1. **Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call**  
President Knutson called the meeting to order at approximately 7:01 p.m. The Pledge of Allegiance was recited and a moment of silence followed.

Roll Call was taken with the following Plan Commission members present: Trustee Roberts, Comm. Mantz, Comm. Zompa, Comm. Rogers, Comm. Lange and President Jeff Knutson. Comm. Grabowski was excused.

Also Present: Mary Censky, Village Planner; Tim Barbeau, Village Engineer; Ron English, Village Attorney; Jackie Schuh, Deputy Clerk-Treasurer.

2. **PUBLIC HEARING**
   
   a. **On the Conditional Use Grant request to construct a replacement detached garage with offset to the side lot line less than that required by Code in the R-5 Single Family Residential Zoning District in which this property is located. The property address is 228 Orchard Avenue.** The property owners/applicants are James and Kathryn Adam.  
   
   No comments.

   b. **On the Conditional Use Grant Amendment request to expand the outdoor storage portion of their existing, approved use of boat lift and pier sales, service, repair and storage and boat storage use on the north ⅔ of this property to now include the south ⅓ of the property, located at 230 Sussex Street, as well. Applicant is Rick Ruzga and Sam Ruzga d/b/a Lake Country Barge. The property owner is 230 Sussex Street LLC. The property is Zoned B-5 Light Industrial District**
   
   Matt Greenwood @ 202 Sussex St – Mr. Greenwood asked if they are keeping the fence up and what the plans are.

   c. **On a Conditional Use Grant Amendment to construct building additions to the Pewaukee Lake Elementary School, the Pewaukee High School, the Asa Clark Middle School and the STEAM program building area that bridges between the Asa Clark Middle School and the Pewaukee High School at the main Pewaukee School District campus, 404 Lake Street.**  
   The property owner/applicant is Pewaukee School District. The property is Zoned IPS Institutional and Public Service District.

   Dan Deppe @ 326 Lake St – Mr. Deppe spoke regarding disruptions caused by construction traffic in his neighborhood.

   Paul Evert @ 327 Lookout Dr – Mr. Evert spoke regarding traffic issues due to construction.

   Mary Mullen @ 316 Lake St – Ms. Mullen asked whether construction cones are necessary in the drive of the Pewaukee School District.

   d. **Item withdrawn at applicant’s request.** * On a Conditional Use Grant request to operate a contractors business office with accessory outdoor storage yard including construction of a 42’ x 60’ storage building and exterior modifications to existing building, located at 462
Hickory Street. Applicant is Thunder Road, LLC and the property owner is First Student, Inc. The property is Zoned B-5 Light Industrial District.

3. **Citizen Comments** – *Comments should be addressed directly to the Plan Commission and should be limited to a maximum of three minutes per speaker.* President Knutson asked for only new business comments not related to the Capri development as those will be heard later in the meeting. None.

4. **Approval of the Minutes:**
   a. **Regular Plan Commission Meeting – June 13, 2019.**

   Comm. Rogers moved, seconded by Comm. Mantz to approve the June 13, 2019 minutes of the Regular Plan Commission meeting with the following corrections:
   
   *Item 6e – “The commission approved 3 stalls at the May meeting, but Village Board denied them....”*

   Motion carried 6-0.

5. **Old Business**
   a. **Review, discussion and possible recommendation to the Village Board of proposed draft Ordinance changes related to Wireless Facilities in the Village – such proposed changes being precipitated by the recent FCC 2018 Small Cell Order.**

   Planner Censky guided the board through various proposed language changes and additions to various sections of the Village Code pertaining to wireless facilities in the Village. Discussion followed. The following topics were specifically requested to be followed-up on by staff:

   i) Adding the neighbor notification requirement into the draft. It was noted that the Village should welcome the opportunity to gather any unique information that the neighbors would know based on proximity, for instance, and it gives greater transparency to the process. It should also include the requirement that a local contact name/title/telephone number/email address be provided by the applicant as the contact person for any technical questions the public might have about the proposed equipment as to, for instance, environmental safety (i.e. radio waves) and similar concerns.  
   
   ii) Requiring camouflage of the structures/equipment. Do we actually have to hold same standards than for WEPCO or others who need to put structures in the right-of-way. (iii) Putting a time horizon on when the right-of-way needs to be restored (ref paragraph l on page 17 of the draft Ordinance 40.427.2 and Section 12 on page 20). (iv) Clarification about ongoing use/occupancy fees for being in the right-of-way or on our/the Village’s structures, and how much. Seeking clarification, can WEPCO say no to a wireless provider who wants to attach to their pole? Can the Village say no? Looking for clarification how the Village enforces the preferred locations hierarchy.

   Comm. Zompa moved, seconded by Comm. Lange to table Item 5a. Motion carried 6-0.

   b. **Review, discussion and possible action on Site/building/operational plans approval for “Commercial Acute Care Medical Facility of less than 20,000 square feet...” for Lot 14 located at the northwest corner of Capitol Drive and Highway 164 (Pewaukee Road). The Applicant is Ryan Marks on behalf of Froedtert & the Medical College of Wisconsin with consent of the property owner Meadow Creek Limited Partnership. The property is zoned B-1 Community Business with PUD Planned Unit Development District Overlay.**

   Planner Censky stated that the applicant has made recommended changes to the architecture as discussed at the June Plan Commission meeting. She went on to list her recommendations at this point. Discussion followed.
Comm. Zompa moved, seconded by Trustee Roberts to approve the site/building/operational plans with the following recommendations of Planner Mary Censky:

1) The north side/end of the main gabled building section shall be finished in the same materials as the south side;
2) The backside of the mansard raised elements shall be finished with a color matched material to the outward facing elevation that they can be viewed from;
3) Revised landscaping plan review and approval by Staff which introduces plantings in the foreground of the retaining wall wherever the wall exceeds 4 feet in height;
4) The plan details as to the top finish of the 2 flat-roofed building sections along the south end of the building shall be subject to review and approval by the Village staff;
5) The plan shall confirm that no rooftop appurtenance of any sort shall be permitted that will be visible from the surrounding view;
6) Sign plan review, approval and permit issuance (provided no waiver is required and based on the basic design information provided as to materials and colors) by Village Staff;
7) Village Engineer review and approval of all utility, grading, drainage, stormwater management, and erosion control plans prior to issuance of any building or construction permit in support of this project. Motion carried 6-0.

6. New Business
   a. Review, discussion and possible approval on the application of WCTC (in c/o Jeff Leverenz, Director of Facilities-Services) for a sign code waiver to install a changeable letter electronic message (reader type) sign at the “S” Building. The property is located at 800 Main St. Property is zoned IPS Institutional and Public Service District.

   Planner Censky stated that the sign is a directional sign to assist visitors to campus. She discussed applicable Sections 70.115(d)(2)(a) and 70.115(d)(7) of the Sign Code.

   Comm. Zompa moved, seconded by Comm. Mantz to approve the sign code waiver with the following recommendations of Planner Mary Censky:

   1) Applicant to secure all necessary building and electrical permits prior to the start of any work toward installing the ground monument sign;
   2) In the event the monument changeable copy sign shall become a nuisance or hazard due to excessive glare, hotspot, or movement/flicker, the applicant agrees to timely modify/correct the sign displays upon written notice from the Village in order to mitigate.

   Motion carried 6-0.

   b. Review and Possible Action on the Conditional Use Grant request to construct a replacement detached garage with offset to the side lot line less than that required by Code in the R-5 Single Family Residential Zoning District in which this property is located. The property address is 228 Orchard Avenue. The property owners/applicants are James and Kathryn Adam.

   Per Planner Censky, this is a legal non-conforming lot as to width and area. For that reason, they are eligible to request, through CUG, some relief from the setbacks and offsets of the R-5 District. A detached garage is permissible if there is no attached garage. This garage would replace an existing detached garage. Planner Censky listed her recommendations before applicant/owner Kathryn Adam confirmed that building materials would be similar to those of the house which they are re-siding at the same time as they plan to do the garage construction and that the new building would have gutters and downspouts. Discussion ensued.

   Comm. Rogers moved, seconded by Comm. Zompa to approve the Conditional Use Grant contingent upon Building Inspection and/or Fire Dept. confirming that space between the new garage and the
deck attached to the home is adequate and with the following recommendations of Planner Mary Censky:

1) Applicant to submit, for Village Engineer review and approval prior to issuance of a building permit, a plan confirming that stormwater runoff changes, if any, that would arise out of construction of this garage will not adversely impact drainage conditions on neighboring properties as a result of the garage construction;

2) The applicant acknowledges that this detached garage may not be used for any business and/or dwelling occupancy use without specific and prior approval being granted to that effect;

3) Removal of the existing detached garage prior to the start of any work in support of the new garage;

4) Issuance of all required raze, building, electrical, and any other such/similar permits prior to the start of any work on the proposed new garage.

Motion carried 6-0.

c. Review and Possible Action on the Conditional Use Grant Amendment request to expand the outdoor storage portion of their existing, approved use of boat lift and pier sales, service, repair and storage and boat storage use on the north ¼ of this property to now include the south ½ of the property, located at 230 Sussex Street, as well. Applicant is Rick Ruzga and Sam Ruzga d/b/a Lake Country Barge. The property owner is 230 Sussex Street LLC. The property is Zoned B-5 Light Industrial District

Planner Censky spoke of the layout of the property, what the current CUG specifies and described the proposed fencing as chain-link with slats and a rolling gate. This space would only be used as storage for their equipment. She noted that although their plan indicates razing the current building, the surface and existing slab would not be disturbed due to potential contaminates in the ground. Discussion followed.

Comm. Mantz moved, seconded by Comm. Rogers to approve the Conditional Use Grant contingent on the following conditions:

1) All unenclosed storage of owned boats, docks, lifts, materials, equipment and supplies shall be located only behind opaque fencing and out of sight from the public and/or surrounding view;

2) No occupancy of this south portion of the site shall be permitted until the conditional use grant and related land covenant have been fully executed and recorded in the Register of Deeds office and the fencing fully installed according to plan approval;

3) The 6-foot-tall fence with gate, extending from the south side of the building to the south lot line and connecting into the existing fence which runs east along the south lot line shall be setback from the road right-of-way not less than 15 feet. Five (5) moveable planters with large plantings shall be arranged along the proposed new fence facing the street and the location and type of such planters/planting being subject to the review and approval of the Village Staff in order to maximize the aesthetic and screening benefits of such plantings.

4) This new/south portion of the yard shall not be used for any other purpose than parking and storage unless outdoor business activity shall first and specifically be included under the Conditional Use Grant approval by the Planning Commission;

5) The rolling gate shall be in closed position during closed business hours;

6) The existing southerly building shall be razed/removed from the site in its entirety prior to the start of fencing installation;

7) Surfacing of the area within this south portion of the lot shall be asphalt, concrete or a thoroughly compacted and dust-free gravel base;

8) Any required stormwater management, grading, drainage, erosion control and/or utility plans shall be subject to the review and approval of the Village Engineer prior to recording of the CUG;
9) All perimeter vegetation along the south and east sides of the property shall remain intact to the maximum extent practicable. In the event the existing perimeter vegetation shall be so substantially reduced over time as to make the view into the storage area conspicuous from surrounding residential properties and/or the public way, then the Planning Commission may require additional future plantings to mitigate such view;

10) The required fencing/gates shall be installed prior to use occupancy;

11) No new signage or exterior lighting is proposed or approved as a part of this CUG Amendment;

12) Provision in the Conditional Use Grant document that any substantiated adverse impacts upon the surrounding neighbors or the Village as a whole which arise as a result of this use shall be the responsibility of the owner to correct timely upon notice from the Village and the owner acknowledges that failure to do so may result in action toward modification and/or termination of the Conditional Use approval.

Motion carried 6-0.

d. Review and Possible Action on the Conditional Use Grant Amendment to construct building additions to the Pewaukee Lake Elementary School, the Pewaukee High School, the Asa Clark Middle School and the STEAM program building area that bridges between the Asa Clark Middle School and the Pewaukee High School at the main Pewaukee School District campus, 404 Lake Street. The property owner/applicant is Pewaukee School District. The property is Zoned IPS Institutional and Public Service District.

Planner Censky turned the floor over to architect Mike Hacker and Superintendent John Gahan to talk the Commission through the amended architectural plans for the school addition. They spoke of the changes made since the last Planning Commission review and they had samples of building materials. Discussion by the Commission followed. There was still some concern among Commissioners for the lack of dimension and architectural interest in the north facing façade of the High School addition and the STEAM area addition as well as south elevation of Pewaukee Lake Elementary.

Comm. Roberts moved, seconded by Comm. Lange to approve the Conditional Use Grant contingent upon staff review and approval of final architectural plans reflecting some of the advice and feedback given at tonight’s meeting and also the following conditions:

1) Village Engineer review and approval of all grading, drainage, utility, stormwater management and erosion control plans attendant to this project and prior to issuance of a building/construction permit;

2) Village Staff approval of a Code compliant building lighting plan prior to issuance of a building/construction permit;

3) Applicant to secure all necessary building, electrical, plumbing… and any other required permits, prior to the start of construction at the site;

4) Recording of the Conditional Use Grant Amendment and related Land Covenant, prior to the issuance of a building permit for the project.

Motion carried 6-0.

e. Item withdrawn at applicant’s request. * Review and Possible Action on the Conditional Use Grant Application to operate a contractor’s business office with accessory outdoor storage yard including construction of a 42’ x 60’ storage building and exterior modifications to existing building, located at 462 Hickory Street. Applicant is Thunder Road, LLC and the property owner is First Student, Inc. The property is Zoned B-5 Light Industrial District.

f. Review and Possible Action regarding the temporary outdoor use request of Wisconsin Shirdi Sai (in c/o Satya Karri) proposed to be held October 7-10, 2019.
Planner Censky spoke regarding the proposed event details. Satya Karri represented Wisconsin Shirdi Sai and answered questions from the Commission. Items clarified included: parking at WCTC with a shuttle that runs every 20 minutes, it is a 4 day event – there was a typo on one sheet - while the event will be done by 8:30pm, people may not be cleared out until approximately 9:30pm, WCTC is devoting parking lot area to this event not just “use what’s available” approach, sound system will be shut off at 9pm and begin at 6am, the morning activity will be confined to the tent area, there will be mobile heaters in the tents, and officers for traffic/crowd assistance. As this was a consultation, no action was needed.

7. **Citizen Comments** – Comments should be addressed directly to the Plan Commission and should be limited to a maximum of three minutes per speaker.

Dan Deppe @ 326 Lake St – Mr. Deppe spoke regarding the speakers at the beach being too loud at events.

8. **Adjournment**


Motion carried 6-0.

Meeting adjourned at approximately 9:53 p.m.

Respectfully Submitted,

Jackie Schuh
Deputy Clerk-Treasurer