

Town of Merton  
Plan Commission Meeting  
Minutes of May 18, 2022

- Plan Commission Meeting was Called to Order by Acting Chairman Siepmann at 5:30 p.m.
- Pledge of Allegiance was led by Acting Chairman Siepmann
- Minutes of the May 4, 2022 Plan Commission Meeting. A motion to approve the minutes as written was made by Good/Queoff. Motion carried.

Present: Acting Chairman Siepmann, Commissioners Griffin, Queoff, Morris, and Good, Planner Haroldson, and Deputy Clerk Claas

Absent: Chairman Klink and Commissioner Jensen

Also Present: Kristyn & Jeffrey Smith, Kim Thompson, Robert from Complete Concrete Service, and Roberta Thompson

Old Business:

Update on the Schuh Land Altering Permit – Haroldson sent two emails inviting Mr. Schuh to attend this meeting, but he didn't respond. There was discussion that Schuh is moving things around and his deadline to complete the project is June 30<sup>th</sup>. Haroldson was directed to have the Attorney send a letter to Mr. Schuh.

New Business:

Final Plat for Bridlewood Subdivision – Hwy VV – To Create a 6 Lot Subdivision – Requested by Kristyn & Jeffrey Smith – MRTT0348-999-010 – Haroldson stated there are several items that need to be cleaned up or deleted. The Dept. of Administration sent a letter dated May 6, 2022 stating there were no objections. Waukesha County Parks & Land Use sent a letter of conditional approval with 17 items to be addressed or considered. The Environmental Health Division sent a letter stating the borings are suitable. The preliminary site evaluation must be approved for the existing septic system on lot 4. Land Resources Dept. letter indicated items were addressed by engineer. The Town Engineers, Emily Rowntree and Anna Sunderland have reviewed the engineer, grading and erosion control plan for the road and are satisfied. A newer final plat will be submitted.

Haroldson stated there are several conditions to be satisfied before the final plat will be signed. The Town Attorney and Planner are working on the Developer's Agreement. They need to get a permit from the Dept. of Public Works for the entrance onto Hwy VV. The developer's letter of credit or cash deposit must be received before the final plat approval and signatures from the Town. A letter of abandonment of the easement to lot 4 between Ultimate Frisbee and the developers needs to be received and recorded.

Siepmann questioned if the final plat complies with the preliminary plat. Haroldson stated it does.

A motion to approve the final plat subject to all of the contingencies and requirements was made by Morris/Good. Motion carried.

Plan of Operation, Site Plan and Building, to Increase Outdoor Seating, Improve Parking, Add Buildings at N67W33395 CTH K – Requested by Kim Thompson (Kim’s Gourmet Pizza Pub) MRTT0364-988 –

Haroldson stated she want to update the Plan of Operation and add outdoor seating with nine table and outdoor fire pits. The parking lot would need to be paved and striped and would need an erosion control plan. Thompson stated the BBQ Pavilion would be to store the pizza oven. It is not covered now. It will have a refrigerator unit and a hand wash sink. The BBQ building will be used to grill hamburgers, ribs, pizza and food to serve outside. Kim stated the sign would stay the same size, but have a different logo.

Haroldson said she would need a lighting plan to show the location of the light fixtures, the height and how the direct light is hooded. Thompson stated they would be having string lights. Haroldson stated the sign and awning would need to be approved by the Waukesha County DPW and she will need to obtain a Revocable Occupancy Permit for the sign.

Haroldson met with the fire chief and he suggested a cross walk sign for pedestrians, fire extinguishes at the buildings including the fire pits, propane piping for tanks need to be installed per code, a shut off valve for propane tank area needs to be on the outside of the enclosed tank area, and there should be a grass maintenance plan for the grassy areas around the fire pits.

Morris asked about the fence on the west property line. Thompson said Digger’s Hot Line came out and they decided to have the fence 10’ from the lot line. There will be concrete pads underneath the tables with grass around them. The fire pits will be enclosed at each table. There was discussion on the handicap parking spaces that will need to be removed. The Plan Commissioners recommended that she move them to section #5 on the site plan.

The outdoor seating will be for 48 people with the potential for 54. The tables would be staggered so the view is not fully obstructed to the stage.

Phase one they would like to get done fairly quickly and that would include the fence and parking. Phase two would include the tables, landscaping, and entryway.

Thompson stated she would like to have outdoor music on Wednesdays from 6:00 p.m. to 8:00 p.m. with acoustic solo and duos. She’s not asking for anything more. There is no PA system and no electric.

A motion to approve the Plan of Operation, Site Plan, and Building Plan to Increase Outdoor Seating and improve parking subject to Planner approval was made by Morris/Queoff. Motion carried.

Staff Reports:

Waukesha County Supervisor Update – Morris stated he has a meeting tomorrow afternoon with four items on the agenda for the Town of Merton.

A motion to move to adjourn was made by Morris/Griffin. Motion carried. Meeting adjourned at 6:05 p.m.

Respectfully submitted,

Holly R Claas  
Deputy Clerk