

In attendance:

Mayor S. Bierce, Alderwoman C. Brown, J. Endl, D. Kiser, A. Schoenemann, and S. Sullivan (left at 6:59pm).

Also in attendance:

City Planner & Community Development Director N. Fuchs, Administrator S. Klein, Department of Public Works Director M. Wagner, and Deputy Clerk/Community Development Coordinator 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 Approval of Plan Commission Meeting Minutes

2.1 October 16, 2025

2.2 November 20, 2025

A motion was made and seconded (D. Kiser, C. Brown) to approve the October 16, 2025 and November 20, 2025 Plan Commission meeting minutes. Motion Passed: 5-For, 0-Against, 1-Abstain (A. Schoenemann).

3. New Business

3.1 Discussion and Possible Action Regarding an Offer to Donate Approximately 4.39 Acres of Land Located Along the East Side of Redford Boulevard/CTH F Approximately 625 Feet South of Beaver Court (PWC 0872997)

Mr. Fuchs stated a property owner had requested to donate a 4.39 acre piece of land that was entirely floodplain and wetland. The City would not have a specific use in mind, but there were no objections to the City accepting it. Common Council approved the acceptance of the donation at their February 16th, 2026 meeting. Mr. Fuchs noted he did make a site visit and it was very wet, but he did not see anything of issue or any contamination.

A motion was made and seconded (C. Brown, S. Sullivan) to approve the land donation. Motion Passed: 6-For, 0-Against.

3.2 Discussion and Action Regarding the Site and Building Plans for Spring Creek Church Located at N35 W22000 Capitol Drive for the Purpose of a Proposed Parking Lot Expansion and Relocating the Existing Athletic Field (PWC 0909999005)

Mr. Fuchs stated Spring Creek Church was requesting to add a 174 space parking lot to the west of the existing parking lot near the athletic field, which would then be moved further north on the property. He noted that the parking spaces conform to City standards, and the

greenspace calculations were within the City's ordinance. Mr. Fuchs referred to the lighting plan and suggested the applicants go with the options for the motion sensors and dimming. He added that there was also a condition for final Engineering Department approval, and he recommended approval.

Commissioner Schoenemann questioned the landscaping and asked where the trees were going. Brad Seubert with Harwood Engineering noted there would be trees along the expansion and a few more to buffer the athletic field.

Commissioner Brown questioned if there would be stripping for the kids crossing the parking lot. Jeremy Rusch with Spring Creek Church stated they were relocating the soccer field and putting it in the northwest corner to protect the kids from the parking lot. He added that the outdoor space is not used when coming directly from the facility, but they would have painted walkways for pedestrians.

Chairman Bierce was concerned that in the past the City and Spring Creek Church had a difficult time coming to an agreement on storm water management. The church would be expanding the storm water pond and eliminating greenspace, and Chairman Bierce had a problem with this being put on staff and did not want to spend the next 20 years in court. The Executive Pastor of Operations at Spring Creek Church stated they wanted to start fresh with the City and the previous pastor was now retired. He stated they would do what they were told and they wanted to work well with the City.

A motion was made and seconded (D. Kiser, C. Brown) to approve the Site and Building Plans for Spring Creek Church with staff comments. Motion Passed: 6-For, 0-Against.

3.3 Discussion and Action Regarding the Site and Building Plans for Lake Pewaukee Sanitary District Located at N25 W27534 Oak Street for the Purpose of a Building Addition to the Existing Facility (PWC 0935979001)

Mr. Fuchs stated LPSD was proposing a 6,922 square foot addition to their building located on Oak Street, as well as a new lift station. The addition would consist of office space and storage, with six overhead doors on the east side of the building. Mr. Fuchs recommended approval conditioned on final Engineering Department approval.

Tom Koepp, with Lake Pewaukee Sanitary District, stated a sewer study was done, and it showed the flows at the stations were not up to par for future flows. Mr. Koepp noted they attempted to relocate to a better location, but the neighbors were not in favor. He felt this location would eliminate the need for a bigger station by the Beer Depot. He mentioned that they applied for a clean water loan from the DNR and were awarded funds for the entire project, including the building.

Chairman Bierce felt LPSD did a great job and had no issues with this. Commissioner Brown felt this was a great pivot from what was previously proposed. She questioned if any storage was being added, as she felt there was a lot of stuff outside, and even though it was hidden, she felt it needed to be cleared out.

Commissioner Schoenemann felt this was a great plan. She referred to the lighting plan and questioned the need for lights on the building in the back facing the existing homes if there were no sidewalks in that area. Mr. Koepp answered that they needed the ability to access their equipment in the middle of the night if needed. He stated there was no intention for the lighting to even reach their back fence or the back of their property.

A motion was made and seconded (C. Brown, D. Kiser) to approve the Site and Building Plans for Lake Pewaukee Sanitary District including the condition of final Engineering Department approval of grading, erosion control, storm water and utility plans. Motion Passed: 5-For, 0-Against, 1-Abstain (S. Sullivan).

3.4 Discussion Regarding Updating the City Zoning Code as Presented by Foth Infrastructure & Environment LLC

Mr. Fuchs stated staff has been working with Foth in review of the City's current Zoning Ordinance

Orrin Sumwalt and Mark Lyons with Foth introduced themselves and noted the process started with a review of the City's ordinance and how it was working. Mr. Sumwalt felt the City's ordinance was very text heavy with standards that were buried in text. The goal was to make things easier to find. The City's current code uses a pyramidal zoning with districts allowing uses in other zoning districts, and Mr. Sumwalt felt there was a better way to present that. Terms in the ordinance were not consistently defined and some of the land uses were not defined or consistent, and it was suggested that land use definitions be separate from the general definitions. Mr. Sumwalt stated the goal was to create a zoning matrix, also known as a consolidated land use table, and pull the list of uses from each of the zoning districts and consolidate that information into a land use matrix. He then described the matrix and what it would look like.

Mr. Lyons referred to Article 5 in the code and stated they would make sure every single item in the table had a definition, standards, and any additional information that breaks down the information even further. The supplemental information would be easy to find and specifically match exact definitions per use in the exact same order.

Mr. Sumwalt stated they were proposing changes for permitted uses, and they wanted to include an interpretation of what it was similar to. For Conditional Use Permits, if it is not listed, they did not want it to be allowed, which is different than what the current code says.

Discussion then took place regarding allowing or prohibiting specific uses, such as smoke shops and adult establishments, in certain areas of the City.

Commissioner Sullivan left the meeting at this point (6:59pm).

Mr. Sumwalt noted that Foth would come back to the Plan Commission with a formal draft ordinance and make recommendations on what should be included in the matrix. The Plan Commission would then make the final recommendations to the Council. Mr. Fuchs noted the goal was to show the Plan Commission at a high level, and they could come back as many

times as they wanted to have working meetings on drafts.

Commissioner Schoenemann questioned what the City's biggest liability was as far as conflicts or gaps in the City's code. Mr. Sumwalt stated procedurally, the City was probably doing Conditional Use Permits the correct way, but we do not have the correct language in the code to reflect the state statutes. He stated Foth was proposing to remove the special conditional uses so that someone could not freestyle their own Conditional Use. If the use is not listed in the code, then it would not be allowed, unless a text amendment was proposed to get the use allowed. By removing the unspecified Conditional Uses, it removes the burden of the City having to prove that the applicant should not be allowed to do something.

Mr. Sumwalt added that there were some districts that had the potential for consolidating, as there are currently a lot of districts. He mentioned possibly combining the two agriculture districts or consolidating the six "M" manufacturing/industrial districts. Mr. Lyons felt there were very few differences between some of the districts, and he noted that when compared to communities of similar size, the City was on the high end for the number of districts.

Mr. Fuchs felt it would be beneficial to put together a final draft, and when the Plan Commission is able to review it, they can then make changes and suggestions to certain sections if needed.

No action was taken.

4. Adjournment

A motion was made and seconded (D. Kiser, C. Brown) to adjourn the meeting at 7:50pm.

Motion Passed: 6-For, 0-Against.

Respectfully Submitted,

Ami Hurd
Deputy Clerk
Community Development Coordinator