

OTTAWA PLAN COMMISSION
Meeting Minutes
December 4, 2023

The Ottawa Plan Commission conducted a joint public hearing with Sandy Scherer, representing the Waukesha County Department of Parks and Land Use, to consider the rezoning request (RZ135) of Jim Jackley representing the Wisconsin Department of Natural Resources, 101 S. Webster Street, Madison, WI, 53707, to rezone approximately ten acres of property located on the east side of Waterville Road between Parry Road and Manor House Road from the A-T Agricultural Transition District to AD-10 Agricultural Density-10 District for a single family residential homesite.

Chairman Rupp read the legal notice into the record. Planner Scherer indicated this meeting was properly noticed. Chairman Rupp recused herself and Supervisor Graham chaired the public hearing.

Jim Jackley was present on behalf of the Wisconsin Department of Natural Resources.

The hearing was opened for comment.

Edward Schumacher, S23 W35111 Parry Road, Oconomowoc, indicated he represented a group of property owners, read from a letter he had composed asking that the parcel remain in perpetuity as a 10-acre parcel allowing no more than one single family residence until, when and if, municipal sanitary sewerage is available. Mr. Schumacher was concerned the parcel could be split into two 5-acre parcels based on information he read. Planner Scherer explained that the Town of Ottawa's CDP would take precedent over Waukesha County's CDP as it is more restrictive at a 10 acre density versus a 5 acre density, and the rezone request is for a 10-acre single family parcel which complies with the Town's CDP.

Heidi Johnson, PO Box 270518, Milwaukee, spoke on behalf of Genesse Aggregate Corporation. Heidi felt that while the trail is a positive amenity for the Town, she expressed concerns for the safety of anyone that may wander off the Ice Age Trail onto GAC property. She also questioned if the DNR owned land would allow hunting.

Mr. Jackley stated he felt the Ice Age Trail Alliance and its' users are conscientious about not trespassing, and signage is posted. The DNR property will be mostly prairie, but has some tree lined areas. It will be open for hunting but there are rules for hunters to follow and the 300 foot buffer required will limit the amount of land left for hunting purposes.

Being there were no further questions or comments, Commissioner Mundschau made a motion to close the public hearing. The motion was seconded by Commissioner Kershek and carried unanimously.

Chairman Rupp resumed as Chairperson.

Immediately following the above hearing, the Ottawa Plan Commission conducted a second joint public hearing with Sandy Scherer, representing the Waukesha County Department of Parks and Land Use to consider the Conditional Use and Site Plan/Plan of Operation request (CU101 and SP217) of Mike Brinkmann (applicant), 2215 N. Dousman Road, Oconomowoc, for property owned by Lee Bleecker, located at W359 S1655 STH 67, Dousman, for a contractor's yard.

Chairman Rupp read the legal notice into the record. Planner Scherer indicated this meeting had been properly noticed.

Mike Brinkmann was present on behalf of Robb Brinkmann Construction.

The hearing was opened for comment.

Commissioner Kershek asked if the operation at this location would be similar to the operation in the Village of Summit.

Mr. Brinkmann stated this location was for retail sales only, but similar to the items that are available in the Village of Summit – mulch, decorative stone, topsoil, etc.

Commissioner Kershek asked: would pool sales be conducted out of this location, will combustible materials (gas) be stored there, would semi-trucks be parked there, and what is the purpose of the hoop building?

Mr. Brinkmann responded that (in ground) pools would only be displayed – customers would have to go to the Summit location for sales, no combustible materials such as gas or fertilizer will be stored at this location, semi-trucks will not be parked there, and the hoop building is for dry topsoil storage.

Commissioner Bennett asked there were plans to store pool business equipment at this location. Mr. Brinkmann stated, no. There will be no excavators, etc., only a water truck that will be used for dust control, but not to fill pools.

Planner Scherer asked where pool supplies would be kept. Mr. Brinkmann indicated they would be in the 40' shipping container. Basic pool supplies such as chlorine, nets, test strips would be on hand to be sold to customers in the sales office/job trailer.

Commissioner Kershek noted there is new blacktop on the premises. He asked about a retention pond, if the applicants had a lease with Mr. Bleeker, and if they had liability insurance. Planner Scherer stated the LRD granted a storm water exemption for the blacktop, and it was installed at the risk of the CU not being approved. A 20 square foot or larger retention pond is required by the LRD. A copy of the lease is a condition of approval. Mr. Brinkmann indicated they would be adding the retention pond, they are finalizing the lease, and they do have liability insurance. He also clarified there are 33 bins, not 31 and there will be two shipping containers. Mr. Brinkmann questioned the height of the material piles and it was agreed they could be no higher than 15 feet with the concrete block being no higher than 10 feet.

Chairman Rupp asked if there would be a well. Mr. Brinkmann stated no.

Planner Scherer asked if there would be septic. Mr. Brinkmann stated no. The past renter was allowed to use the restroom at the gas station across the street. Planner Scherer indicated the County Environmental Health Division will have to approve this new request, and determine if they similarly want to allow that same exemption.

Commissioner Bennett asked if there would be any business monitoring or sub-leasing? Planner Scherer stated any changes to the approved CU would have to come before the Town of Ottawa Plan Commission and the Waukesha County Park and Planning Commission for approval.

Planner Scherer noted the requested 4' X 8' sign may need a variance. Rental equipment is not allowed unless approved by the Plan Commission. The site needs to provide ADA accessible parking and an interior floor plan needs to be provided. The Town Building Inspector may require State Approved Plans.

Mr. Brinkmann stated the previous lessor had a 4' X 8' sign, and he would like to rent small walk behind tools such as a compactor or edger, and they would be stored inside a shipping container, if the Plan Commission would approve that. He indicated adding landscaping is acceptable and all snowplowing business activities occur at the Village of Summit site only.

Commissioner Kershek asked about the millings pile along STH 67. Mr. Brinkmann indicated that is Mr. Bleeker's.

Scott Blaesing, W391 S3371 CTH Z, Dousman asked if anything is going to be done with the other trucks, containers, and equipment that looks bad on both sides of STH 67 in that area. Planner Scherer indicated that those items were the property owners. He does have a Conditional Use for the Sand Pit Quarry and a Conditional Use for a Contractors yard on the east side of STH 67, but the property on the west side of STH 67 is in the Village of Dousman.

Being there were no other questions or comments, Commissioner Kershek made a motion to close the public hearing. The motion was seconded by Commissioner Bennett and carried unanimously.

Chairman Rupp called the regular meeting of the Plan Commission to order. Roll call attendance was taken. Commissioner Hausser, Commissioner Mundschau, Commissioner Bennett, Commissioner Kershek and Supervisor Graham were present.

First on the agenda was the Annual Report and consideration of the 2024 Racing Schedule for the Badger Kart Club, W377 S1851 Gramling Lane, Dousman.

George Sieracki was present on behalf of Badger Kart Club.

Planner Scherer read her memorandum into the record.

Mr. Sieracki reported the Badger Kart Club had a successful 2023. No complaints had been made. They repaved the track in 2023. They have a full race schedule for 2024, including a United States Pro Kart Series race weekend which will have 275 drivers, and will be celebrating their 65th anniversary.

Commissioner Kershek made a motion to approve the 2024 racing schedule and the special race weekends. The motion was seconded by Commissioner Bennett and carried unanimously.

Next on the agenda was the rezone request by the WDNR of approximately ten acres to AD-10 in Section 12.

Chairman Rupp recused herself and Supervisor Graham chaired the meeting.

Planner Scherer read her report into the record.

Commissioner Kershek asked if the parcel that was requested to be rezoned, would be open for sale to the public. Mr. Jackley indicated the sale would be posted on wisconsin surplus.com, they will also put out a press release and post the property for sale on the DNR website.

Commissioner Kershek made a motion to recommend approval of the rezone to the Waukesha Park and Planning Commission subject to the Town Planner's report and recommendation. The motion was seconded by Commissioner Hausser and carried unanimously.

Chairman Rupp returned to chair the meeting.

Next on the agenda was the Conditional Use and Site Plan/Plan of Operation for a Contractors Yard request by Mike Brinkmann.

Planner Scherer read her report into the record.

Planner Scherer noted the many conditions that have to be met including selling only pool supplies, no gas sales, no plow trucks or semi's parked on site, small walk behind rental equipment must be stored in a shipping container if the Plan Commission allows it - #32 states no rental equipment. ADA parking must be provided, interior plans for the portable office must be provided, a lease must be provided, 4' x 8' sign may need a variance. Mr. Brinkmann would like to have material piles be up to 15 feet high. - #24 states 10 feet.

Commissioner Mundschau made a motion to approve the Conditional Use and Site Plan/Plan of Operation per the Town Planner's report and recommendation with the additional amendments as discussed this evening, to the Waukesha County Park and Planning Commission. The motion was seconded by Commissioner Bennett and carried unanimously.

Next on the agenda was the Final CSM and any necessary waivers of Dan and June Pape, W395 S3611 Hardscrabble Road, Dousman.

Planner Scherer read her report into the record, highlighting the changes from the previous report. The cross reference to the soil borings and the driveway width still need to be shown on the CSM. Edits to the Driveway Agreement will be sent under separate cover to the owner.

Planner Scherer read the Town Engineer comments into the record. Per the Town Engineer comments, he suggested the driveway offset be shown on the CSM.

Commissioner Kershek made a motion to recommend approval of the Final CSM to the Town Board subject to the Town Planner's report and the Town Engineer's report except the Engineer's driveway offset comment. The motion was seconded by Commissioner Bennett and carried unanimously.

Next on the agenda was the request for a Site Plan/Plan of Operation for pavilion remodeling by the Pretty Lake Protection and Rehabilitation District.

Pete Kraeger, W378 S5060 W. Pretty Lake Rd., Dousman was present on behalf of the Pretty Lake Protection and Rehabilitation District.

Planner Scherer read her report into the record.

This is an after the fact review as the Zoning Permit was issued in advance of the SPPO review.

Mr. Kraeger explained the pavilion is only used by residents/members. There are several, mostly small events, each year. They do comply with capacity and noise restrictions.

Planner Scherer will need to know if the building has passed inspection with the Town Building Inspector and the Fire Department. Mr. Kraeger will provide that information.

Commissioner Kershek made a motion to recommend approval of the Site Plan/Plan of Operation to Waukesha County, subject to the Town Planners conditions, amending # 15 (capacity) and #18 (Liquor License) as discussed. The motion was seconded by Commissioner Hausser and passed unanimously.

The zoning violation list was reviewed.

There was no correspondence.

There was no public comment.

Commissioner Bennett made a motion to approve the minutes of the November 6, 2023 Plan Commission meeting. The motion was seconded by Supervisor Graham and carried unanimously.

Commissioner Hausser made a motion to adjourn. The motion was seconded by Supervisor Graham and carried unanimously.

Respectfully submitted,

Mary Barnhart
Deputy Clerk, Town of Ottawa