

**TOWN OF BROOKFIELD  
PLAN COMMISSION MINUTES  
April 25, 2023**

Town Chairman Keith Henderson called the meeting to order at 7:01pm on Tuesday, April 25, 2023, at the Town of Brookfield Town Hall, 645 North Janacek Road, Brookfield, Wisconsin. Also, present at the meeting were Commissioners Gordon Gaeth, William Neville, Len Smeltzer, and Town Planner Bryce Hembrook. Commissioners Kevin Riordan and Jeremy Watson were absent, with Commissioner Watson being excused.

**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 regular meeting of the March 22, 2023 Plan Commission meeting as presented. The motion was seconded by Commissioner Gaeth, voted on, and carried unanimously.

**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.**

Town Planner Hembrook presented the item and reported that this is a common requirement in Wisconsin when considering an amendment to the zoning code. Commissioner Smeltzer made a motion to **recommend** the Town Board schedule a public hearing for a zoning code text amendment to section 17.02(14)(b)1, related to Conditional Use Permit procedures. The motion was seconded by Commissioner Gaeth, voted on, and carried unanimously.

**CORRESPONDENCE AND ANNOUNCEMENTS**

None.

**ADJOURN**

There being no further business, Commissioner Neville 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 7:06pm.

Respectfully submitted,  
Bryce Hembrook