

**TOWN OF BROOKFIELD
PLAN COMMISSION MINUTES
February 28, 2023**

Town Chairman Keith Henderson called the meeting to order at 7:13pm on Tuesday, February 28, 2023, at the Town of Brookfield Town Hall, 645 North Janacek Road, Brookfield, Wisconsin. Also, present at the meeting was Supervisor Mike Schmitt, Commissioners Gordon Gaeth, William Neville, Kevin Riordan, Len Smeltzer, Jeremy Watson, and Acting Town Planner Amy Barrows.

CONFIRMATION OF MEETING NOTICE

Acting Town Planner Amy Barrows reported that the agenda was noticed and posted as required.

MINUTES

Commissioner Watson moved to approve the minutes of the regular meeting at the January 24, 2023 Plan Commission meeting as presented. The motion was seconded by Commissioner Gaeth, voted on, and carried unanimously.

TREMAINE BROWN IS REQUESTING A CONDITIONAL USE PERMIT TO ALLOW AN ADULT DAY CARE CENTER IN THE B-3 OFFICE AND PROFESSIONAL BUSINESS DISTRICT, LOCATED AT 20711 WATERTOWN ROAD.

Chairman Henderson commented to the Plan Commission members that this is the second conditional use for the same type of business in the same building. Chairman Henderson suggested the Plan Commission give serious consideration to this proposal, and perhaps at the next meeting, make a decision. Commissioner Smeltzer opined that previously, adult care homes in neighborhoods were not to be too close together. Planner Barrows clarified residential living ordinances exist, and licensure is for adult day care. Commissioner Riordan asked about the typical volume of emergency services to this type of business. Chairman Henderson replied that the information could be requested from the proper departments in the Town of Brookfield. Commissioner Watson made a motion to the Town Board to **deny** a request for a conditional use permit to allow an adult day care center in the B-3 office and professional Business District, located at 20711 Watertown Road, for the following reason:

- Approving would be setting a precedent of allowing a Conditional Use for two of the same businesses in the same building.

The motion was seconded by Commissioner Smeltzer, voted on, and passed with a vote of 4-2, with Commissioners Neville and Riordan dissenting.

WESENBERG ARCHITECTS, REPRESENTING QUEST INTERIORS, FOR A RECOMMENDATION FOR CONCEPTUAL APPROVAL OF A NEW BUILDING CONSISTING OF AN OFFICE, PRODUCT SHOWROOM, AND PRODUCT STORAGE AND SHIPPING AREA LOCATED AT 21055 CROSSROADS CIRCLE.

Acting Town Planner Barrows described the proposed development and location. The warehouse has 14,158 square feet, the showroom is 5800 square feet, and the office area has approximately 3,500 square feet. The office and showroom are permitted by right in the B-2 zoning district, however warehousing is not specifically allowed in the B-2 zoning district. The applicant is proposing 48 parking stalls, 39 are for customer parking, and 9 are intended for staff. Based on the code they are required to have 62 spaces. There may be space on the site to accommodate that requirement. Setbacks and offsets are met, as well as the forward area requirements. They will also meet the impervious surface provisions. Building height is about 25 feet, which is acceptable within the code. There are single family homes to the west, most are zoned business, and to the south of the site, there is residential. Chairman Henderson asked for clarification of the zoning for the residential area to the west. Planner Barrows looked up zoning on the GIS mapping system for Waukesha County and it indicates that the residential area to the west is zoned B-2. Chairman Henderson believes that could be an error and should be mapped as B-1, which is a combination of residential and business, and it should be verified. The Chairman also asked for clarification of the loading dock location. Michael Noffke from Wesenberg Architects pointed out the dock locations as being 4 docks with doors on the south side, with an area for truck turn-around.

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There is an additional overhead door facing the west, as well as dumpster storage and additional storage, all behind screening on the west side of the site. Mr. Noffke added that there is quite an overgrowth of foliage and trees on the west side of the property and they will try to maintain that as much as possible. Trucks will be coming and going, they will not be parked outside. Tim Twohie with Quest Interiors was present, and added that typically they are not large trucks, but work vans and box trucks that will be parked inside overnight. The overhead door facing west is not a loading dock, but an extra entry point into the warehouse for vehicles to enter. Mr. Twohie indicated that the warehouse staff starts at 6:30am. He also reported that Quest is not a retail store, and they do most of most of their business by appointment only. The business is supplying flooring, cabinetry, and countertops to builders and remodelers. There is no production or manufacturing proposed for this site, it is strictly storage for the aforementioned products. Mr. Noffke clarified that loading would occur within the building. Commissioner Watson moved to **recommend** Town Board approval for Conceptual Approval of a new building consisting of an office, product showroom, and product storage and shipping area located at 21055 Crossroads Circle. The motion was seconded by Commissioner Neville, voted on, and carried unanimously.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

ADJOURN

There being no further business, Commissioner Watson made a motion to adjourn the meeting. The motion was seconded by Commissioner Gaeth, voted on, and carried unanimously. Chairman Henderson closed the meeting at 7:33pm.

Respectfully submitted,
Bryce Hembrook