Conditional Use Permit.
- A traffic operations plan shall be prepared with monitoring after one year with notice given to neighbors of the meeting where the matter will be reviewed.

**STAFF ANALYSIS:**

Pewaukee Yacht Club is seeking a Conditional Use amendment to facilitate site re-development and to re-allocate some of the Pewaukee Lake Sailing School operations to the adjacent parcel to the west. The sailing school's request to expand onto the adjacent parcel is being considered as a separate matter (CU130). The yacht club operates under the Private Clubs and Resorts Conditional Use type that is offered in the Shoreland Ordinance. The club provided a plan of operations attached as Exhibit G.

The yacht club has been in operation for over 100 years. Conditional Use status was obtained in 1996 at the time that parking improvements were proposed. The most recent Conditional Use amendment was authorized in 2024 when a number of operational changes and clarifications were approved.

The yacht club owns three parcels that are subject of the request. The main parcel is located on the north side of Edgewater Dr. and contains approximately 480' of frontage on Pewaukee Lake. The two other parcels are located on the south side of the road. Both of those parcels contain parking lots serving the yacht club and sailing school. Part of the existing east parking lot is used for boat storage. The southeast part of the holdings contains a sand volleyball court and open space.

The yacht club is bordered by the Pewaukee Lake Sanitary District to the east and a home owned by the Pewaukee Lake Sailing School to the west. Lands further east are mixed commercial and residential uses and there are six additional homes and two undeveloped lots to the west and southwest. Edgewater Dr. dead ends to the west and intersects with Domecki Ct. to the southwest.

The proposal is for the main parcel to be re-developed. The following improvements would be removed:

3,935 sq. ft. main club building  
813 sq. ft. outdoor grill area  
160 sq. ft. shed attached to grill structure  
200 sq. ft. shed  
316 sq. ft. bathrooms/storage area portion of the Lake Pewaukee Sanitary District building

New structures would include the following (See Exhibits C, D):

6,262 main club building w/ attached patio  
535 sq. ft. outdoor grill area

The main building will include a dining hall, bar, kitchen, office, bathrooms and storage.

Proposed site improvements include the following:

- Drop off lane in front of main building for Sailing School and Yacht Club visitors
- New parking lot in the general vicinity of the sand volleyball court and open space on the south side of the southeast parcel.
- Rain gardens to the west of the new parking area

- Additional boat storage in the northeast parking area
- Two ADA parking stalls with another two ADA stalls shared on the Sailing School site.
- Playground area
- Entrances to south parking lots re-located and enlarged to more directly align with launch approach drives.
- Underground fuel storage tank to replace above ground tanks.
- Landscaping along the parking lots (see Exhibit F)

There are currently five piers that support the yacht club and sailing school operations. The west sailing school support pier would be expanded further westward as part of the proposal, leaving four piers along the yacht club frontage in their current configurations.

The sailing school would continue to store boats along the west launch approach and in the parking area to the south of the road. Children visiting the adjacent sailing school would be dropped off in the drop off lane being proposed in front of the proposed yacht club building. Parking would continue to be shared by the yacht club and sailing school. Some current automobile parking would be re-allocated to boat parking space and a new parking lot accommodating approximately 31 cars would be created in the southeast corner of the site. Rain gardens are proposed to treat runoff from the new parking lot. The Land Resources Division has indicated that a storm water management plan will be required.

The yacht club site redevelopment will be sequenced to allow for the adjacent home on the sailing school property to be razed first. The club and school intend to combine their parcels north of the road via Certified Survey Map with a condominium plat to follow to maintain separate ownership of lands. This sequence allows the yacht club to benefit from shore setback averaging which will allow for a 54' shore setback. All patios and the building are shown as meeting that standard.

#### **STAFF RECOMMENDATION:**

The Planning and Zoning Division staff recommends **approval** of the Conditional Use and Plan of Operation requests, subject to the following conditions. The basis for the recommendation is as follows:

- As conditioned, the use complies with all ordinance standards for public/semi public uses.
- The use provides a community recreational, gathering and instructional space consistent with the Recreational plan designations of the town and county plans.
- The use has been designed to provide for a drop off lane, driveway opening improvements and additional parking to improve site circulation.
- As conditioned, a traffic operational plan will be prepared and monitored to ensure that traffic flow does not become a nuisance to the neighborhood.
- Site aesthetics will be improved with landscaping provided along parking lots, enhanced architectural features of the new building and re-allocating the grill area further from the road.
- A severely non-conforming condition will be eliminated with the bathroom portion of the Sanitary District building being removed.
- As conditioned, a storm water management plan will ensure that site drainage is properly accommodated.

**Recommended Conditions (Note that changes/additions from the existing Conditional Use Permit terms are depicted in track changes/red font):**

1. The property consists of approximately 3 acres of land, including the parcels south of Edgewater Drive.

2. Site Plan.

An up-to-date site plan shall be submitted to the Waukesha County Planning and Zoning Division prior to the issuance of the Conditional Use Permit. The plan shall include the location of all improvements including buildings, piers, parking areas, drives, landscaping features, signs, lighting and drainage facilities on either a single plan or separate plans. Specific references to the pier designations, parking lot designations and use of all buildings shall be added to the site plan. New improvements being authorized as part of this amendment include a 6262 sq. ft. main club building, new outdoor grill area to the east of the main building, a new parking lot in the general area of the sand volleyball court, two new ADA accessible stalls north of the road, access point changes to parking lots, rain gardens, drainage improvements and landscaping along the road.

3. Plan of Operation.

- (A) The property and building will be used by members and guests of PYC, the Pewaukee Lake Sailing School (PLSS), regattas, and occasional private functions such as weddings.

- (B) The facilities consist of:

- a. Four piers. East launch pier. West launch pier. Main pier. East Sailing School support pier. A revised site plan must depict the configuration and location of the authorized piers. The attached Exhibit A depicts the property and location of piers.
- b. Dry sail storage adjacent to water with storage rack for junior sailing program boats.
- c. Paved parking lots on south side of Edgewater Drive for parking of racing sailboats and trailers, no more than four transient support/safety boats and trailers, and automobiles.
- d. ~~Storage building.~~
- e. ~~Restrooms and storage room in building connected to sanitary district building lying immediately east of the PYC property.~~
- f. Outdoor grill with roof.
- g. Main building (club house) with bar facility, patios, main meeting room, serving kitchen and restrooms.

- (C) The functions of the club are:

- a. Sponsor and manage sailing events.

- b. Sponsor social functions for members.
  - c. Sponsor inter-club sailing events.
  - d. Provide facility for junior and adult sailing instructions with some school operations expected to move to the adjacent parcel to the west if the pending CU130 (Pewaukee Lake Sailing School) is approved.-
  - e. Provide bar and meeting facilities for members.
  - f. Provide launching and docking facilities for members.
  - g. Provide gas for members' powerboats.
- (D) PYC is run by an elected board of directors and managed in part by the board and a paid club manager. Bar, gas (to members only) and building functions are supervised by a paid manager. The sailing and social events are run by volunteers.
- (E) Food service is either catered or provided by volunteer members. All food service is available only in conjunction with special events.
- (F) Bar hours are limited and stated by club by-laws. Operation of the bar shall conform to all local, county, and state licenses and regulations.
- (G) The Pewaukee Lake Sailing School, a leasing tenant of the PYC, may begin operations no earlier than March 15 of each calendar year. Normal operations begin April 1 and end the second weekend of November. Boat storage is not allowed from November 1 to March 31. Special events may be held on days outside of the normal dates of operation.
- (H) Pewaukee Yacht Club normal operations begin April 1 and end on October 31. Activities are primarily on the weekends. Two club owned safety/support boats may be stored in Lot 1 from November 1 to March 31. The bar may open during winter hours but only during approved hours of operation.
- (I) Special events including social events and maintenance events, may be held on days outside of the normal (seasonal) dates of operation. The Town shall be notified at least seven (7) days prior to any special events held during the offseason for events that exceed 150 persons. Smaller offseason events and all in-season events do not require prior Town notification unless specifically noted herein.
- (J) Hours of operation are limited to Sunday through Thursday, 6 a.m. to 11 p.m. and Friday and Saturday, 6 a.m. to 1 a.m. Holiday hours, 11 a.m. to 11 p.m. Additional hours of operation for special events only may be given after Town Plan Commission review of a special events calendar which shall be submitted for review and approval by the Town Plan Commission at least one month prior to the event.

- (K) Non-member use of launching, parking, or building is prohibited except for guests during inter-club events and occasional rental for weddings, and special occasions.
- (L) Support and safety watercraft may be moored overnight during normal operations. Additionally, the Club is allowed to have six (6) small boats (less than 16 feet in length) on lifts and four (4) small boats (less than 16 feet in length) on the sailing school support pier, and two (2) small boats (less than 16 feet in length) on trailers and stored in the west parking lot (Lot 1).
- (M) Outdoor music shall be limited to four times per year and must conclude by 10:00 p.m.
- (N) Site lighting. Parking lot and overhead lighting shall be downcast fixtures, shall comply with the town's lighting ordinance and shall not cause spillage at the property lights. Lighting plans shall be kept current with the approved Plan of Operation.

4. Safety Improvements

As proposed, a drop off lane must be provided in front of the main building. Crosswalks must be provided to provide safety for pedestrians crossing the road. A crosswalk plan must be prepared jointly with the town and kept on file as part of the plan of operation.

5. Traffic Circulation and Management Plan

A plan must be provided to town and county planning staff that identifies traffic movement, signage, cones and staffing for managing and directing vehicular and pedestrian traffic for special events, school functions and regular school session drop-offs, understanding that drop-off and pick-up impacts both this site and the associated sailing school immediately to the west. Said plan must be finally approved by the Waukesha County Planning & Zoning Division. A review of the traffic plan shall be conducted in February of 2026 to review the effectiveness of the plan and to consider any needed modifications. The review shall be conducted jointly by the town plan commission, the town planner and Waukesha County Planning & Zoning staff. Notification of said meeting shall be provided to the owners of property west of the yacht club on Edgewater Dr. and those who own property on Domecki Ct and said owners shall have the opportunity to share observations, requests and comments. As part of the 2026 review, it shall be determined whether subsequent annual traffic plan reviews are necessary.

6. The traffic study prepared by Traffic Analysis & Design Inc. shall be on file as part of this Conditional Use.

7. All comments of the Town of Delafield Engineer dated May 14, 2025, regarding various site improvements must be addressed prior to the issuance of a Conditional Use Permit.

8. A stormwater management permit must be applied for and obtained from the Waukesha County Land Resources Division prior to the issuance of a Conditional Use Permit.
9. The residence on the sailing school property to the west must be razed prior to Zoning Permit issuance for the proposed main building to allow for the main building to achieve a shore setback of 54.'
10. It is anticipated that that sailing school property and the yacht club property will be combined via certified survey map in the future and that a condominium plat will be prepared in order to allow for the yacht club to be sited, as proposed. The certified survey map and condominium plat must be reviewed and considered by the town and County Planning & Zoning Division.
11. Boat and automobile parking on site shall be limited to the following:

For purposes of this Conditional Use, the following numbers are hereby assigned to the parking lots as part of the PYC lands. A revised site plan shall Exhibit A depicts the property and location of lots:

Lot 1: Located west of the clubhouse, north of Edgewater and adjacent to the lake.

Lot 2: Located south of Edgewater Drive and ~~to~~ the westernmost lot.

Lot 3: Located south of Edgewater Drive, directly east of Lot 2.

~~Lot 4: Located south of Edgewater and is the easternmost parking lot.~~

Lot 4: Located south of Edgewater Drive and the southerly of the two east parking/storage lots.

(A) Automobile parking: Automobile and temporary boat/trailer parking for special events: Lots 2, ~~and 3~~, 4 (Approximately ~~7865~~ stalls, pending final review of engineering and setback requirements).

(B) Dry sail parking ~~and temporary automobile parking for special events:~~ Lots 1 and 3 ~~(44 stalls)~~

(C) Dinghy storage in Lot 1 (Two racks with an overall dimension of 25 feet by 40 feet, to hold 60 prams, pram six is no more than 4 feet by 8 feet; storage rack to be no greater than 6 feet in height).

(D) Dry sail parking in Lot 1 shall be placed on a pervious surface (grass, pea gravel, geo-grid, etc.). Access between Edgewater Drive and the lake may be an impervious surface such as asphalt.
125. Retail and wholesale sales of equipment is not permitted, except for beverages and snack food, and one (1) vending machine on site.

136. Gasoline may be dispensed to members only from the westernmost pier out of an underground 1000 gallon ~~two existing~~ on-site storage tanks, ~~which holds not more than 500 and 550 gallons of gasoline, respectively.~~ The fuel pumps shall be in accordance with Section 4.(g)17.E of the Waukesha County Shoreland ~~and Floodland~~ Protection Ordinance and all other applicable DATCP or other state codes.

147. Piers.

- No additional piers shall be constructed or erected to serve this facility.
- The maximum pier length shall be 140 feet from the shoreline as measured perpendicular to the shoreline. This pier length has been “grandfathered” in since it was existing before adoption of Section 17.10(5)(s) (pre-1998 numbering system) of the Town Code and is shown on a site plan dated April 16, 1966.
- No pier shall be closer than 25 feet from an adjacent lot line not owned by the PYC or PLSS, except for the easternmost pier, which has been “grandfathered” in since it was existing before the adoption of Section 17.10(5)(s) (pre-1998 numbering system) of the Town Code and is shown on a site plan dated April 16, 1966.
- No pier erected closer than 50 feet from an adjacent lot line extension from a lot not owned by the PYC or PLSS shall be more than 50 feet in length.
- The composite length of the piers as measured perpendicular to the shoreline shall not be greater than the lake frontage of the property on which the facility is located.

15. All boat launch facilities shall not be located closer than 20 feet from the adjacent lot lines extended into the water, except that the launch on the east side of the parcel shall be allowed as reflected on the drawing titled “Boat Ramp Topo” prepared by RSV Engineering and dated 3/31/08 and attached to recorded Document No. 3646981.

A dry sail launch has been constructed at the north end of Lot 1 and is allowed under a previous approval of the Conditional Use Permit.

16. Parking.

On-site parking and boat storage shall be provided for as shown on the site plan. Parking lots may be illuminated provided that any lights are shielded to eliminate glare on adjacent property owners and the lake and is subject to the review and approval by the Town Plan Commission and Waukesha County. All

parking lots shall be hard surfaced, ~~with the exception of a portion of Lot 1 as explained in Section 4(D).~~ There shall be no parking within the street right-of-way.

17. Buildings and Appurtenances.

(A) The proposed building shall be properly maintained ~~in the same or improved condition, as they now exist.~~ There shall be no expansion of any existing building without prior approval of Waukesha County with a recommendation from the Town Plan Commission.

(B) In accordance with Section 4(g)23.C, no building, other than one used only for residence purposes shall be closer than fifty (50) feet to the lot line of an adjoining lot in a District permitting residential use.

18. Outside Storage.

There shall be no outside storage except for the boats described herein. All boat storage and parking shall be screened as shown on the approved landscape plan with a revised date of June 2, 2025 (Exhibit F). ~~or site plan. Storage of a tractor used to assist in launching the boats shall be inside an existing garage or shed.~~

19. Signage

~~No additional signage is proposed~~ Wall mounted signage is authorized on the main building, as depicted on the building elevation plans. Should additional signage be sought in the future, the petitioner will need to apply for and obtain a Zoning Permit as well as Site Plan/Plan of Operation approval from the Waukesha County Planning and Zoning Division, with a recommendation from the Town Plan Commission.

20. ~~Existing~~ landscaping shall be provided as depicted on the provided Landscape Plan with a revised date of 6/2/25 (Exhibit F). ~~Landscaping shall be properly maintained in its present condition.~~ If future changes to the landscaping are proposed, an updated landscape plan shall be submitted to the Town Plan Commission and Waukesha County for review and approval prior to any modifications to landscaping. All plants and trees shall be watered, fertilized, and maintained to assure growth. Any diseased or dead trees shall be replaced with a similar tree or plant of a size equal to the average size of adjacent trees but in no case less than that were part of the original planting.

21. Non-Permitted Uses.

Any use not specifically listed as permitted shall be considered to be prohibited. In case of question as to the classification of use, the question shall be submitted to the Town Plan Commission and Waukesha County for a determination.

22. By-laws.

The current by-laws of the PYC shall be complied with.

23. The building and grounds shall be maintained in a neat, attractive, and orderly way. The property shall comply with all applicable fire codes and all rules, regulations, and ordinances of the Town of Delafield, County of Waukesha, and State of Wisconsin.
24. In the management and operation of the facility, every attempt possible should be made to alleviate the potential for nuisances and disturbances to surrounding residential neighborhoods. Any complaints by adjacent property owners or any other person affected shall be reviewed by the Town Plan Commission and Waukesha County and will make findings as to whether or not such nuisance exist, and, if so, what provisions ought to be made to abate the nuisances. All complaints regarding nuisances shall be subject to the nuisance provisions of the Town and also any other appropriate state or County laws. The findings and recommendations of the Town Plan Commission shall be forwarded to the Town Board and Waukesha County for action.
25. No use is hereby authorized unless that use is conducted in a lawful, orderly, and peaceful manner. Nothing in this permit shall be deemed to authorize any public or private nuisance or to constitute a waiver, exemption or exception to any law, ordinance, order or rule of either the Town of Delafield, the County of Waukesha, the State of Wisconsin, the United States of America or other duly constituted authority. This Conditional Use Permit shall not be deemed to constitute a Zoning or Building Permit, nor shall this permit constitute any other license or permit required by town or County ordinances or other law.
26. The Conditional Use hereby authorized shall be confined to the premises described, without extension or expansion, and shall not vary from the purposes herein mentioned unless expressly authorized in writing by Waukesha County as being in compliance with all pertinent ordinances, after review and recommendation by the Town Plan Commission.
27. Should the permitted Conditional Use be abandoned in any manner, or discontinued in use for 12 months, or continued other than in strict conformity with the conditions of this approval, or should a change in the character of the surrounding area or of the use itself cause it to be no longer compatible with the surrounding areas, or considerations of public health, safety or welfare, said Conditional Use may be terminated by action of Waukesha County following referral from the Town Plan Commission for public hearing and recommendation thereof.
28. Any subsequent change, alteration, or addition to the use approved herein shall be submitted to Waukesha County and the Town Plan Commission and, if in the opinion of the County and the Plan Commission, such change, alteration, or addition constitutes a substantial change, alteration, or addition based on the standards set forth herein, a joint public hearing before the Town Plan

Commission and Waukesha County shall be required pursuant to Section 4(c) of the Waukesha County Shoreland~~and Floodland~~ Protection Ordinance. Any change, addition, or alteration of the physical premises, lands, or ownership, shall be considered substantial and shall require a new Conditional Use Permit requiring full compliance with all town and County procedures and ordinances in place at the time.

29. Should any paragraph or phrase of this Conditional Use Permit be determined by a court to be unlawful, illegal or unconstitutional, said determination as to the particular phrase or paragraph shall not void the rest of the Conditional Use and the remainder shall continue in full force and effect.
30. The Town and/or County reserves the right to review any condition imposed as part of this Conditional Use/Plan of Operation if said use becomes a problem in the area. The Town Plan Commission may recommend and/or Waukesha County may modify, change, delete, add, etc. any conditions, which they feel may be reasonable in order to allow this use and ensure it does not become detrimental to the surrounding area.
31. The Lake Country Fire Department shall review the Site Plan and any requirements of the fire department shall be addressed prior to permit issuance.~~Prior to the issuance of the Conditional Use Permit, a release of deed restriction No. 4322653 shall be drafted by the Waukesha County Planning and Zoning Division, or its designee and shall be recorded with the Waukesha County Register of Deeds Office.~~

Respectfully submitted,

*Jason Fruth*

Jason Fruth  
Planning & Zoning Manager

Enclosure: Exhibit A, neighbor/attorney correspondence  
Exhibit B, Pewaukee Lake Sanitary District correspondence  
Exhibit C, D, Site Plans  
Exhibit E, Building Elevations  
Exhibit F, Landscaping Plan  
Exhibit G, Plan of Operations

## EXHIBIT "A"

Tim Andringa  
Cramer Multhauf LLP

For  
Brian Polak  
N22 W28090 Edgewater Dr.  
Pewaukee, WI 53072

1. Mr. Polak lives next door to the proposed new Pewaukee Lake Sailing School (PLSS).
2. PLSS was/is a residential property – now it is going to be commercial.
3. Mr. Polak has no objection to PYC or PLSS Conditional Use Permit with conditions.
  - A. PLSS new/revised landscape plan of June 2, 2025 be approved.
    - No berm.
    - With fence - preferably to Lake.
    - No storage outside on PLSS property daily/weekly.
    - Landscaping – monitor annually.
    - Review CUP annually for compliance by PLSS.
    - No daily/weekly/weekend outside activities (not an extension of the PYC activities).
  - B. Review PYC CUP annually to ensure that its activities are not spilling over to PLSS property.
4. Mr. Polak wants to maintain his privacy.

Thank you.

Jason Fruth

## EXHIBIT "B"

**From:** Thomas Koepp <TKoepp@lakepewaukee.org>  
**Sent:** Monday, June 2, 2025 3:03 PM  
**To:** Jason Fruth; Edward Kranick; Barbeau, Tim; mluedtke; planner@townofdelafield.org; clerk@townofdelafield.org  
**Cc:** John Ruf  
**Subject:** PYC and LPSD Expansion projects  
**Attachments:** LPSD and PYC Launch easement 06022025.pdf

CAUTION: This email originated from an unverified external source. Verify the legitimacy of the email before clicking links or opening attachments. If you believe this email is malicious in nature, please report it by using the Phish Alert button in Outlook.

Jason, Tim, Michelle, Ed,

**This email is just to assure the County is aware of the existing and future easements the District is in process of negotiating with the PYC to assure our barges can be easily removed and stored on LPSD site.**

Although there is an existing 30-foot easement, the PYC bathrooms (that will be removed) were in the way of the easement and the gate to enter was offset from the easement. For the last 50 years or more the District brings the barges up and around to the upper parking lot then shifts them around the LPSD building. Its very cumbersome but necessary. It is our opinion that we have an easement by prescription in the yellow highlighted area (see sheet 6).

**The good news is we have a great mutual relationship with the PYC and we are working together to assure a necessary route up and out of the launch area and to our site by implementing larger driveways on the upper parking lot and much larger radius on the entrances.**

This email is to just note that we have not received drawings showing the much larger radius's but believe they will be implemented in the final plan sets.

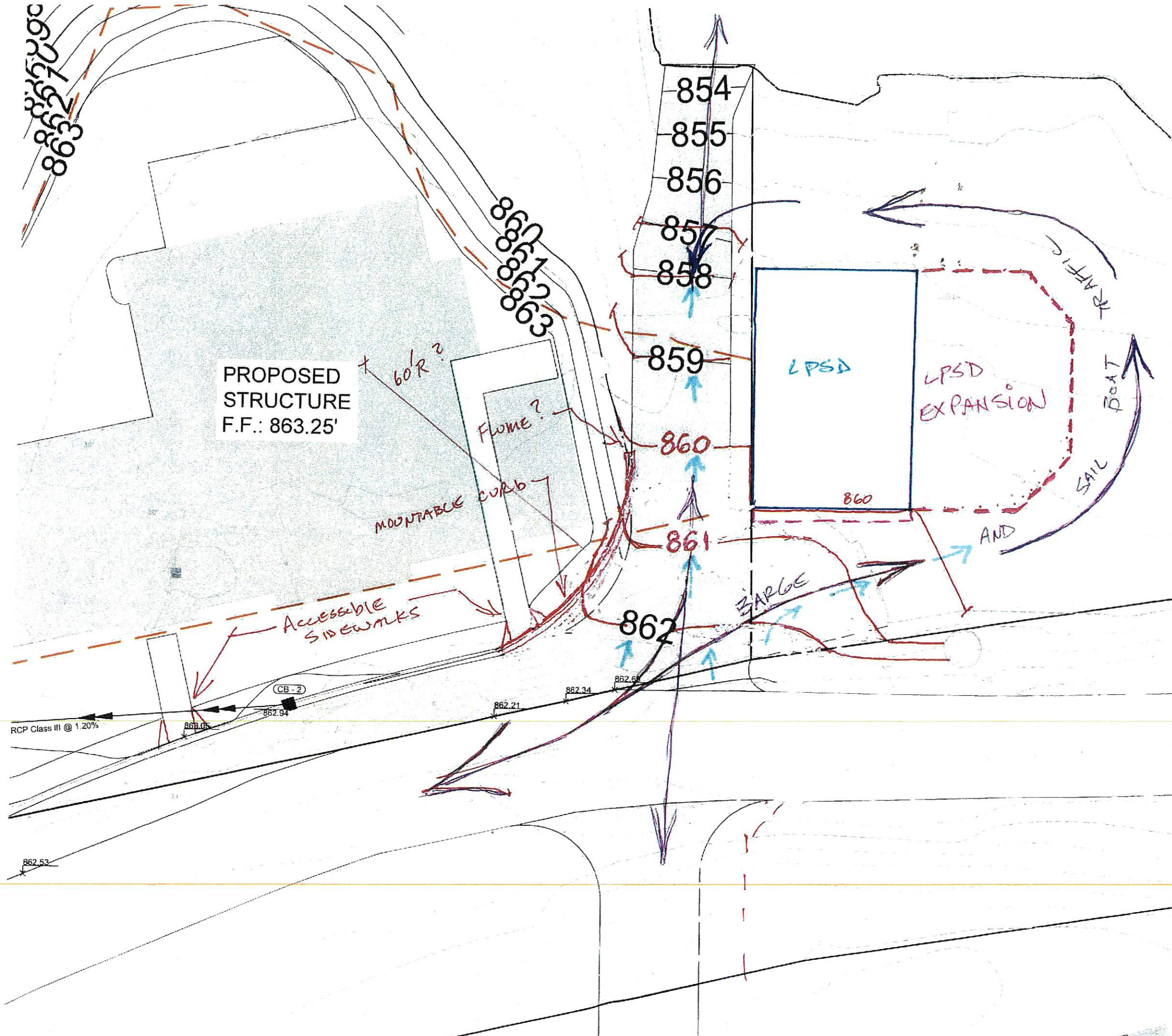
I've included some drawings to show those areas and our future building and the traffic flow.

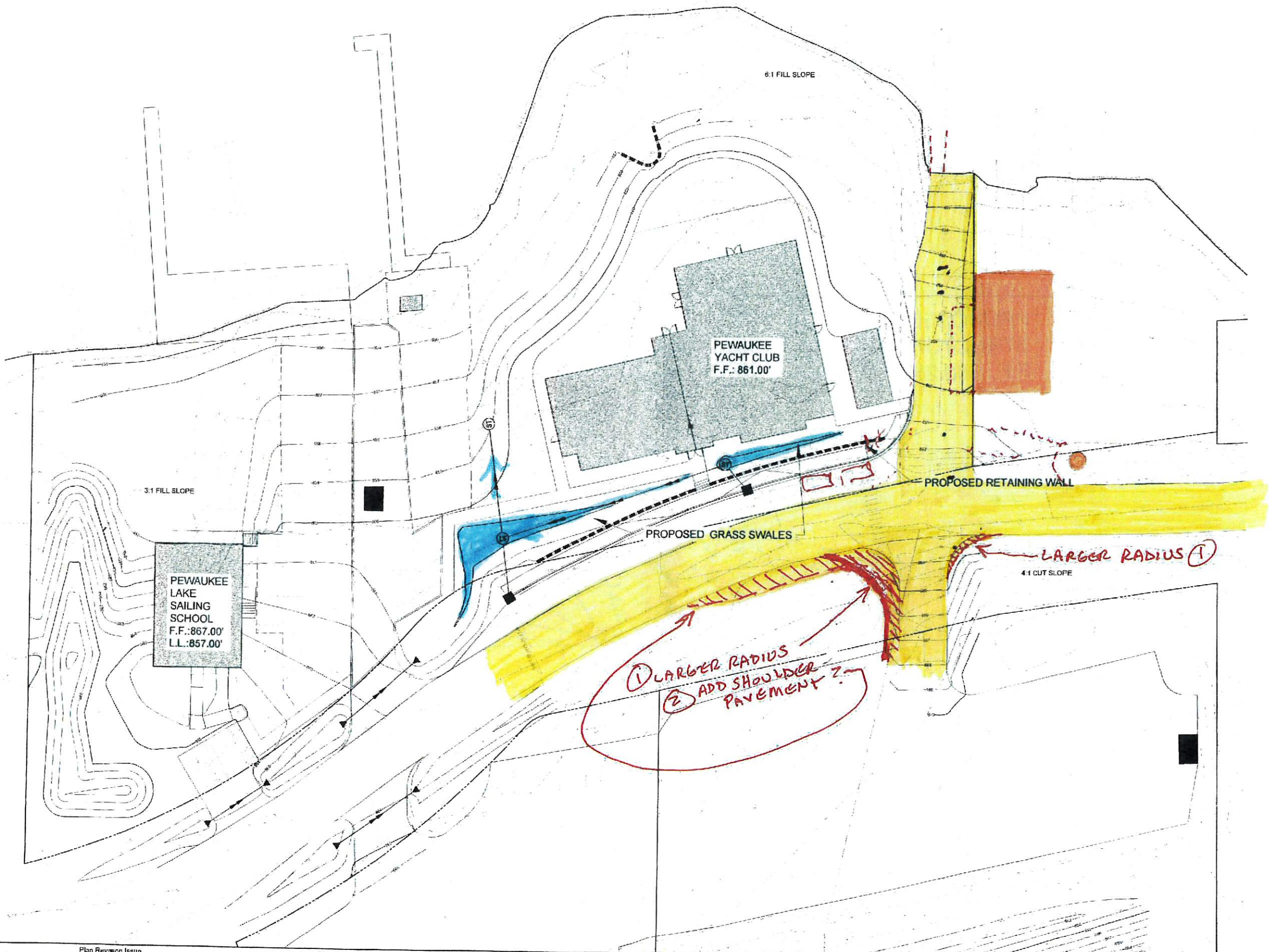
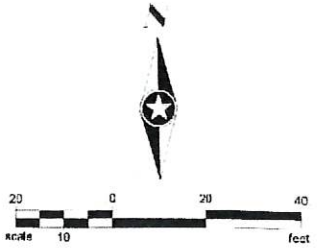
We are in support of the PYC project and look forward to our continued partnership and great working relationships.

If you have any questions please contact our office.

Respectfully,

Tom





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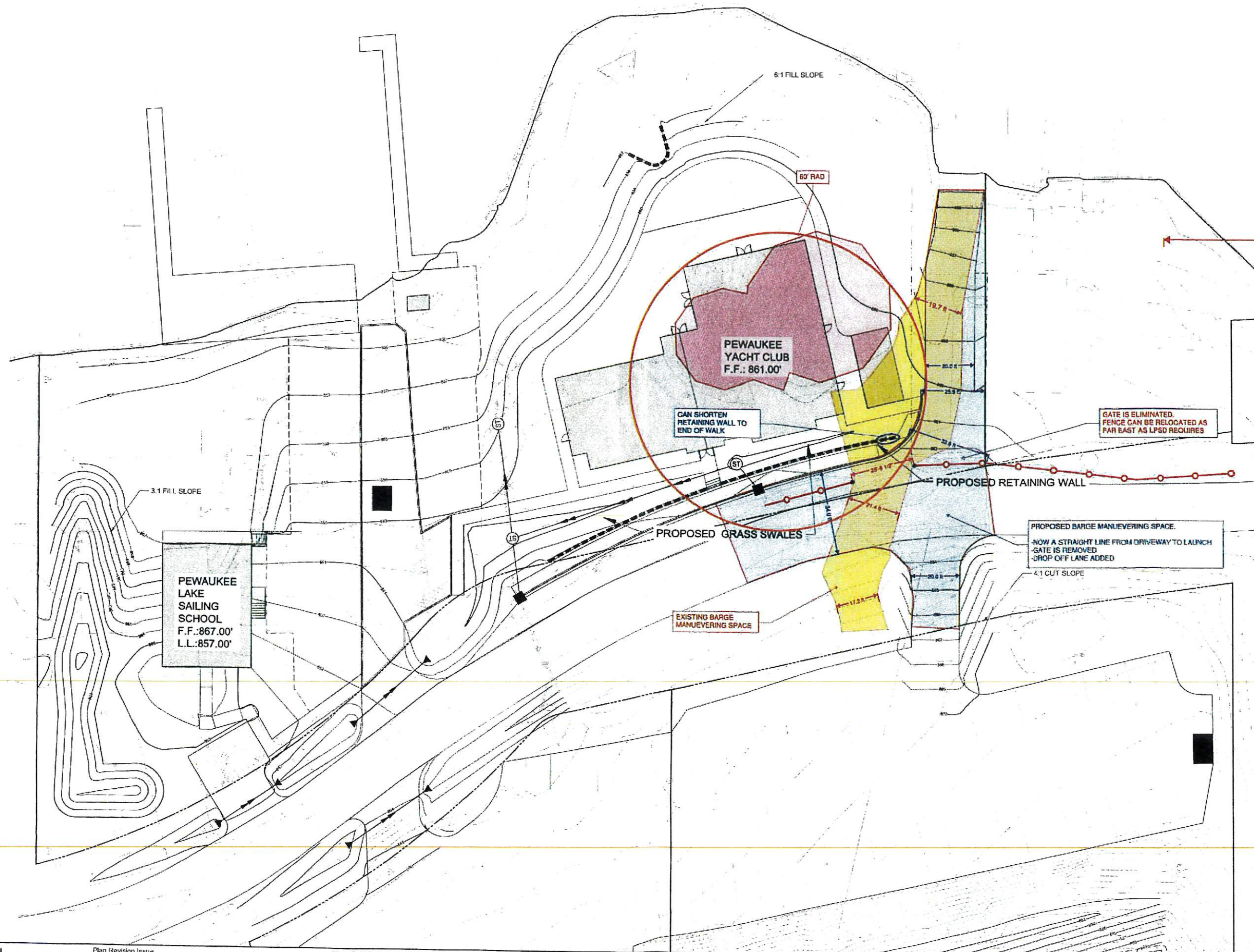
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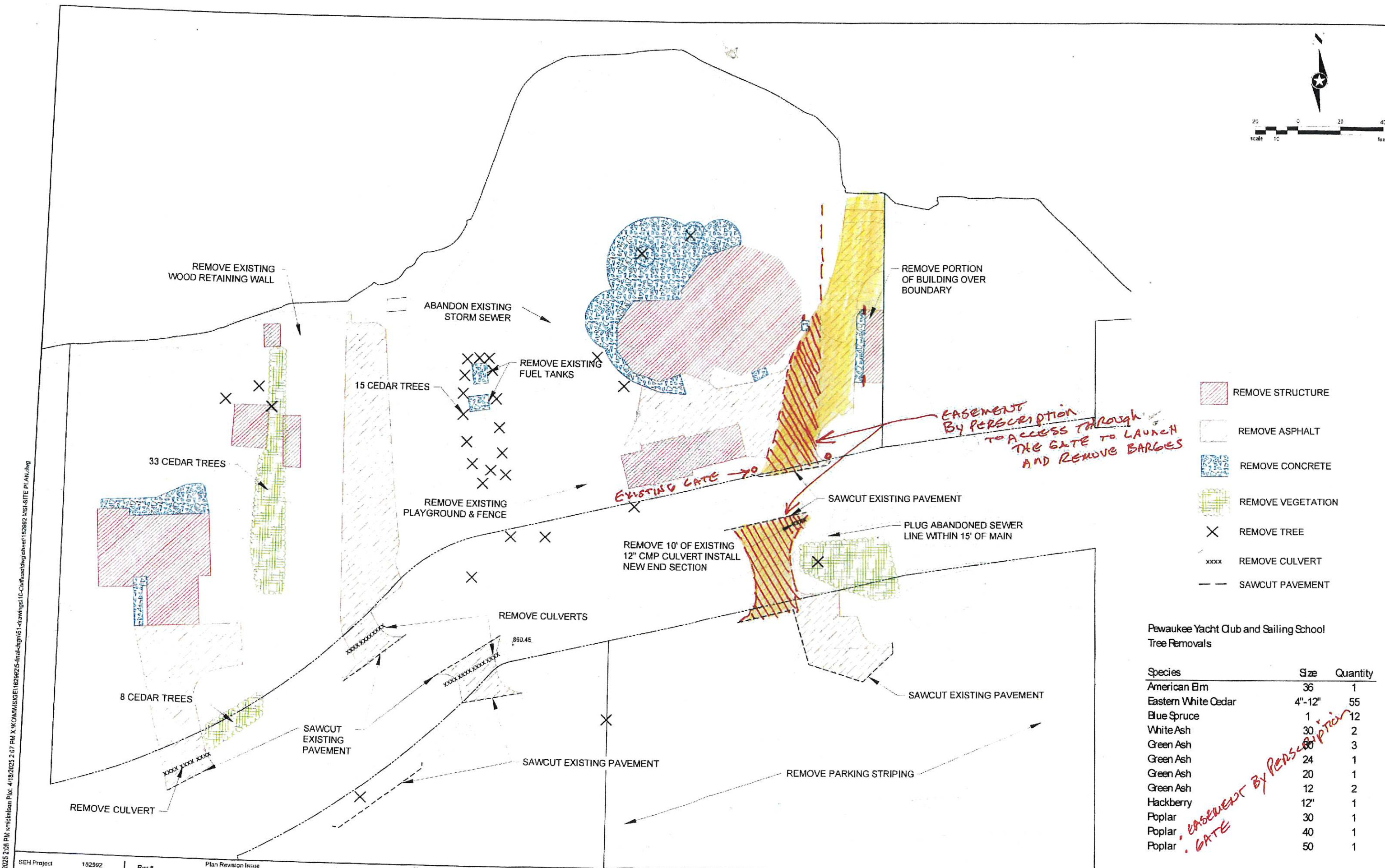
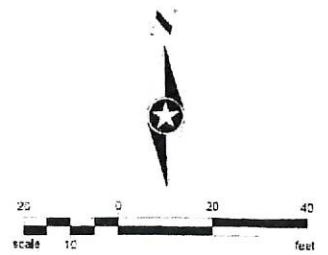


I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MICHIGAN.  
DATE: 4/18/2025 LICENSE NO: 9400000000

PEWAUKEE YACHT CLUB  
TOWN OF DELAFIELD

NORTH GRADING PLAN





- REMOVE STRUCTURE
- REMOVE ASPHALT
- REMOVE CONCRETE
- REMOVE VEGETATION
- REMOVE TREE
- REMOVE CULVERT
- SAWCUT PAVEMENT

Pewaukee Yacht Club and Sailing School  
Tree Removals

Species	Size	Quantity
American Elm	36	1
Eastern White Cedar	4"-12"	55
Blue Spruce	1	12
White Ash	30	2
Green Ash	30	3
Green Ash	24	1
Green Ash	20	1
Green Ash	12	2
Hackberry	12"	1
Poplar	30	1
Poplar	40	1
Poplar	50	1

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SEH Project	162992	Rev. #		Plan Revision Issue Description	Date	Rev. #		Sheet Revision Issue Description	Date
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Designed By	MAM	#	#			#	#		
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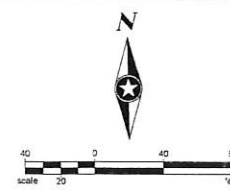
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF WISCONSIN.


DATE: 4/18/2025 LICENSE NO: 162992

PEWAUKEE YACHT CLUB  
TOWN OF DELAFIELD

NORTH DEMOLITION & REMOVAL PLAN

**EXHIBIT "C"**



SEH Project	162992	Rev.#		Plan Revision Issue Description	Date	Rev.#		Sheet Revision Issue Description	Date		I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED <del>PROFESSIONAL ENGINEER</del> UNDER THE LAWS OF THE STATE OF <del>ARIZONA</del> . _____ DATE: _____ LICENSE NO. _____	PEWAUKEE YACHT CLUB TOWN OF DELAFIELD	OVERALL SITE PLAN	4 of 11
Drawn By	SRM	#	#		#	#	#		#					
Designed By	MAM	#	#		#	#	#		#					
Checked By	MAM	#	#		#	#	#		#					

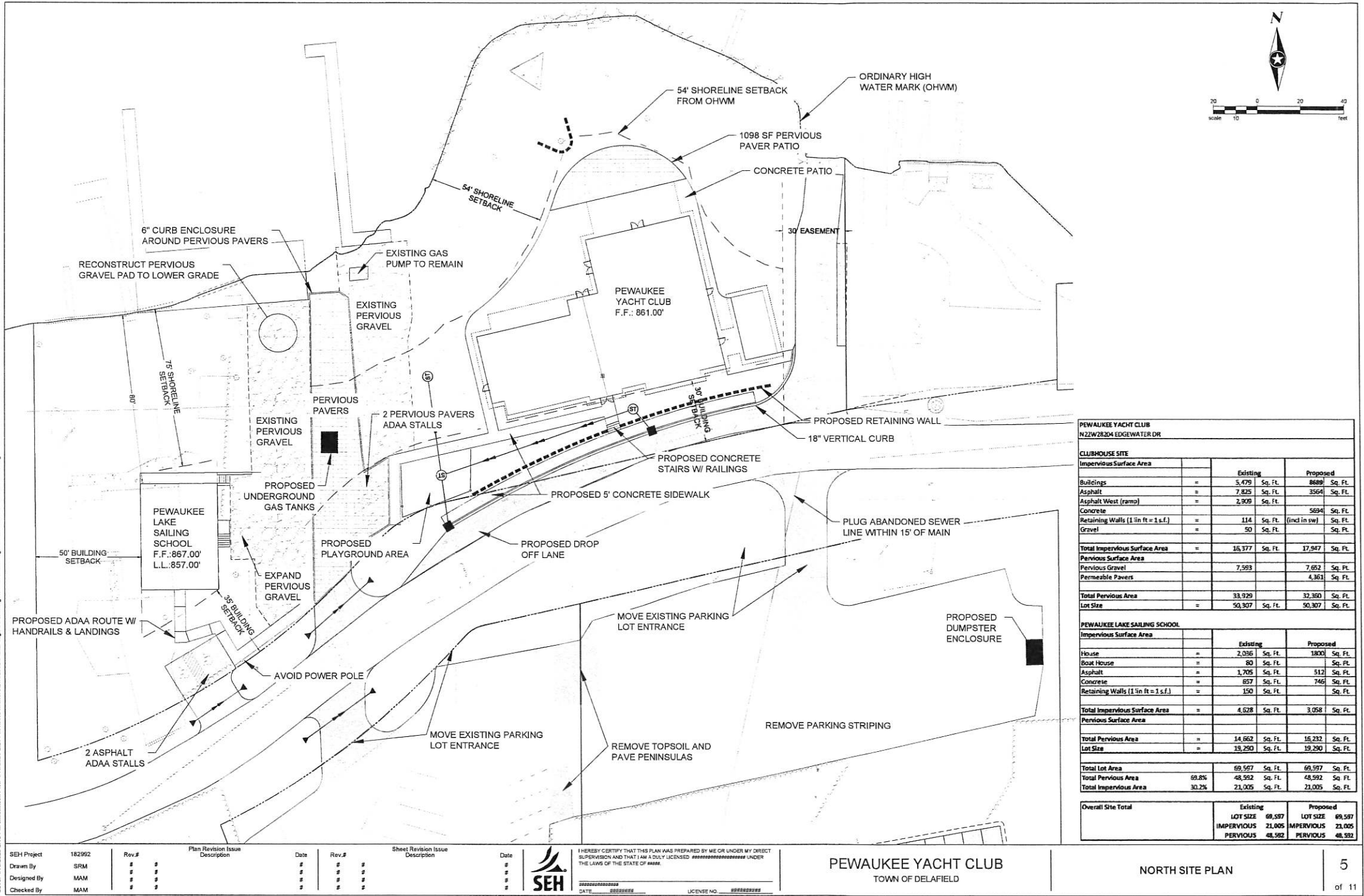


EXHIBIT "E"

EXTERIOR FINISH SCHEDULE
SHAKE SIDING: HARDIE SHINGLE-STRAIGHT EDGE- PREPRIMED-PAINTED BENJAMIN MOORE BOOTH BAY GRAY (HC-169)
EXTERIOR TRIM (CASING, CORNERBOARDS, WATER TABLE, FASCIA, FRIEZE BD. AND BEAMS): HARDIE TRIM PREPRIMED SMOOTH - PAINTED BENJAMIN MOORE WINTER WHITE (OC-21)
COLUMNS, BRACKETS & RAFTER TAILS: HARDIE BOYS - PROFILES TBD
WINDOWS: MARVIN ELEVATE CASEMENT (FIBERGLASS EXTERIOR, WOOD INTERIOR) COLOR - STONE WHITE - INTERIOR FINISH TBD
ASPHALT SHINGLE: CERTANTEED LANDMARK PRO - MAX DEF COBBLESTONE GRAY
METAL ROOF: CMG ULTRA-SNAP PANELS - 12" O.C. - CHARCOAL GRAY
GUTTERS: 5" K-STYLE - PREFINISHED WHITE

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NASHOTAH, WI 53058  
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MILESTONE ISSUE DATES

PRELIMINARY SET: 2/13/2025

BUDGET SET: 3/6/2025

LOCAL DESIGN REVIEW SET: 4/24/2025

PROPOSAL SET:

PERMIT SET:

CONSTRUCTION SET:

RECORD DRAWING SET:

REVISIONS:

PROJECT NAME  
PEWAUKEE YACHT CLUB

PROJECT DESCRIPTION  
NEW FACILITY

STREET ADDRESS  
N22W28204 EDGEWATER DR.

CITY, STATE, ZIP  
PEWAUKEE, WISCONSIN 53072

ALL WORK TO BE COMPLETED AS SHOWN, AND IN ACCORDANCE WITH THE LATEST EDITION OF THE MSI GENERAL MASTER SPECIFICATION

DESIGNED BY  
THK

SUBMITTED BY  
DUS

REVIEWED BY  
DUS

DATE  
THK

DATE  
SEH

DATE  
XXX

SHEET TITLE:  
EXTERIOR ELEVATIONS

SHEET NUMBER  
A-201

PROJECT NUMBER  
P13698

PROJECT NUMBER  
PXXXXX

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DESIGN REVIEW SET- NOT FOR CONSTRUCTION - 4/24/2025



STREET VIEW - SOUTH EAST



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MILESTONE ISSUE DATES

PRELIMINARY SET: 2/13/2025

BUDGET SET: 3/6/2025

LOCAL DESIGN REVIEW SET: 4/24/2025

PROPOSAL SET:

DESIGN SET:

CONSTRUCTION SET:

RECORD DRAWING SET:

REVISIONS:

NO.	DESCRIPTION	DATE

PROJECT NAME  
PEWAUKEE YACHT CLUB

PROJECT DESCRIPTION  
NEW FACILITY

STREET ADDRESS  
N22W2804 EDGEWATER DR.

CITY, STATE, ZIP  
PEWAUKEE, WISCONSIN 53072

ALL WORK TO BE COMPLETED AS SHOWN, AND  
IN ACCORDANCE WITH THE LATEST EDITION OF  
THE MSI GENERAL MASTER SPECIFICATION

PROJECT MANAGER THK	STRUCTURAL ENGINEER DJS	LANDSCAPE ARCHITECT WHL
CIVIL ENGINEER THK	MECHANICAL ENGINEER SEH	ELECTRICAL ENGINEER XXX

SHEET TITLE  
EXTERIOR RENDERINGS

SHEET NUMBER  
A-204

PROJECT NUMBER  
P13698

LEADERS

ENGINEERS

CONTRACTORS

ARCHITECTS

SCALE: 1" = 20'-00"

## RECEIVED

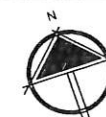
~~JUN 06 2025~~

DEPT OF PARKS &amp; LAND

RECEIVED

JUN 04 2025

DEPT OF PARKS &amp; LAND USE



PAGE:

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PROJECT NAME: Pewaukee Yacht Club  
N22 W28204 Edgewater Dr.  
Pewaukee, WI 53072

Pewaukee, WI 53072

PEWAAKEE, WI 53072	PEWAAKEE, WI 53072
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DATE: 1/17/2025 SCALE: 1" = 20'-00" DRAW  
REVISION DATE: 2/11 3/7 4/16 4/22 4/29 5/8 6/2

REVISION DATE: 2/17/10, 4/15/10, 4/15/10, 5/5/10, 7/15/10

The ideas and concepts illustrated on this document remain the property of Bret Achlenhegen's Seasonal Services until

## DETAILS MATTER

LANDSCAPE ARCHITECTURE - CONSTRUCTION -  
- HORTICULTURAL CARE -  
- LIGHTING - IRRIGATION -  
- DECORATIVE MASONRY - CONCRETE -

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## **Pewaukee Yacht Club Business Plan of Operations**

### **History**

The Pewaukee Yacht Club was founded in 1896 with its purpose to promote inland lake scow racing on Pewaukee Lake while fostering safe use of Pewaukee Lake for all. This has been accomplished through member volunteerism and participation in the sport of sailing and active support and promotion of youth sailing programs. With dedication from its members, the Pewaukee Yacht Club has evolved into what is considered the best sailing club in the Inland. For more than 68 years, the Pewaukee Lake Sailing School has offered sailing instruction to youth of all ages, including youth that live on and off the lake, on the yacht club property.

### **Proposed Changes – The Why**

The existing structures on the Pewaukee Yacht Club property require significant maintenance. Starting in 2021, the membership and Pewaukee Yacht Club Board, explored future needs for the property and costs related to maintenance. It was determined that it made the most financial sense to redevelop the site, which also better serves the club's operational needs. In 2006, Coleman Norris generously donated the funds so that the Pewaukee Lake Sailing School could purchase the adjacent property to the west. The donation was subject to deed restrictions. The intention of the financial donation was for the property to eventually be used by the sailing school. The sailing school has evolved over the years, with an emphasis on introducing the sport of sailing to the community, including classes that are part of high school curriculums, youth classes as young as 5 years old, and adult classes. This is a good time to move the school's operations from the yacht club property to the adjacent property to the west. The existing residential structure on the adjacent property to the west is also in need of significant repair. The subject property would be used for yacht club purposes only, except that the school may occasionally use the yacht club building for their activities, and would benefit from the existing piers, boat storage, parking, and launch that exists on the yacht club properties.

### **Existing and Proposed Uses**

- Sponsor and manage sailing events
- Sponsor inter-club sailing events
- Sponsor social functions for members
- Provide bar and meeting facilities for members
- Provide launching and docking facilities for members

- Provide gas for member's powerboats
- Current junior and adult sailing instruction proposed to be relocated to adjacent property to the west

### **Existing and Proposed Structures**

The yacht club would like to raze the existing nonconforming structures, including:

- 3,935 sq. ft. main club building
- 813.5 sq. ft. grill area, including an attached structure
- 160 sq. ft. shed attached to grill structure
- 200.9 sq. ft. shed
- 316.2 sq. ft. bathrooms/storage attached to Lake Pewaukee Sanitary District building

These buildings would be replaced with:

- 6,262 sq. ft. main club building, with attached patio
- 535 sq. ft. outdoor grill area

The new yacht club building will have an entry area, dining hall, bar, kitchen, office, bathrooms, and storage.

### **Site Plan Modifications**

- Razing existing structures and construction of new buildings/structures
- The approach of the east launch is being shifted to accommodate LSPD
- The approach to the west launch is being converted from asphalt to pervious pavers, adjacent boat storage will be provided (current location of boat storage)
- Entrances to the south parking lots will be relocated for better traffic flow
- New parking stalls on the north and south sides of road, including the addition of 4 ADA parking stalls on the north side (none existing) & 31 new stalls on the south side of the road
- Improvements to drainage along road
- Modified grading activities to accommodate the new structures, fencing and parking
- A new dumpster enclosure is proposed to serve both buildings, located on the east side of the south parking lot that will provide boat storage
- Reduction from three piers to one pier on the PLSS property, construction of new pier/wharf to provide better organization of boats

**Parking**

The PYC/PLSS is proposing to add 4 ADA parking stalls on the north side of Edgewater Drive and 31 parking stalls in a newly created parking lot on the south side of Edgewater Drive. There will be a loss of 18 parking stalls in the south parking lot that will accommodate boat storage. Overall, there is a gain of 17 new vehicular parking stalls.

The PYC/PLSS will share all parking stalls. Two of the ADA parking stalls will be located on the subject property.

**Outdoor storage**

See enclosed plan, there will be three designated boat and equipment storage areas:

- Existing storage/parking area on the south side of Edgewater Drive
- Both sides of the west boat launch and on wharf area of proposed pier (extends on PLSS property)
- Rack storage on lakeside of school building (part of PLSS CU proposal)

**Lighting**

See enclosed photometrics and catalog cut sheets, includes PYC and PLSS properties

**Landscaping**

See enclosed plans, includes PYC and PLSS properties

**Signage**

- Wall-mounted with studs and silicone to building, non-illuminated, 19.77 sq. ft. sign
- Dimensional ¾" thick painted acrylic letters & logo

**Number of Employees**

- 1 part-time club manager
- 15-20 part-time employees, including bartenders, barbacks, & yard attendants (typically not more than 5 at any time)

**Hours of Operation**

- No change except that the bar may be open throughout the year, including winter months, during approved cocktail lounge hours.

<b>Sunday – Thursday</b>	<b>6 am – 11 pm</b>
<b>Friday - Saturday</b>	<b>6 am – 1 am</b>
<b>Holidays</b>	<b>11 am – 11 pm</b>

**Typical Hours include:**

*Cocktail Lounge Hours*

Saturday – Sunday 11 a.m. to 10:00 p.m.

Thursday 5 pm – 10 pm

Friday 5 pm – 10 pm

Holidays 11 am-11 pm

*Gasoline Hours*

Weekends & Holidays 9:30 am – 6 pm

Thursday & Fridays 5 pm – 8 pm (June-Aug. only)

**Music**

Music is provided indoors and outdoors. There are live bands with amplified music, DJ's with amplified music, and acoustical music. Music is allowed during normal business hours of operation, unless otherwise approved as a special event. Live bands and DJ's are occasional, a few times a year. Outdoor speakers are proposed on the north side of the building facing the lake, not the neighbors. Music and any announcements will be kept at a reasonable volume.

**Special Events**

The PYC is currently allowed special events, including social events and maintenance events, that may be held outside of the normal (seasonal) dates of operation. The Town is required to be notified at least 7 days prior to any special event held during the offseason for events exceeding 150 persons. Smaller offseason events and all in-season events do not require prior Town notification. Additional hours of operation (time) may be granted with Town Plan Commission approval provided one-month advance notice is given prior to the event. The PYC is not proposing any changes to this condition.

**Food Service**

Food service is either catered or provided by volunteer members.

### **Benefits of Site Redevelopment**

- Meets operational/structural needs of PYC/PLSS; provides amenity to larger community
- Provides better launch access for LPSD
- Results in significant improvements to the aesthetics of both sites
- Brings many activities/storage indoors
- Organizes outdoor boat storage
- Improves traffic flow on Edgewater Drive – drop off and pick up and launching flow
- Provides 50 feet of landscape screening to benefit neighborhood
- Serves long-term intended use of donated property for a sailing school
- Supports goal to introduce sport of sailing & water safety to community residents & students that live on and off the lake

### **Enclosures**

- Existing Site Plan
- Proposed Site Plan
- Colored Architectural Renderings
- Building Elevations
- Floor Plan
- Landscape Plan
- Proposed Civil Set
- Traffic Flow Map
- Dumpster Enclosure Detail, see building elevations A202
- Lighting Plan
- Signage Plan
- Traffic Impact Analysis
- Pier/Equipment Storage Plan

**WAUKESHA COUNTY DEPARTMENT OF PARKS AND LAND USE**  
**STAFF REPORT AND RECOMMENDATION**  
**CONDITIONAL USE AND SITE PLAN/PLAN OF OPERATION**

**DATE:** June 19, 2025

**FILE NO:** CU130 and SP279

**OWNER:** Pewaukee Lake Sailing School  
c/o Michael Boland  
P.O. Box 457  
Pewaukee, WI 53072

**PETITIONER:** Chris Lieber  
N22 W28282 Beach Park Circle  
Pewaukee, WI 53072

**TAX KEY NO'S:** DELT 0813.997

**LOCATION:**

The subject property is located in part of the SE ¼ of Section 13 and the NE ¼ of Section 24, T7N, R18E, Town of Delafield. More specifically, the property is located at N22 W28080 Edgewater Drive, containing approximately 0.45 acres.

**ZONING CLASSIFICATION:**

R-3 Residential District.

**EXISTING LAND USE:**

Residential.

**REQUEST:**

Public/Semi Public Conditional Use to allow for a sailing school.

**PUBLIC HEARING DATE:** June 3, 2025

**PUBLIC REACTION:**

- An attorney representing the immediate neighbor to the west spoke during the yacht club public hearing and asked that his comments apply to both public hearings. He also provided written comments (attached as Exhibit A). He stated that the neighbor does not object to the school or yacht club proposal but he would like the berm along the west lot line removed and would prefer a fence all of the way along the lot line to the lake. He prefers that the yacht club's social activities not extend to the proposed school site, that outdoor storage be kept to a minimum, he would like landscaping monitoring every year and an annual review of the Conditional Use.
- Two nearby residents expressed opposition or concerns about the proposal. One asked that the request be denied and stated that there has not been a lot of outreach from the school and shared concern about the growth in the number of students over time from roughly 25 to 80 in the

morning and 80 in the afternoon. Another speaker expressed concern regarding congestion, busy conditions and the small size of the Domecki Ct. cul de sac. She also expressed a desire for regular reviews of the Conditional Use.

- The school was asked to discuss their neighbor outreach activities and they described the multiple contacts made to neighbors and the presentation that was provided to them. Outreach occurred in September 2024 and again in spring of 2025.

Approximately 15 people spoke in support of the request. The following is a summary of comments:

- The attorney representing the petitioner asked that all prior testimony offered during the prior yacht club public hearing be considered. He also noted that the school meets the one stated criterion for approval of a public/semi public Conditional Use.
- Many spoke about the positive aspects of children learning an outdoor oriented skill, the life and leadership lessons that sailing has provided them, the lifelong friendships and sense of community fostered by the sailing school. Others discussed the rewarding opportunities of having been a student at the school and later transitioning to coaching others.
- One speaker noted that the current enrollment is an existing condition; the drop off lane better accommodates the existing use. He noted that the traffic study examined four different event scenarios and that no major stoppages were observed and that many children come by boat or on foot rather than by car.
- Others stated that they felt objections regarding traffic were overstated and that cones, members assisting with traffic and the large parking lot for turn arounds help ensure reasonable traffic operations.
- One speaker noted that the proposed crosswalks will improve safety.
- A school representative noted that the school is not looking to grow its numbers; they are more concerned about maintaining their number of students.

**COMPLIANCE WITH THE COMPREHENSIVE DEVELOPMENT PLAN FOR WAUKESHA COUNTY (WCDP) AND THE TOWN OF DELAFIELD LAND USE PLAN:**

The County and Town CDP designates the subject property in the Low Density Residential (LDR) category (20,000 sq. ft.- 1.4 acres per dwelling unit). Public and semi public uses, including private schools can be considered in such a category via a Conditional Use zoning process.

**TOWN PLAN COMMISSION ACTION:**

At its meeting on June 3, 2025, the Town of Delafield Plan Commission unanimously recommended approval of the request subject to several conditions which have been incorporated into the Staff Recommendation section of this report:

- The Plan of Operation details should be memorialized in the plan of operation document.
- The Town Engineer's comments dated 5/14/25 shall be addressed.
- Lighting shall not cause spillage at the property lines.
- The traffic study be placed on file in the Conditional Use Permit.
- A traffic operations plan shall be prepared with monitoring after one year with notice given to neighbors of the meeting where the matter will be reviewed.
- The Landscaping Plan with a date of June 2, 2025 shall be adhered to.

**STAFF ANALYSIS:**

The Pewaukee Lake Sailing School (PLSS) is proposing a Public/Semi Public Conditional Use to allow for the construction of a school building on the parcel immediately to the west of the Pewaukee Yacht Club property where it currently conducts its operations. The property is located on the north side of Edgewater Dr. and contains nearly one-half acre with a little more than 100' of frontage on Pewaukee Lake. The subject parcel was donated to the PLSS nearly a decade ago with a stipulation that it can only be used for school purposes. The school provided a detailed Plan of Operation description (See Exhibit B). The school provides sailing instruction to children and adults of all ages and is open to both yacht club members and non-members. The school serves approximately 200 children and adults over the course of all of its sessions (spring, summer, fall) in a year. The proposed building will have a maximum occupancy of 80 persons.

The Edgewater Dr. neighborhood contains mixed land uses with the yacht club, sailing school, sanitary district, commercial and residential uses located in the eastern part of the neighborhood and residential properties to the west and southwest. There are three lakefront homes immediately to the west and a small subdivision to the south of Edgewater Dr. that contains three developed parcels and two vacant lots. Edgewater Dr. dead-ends to the west and has an intersection with Domecki Ct., the cul de sac to the south.

The existing home and shed on the property would be razed. The new school building would contain 1,800 sq. ft. on the first floor for a classroom, restrooms, office space and mechanicals (see Exhibit C, Site Plan and Exhibit D, building elevations). The exposed lower level would be used for boat and equipment storage. The footprint of the proposed building is slightly smaller than the residence and garage that it will replace (1,800 s.f. vs. 2,058 s.f.). The existing home is also exposed; therefore, site grades will not change significantly.

The existing driveway access would be removed. School drop-off would occur at the adjacent yacht club property drop off lane parallel to the road. There are two ADA parking stalls proposed on the north side of Edgewater Dr. The school is being proposed 50' from the east property boundary to create separation from the residential parcel to the west. The Public/Semi Public offset requirement is double the required offset, which, in this case would be 28'. A landscape buffer (Exhibit E) is proposed along the west and northwest property boundaries to create visual separation and an indicator of the property boundary for children visiting the school. The buffer plan includes a fence in the southwest corner of the property extending north along the west property boundary to a point 75' from the lake. Per state shoreland requirements, fences cannot be placed closer than 75' to the shore. Evergreen type plantings are proposed along the full west property line. A shoreland buffer plant mix is proposed along the shore to the west of the pier/wharf area.

The school has indicated that having a physical structure of their own will allow for instruction and shelter during times of inclement weather and for more indoor boat storage. They have also expressed that having restrooms with showers will provide a changing space for children that is currently lacking. Rack storage for equipment is proposed on the lakeside of the school building.

Boat storage would continue to occur along the ramp approach drive on the yacht club property. The school would continue to share resources with the adjacent yacht club including shared boat storage and parking facilities. There are two piers currently serving the subject property and PLSS has a pier that

originates from the yacht club property, as well. Those three piers would be replaced by a single pier that would achieve greater separation distance from the yacht club's west launch pier.

The school building is proposed to be setback 80' from the lake, whereas 75' is required. There will be a front door on the roadside and a door on the east side of building coming out to a landing and stairs to allow access to the main floor of the building. On the exposed lower lakeside level, there are two doors on either side of a carriage style garage type door. The garage door will allow for boat and equipment movement in and out of the building.

**STAFF RECOMMENDATION:**

The Planning and Zoning Division staff recommends **approval** of the Conditional Use and Plan of Operation requests, subject to the following conditions. The basis for the recommendation is as follows:

- The sailing school use conforms to the specific requirements of the Public/Semi public Conditional Use type.
- The site plan conforms to the required double the required offset standard for Public/Semi Public uses and voluntarily provides significantly more distance from the west property line than is required (50' provided, vs. 28' required).
- The proposed request provides a robust landscape buffer to provide separation from the residential property to the west.
- Building ingress/egress points have been designed to avoid pedestrian traffic on the west side of the property in order to keep activity further away from the residential neighbors to the west.
- The site plan has been designed in concert with the adjacent yacht club re-development to provide for a drop off lane, crosswalks and driveway/launch opening re-alignment to provide for better site circulation.
- As recommended, a traffic management plan will be required to ensure that the use is not disruptive to the surrounding neighborhood.
- The building design is consistent with the scale of architecture in the neighborhood.

**Recommended Conditions:**

1. This use approval is for a one-story sailing school building with an exposed lower level. The building shall substantially conform to the size and design presented on the provided site plan and building elevation plans (Exhibits C and D).
2. The sailing school building shall be a minimum of 50' from the west property line, as proposed.
3. A landscape buffer shall be provided along the west and southwest property lines, as proposed and depicted upon the landscape plan with a revised date of June 2, 2025 (see Exhibit E). Plantings shall be continuously maintained and any deceased plants shall be replaced with a similar scale replacement planting.
4. A privacy fence shall be provided along the west property line to a point of 75' from the lake. A fencing plan shall be provided to the Waukesha County Planning and Zoning Division for review and consideration.

5. As proposed, one pier is authorized for the property. Said pier must be a minimum of 50' from the west property boundary and shall conform to State Department of Natural Resources standards for pier location and size. The existing piers shall be removed once the enlarged pier is completed. Notification that the pier work is complete must be provided to the Waukesha County Planning and Zoning Division within 30 days of completion.
6. Use agreements relative to shared resources on the adjacent Pewaukee Lake Yacht Club property must be provided, including shared parking, boat storage and pier and building use agreements. The termination of any such use agreements may result in the need to modify conditions.
7. A stormwater management permit must be obtained from the Waukesha County Land Resources Division or written verification must be provided indicating that no such permit is required.
8. Traffic Circulation and Management Plan. A plan must be provided to town and county planning staff that identifies traffic movement, signage, cones and staffing for managing and directing vehicular and pedestrian traffic for special events, school functions and regular school session drop-offs, understanding that drop-off and pick-up impacts both this site and the associated yacht club immediately to the east. Said plan must be finally approved by the Waukesha County Planning and Zoning Division. A review of the traffic plan shall be conducted in February of 2026 to review the effectiveness of the plan and to consider any needed modifications. The review shall be conducted jointly by the town plan commission, the town planner and Waukesha County Planning & Zoning staff. Notification of said meeting shall be provided to the owners of property west of the yacht club on Edgewater Dr. and those who own property on Domecki Ct and said owners shall have the opportunity to share observations, requests and comments. As part of the 2026 review, it shall be determined whether subsequent annual traffic plan reviews are necessary.
9. Safety Improvements. As proposed, a drop off lane must be provided in front of the main building. Crosswalks must be provided to provide safety for pedestrians crossing the road. A crosswalk plan must be prepared jointly with the town and kept on file as part of the plan of operation.
10. The traffic study prepared by Traffic Analysis & Design Inc. shall be on file as part of this Conditional Use.
11. All comments of the Town of Delafield Engineer dated May 14, 2025 (Exhibit F) regarding various technical requirements must be addressed prior to the issuance of a Conditional Use Permit.
12. Documentation must be provided that the Lake Country Fire Department has reviewed the proposed site plan and all requirements of the fire department shall be addressed prior to permit issuance.
13. Outside Storage. There shall be no outside storage on the school property except for the proposed rack storage and on the wharf. An outdoor storage plan shall be provided indicating the specific dimensions and location of the on-site storage areas and storage areas must be clearly identified on the site plan. Off-site storage must also be described on said plan.

14. Yacht club social activities, such as parties, shall not take place on the sailing school property unless prior authorization is obtained from the Waukesha County Planning & Zoning Division.
15. Hours of operation shall be as described on Page 4 of Exhibit B.
16. Regattas or similar special events shall be limited to a maximum of four per year with said events primarily hosted on the adjacent yacht club property.
17. It is anticipated that that sailing school property and the yacht club property will be combined via certified survey map in the future and that a condominium plat will be prepared in order to allow for the adjacent yacht club to be sited, as proposed, in CU 129.
18. Any use not specifically listed as permitted shall be considered to be prohibited. In case of question as to the classification of use, the question shall be submitted to the Town Plan Commission and Waukesha County for a determination.
19. The building and grounds shall be maintained in a neat, attractive, and orderly way. The property shall comply with all applicable fire codes and all rules, regulations, and ordinances of the Town of Delafield, County of Waukesha, and State of Wisconsin.
20. In the management and operation of the facility, every attempt possible should be made to alleviate the potential for nuisances and disturbances to surrounding residential neighborhoods. Any complaints by adjacent property owners or any other person affected shall be reviewed by the Town Plan Commission and Waukesha County and will make findings as to whether or not such nuisance exist, and, if so, what provisions ought to be made to abate the nuisances. All complaints regarding nuisances shall be subject to the nuisance provisions of the Town and also any other appropriate state or County laws. The findings and recommendations of the Town Plan Commission shall be forwarded to the Town Board and Waukesha County for action.
21. No use is hereby authorized unless that use is conducted in a lawful, orderly, and peaceful manner. Nothing in this permit shall be deemed to authorize any public or private nuisance or to constitute a waiver, exemption or exception to any law, ordinance, order or rule of either the Town of Delafield, the County of Waukesha, the State of Wisconsin, the United States of America or other duly constituted authority. This Conditional Use Permit shall not be deemed to constitute a Zoning or Building Permit, nor shall this permit constitute any other license or permit required by town or County ordinances or other law.
22. Should the permitted Conditional Use be abandoned in any manner, or discontinued in use for 12 months, or continued other than in strict conformity with the conditions of this approval, or should a change in the character of the surrounding area or of the use itself cause it to be no longer compatible with the surrounding areas, or considerations of public health, safety or welfare, said Conditional Use may be terminated by action of Waukesha County following referral from the Town Plan Commission for public hearing and recommendation thereof.

23. Any subsequent change, alteration, or addition to the use approved herein shall be submitted to Waukesha County and the Town Plan Commission and, if in the opinion of the County and the Plan Commission, such change, alteration, or addition constitutes a substantial change, alteration, or addition based on the standards set forth herein, a joint public hearing before the Town Plan Commission and Waukesha County shall be required pursuant to Section 4(c) of the Waukesha County Shoreland Protection Ordinance. Any change, addition, or alteration of the physical premises, lands, or ownership, shall be considered substantial and shall require a new Conditional Use Permit requiring full compliance with all town and County procedures and ordinances in place at the time.
24. Should any paragraph or phrase of this Conditional Use Permit be determined by a court to be unlawful, illegal or unconstitutional, said determination as to the particular phrase or paragraph shall not void the rest of the Conditional Use and the remainder shall continue in full force and effect.
25. The Town and/or County reserves the right to review any condition imposed as part of this Conditional Use/Plan of Operation if said use becomes a problem in the area. The Town Plan Commission may recommend and Waukesha County may modify, change, delete, add, etc. any conditions, which they feel may be reasonable in order to allow this use and ensure it does not become detrimental to the surrounding area.

Respectfully submitted,

*Jason Fruth*

Jason Fruth  
Planning & Zoning Manager

Enclosure:   Exhibit A, Attorney/neighbor comments  
                  Exhibit B, Plan of Operation description  
                  Exhibit C, Site Plan  
                  Exhibit D, Building Elevations  
                  Exhibit E, Landscape Plan  
                  Exhibit F, Town Engineer comments

## EXHIBIT "A"

Tim Andringa  
Cramer Multhauf LLP

For  
Brian Polak  
N22 W28090 Edgewater Dr.  
Pewaukee, WI 53072

1. Mr. Polak lives next door to the proposed new Pewaukee Lake Sailing School (PLSS).
2. PLSS was/is a residential property – now it is going to be commercial.
3. Mr. Polak has no objection to PYC or PLSS Conditional Use Permit with conditions.
  - A. PLSS new/revised landscape plan of June 2, 2025 be approved.
    - No berm.
    - With fence - preferably to Lake.
    - No storage outside on PLSS property daily/weekly.
    - Landscaping – monitor annually.
    - Review CUP annually for compliance by PLSS.
    - No daily/weekly/weekend outside activities (not an extension of the PYC activities).
  - B. Review PYC CUP annually to ensure that its activities are not spilling over to PLSS property.
4. Mr. Polak wants to maintain his privacy.

Thank you.



## **Pewaukee Lake Sailing School Business Plan of Operations**

### **History**

For more than 68 years, the Pewaukee Lake Sailing School has complimented the Pewaukee Yacht Club by offering sailing instruction to youth from all over southeastern Wisconsin. It also provides adult learn to sail classes. The primary benefit to the community is that you do not need to be a member of the Yacht Club to be a student in the school.

### **Proposed Changes – The Why**

In 2006, Coleman Norris generously donated the funds so that the Pewaukee Lake Sailing School could purchase the subject property. The financial donation was subject to deed restrictions. The intention of the financial donation was for the property to eventually be used by the sailing school. The sailing school has evolved over the years, with an emphasis on introducing the sport of sailing to the community, including classes that are part of high school curriculums, youth classes as young as 5 years old, and adult classes. Since the yacht club is considering redevelopment of their site due to maintenance and operational needs, it was determined by membership that this is a good time to utilize the original donation for its intended use. The existing residential structure needs significant repair. The subject property would be used for sailing school purposes only. The school may occasionally use the yacht club building for their activities, and would benefit from the existing piers, boat storage, and launch that exists on the yacht club property. Parking on the south side of Edgewater Drive is also shared between the two users.

### **Existing Uses on the Yacht Club site relocated to Subject Property**

- Provide beginning, intermediate, and advanced level sailing and racing instruction to the PYC membership and community
- Sponsor and manage sailing events
- Sponsor inter-club sailing events
- Provide facility for junior & adult sailing instruction, meetings, and organizational gatherings
- Any PYC members can enroll in PLSS classes; non PYC members can also enroll in PLSS classes , ~ 200 students participate

## **Existing and Proposed Structures**

The sailing school would like to raze the existing buildings, including:

- 2,178.58 1<sup>st</sup> floor/2,058.58 lower-level residence
- 63.24 sq. ft. shed

These buildings would be replaced with:

- 1,800 sq. ft. 1<sup>st</sup> floor/1,800 sq. ft. lower-level sailing school

The new building would be over 700 sq. ft. smaller than the existing buildings.

The new school building will have an entry area, classroom, restrooms, office, and mechanical area on the first floor and boat and equipment storage on the lower level.

## **Site Plan Modifications**

- Razing existing structures and construction of new building
- Boat storage will be provided adjacent to launch (current location of boat storage)
- New rack storage on lakeside of school building
- New parking stalls on the north and south sides of road, including the addition of 4 ADA parking stalls on the north side (none existing) & 31 new stalls on the south side of the road; 2 of the stalls on the north side are located on the subject property
- Improvements to drainage along road
- Modified grading activities to accommodate the new building, a fence, and parking
- A new dumpster enclosure is proposed to serve both buildings, located on the east side of the south parking lot that will provide boat storage (PYC property)
- Reduction from three piers to one pier on the PLSS property, construction of new pier/wharf to provide safer launching and better organization of boats

## **Parking**

The PYC/PLSS are proposing to add 4 ADA parking stalls on the north side of Edgewater Drive and 31 parking stalls in a newly created parking lot on the south side of Edgewater Drive. There will be a loss of 18 parking stalls in the south parking lot that will accommodate boat storage. Overall, there is a gain of 17 new vehicular parking stalls.

The PYC/PLSS will share all parking stalls. Two of the ADA parking stalls will be located on the subject property.

### **Outdoor storage**

See enclosed plan, there will be three designated boat and equipment storage areas that will be shared by PLSS/PYC:

- Existing storage/parking area on the south side of Edgewater Drive
- Both sides of the west boat launch and on wharf area of proposed pier (extends on PLSS property)
- Rack storage on lakeside of school building (part of PLSS CU proposal)

### **Lighting**

See enclosed photometrics and catalog cut sheets, includes PYC and PLSS properties

### **Landscaping**

See enclosed plans, includes PYC and PLSS properties

### **Signage**

- Wall-mounted with studs and silicone to building, non-illuminated, 19.722 sq. ft. sign
- Dimensional ¾" thick painted acrylic letters & logo

### **Number of Employees**

- 1 director
- 6-12 instructors at a time
- See supporting documentation for typical operations

### **Hours of Operation**

- See supporting documentation for typical operations

# PLSS

## Spring (April-May) & Fall (Sept-Oct)

<b>Tuesday-Thursday</b>	<b>3:30 pm – 6:30 pm</b>
Weekends (up to 3 events per month)	8 am – 5 pm

## Summer (June – August)

<b>Monday-Thursday</b>	<b>9 am – 4 pm</b>
Friday	9 am - noon
Tuesday & Thursday	5:30 pm – 7:30 pm

**Music:** None

### Special Events

- Two to four regattas per year, hosted primarily on the Pewaukee Yacht Club properties as we currently do now.

**Food Service:** None

### Benefits of Site Redevelopment

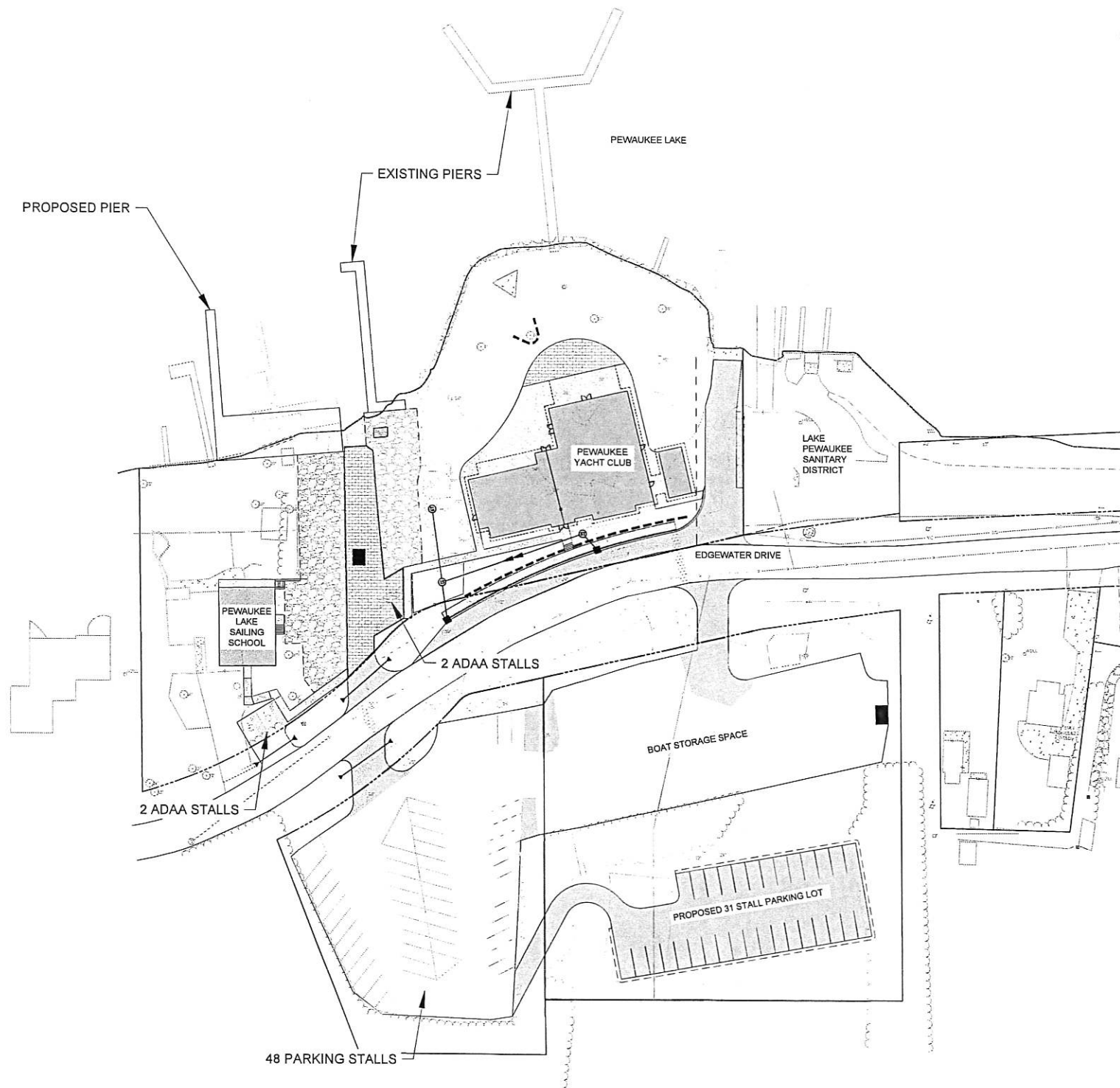
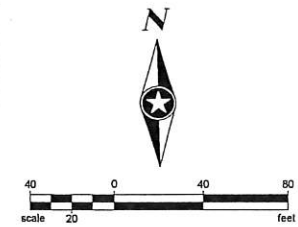
- Meets operational/structural needs of PYC/PLSS; provides amenity to larger community
- Results in significant improvements to the aesthetics of both sites
- Brings many activities/storage indoors
- Organizes outdoor boat storage
- Improves traffic flow on Edgewater Drive – drop off and pick up and launching flow
- Provides 50 feet of landscape screening to benefit neighborhood
- Serves long-term intended use of donated property for a sailing school
- Supports goal to introduce sport of sailing & water safety to community residents & students that live on and off the lake

### Enclosures

- Existing Site Plan
- Proposed Site Plan
- Colored Architectural Renderings
- Building Elevations
- Floor Plan
- Landscape Plan
- Proposed Civil Set

- Traffic Flow Map
- Dumpster Enclosure Detail, see building elevations A202
- Lighting Plan
- Signage Plan
- Traffic Impact Analysis
- Pier/Equipment Storage Plan

EXHIBIT "C"



Save: 4/18/2025 2:19 PM snickelsson Plot: 4/18/2025 2:21 PM X:\KON\MMS\SEI\1829925-final-dgn\151-drawings\10-Civil\carddwg\sheet182992 MSI-SITE PLAN.dwg

SEH Project	182992	Rev.#	Plan Revision Issue Description	Date	Rev.#	Sheet Revision Issue Description	Date
Drawn By	SRM	#	#	#	#	#	#
Designed By	MAM	#	#	#	#	#	#
Checked By	MAM	#	#	#	#	#	#



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ENGINEER UNDER THE LAWS OF THE STATE OF WISCONSIN.  
DATE: 4/18/2025 LICENSE NO.: 1000000000

PEWAUKEE YACHT CLUB  
TOWN OF DELAFIELD

OVERALL SITE PLAN

EXHIBIT "D"

EXTERIOR FINISH SCHEDULE
SHAKE SIDING: HARDIE SHINGLE-STRAIGHT EDGE- PREPRIMED-PAINTED BENJAMIN MOORE BOOTH BAY GRAY (HC-165)
VERTICAL PLANK: HARDIE ARTISAN SIDING - V-GROOVE - PREPRIMED-PAINTED BENJAMIN MOORE WINTER WHITE (OC-21)
EXTERIOR TRIM (CASING, CORNERBOARDS, WATER TABLE, FASCIA, FRIEZE BD. AND BEAMS): HARDIE TRIM PREPRIMED SMOOTH - PAINTED BENJAMIN MOORE WINTER WHITE (OC-21)
COLUMNS, BRACKETS & RAFTER TAILS: HARDIE BOYS - PROFILES TBD
WINDOWS: MARVIN ESSENTIAL CASEMENT (FIBERGLASS EXTERIOR, FIBERGLASS INTERIOR) COLOR - STONE WHITE (NOTE FALL PROTECTION REQUIRED / LIMIT OPENING TO 4' MAX)
ASPHALT SHINGLE: CERTANTEED LANDMARK PRO - MAX DEF COBBLESTONE GRAY
METAL ROOF: CMG ULTRA-SNAP PANELS - 12" O.C. - CHARCOAL GRAY
GUTTERS: 5" K-STYLE - PREFINISHED WHITE



DESIGNBUILD

MSJ GENERAL CORPORATION  
W215 E. WISCONSIN AVE.  
NASHOTAH, WI 53058  
262.367.3661 | MSJGENERAL.COM

SINGLE SOURCE RESPONSIBILITY  
DESIGNING EXCELLENCE. BUILDING TRUST TM

MILESTONE ISSUE DATES

PRELIMINARY SET:	02.13.2025
BUDGET SET:	03.06.2025
LOCAL DESIGN REVIEW SET:	04.24.2025
PROPOSAL SET:	
PERMITS SET:	
CONSTRUCTION SET:	
RECORD DRAWINGS SET:	

REVISIONS:


PEWAUKEE LAKE SAILING SCHOOL

PROJECT DESCRIPTION  
NEW FACILITY  
STREET ADDRESS  
N22W28000 EDGEWATER DRIVE  
CITY/STATE/ZIP  
PEWAUKEE, WISCONSIN 53072

ALL WORK TO BE COMPLETED AS SHOWN, AND IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATION

DESIGN	PERMITS	CONSTRUCTION
XXX	XXX	XXX

SHEET TITLE:  
EXTERIOR ELEVATIONS

SHEET NUMBER:  
A-201  
PROJECT NUMBER:  
P13730

LEADERS

ENGINEERS

CONTRACTORS

ARCHITECTS

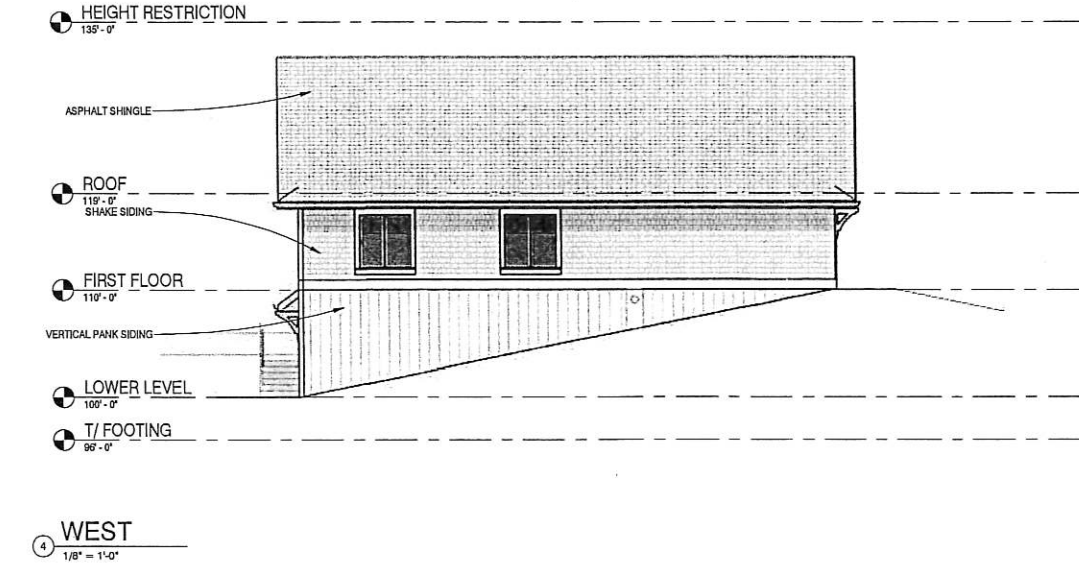
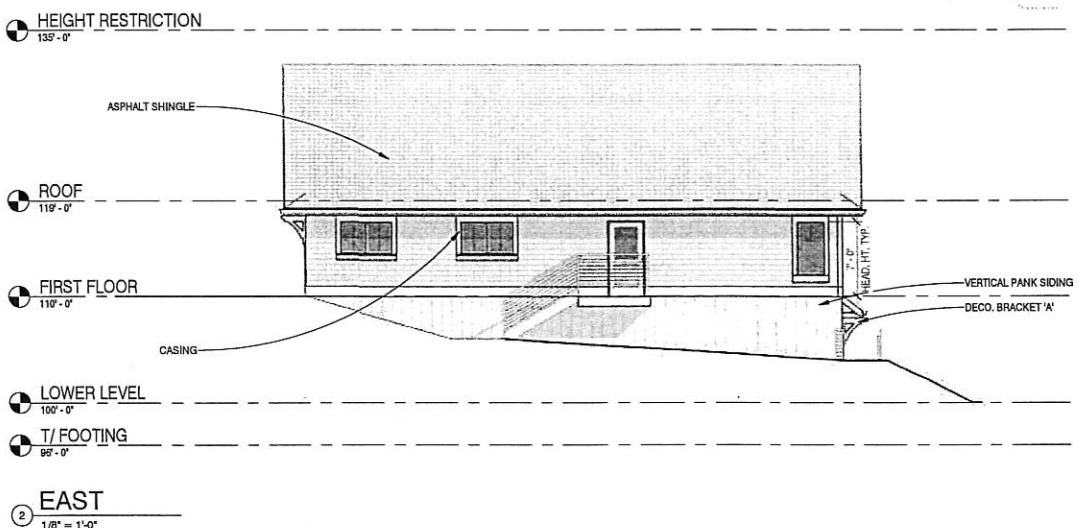
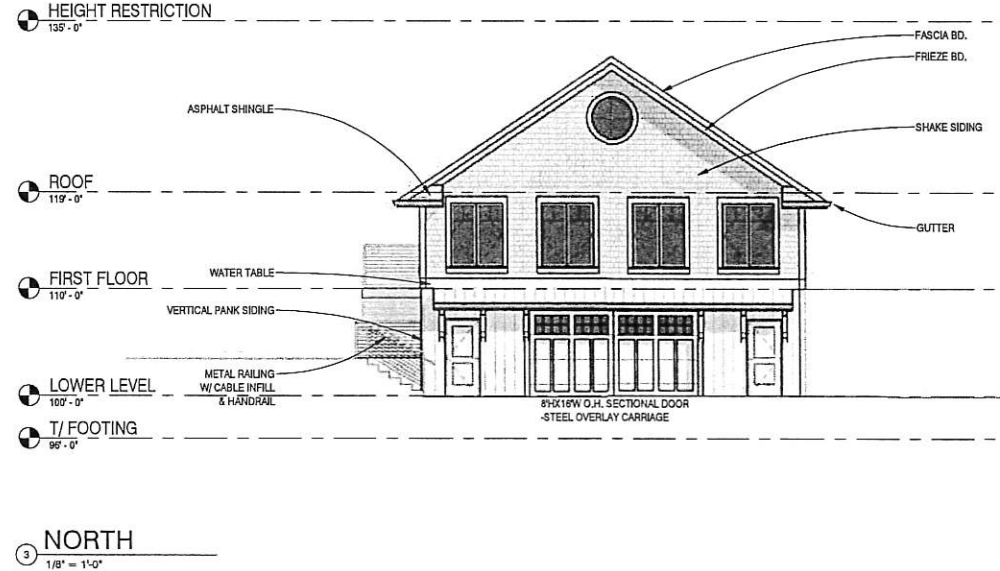
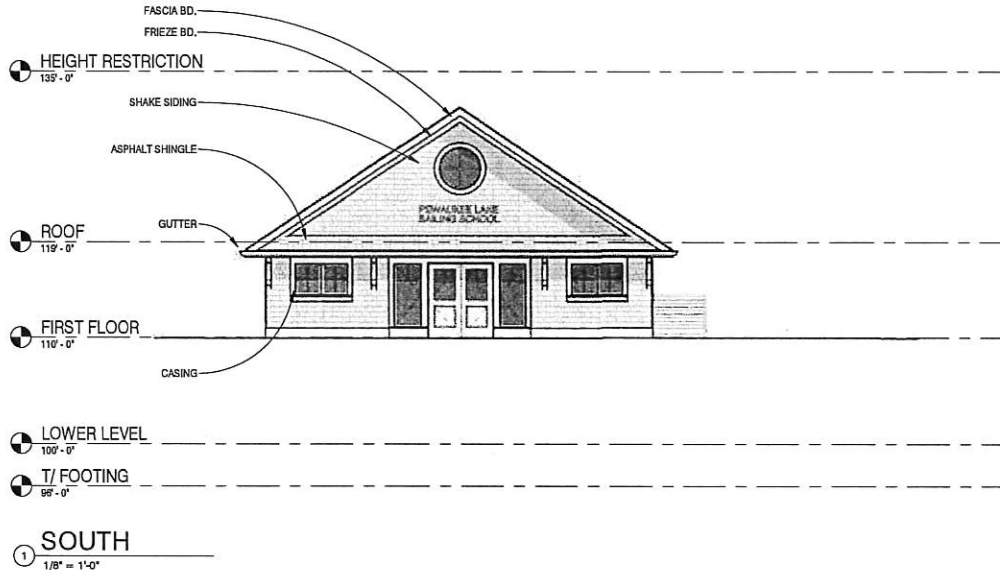


EXHIBIT "E"

RECEIVED

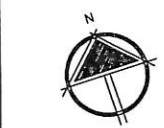
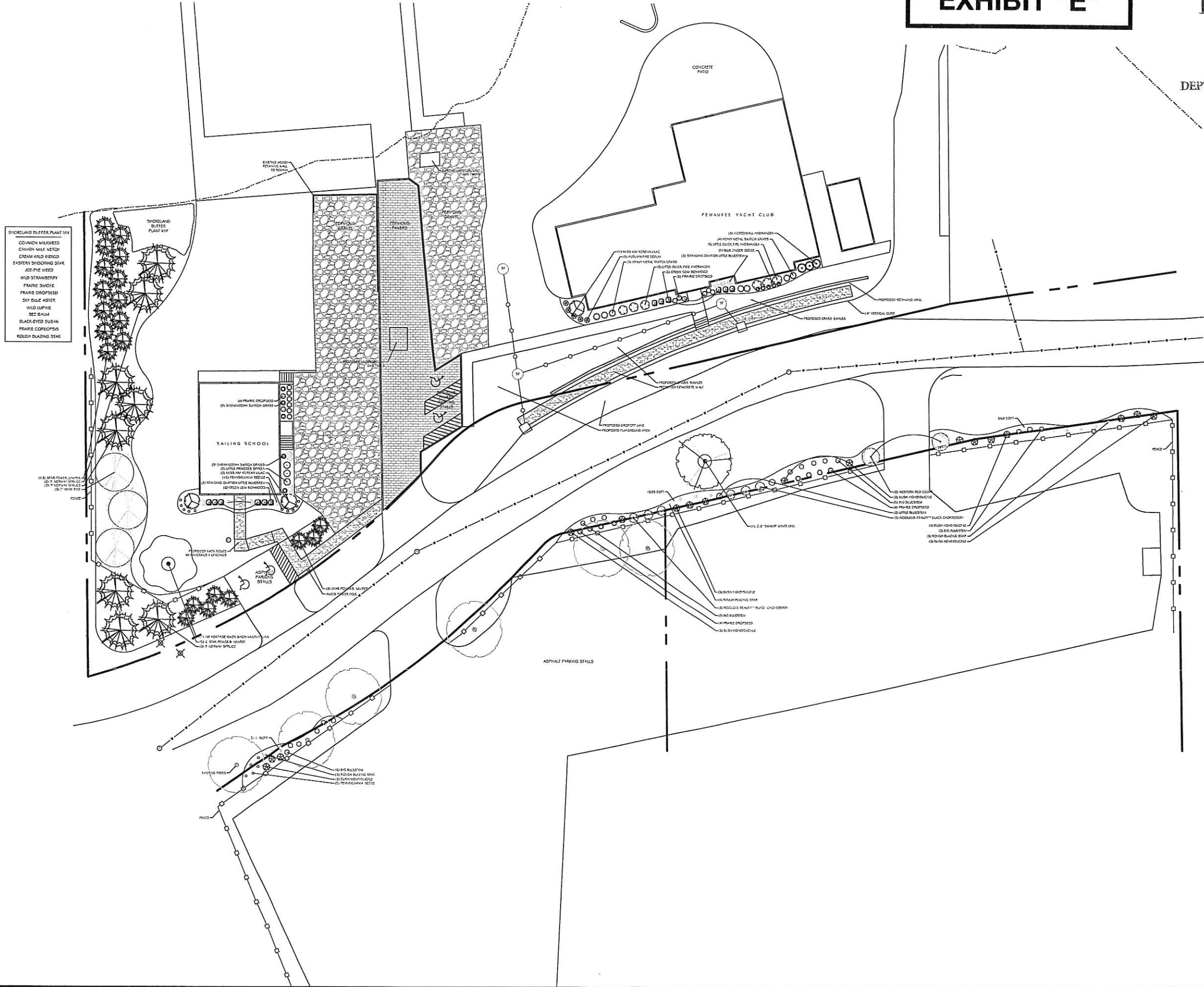
JUN 06 2025

DEPT OF PARKS & LAND

RECEIVED

JUN 04 2025

DEPT OF PARKS & LAND USE



PROJECT NAME: Pewaukee Yacht Club  
N22 W2204 Edgewater Dr.  
Pewaukee, WI 53072  
DATE: 1/17/2025 SCALE: 1" = 20'-00"  
DRAWN BY: KK, DL, MP, TF  
REVISION DATE: 2/11/3/7/4/16/4/22/4/29/5/8/6/2

DETAILS MATTER  
- LANDSCAPE ARCHITECTURE - CONSTRUCTION -  
- HORTICULTURAL CARE -  
- LIGHTING - IRRIGATION -  
- DECORATIVE MASONRY - CONCRETE -  
SEASONALSERVICES.COM  
262-392-3444



May 14, 2025

Mr. Chris Lieber (via email)  
N22W28204 Edgewater Dr  
Pewaukee, WI 53072

Dear Mr. Lieber,

We have reviewed the civil portion of the plans dated April 24, 2025 for the Pewaukee Yacht Club located at N22W28204 Edgewater Drive. The following are the engineering comments for this review.

**General Comments:**

1. Add the name of the roadway on all plans.
2. Label existing and proposed contours on all sheets.
3. Site setbacks, parking requirements, zoning, etc. will be reviewed by the Waukesha County.
4. The property owner shall procure a copy and provide all necessary state permits.
5. Storm water requirements will be reviewed by Waukesha County. Provide any storm water management reports and recorded maintenance agreements for Town records.
6. How will snow removal be handled for the drop off lane?

**Details (Sheet 2 of 11):**

1. What is the depth of 3/8" aggregate leveling course under the permeable pavers?
2. The rain garden detail is missing the engineered soil and outflow tile as shown on the rain garden planting detail.
3. Add the bottom elevation to the rain garden detail.
4. The grading plans show a reinforced concrete pipe (RCP) connecting to a Nyloplast 30" Drain Basin. How is this connection made? The detail provided only shows plastic pipe connection.
5. Add a detail for the mountable curb that is called out on the plans.

**North Site Plan (Sheet 5 of 11):**

1. There are two accessible parking stalls shown for the Pewaukee Lake Sailing School and two for the Pewaukee Yacht Club. One accessible parking stall at each location shall be van accessible per section 208.2.4 of the 2010 ADA Standards for Accessible Design.
2. Proper signage should be installed for the accessible parking stalls.



3. How will a pedestrian from the west accessible parking stall be able to access the adjacent sidewalk if a vehicle is parked in the east accessible parking stall at the Pewaukee Lake Sailing School?
4. Add the limits of the handrails along the sidewalk to the Pewaukee Lake Sailing School.
5. Confirm with the Lake Pewaukee Sanitary District that the sanitary sewer can be plugged.
6. Label the proposed Edgewater Dr. crosswalk pavement markings.
7. The driveway entrances to the parking lots south of Edgewater Dr. are 20' wide. Expand the driveways to safely accommodate pedestrian traffic. Extend the crosswalk pavement markings to the parking lots.

**North Demolition and Removal Plan (Sheet 6 of 11):**

1. What is the condition of the existing storm sewer pipe & culverts that are to remain? The Town doesn't want deteriorated pipes being connected to the proposed system.
2. There is an existing storm sewer pipe that will be under the proposed Yacht Club building. The plan says it will be abandoned. This pipe should be removed.
3. The existing 12" corrugated metal pipe (CMP) under the parking lot entrance to be relocated should be completely removed and the swale graded in its place.

**North Erosion Control Plan (Sheet 7 of 11):**

1. See note 3 from sheet 6 of 11.

**North Grading Plan (Sheet 8 of 11):**

1. See note 3 from sheet 6 of 11.

**PYC Grading Plan (Sheet 9 of 11):**

1. The storm sewer pipe between CB-1 to ST-1 shall be RCP per Town Ordinance 8.13(4)(h).
2. Provide additional spot grades for clarification.
3. Additional grading information needs to be provided around the outdoor grill area to clarify drainage concerns in the area.
4. The sidewalk cross slope exceeds 2% (3.4%) by the south entrance to the Yacht Club.

**PLSS Grading Plan (Sheet 10 of 11):**

1. The pipe slope of the 13"x17" CMP driveway culvert appears to be incorrect.
2. Will storm water be trapped to the southwest of the Pewaukee Lake Sailing School?
3. The handrail location should be shown & labeled along the accessible path from the accessible parking stalls to the Pewaukee Lake Sailing School.



Pewaukee Yacht Club  
Page 3 / May 14, 2025

4. The grades along the accessible path from the accessible parking stalls to the Pewaukee Lake Sailing School don't appear to meet ADA design standards for slopes.
5. Provide grades for the stairs on the east side of the Pewaukee Lake Sailing School.

**South Overflow Parking Lot (Sheet 11 of 11):**

1. Per Town Ordinance 17.09(2)(D), the width of the aisle for 90-degree parking stalls shall be a minimum of 25' unless specifically varied by the Plan Commission.

Provide a response letter stating how each of the above comments were addressed and electronic copies of revised plans by May 27<sup>th</sup>, 2025 for review prior to the Plan Commission Meeting on June 3<sup>rd</sup>, 2025.

Should you have any questions, please contact me.

Sincerely,

A handwritten signature in blue ink that reads 'David Reiter'.

David Reiter, P.E.  
Town of Delafield Engineer

c: Michelle Luedtke, Town Administrator/Clerk/Treasurer (via email)  
Tim Barbeau, Town Planner (via email)  
Jacob Heermans Senior Planner, Waukesha County (via email)