

Town of Merton  
Plan Commission Meeting  
Minutes of November 20th, 2024

- Meeting Called to Order by Chairman Klink at 5:30 p.m.
- Pledge of Allegiance led by Chairman Klink
- Minutes of October 16th, 2024, Plan Commission Meeting. A motion to approve the minutes as presented was made by Commissioners Siepmann/Queoff. Motion carried.

Present: Chairman Klink, Commissioners Griffin, Jensen, Morris, Siepmann, and Queoff, Attorney Van Kleunen, Planner Haroldson, and Deputy Clerk Claas

Absent: Commissioner Good

Also Present: Rick Schwalbe and Chris Miller

Old Business: None

New Business:

Request for an Exception to the Height Regulations as an Exception per 17.21(2)(e) Subject to the Approval of the Plan Commission to Build an Accessory Building up to 24 ft in height – Requested by Richard Schwalbe – Tax Key MRTT0376-998-005 – Planner Haroldson said this meets and exceeds the offsets and setback and meets the floor area ratio. The property is in the R-1 district and the building will be approximately 3,000 square feet.

A motion to change the building height for Mr. Schwalbe on Beaver Lake Road subject to all the conditions was made by Commissioners Morris/Jensen. Motion carried.

Certified Survey Map to Combine Parcels on the Same Tax Key into One Legal Description to Construct a Single-Family Residence on Flynn Road – Requested by Chris Miller on Behalf of John and Ellen Hayes – Tax Key MRTT0341-019-003 - Planner Haroldson stated there's two parcels that they're having to combine in a certified survey because this is part of a platted subdivision. They are combining it to build a new house. Planner Haroldson said there is a problem with an overlap with certified survey map 12249 that is to be resolved by a quit claim deed. Waukesha County needs to review the certified survey map. Planner Haroldson stated they need topographical lines added to the survey, the Waukesha County Treasurer does not need to be on the certified survey map, the Village of Merton has extraterritorial jurisdiction and they need to be added, and name changes need to be changed on page 3.

A motion to recommend to the Town Board approval subject to Waukesha County comments and Town Staff comments for the final certified survey map for this address was made by Commissioners Siepmann/Queoff. Motion carried.

Planner Report Marilyn Haroldson – asked the Plan Commissioners if they have any thoughts or comments regarding cargo containers to send them to her because they're working to put together a small focus group of the businesses in the industrial park to see what their input is.

County Board Supervisor Report Richard Morris – stated the County adopted the budget and it was signed by the County Executive. Mr. Morris notified the Plan Commission that he would not be seeking re-election for the Town Board.

DPW Director Report Paul Griffin – had nothing to report.

A motion to adjourn was made by Commissioners Jensen/Griffin. Motion carried. The meeting was adjourned at 5:42 p.m.

Respectfully submitted,  
Holly R Claas, Deputy Clerk