

**In attendance:**

Mayor S. Bierce, Alderwoman C. Brown, D. Linsmeier, and C. Wunder.

**Also in attendance:**

City Planner & Community Development Director N. Fuchs, Administrator S. Klein, Department of Public Works Director M. Wagner, and Deputy Clerk A. Hurd.

1. Call to Order and Pledge of Allegiance

Chairman Bierce called the meeting to order at 6:00pm and requested everyone stand for the Pledge of Allegiance.

2. Discussion and Action Regarding a Recommendation to the Common Council for a Conditional Use Permit for Keith Tubin for Property Located at N37 W26745 Kopmeier Drive for the Purpose of Constructing a Boathouse (PWC 0894014)

Mr. Fuchs stated this was a new application, as the property owner previously submitted an application in 2022 but it was denied by the Common Council. There have been no changes since the original submittal and the boathouse is still 84 square feet. The owner has agreed to replace the metal siding with wood or composite material and has agreed to remove the existing impervious surface to stay under the maximum allowed lot coverage for the property. Mr. Fuchs recommended approval.

**A motion was made and seconded (C. Brown, C. Wunder) to approve the Conditional Use Permit for Keith Tubin.** Motion Passed: 4-For, 0-Against.

3. Discussion and Action Regarding a Recommendation to the Common Council for a Conditional Use Permit for Mark and Jodi Olson for Property Located at N27 W27204 Woodland Drive for the Purpose of Constructing a Boathouse (PWC 0933136)

Mr. Fuchs stated this was an application for a 140 square foot boathouse. Staff recommended the conditions that the boathouse be five feet from the side property line and five feet from the ordinary high-water mark. Currently, the plans show the boathouse 2.9 feet from the property line. Mr. Fuchs also recommended the plan and permit go through the Building Department, and approval of the Conditional Use Permit would be contingent upon the mitigation plan being approved. He recommended approval of the Conditional Use Permit.

Commissioner Brown noted the boathouse would have to be moved over in order to comply with the ordinance. She also mentioned the narrative states the boathouse will be no taller than 10 feet, yet the plans show the front is 11.8 feet. Ms. Olson noted that she did not change the narrative after the plans were changed. Mr. Fuchs noted the maximum height would be 15 feet.

Chairman Bierce stated he did not like the design of the boathouse and the solid walls.

Ms. Olson noted that the home on the property was a modern two-year-old house that was black and tan, and the boathouse will be the same color.

Commissioner Brown felt this was more of a shed than a boathouse. According to the narrative, this boathouse is planned to house outdoor furniture and a lawnmower, not boating-related equipment. She felt it was more for entertainment with the rolling door on the back end versus the front end.

Mr. Fuchs clarified the definitions of a boathouse and a boat and noted what was needed to be stored in the boathouse.

Chairman Bierce felt windows would be a nice addition to break up the sides. He felt there should be more detail than a solid wall on each side. Ms. Olson did not see the problem with the design and felt it was modern, but not what everyone was used to.

**A motion was made and seconded (D. Linsmeier, S. Bierce) to recommend approval of the Conditional Use Permit and have the applicants work with staff, contingent on approval of the mitigation plan and the City Planner approving the placement and final design of the boathouse.**

Motion Failed: 2-For, 2-Against (C. Brown, C. Wunder).

Mr. Fuchs stated this would be up to the Common Council to approve, but the Plan Commission could separate out the mitigation plan. The applicants could also bring forth a new plan.

4. Discussion and Action Regarding a Mitigation Plan for Mark and Jodi Olson for Property Located at N27 W27204 Woodland Drive (PWC 0933136)

Action taken in Item #3.

5. Discussion and Action Regarding a Recommendation to the Common Council for a Conditional Use Permit and Site and Building Plans for Quattro Development/Higher Ground Education for Property Located on Highfield Court for the Purpose of Constructing a Childcare Facility (PWC 0906994)

Mr. Fuchs stated the request is for an 11,836 square foot Montessori school and includes two playground areas and a fence adjacent to Capitol Drive. Staff recommended that fencing be on the north side, which is the Highfield Court side of the property. There is also a 45-foot right-of-way reservation, and the applicant is requesting the City remove that reservation. Mr. Fuchs added that there is a condition related to the construction of a bell tower. There was a requirement for the property to the west to construct a bell tower within a certain time frame, and the applicant would like that responsibility removed from the previous Conditional Use Permit. The last condition is the standard approval of the final grading, erosion control, and storm water by the Engineering Department.

It was pointed out that this would be directly next door to the current childcare center on that road.

The applicant noted the classrooms exit directly to the playground, so it was critical to keep the distance down that the kids must travel between the playground and the classroom. He stated they would be increasing the landscape buffer on the south side so that it would be heavily screened from Capitol Drive. The fencing around the perimeter of the playgrounds would be wrought iron, and the dividing fences between each portion of the playground would be PVC vinyl fencing.

The applicant also pointed out that drop offs in the morning and pick ups in the afternoon are over a two-to-three-hour period, so it is not like a school where everyone is funneling in and out at one time.

Commissioner Brown was concerned about having two daycares right next to each other in a residential subdivision.

Brian Schultz (N36 W23835 Broken Hill Circle South) stated they have seen an increase in traffic since the first daycare was built and he felt people would cut through their neighborhood.

Greg Phelps (N37 W23840 Broken Hill Circle South) was concerned that the entrance and exits would funnel cars into their street. The likelihood of someone being injured is increased because of the volume of traffic.

Further discussion took place regarding traffic patterns in the area. Chairman Bierce felt a traffic study would need to be done, and the applicant stated they had no problem doing that.

Ms. Wagner stated she had a condition to add that there must be separate laterals on the property. It is currently set up as a shared lateral because it was originally one lot, but once the CSM split the property into two, it became a requirement to have separate laterals.

The applicant confirmed that they would have a traffic study completed and would request to be put on a future agenda.

6. Discussion and Action Regarding a Recommendation to the Common Council for a Conditional Use Permit for Better Cowork, LLC for Property Located at W239 N3490 Pewaukee Road for the Purpose of Developing a Shared Office Space (PWC 0907992)

Mr. Fuchs stated this proposal was for a coworking space, so there would be no exterior site modifications to the building. Businesses would operate on a membership basis and would not need to be reviewed by staff prior to occupying the building. A condition would be added to the Conditional Use Permit that the businesses would not have to file a Business Plan of Operation. Mr. Fuchs recommended approval.

The applicant stated most businesses will use the office like you would a gym. There are various places people can work within the shared office, such as a café, a lounge setting, or a desk. Most members are small businesses that give their employees flexibility. Most memberships are month to month, but they do also allow the purchase of a day pass. The applicant noted that most members will stay between six to nine months. Everything will be controlled by a key fob, and they will maintain records of anyone in the building. Most people will typically use the building between 7:00am and 7:00pm and it will be staffed with two full-time employees between 8:00am and 5:00pm.

**A motion was made and seconded (D. Linsmeier, C. Brown) to approve the Conditional Use Permit for Better Cowork LLC.** Motion Passed: 4-For, 0-Against.

7. Discussion and Action and Public Hearing for Andev Group, LLC to Rezone Vacant Land Located at the Northwest Corner of Golf Road and Meadowbrook Road from A-1 Agricultural, LC Lowland Conservancy, and F-1 Floodplain to Rm-3 Multi-Family Residential, LC Lowland Conservancy, and F-1 Floodplain for the Purpose of Developing the Courtyard at Pewaukee, a Community Based Residential Facility (PWC 0940999001)

Mr. Fuchs stated this was a proposal for a CBRF senior living facility that would consist of a total of 76 units, with 40 apartments for assisted living and 36 memory care units. The building is divided into two sections, and two courtyards are proposed within the interior of the building. The back of the building is towards Golf Road and there will be a detached accessory building that will house a

dumpster and other storage. Mr. Fuchs noted that the development would not extend Lakefield Drive, but the applicant would need to improve the temporary cul-de-sac. The City's typical cul-de-sac design would push it far into the property, so the applicant has requested another option. Mr. Fuchs recommended approval with the conditions that the accessory building not exceed 18 feet in height, as well as a condition that final grading, erosion control, and storm water be approved by the Engineering Department.

Chairman Bierce opened the public hearing at 7:02pm.

Dennis Kahn (N16 W27394 Riverland Drive) felt having the cul-de-sac finished would be better than the drive going through. He also felt by removing the brush and trees that he would have a view of the entire property. Mr. Kahn questioned the access onto Golf Road. Mr. Fuchs noted the County has seen the request, and although they have not officially approved it, they have not raised any objections or concerns at this point.

Lynne Voss (W273 N1525 Lakefield Drive) stated her home borders the tree line and she was under the impression that a certain amount of tree line and brush was going to be left. She was concerned about another senior living facility going up in the area. She questioned if all the buildable land was being used and she was concerned that at some point the applicants would come back to extend the building. Ms. Voss also had water concerns, as they have had water issues in the area. She did not want excess water from the site on her property. Ms. Voss then questioned the sewer and gas lines and questioned how those could be installed without disruption. She questioned if more trees would be knocked down.

Terry Brooks (W273 N1640 Lakefield Drive) stated he has four sump pumps in his house, and he was concerned about additional water coming onto his property. He questioned where the overflow water from the retention pond would go.

Gerald Glocka (W273 N1582 Lakefield Drive) questioned why such an enormous turnaround was needed. He felt it would change their entire living experience and requested it be toned down. The 300-foot buffer between the neighbors' lot lines and the edge of the building disappears if the end of Lakefield Drive is opened.

Ms. Wagner noted that the cul-de-sac will now be permanent, and therefore needs the proper turnaround on it. It needs to be a permanent cul-de-sac because Lakefield Drive is never going to go through. The original intent of the road was always planned to go out to Golf Road, which is why the temporary cul-de-sac was installed. She also stated the easement is a temporary easement and needs to become permanent. The standard design has the island in the center in order to hold snow, rather than put snow in everyone's driveway. Mr. Fuchs pointed out that the City was willing to work with the applicant as to how that design will look, as there are no homes on the end of the cul-de-sac.

George Galewski (W273 N1610 Lakefield Drive) stated he was concerned about the trees and he questioned how much brush would be between the lot line and the building. He questioned how close the pond would be to his lot line.

Brittany Meyer (W273 N1531 Lakefield Drive) stated there are young kids in the area and they do not have sidewalks, so keeping the road a dead end was extremely important to her. She was concerned about noise issues with ambulances. Ms. Meyer also noted that there would be light pollution in their backyard, as they already have too much light from the neighboring church.

Brett Estes (W275 N1555 Riverland Drive) felt property values would drop because of the change in zoning that does not match the adjacent land.

Katie Pontious (W273 N1565 Lakefield Drive) referred to the construction noise and questioned the plan for noise control. She stated she wanted something more modest for the cul-de-sac. She also referred to the light pollution from the church and felt this would be a lot of additional light pollution.

Representatives with the Andev Group stated it was their intent to leave the entire tree line exactly as it is. It was noted that 75 feet would be the bare minimum and will then go another ten feet from the property line. The building is 300 feet away from the property line. Mr. Fuchs pointed out that although there will not be a connection, there will be a new, permanent cul-de-sac put in, so there will be some clearing of trees in that area.

Mike Samuels, with the Andev Group, stated there are no plans to ever expand this development. It is their intent to divide the property and allow Lake Pewaukee Sanitary District to take control of the wetlands, and the Andev Group would be left with approximately half the acreage. That acreage would not support additional units.

Various discussions took place regarding the site plan as relates to building orientation, dumpster enclosures, parking, and lighting.

The representatives then discussed the level of care the residents will receive at the facility.

It was noted that the construction timeline was approximately one year from commencement.

Chairman Bierce closed the public hearing at 8:12pm.

Chairman Bierce felt the storm water was a huge concern. Ms. Wagner stated most of the water is draining away from the neighboring properties and draining to the north and a bit to the east. She did not believe this development would have an impact on the adjacent properties, as they are not changing the existing drainage pattern of this property.

Additional discussion took place regarding the cul-de-sac. Mr. Fuchs stated the current temporary cul-de-sac goes onto the private properties, so it would need to come out onto the applicant's property in order to get it within the right-of-way. Ms. Wagner noted that in order to make it a permanent cul-de-sac, the City would have to acquire the right-of-way, but those homes may not meet the zoning requirements of the front yard setback. The homeowners may not even want the City to acquire the right-of-way.

Mr. Fuchs suggested tabling the item to see what the impacts of the permanent cul-de-sac would be. They would work with the engineers to design a cul-de-sac that would accommodate the fire trucks.

**A motion was made and seconded (C. Brown, C. Wunder) to table Items 7, 8, and 9 for further discussion on the cul-de-sac.** Motion Passed: 4-For, 0-Against.

8. Discussion and Action Regarding a Recommendation to the Common Council for a Comprehensive Master Plan Amendment to Change the Year 2050 Land Use/Transportation Plan Use Designation for the City of Pewaukee for the Courtyard at Pewaukee for Vacant Land Located at the Northwest Corner of Golf Road and Meadowbrook Road from Low-Medium Density Residential and Floodplains, Lowland & Upland Conservancy and Other Natural Areas to High Density Residential and Floodplains, Lowland & Upland Conservancy and Other Natural Areas (PWC 0940999001)

Action taken in Item #7.

9. Discussion and Action Regarding the Site and Building Plans for Andev Group, LLC for Vacant Land Located at the Northwest Corner of Golf Road and Meadowbrook Road for the Purpose of Developing the Courtyard at Pewaukee, a Community Based Residential Facility (PWC 0940999001)

Action taken in Item #7.

10. Discussion Regarding the Community Development and Building Services Annual Report for 2022

Mr. Fuchs stated the report shows what was done in 2022, and contains goals for the departments.

11. Adjournment

**A motion was made and seconded (D. Linsmeier, C. Brown) to adjourn the meeting at 8:49pm.**

Motion Passed: 4-For, 0-Against.

Respectfully Submitted,

Ami Hurd  
Deputy Clerk