

Town of Brookfield
645 N. Janacek Road
Brookfield, WI 53045
(P) 262-796-3788
(F) 262-796-0339



MEETING NOTICE

Meeting will be held at the
Town of Brookfield Municipal Building, Eric Gnant Room
645 N. Janacek Road, Brookfield, WI

Tuesday, May 26, 2026

JOINT PUBLIC HEARING

7:00 pm

- 1) Confirmation of meeting notice.
- 2) Public Hearing to receive comment on a Conditional Use Permit for a proposed second accessory building located at 21395 Greendale Drive.
- 3) Close public hearing.

PLAN COMMISSION

AGENDA

Immediately Following

- 1) Call to Order.
- 2) Meeting Notices.
- 3) Approval of Agenda.
- 4) Approval of Minutes.
 - a. April 28, 2026 Public Hearing (Text Amendments – Use, Signage, Parking)
 - b. April 28, 2026 Plan Commission Meeting
- 5) Citizen Comments: Three-minute limit.
- 6) Old Business: None
- 7) New Business:
 - a. Review and possible action on a Conditional Use Permit to consider a second accessory building located at 21395 Greendale Drive. William Niess (owner).
- 8) Communication and Announcements.
 - a. Next Plan Commission meeting: June 23, 2026 at 7:00 pm
- 9) Adjourn.

Posted this 23rd day of April, 2026 by Rebekah Leto, Town Planner

TOWN OF BROOKFIELD
JOINT PUBLIC HEARING

April 28, 2026

PUBLIC HEARING TO RECEIVE COMMENT ON MULTIPLE PROPOSED TOWN OF BROOKFIELD ZONING TEXT AMENDMENTS TO SECTION 17.06 (TRAFFIC, LOADING, PARKING AND ACCESS), SECTION 17.08 (SIGNAGE) AND SECTION 17.02 (USE PROVISIONS).

The Joint Public Hearing with the Plan Commission and Town Board was held on Tuesday, April 28, 2026.

CALL TO ORDER

Town Board Chairman Keith Henderson called the meeting to order at 7:00 pm. Also in attendance were Town Board Supervisors John Charlier, Steve Kohlmann, Ryan Stanelle and Plan Commissioners Kevin Riordan, Len Smeltzer, Dan Zuperku, and Town Planner Rebekah Leto.

CONFIRMATION OF MEETING NOTICE

Town Planner Rebekah Leto reported that the meeting notice was published, mailed out, posted to the website in accordance with the law.

NOTICE OF HEARING AND PUBLIC COMMENTS

Chairman Henderson read the attached Notice of Hearing into the record and opened the Hearing for any public comments.

Planner Leto gave an overview of the proposed changes to the Code. She described how the proposed amendments memorialize a density cap in the PUD section that the Town has historically used for multi-family projects. Planner Leto discussed how the proposed changes to the sign section would give the opportunity for Institutional zoned parcels to apply for a Conditional Use Permit for an electronic changeable copy sign.

Chief Schilling discussed the reason behind the proposed Electric Vehicle Ordinance, noting they would be one of the first in the country to have such an ordinance. He noted the Fire Code is the base ordinance with the minimum requirements. These proposed changes are design standards to make sure an enflamed vehicle can be accessed by fire safety vehicles.

No public comment was received.

The public hearing was closed at 7:08 pm.

Submitted by:

Rebekah Leto, Town Planner

TOWN OF BROOKFIELD
PLAN COMMISSION MINUTES
APRIL 28, 2026

The regular meeting of the Plan Commission was held in the Erich Gnant Room of the Town Hall, 645 N Janacek Road, Brookfield, WI.

1) CALL TO ORDER.

Town Chairman Keith Henderson called the meeting to order at 7:09 p.m., with the following people present: Town Supervisor Ryan Stanelle; Plan Commissioners Kevin Riordan, Len Smeltzer, Dan Zuperku; and Town Planner Rebekah Leto.

2) MEETING NOTICES.

Planner Leto confirmed the meeting was noticed in accordance with Open Meeting Law.

3) APPROVAL OF AGENDA

Motion by Mr. Stanelle to approve the agenda.

Seconded by Mr. Smeltzer.

Motion Passed Unanimously.

4) APPROVAL OF MINUTES.

a. Motion by Mr. Stanelle to approve the March 24, 2026 Public Hearing minutes for The Way Church Conditional Use as presented.

Seconded by Mr. Zuperku.

Motion carried 3-0-1, with Mr. Smeltzer present due to absence from the March 24, 2026 meeting.

b. Motion by Mr. Stanelle to approve the March 24, 2026 Public Hearing minutes for Sisian LLC rezone as presented.

Seconded by Mr. Riordan.

Motion carried 3-0-1, with Mr. Smeltzer present due to absence from the March 24, 2026 meeting.

c. Motion by Mr. Stanelle to approve the Public Hearing minutes for The West End Conditional Use as presented.

Seconded by Mr. Riordan.

Motion carried 3-0-1, with Mr. Smeltzer present due to absence from the March 24, 2026 meeting.

d. Motion by Mr. Stanelle to approve the regular Plan Commission meeting minutes as presented.

Seconded by Riordan.

Motion carried 3-0-1, with Mr. Smeltzer present due to absence from the March 24, 2026 meeting.

5) CITIZEN COMMENTS: Three-minute limit.

None.

6) OLD BUSINESS:

None.

7) NEW BUSINESS:

- a. Review and possible action on a 3-lot preliminary Certified Survey Map located at 21360 Davidson Road. Marilyn Haroldson (applicant). Carl Haroldson and Eric Haslow (owners).

Planner Leto gave an overview of the proposed land division, describing the flag lots, access requirements, and lot size and width requirements. Chairman Henderson asked why they were proposing three lots, rather than two longer, larger lots. The applicant indicated they were trying to match the two different styles of the area. She noted they will be cleaning up the brush along the roadway and will demolish the house. Mr. Stanelle questioned the back lots and was worried about neighbors not being notified that new homes would be developed in their backyards. The applicant relayed it was very private back there. The Commission ensued in a discussion on the types of homes in the area and what might be built on the back lots. The Commission generally agreed they wanted continuity and liked the idea of 100 ft. wide lots. The applicant noted that with the price of the lot, no one will be building a small ranch. The applicant inquired if shared access would be preferable for two of the lots, rather than three separate lots, after a Commissioner mentioned driveway clustering at the road. Mr. Stanelle was concerned about the impact to the neighbors to the east and inconsistencies with the lots on Davidson Rd, as well as setting precedent for flag lots.

Motion by Mr. Riordan to recommend denial of the proposed 3-lot Certified Survey Map located at 21360 Davidson Road, but allow a revised proposal with two lots.

Seconded by Mr. Smeltzer.

Further Discussion:

Motion amended by unanimous consent to remove the reference to a two-lot proposal so as not to preclude future proposals.

Motion carried unanimously

- b. Review and possible action on a request for Conceptual approval for Pabla Plaza redevelopment, including the Taste of India restaurant and banquet hall, located at 18110 W. Bluemound Road. Roger Shregardus (applicant), Manjit Singh (owner).

Planner Leto gave an overview of the proposal in accordance with the staff report. The Commission asked about the barrier to Harvard Square and the applicant noted it has been removed and traffic can flow between the two sites. Discussion with the Commission and the applicant ensued about the possibility of a shared parking agreement with Harvard Square. Mr. Smeltzer indicated he liked the idea of a banquet hall, noting there used to be one in the Town. Chairman Henderson raised a question about the rear parking lot being an overflow lot for the Dousman Ditch. Planner Leto indicated that she would consult with the Town Engineer on this and let the applicant know if it would affect their plans. The Commission reviewed the renderings and liked the modernization of the building. Planner Leto discussed how the site was fully paved and did not meet Ordinance requirements for paving setbacks or landscaping. However, the applicants are working to incorporate some buffer areas to the rear, which will still likely not meet the Code but will be an improvement.

Motion by Mr. Smeltzer to recommend Conceptual approval for Pabla Plaza redevelopment, including the Taste of India Restaurant and banquet hall, located at 18110 W. Bluemound Road as presented.

Seconded by Mr. Stanelle.

Further Discussion: None.

Motion carried unanimously.

- c. Review and possible action on proposed text amendments to the Town of Brookfield Zoning Code to Section 17.06 (Traffic, loading, parking and access), Section 17.08 (Signage) and Section 17.02 (Use Provisions).

Chief Schilling answered any questions about the Code amendments relative to 17.06. He indicated that they are not going to retroactively enforce this ordinance. The existing EV spots at The Corners are close to being in compliance; the spots at Poplar Creek are not. Chief called out two minor changes to the Ordinance that the Commission had no issues with.

Motion by Mr. Stanelle to recommend approval of text amendments to the Town of Brookfield Zoning Code to Section 17.06 (Traffic, loading, parking and access).

Seconded by Mr. Smeltzer.

Further Discussion: none.

Motion carried unanimously.

Planner Leto gave an overview of the proposed amendments relative to the Use Provision changes (17.02) that relate to a maximum density of 24 units per acre under a Planned Unit Development. The Commission noted they have been operating with this maximum density cap for a long time.

Motion by Mr. Stanelle to recommend approval of text amendments to the Town of Brookfield Zoning Code to Section 17.02 (Use Provisions).

Seconded by Mr. Riordan.

Further Discussion: none.

Motion carried unanimously.

Planner Leto gave an overview of the proposed amendments to 17.08 Signage. Planner Leto clarified that this amended verbiage would only allow institutionally zoned properties to apply for a Conditional Use to install an electronic changeable copy sign, so the Plan Commission would see actual sign proposals at that time. Leto described the added provisions regarding the placement of the sign away from residentially zoned lands and noted how different language was in the packet that was modified by the Town Attorney. Leto described the two options and their intent. The Committee agreed on the language to meet the intent of the discussion from previous meetings.

Motion by Mr. Henderson to recommend approval of text amendments to the Town of Brookfield Zoning Code to Section 17.08 (Signage), as presented, except for the following edit to proposed 17.08(10)(b)(13):

13. Changeable copy signs in the I-1 Institutional District shall not be located across from or along a lot line adjacent to a residentially-zoned district.

Seconded by Mr. Smeltzer.

Further Discussion: None.

Motion carried unanimously.

Chairman of the Architectural Review Committee, Mr. Dean Pearson, commented how he was disappointed the Architectural Review Committee did not receive an opportunity to review these proposed amendments relative to signage. Chairman Henderson asked if anyone would like to make a motion to reconsider the motion that had already passed.

Motion by Mr. Smeltzer to reconsider the last motion to include input on the proposed sign code changes from the Architectural Review Committee prior to going before Plan Commission.

Seconded by Mr. Stanelle.

Further Discussion: none.

Motion carried 3-1, with Mr. Zuperku voting against the motion.

Motion by Mr. Smeltzer to recommend approval of text amendments to the Town of Brookfield Zoning Code to Section 17.08 (Signage), as presented, except for the following edit to proposed 17.08(10)(b)(13) and with input from the Architectural Review Committee.

13. Changeable copy signs in the I-1 Institutional District shall not be located across from or along a lot line adjacent to a residentially-zoned district.

Seconded by Mr. Stanelle.

Further Discussion: none.

Motion carried unanimously.

- d. Call for committee volunteers to explore code provisions regarding permanent outdoor lighting in residential areas.

Chairman Henderson explained the reasoning behind the committee. After discussion, Mr. Smeltzer agreed to be the third committee member, following ARC Chairman Dean Pearson and Supervisor Steve Kohlmann.

8) COMMUNICATION AND ANNOUNCEMENTS.

- a. Next Plan Commission meeting: May 26, 2026 at 7:00 pm.
- b. Chairman Henderson made a call for new committee members, noting that there are a large number of vacancies.

9) ADJOURN.

Motion by Mr. Riordan to adjourn at 9:04 pm.

Seconded by Mr. Zuperku.

Motion Passed Unanimously.

Respectfully submitted,
Rebekah Leto – Town Planner



TOWN OF BROOKFIELD PLAN COMMISSION REPORT

TO: Town of Brookfield Plan Commission
FROM: Rebekah Leto, AICP, Town Planner
MEETING DATE: May 26, 2026
RE: Conditional Use Request

Property Owner: Willhard and Irmgard Niess
Address: 21395 Greendale Dr.
Zoning: Rs-4 Single Family Residential District
Request: Conditional Use Request per Section 17.02(14)(g).1.b of the Zoning Code to construct a second accessory building on the property.

Lot Configuration:

	Lot Width	Lot Depth	Lot Size
Existing	100 ft.	435.6 ft.	43,812 sq. ft. (1.0058 acres)
Required	90 ft.	n/a	15,000 sq. ft.

Related action:

In November 2025, the Board of Appeals granted the a variance from Section 17.02(14)(g).1 of the Zoning Code to exceed the maximum accessory building floor area permitted on a property. Public comment included how the request was reasonable and how the proposed building was attractive. One neighbor spoke in favor of the structure but voiced concerns about the building being in her backyard. She requested it be moved further north.

Proposal and Staff Analysis

The subject property is one acre and is located south of USH 18, in the southwest portion of the town. The property is long and narrow. Improvements, which include a single family residence and a 20 ft. x 22 ft. (440 sq. ft.) detached garage, are located on the north side of the property. The 1929 residence is unique in that it was moved from Barker Road in the 1950s to its current location. In a 1963 aerial photograph, the properties around the subject property have been developed with attached garages. Still today, the subject property appears to be the only property with a detached garage and without an attached garage in the surrounding single family residential neighborhood.

The petitioner is proposing to construct a 599 sq. ft. (20'-7" x 29'-1") accessory building in the rear (south) portion of the property. The purpose is for the storage of equipment incidental to the principal use of the property (residential), such as, but not limited to, garden equipment, lawn furniture, power

equipment, and a trailer. The driveway is not proposed to extend to the proposed garage, nor would the site allow for it. A conceptual site plan and building plans are enclosed.

The existing, proposed and required zoning provisions are as follows:

	Existing structures	Proposed (detached garage)	Required	Variance required?
Road Setback	n/a	400 ft. +/-	35 ft. min.	N
Offset (West)	n/a	15 ft.	15 ft. min.	N
Offset (East)	n/a	64 ft.	15 ft. min.	N
Offset (South)	n/a	93 ft. +/-	15 ft. min.	N
Accessory Floor Area	440 sq. ft. (1.4% of the rear lot area)	609 sq. ft. (2% of rear lot area) Total accessory building floor area (1,049 sq. ft.)	20% of rear yard (6,011 sq. ft.) or a maximum of 625 sq. ft., whichever is greater.	Y, obtained 11/2025
Height	n/a	14'-8" ft.	15 ft. max.	N

Conditional Use standards:

There are no specific Conditional Use standards for this type of request. The general provisions of the Conditional Use section note that the Plan Commission shall review, among other things, the site, existing and proposed structures, architectural plans, neighboring uses, parking areas, and driveway locations.

Staff Recommendation:

Staff recommends **conditional approval** of the request for a Conditional Use Permit to construct a second accessory structure at 21395 Greendale Drive, subject to the following conditions:

Conditions

1. A Zoning Permit and Building Permit be obtained from the Town Development Services Division, prior to construction. *Condition of the Board of Appeals.*
2. Adequate tree coverage shall remain on the property to shield a majority of the building from view of the neighbors. *Condition of the Board of Appeals.*
3. The size of the building is limited to 609 sq. ft., as proposed [at the Board of Appeals]. *Condition of the Board of Appeals.*
4. A Conditional Use Permit shall be signed and notarized by the property owner and returned to the Town for recordation, prior to the issuance of any permits.

Analysis

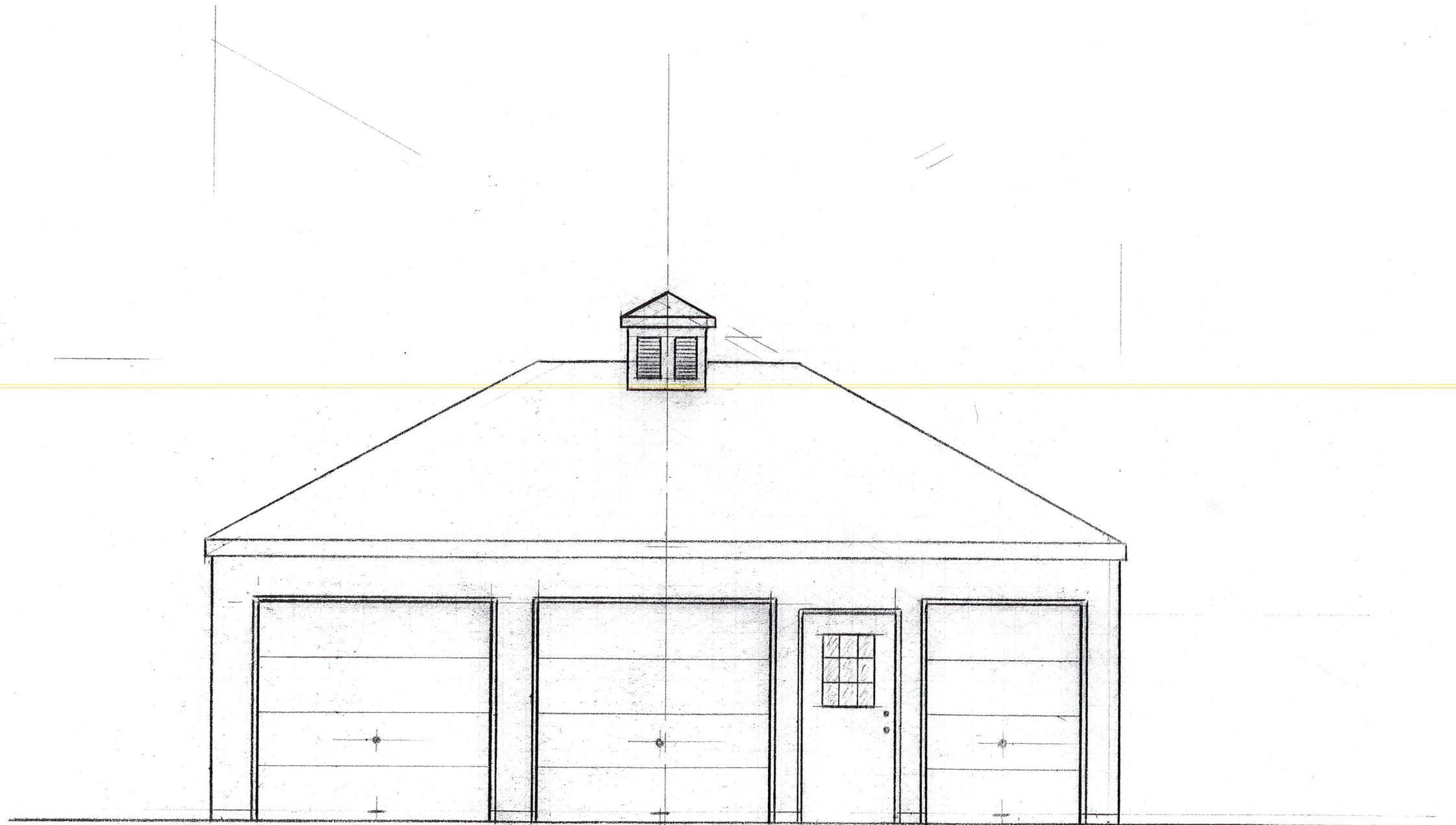
The existing residence was relocated to this location in the 1950s, rather than being built on site. The architecture of the house, constructed in 1929, does not lend itself to having an attached garage, nor is a breezeway feasible due to code restrictions. The surrounding subdivision was developed in the late 1950s and it does not appear that any other home has a detached garage in lieu of an attached garage.

Niess_ Conditional Use

The existing garage serves as a primary, private garage for the property. It is plausible that the Code envisioned accessory buildings separate from private garages, as it requires them to be located in the rear yard and limits the size based on the rear yard only. The proposed accessory building complies with the size limitations for accessory structures located in the rear yard of a property and meets all setback requirements.

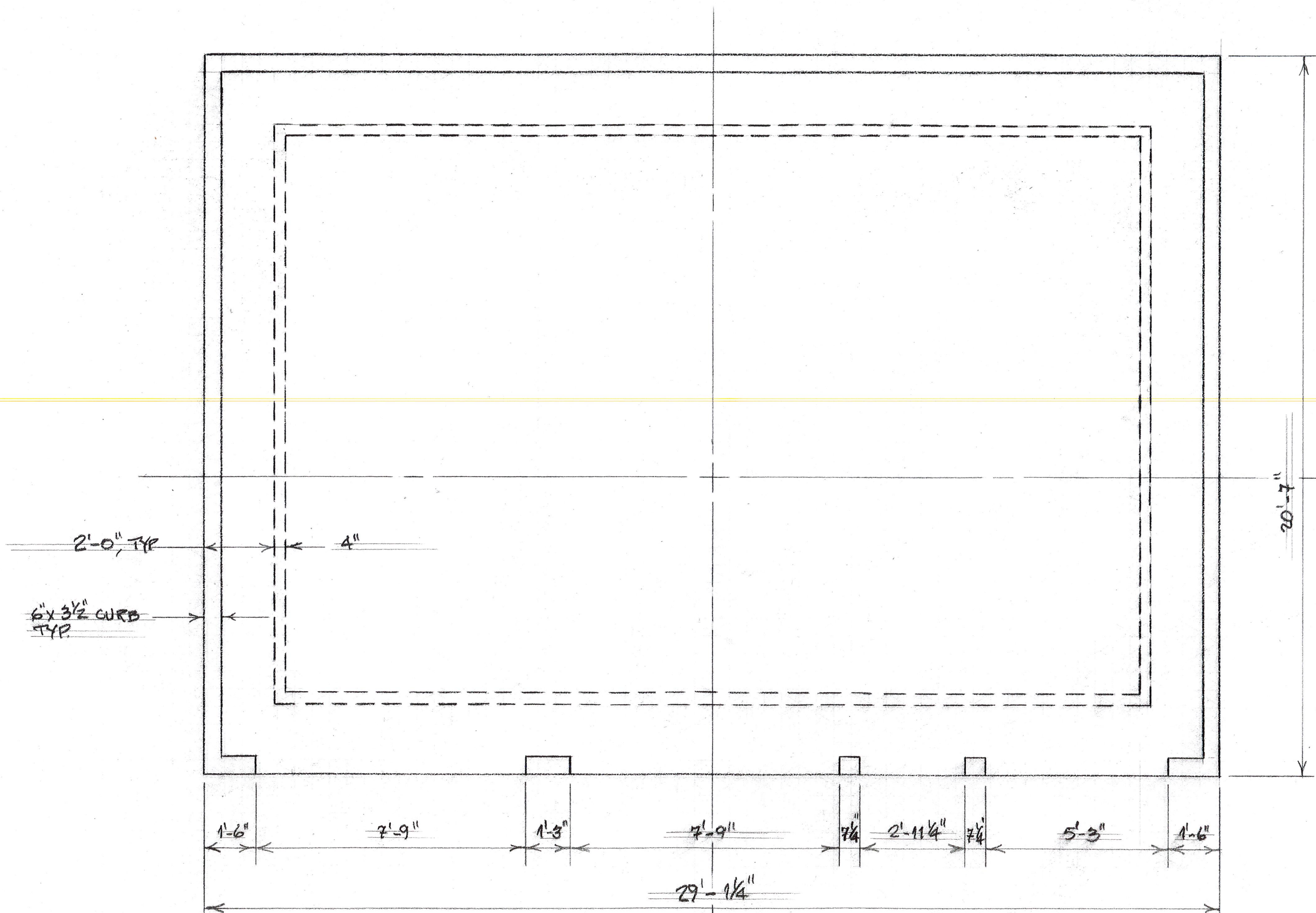
To respond to an adjacent neighbor's public comment at the Board of Appeals, the petitioner has moved the location of the proposed structure to the north by 50 ft. The property is flat and tree screening to the east, south and west. The proposed garage location is not visible from the road. Given that the Code envisioned one accessory building that must be located in the rear yard per property, the proposal to construct one rear-yard accessory building should not be harmful to the public interest and is within the purpose and intent of the ordinance.

Enclosures: GIS Site Plan, Building Plans



EAST ELEVATION

1/4" = 1'-0"

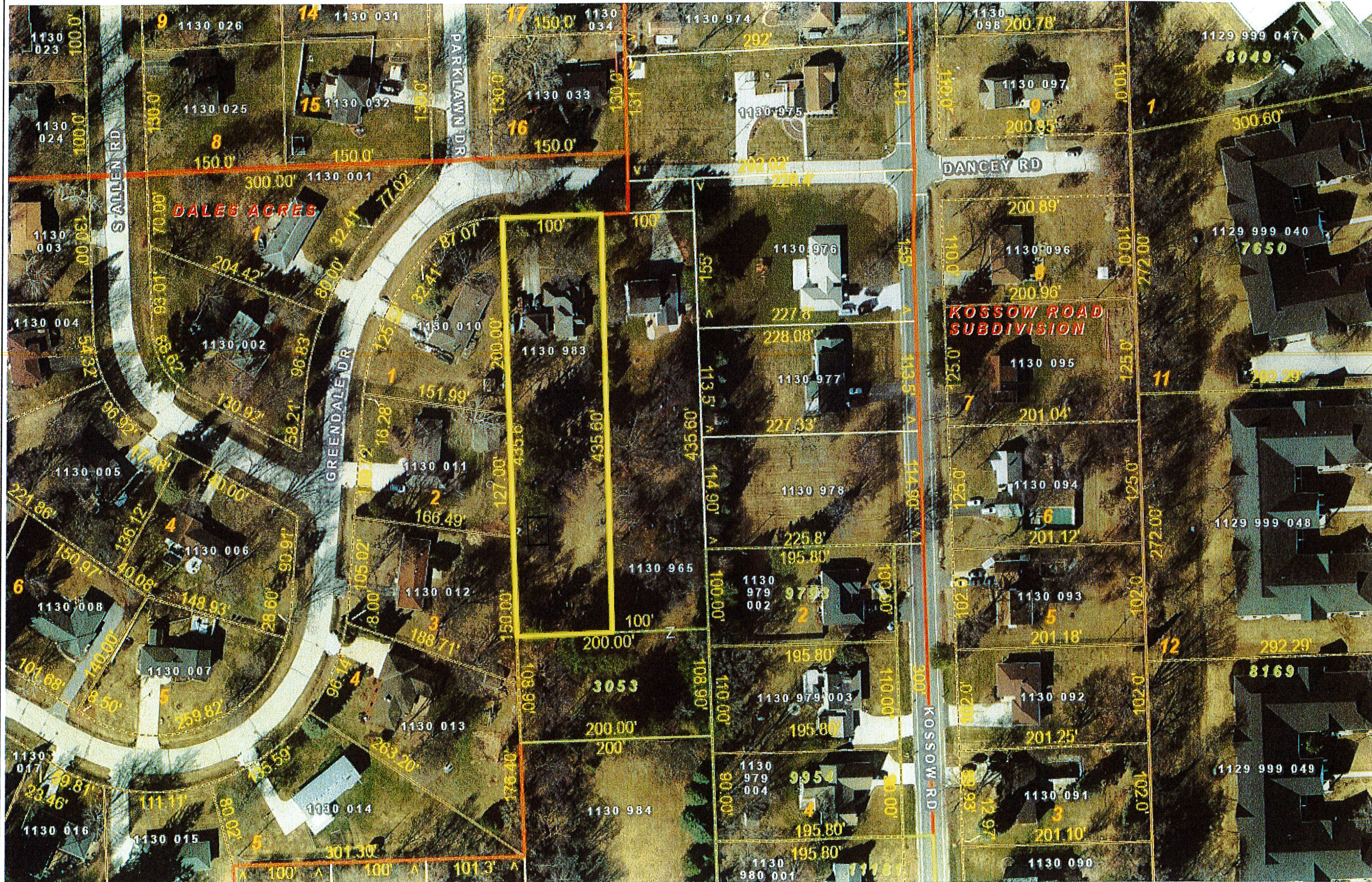


FOUNDATION/FLOOR PLAN 3/8" = 1'-0"



Legend

- Municipal Boundary_2K
- Parcel_Dimension_2K
- Note_Text_2K
- Lots_2K**
 - Lot
 - Unit
 - General Common Element
 - Outlot
- SimultaneousConveyance_2K**
 - Assessor Plat
 - CSM
 - Condominium
 - Subdivision
- Cartoline_2K**
 - EA-Easement_Line
 - PL-DA
 - PL-Extended_Tie_line
 - PL-Meander_Line
 - PL-Note
 - PL-Tie
 - PL-Tie_Line
 - <all other values>
- Railroad_2K



0 100.00 Feet

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Notes

