

**Town of Brookfield
645 N. Janacek Road
Brookfield, WI 53045**

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April 24, 2023

MEETING NOTICE

Meeting will be held at the TOWN HALL, 645 N. Janacek Road, Brookfield, WI:

TUESDAY, APRIL 25, 2023

7:00PM

PLANNING COMMISSION

AGENDA:

1. Confirmation of meeting notice.
2. Approval of March 22, 2023 Plan Commission Minutes.
3. P-0423-01 Recommendation to schedule a public hearing for a Zoning Code Text Amendment to Section 17.02(14)(b)1, related to conditional use permit procedures.
4. Correspondence.
5. Adjourn.

P	Planning Issue
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Bryce Hembrook, AICP
Town Planner

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meetings to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services contact the clerk's office at the above.

**TOWN OF BROOKFIELD
PLAN COMMISSION MINUTES
March 22, 2023**

Town Chairman Keith Henderson called the meeting to order at 7:05pm on Wednesday, March 22, 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, and Town Planner Bryce Hembrook.

CONFIRMATION OF MEETING NOTICE

Town Planner Bryce Hembrook reported that the agenda was noticed and posted as required.

MINUTES

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

Supervisor Schmitt moved to approve the minutes of the Public Hearing at the February 28, 2023 Public Hearing, with the adjustment in the public comments of Lindsey Chiaverotti as being there since July of 2022, not 2023. The motion was seconded by Commissioner Riordan, voted on, and the motion carried unanimously.

Commissioner Riordan moved to approve the minutes of the regular meeting of the February 28, 2023 Plan Commission meeting as presented. The motion was seconded by Supervisor Schmitt, voted on, and the motion carried unanimously.

LOU PETROS FOR A RECOMMENDATION FOR FINAL APPROVAL OF A BUILDING ADDITION TO THE PRINCIPAL STRUCTURE LOCATED AT 1480 NORTH SPRINGDALE ROAD.

Town Planner Hembrook reviewed the proposed changes from the preliminary approval. A fire hydrant has been added to the southwest of the southeast portion of the building. The temporary construction easement was vacated as part of the recent CSM approval. The proposed building addition is 28,000 square feet, with 10 truck bays and 24 total parking stalls. A new chain link fence is proposed on the east side of the parking area. Setbacks meet requirements as well as building height. The applicant is proposing to keep the parking and traffic circulation area as gravel. A tracking pad has been proposed near the road access. The gate entrance to the right of way was recommended at preliminary approval to be at 70 feet, as well as the replacement of the fence on the south side of the property. The proposed use must be confirmed prior to approval. The Town Engineer's, Fire Department's, and utilities concerns have been addressed, and the Architectural Review Committee reviewed and recommended final approval of the building addition to the Plan Commission. John Riley from Sullivan Design Build was present and reported that to move the gate to 70 feet from the ROW is not a problem. The water line has moved to the south of the property to feed the hydrant and building. Lighting is direct down, with nine wall packs on the building and one light pole. Photometrics were included in the plan. The fixtures are flat lens on the bottom. There was not enough land disturbance to trigger storm water management; however, a storm sewer has been added to the plan. This is a warehousing business, although there is not a tenant at this time. Commissioner Riordan questioned the use of gravel versus asphalt. Mr. Riley responded that it is more costly to lay that much asphalt. It has been gravel on this site for decades. There would be twelve inches of gravel that would be compacted, with paving from the gate to the road. A permanent tracking pad would be behind the fence. Supervisor Schmitt opined that 10 loading docks seems to indicate a lot of traffic, and without a tenant, it is difficult to judge ingress/egress. Mr. Riley responded that the trailers would possibly be docked for a period of time. He also agreed that the "junk" and the amount of trailers that are currently in the lot would need to be removed in order to accommodate the turning radius. Mr. Petros was contacted via phone to clarify his thoughts on who the end-user is envisioned to be. Mr. Petros indicated that he is not sure of the end-user. The original concept was to have been a trucking operation that needed storage capacity to help his company grow. Because of the delay in getting through this process, that potential user may not be interested due to increased construction and financing costs. Mr. Petros is considering the use as a multi-tenant building if he cannot get a single user. Chairman Henderson mentioned the concern of gravel and heavy truck traffic, to which Mr. Petros responded that without knowing who the users will be, it's not possible to answer

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if that would be an issue. Mr. Petros added that he doubts that it would be more truck traffic than what they have had on that site for many years. He also stated that clean-up of the current site has begun, including fencing replacement. Several Plan Commission members expressed concern with the parking area being gravel, largely because the end-user/ tenant has not been determined. A landscaping escrow was mentioned, and Chairman Henderson clarified that it is standard. Planner Hembrook clarified that the gate will be open during business hours, so ingress/ egress should be manageable without backups on Springdale Road. Supervisor Schmitt moved to **recommend** to the Town Board final approval of a building addition to the principal structure located at 1480 North Springdale Road, with the following conditions:

- That the gate is moved to be 70 feet from the right-of-way;
- The traffic circulation/ parking area is to be asphalt, where gravel was proposed.

The motion was seconded by Commissioner Neville, voted on, and carried unanimously.

CORRESPONDENCE AND ANNOUNCEMENTS

Planner Hembrook mentioned that April's Plan Commission meeting will be held on the normal fourth Tuesday (April 25) and thanked the members for accommodating this month's date change. Chairman Henderson noted the spring election on April 4, the Easter Egg Hunt on April 8, and the Annual Meeting on April 18.

ADJOURN

There being no further business, Supervisor Schmitt 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 8:00pm.

Respectfully submitted,
Bryce Hembrook

Ord. No.: _____

**ORDINANCE CREATING SECTION 17.02(14)(B)1.K. OF THE MUNICIPAL CODE OF
THE TOWN OF BROOKFIELD**

NOW THEREFORE, the Town Board of the Town of Brookfield, Wisconsin does ordain
as follows:

SECTION 1: Section 17.02(14)(b)1.k. of the Town Code is hereby created to read as
follows:

Effect of denial. If an application for a conditional use permit is denied, a new
application for the same conditional use will not be considered by the Town Board
for a period of 12 months from the date of denial, except on grounds of new evidence,
as determined by the Zoning Administrator.

SECTION 2: All other provisions of the Town Code shall remain in full force and effect.

SECTION 3: All ordinances or parts of this ordinance conflicting or contravening the
provisions of this ordinance are hereby repealed.

SECTION 4: This ordinance shall take effect upon passage and posting or publication as
provided by law.

PASSED AND ADOPTED by the Town Board of the Town of Brookfield, Waukesha County, Wisconsin this _____, day of _____, 2023.

BY: _____
KEITH HENDERSON, Chairman

BY: _____
STEVE KOHLMANN, Supervisor

BY: _____
MICHAEL SCHMITT, Supervisor

BY: _____
JOHN R. SCHATZMAN, Supervisor

BY: _____
RYAN STANELLE, Supervisor

ATTEST: _____
Tom Hagie, Administrator and
Interim Clerk