

**WAUKESHA COUNTY
MINUTES OF THE PARK AND PLANNING COMMISSION
ADMINISTRATION CENTER, ROOM AC 255/259
THURSDAY, APRIL 2, 2015, 1:00 P.M.**

CALL TO ORDER

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

Commission

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

Members Absent: Keith Hammitt Gary Goodchild

Staff

Members Present: Sandy Scherer, Senior Planner
 Elfriede Sprague, Administrative Specialist

Guests Present: Gary Fehr – Van Lare
 Jon Spheeris – CU-1436B and PO-15-OCOT-04
 John Marek – ZT-1805
 Jodi Taruden – Van Lare

CORRESPONDENCE None.

MEETING APPROVAL None.

DISCUSS APRIL PARK AND PLANNING COMMISSION MEETING DATES

Ms. Scherer stated that the April 16th meeting needs to be rescheduled and the two dates available for the next meeting were April 23 and April 30. Several Commissions responded that they would be able to attend a meeting on April 23rd and the others said they would let Staff know after consulting their calendars. Ms. Scherer stated Staff would notify the Commissioners when the date was confirmed.

MINUTES Approval of the March 19, 2015, Minutes

Mr. Mitchell, seconded by Mr. Peregrine, and carried unanimously for approval of the March 19, 2015, Minutes.

PUBLIC COMMENT None.

SCHEDULED MATTER

- **1:00 p.m. Consideration of the Year 2015 Requests for Amendments to the Comprehensive Development Plan for Waukesha County**

1. In the Town of Oconomowoc, the following request is being made:

- A. ***Terry and Jill Van Lare Living Trust***, W357 N6101 Spinnaker Drive, Oconomowoc, WI 53066, request property located in part of the NW ¼ of Section 26, T8N, R17E, Town of Oconomowoc (Tax Key No. OCOT 0534.998.005), be amended from the Low Density Residential category to the Medium Density Residential category to allow for future multi-family use.

Ms. Scherer stated the public hearing for the request was held on March 19, 2015 prior to the Park and Planning Commission meeting. The matter now before the Commission is for approval of the amendment. Ms. Scherer stated the petitioner is requesting a change from the Low Density Residential category to the Medium Density Residential category to allow for future multi-family use. She noted that there were concerns expressed at the Public Hearing regarding privacy, traffic safety and the type of development. Ms. Scherer stated those concerns are not related to the amendment, but would be addressed during the rezoning, Conditional Use and Site Plan and Plan of Operation reviews. She noted that the Town of Oconomowoc approved the amendment at their January 19, 2015 Board of Supervisors meeting.

Ms. Scherer proceeded to point out the location of the parcel on the aerial photograph. She stated the subject three acre parcel is triangular in shape and located to the northeast of the intersection of C.T.H. "P" and C.T.H. "Z" with approximately 360 ft. of frontage on C.T.H. "P". She referred the Commission to Exhibit "B" of the Staff Report which showed the conceptual site plan of a proposed eight unit condominium. She explained that the zoning code's Multiple Family Use Conditional Use provisions would similarly allow a maximum of eight units on the site if a rezoning to the R-3 District is obtained in the future. She stated that the proposal conforms with the Land Use Plan amendment and the proposed future zoning change. She reiterated that any future specific site design elements would be addressed with the future Conditional Use and Site Plan and Plan of Operation review process.

Mr. Hamilton asked why the parcel to the south is not being amended also. Ms. Scherer replied the property owner did not wish to be included in the change, he indicated he is waiting to see how the lands to the west of the highway develop first. Mr. Hamilton noted that C.T.H. "P" is an extremely busy road and suggested that a shared access for both parcels should be looked at. Ms. Scherer responded Staff did speak with the Dept. of Public Works about providing a shared access and according to their review, they stated there is actually room for each parcel to have their own access. She added that Staff also talked to the City of Oconomowoc regarding the cross accesses to make sure they line up as much as possible. She stated that again, that would all be looked at during the Site Plan review processes.

Commissioner Maslowski commented that he would like to see some co-ordination regarding access of the parcel, possibly with the City and that the parcel be consistent with the density in the area. He questioned who would be responsible for the cost of widening the road for turning lanes, etc. into the parcel. Chairman Siepmann responded that it would be the responsibility of the developer to improve the road, subject to any impacts to the access point, if required.

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

B. *The Waukesha County Department of Parks and Land Use, requests a comprehensive map amendment to the Recommended Land Use Plan for Waukesha County – 2035 to incorporate the newly available SEWRPC 2010 Environmental Corridor inventory mapping.*

Ms. Scherer stated the public hearing for this matter was held on March 19, 2015 prior to the Park and Planning Commission meeting. There were no public comments. She stated it is a comprehensive map amendment to the Recommended Land Use Plan for Waukesha County – 2035 to incorporate the newly available SEWRPC 2010 Environmental Corridor inventory mapping. She explained that SEWRPC typically updates its Environmental Corridor mapping inventory mapping for the region every five years, which includes Primary Environmental Corridor, Secondary Environmental Corridor and Isolated Natural Areas. Ms. Scherer stated the changes increased the amount of Environmental Corridor acreage by approximately 6.3 % between 2000 and 2010. The approval of the amendment will allow the new information to be incorporated into the County Development Plan.

After a brief discussion, Mr. Hamilton moved, seconded by Mr. Peregrine and carried unanimously for approval, in accordance with the “Staff Report and Recommendation”.

- **ZT-1805 (Text Amendment) Town of Waukesha**

Ms. Scherer indicated the request is for various text amendments to the Town of Waukesha Zoning Code. She explained they are basically three sets that were forwarded to the County for approval involving accessory buildings, in-law units and changing some provisions in their Conservancy District. Ms. Scherer noted the public hearing for the amendments was held March 12, at which several residents spoke in opposition to the proposed Conservancy District amendments. She explained that specifically the Conservancy District Use and Offset Requirements amendments alter the Town’s Conservancy District use and offset regulations to allow for limited disturbance or filling within said district to accommodate driveways, roads and bridges. She stated that sometimes there are properties where part of the buildable parcel is separated from the rest of the parcel by conservancy lands, and a way is needed to get to the other buildable area of the parcel. This amendment allows limited wetland disturbance to provide access to properties or structures. The Town is requiring that DNR and Army Corps of Engineers permits be obtained prior to such disturbance being permitted.

Ms. Scherer explained the next section to be amended pertains to Outbuilding Regulations. The amendments clarify that the Town Building Inspector shall review and approve permits for outbuildings of less than 600 square feet and also introduces a requirement that the Town Plan Commission and Board must review outbuildings greater than 600 square feet in area or where accessory building height exceptions are being utilized. The accessory building amendments also give the Building Inspector the right to request a re-certification for any outbuilding that will be closer than 3’ to a required offset or setback.

Ms. Scherer stated the last amendment pertains to In-law unit provisions. The proposed amendments allow for a special exception process to allow for an increase in unit size from 800 square feet to 1,200 square feet. Other changes to this section specify that one parking space must be made available for the in-law unit and no more than one in-law unit is allowed per lot. She stated Mr. Fruth reviewed the amendments with the Town and Staff feels the amendments are fairly minor in nature and will allow additional flexibility in the Town’s ordinance.

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

- **CU-1436B (Katherine Frame - Chestnut Hill Farm) Town of Oconomowoc, Section 8**

Ms. Scherer pointed out the location of the property in the Town of Oconomowoc on the aerial photograph. She indicated the request is to amend the Conditional Use Permit for a horse boarding and training facility by modifying the boundaries of the existing parcel.

Ms. Scherer stated the request involves two properties, a 39 acre parcel and a 35 acre parcel, both zoned A-P. She explained the northern parcel is currently a horse boarding and training facility and is operating under a Conditional Use Permit and a Site Plan/Plan of Operation. There is a single family residence on the property as well as two apartments attached to the stable. The number of horses is limited to 35 horses. Ms. Scherer stated the southern parcel is used primarily for agricultural purposes.

Ms. Scherer explained the proposed land use is to modify the boundaries of the existing Conditional Use to allow an approximately 12 acre parcel containing the single-family residence to be split off of the northern parcel and the remaining acreage of the northern parcel to be combined with the southern parcel. She reviewed the first nine conditions of the Staff Report and stated that they mostly pertain to the required Certified Survey Map. She continued that the remainder of the conditions were carry overs from the original Conditional Use with minor modifications and updates. She noted several minor changes to the conditions of the staff report that were made after the Commissioners received their reports. Namely, Condition No. 11 should state “approved by the Town Planner for the Town of Oconomowoc and the County”; Condition No. 13 should state “Town Plan Commission

and (not and/or) Waukesha County Park and Planning” and “as determined by the Town Plan Commission and the Waukesha County Park and Planning Commission”; Condition No. 22 clarifies that the “living accommodations on proposed Lot 2 shall be limited to” and Condition No. 27 is a duplicate of No. 35 and has been deleted.

Commissioner Morris asked why the irregularity of lot lines in proposed Lot 1? Mr. Spheeris, agent for the owner, responded the first little jog is for stormwater drainage, which serves the large parcel, so it is being eliminated from the Certified Survey Map. There are additional pasture and paddocks that the owner wishes to stay with the stable and the new owner is looking for additional pasture land, so that is the reason for the L-shape configuration of proposed Lot 1. Mr. Spheeris stated that the changes that were requested of the Certified Survey Map have been made. He explained the reason for the request in the change of hours is to allow the farm hands to start work earlier, when it is hot outside Mr. Spheeris stated he and the owner have reviewed the conditions and the owner has agreed to all the changes in the Conditional Use.

After a brief discussion, Mr. Peregrine moved, seconded by Mr. Morris and carried unanimously for approval as conditioned, with the minor changes outlined by Ms. Scherer, 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.

• **PO-15-OCOT-4 (Katherine Frame - Chestnut Hill Farm) Town of Oconomowoc, Section 8**

Ms. Scherer pointed out the location of the property in the Town of Oconomowoc on the aerial photograph. She indicated the request is to amend the Site Plan and Plan of Operation. She indicated the request is related to the previous CU-1436B.

Ms. Scherer explained the conditions of the Site Plan and Plan of Operation are outlined in the previous Conditional Use request. There were minor changes to the number of employees and hours of operation.

After a brief discussion, Mr. Hamilton moved, seconded by Mr. Peregrine and carried unanimously for approval as conditioned, with the minor changes outlined by Ms. Scherer in the discussion, 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.

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ADJOURNMENT

With no further business to come before the Commission, Mr. Peregrine moved, seconded by Mr. Mitchell to adjourn at 1:45 p.m.

Respectfully submitted,

William Mitchell

William Mitchell
Secretary

WM:es