

Town of Merton
Plan Commission Meeting
Minutes of October 3, 2018

- Meeting Called to Order by Chairman Klink at 5:30 p.m.
- Pledge of Allegiance led by Chairman Klink
- Minutes of the September 5, 2018 Plan Commission Meeting. A motion to approve the minutes as written was made by Morris/Siepmann. Motion carried.

Present: Chairman Klink, Commissioners Griffin, Fleming, Morris, Siepmann, Good, and Jensen, Attorney Chapman, Planner Haroldson, and Deputy Clerk Claas.

Also Present: Tom Halquist, Ed Natug (sp?), Jacob Waters, Mr. & Mrs. Patrick Reetz, and Amy Barows

Old Business:

New Business:

Site Plan/Plan of Operation Process Improvement Proposal by Waukesha County – Amy Barrows –Waukesha County is looking to expedite the Plan of Operation process for businesses that have very minor changes for the same use as the previous use. County will review and send a staff report to the planner who can add conditions. This is only for properties in shoreland jurisdiction. Applicants would be charged a single fee including a nominal fee for the Town and County would reimburse the Town.

Update on the Conditional Use Permit for Halquist Stone Company, Inc (aka North Lake Sand & Gravel) – Kilbourne Road – as provided by Tom Halquist – MRTT0324-991-001 – Halquist has taken sole ownership of North Lake Sand & Gravel and would like start operations back up. Halquist reviewed his plans to the Plan Commission and intends to be actively operating by April 1st, 2019 with some new equipment. Haroldson stated he should come back to the Plan Commission with a formal submittal and a narrative in writing.

Certified Survey Map to Combine Lot – Located at W326N6930 North Lake Drive – Requested by William & Mary Judge – MRTT0366-017 – Haroldson stated the Judge’s merged their lots to create one tax key. They will be combining two legal descriptions and plan to tear down the existing house and build a new one.

A motion for a conditional approval of the CSM to recommend to the Town Board with recommended changes from the Town and the County for final approval was made by Morris/Jensen. Motion carried.

Plan of Operation for Waters Auto Detailing, LLC – Located in the Former Powersports Building – Zoned B-2, Business District – N68W33790 CTH K – Requested by Jake Waters – MRTT0362-993-002 – Haroldson stated this type of use is not listed in B-1 or B-2 zoning, but is appropriate for the districts. Waters will be offering inside and outside cleaning of vehicles. Everything will be done inside and only employee vehicles will be outside.

A motion to approve was made by Fleming/Siepmann. Motion carried.

Request for More than One Driveway Entrance and Approach to the Property Located at W288N7954 Park Drive – Requested by Patrick Reetz – MRTT0335-068 – Haroldson stated the property has 95 feet of road frontage which is less than the required frontage. Reetz applied to Waukesha County for a concrete slab for a parking area, and Waukesha County approved the concrete slab but didn’t take into consideration the slab may need access to Park Drive and approval from Town Highway Superintendent for an additional approach. The Highway Superintendent has since denied the second approach because Park Drive is a substandard

road; there are existing drainage problems on the road, houses on Park Drive have narrow road frontages creating many driveways too close together. There are concerns that others in the area may want to have a second driveway. Waukesha County cannot give access to a Town road. This is a non-conforming lot on a non-conforming road. The slab was put in within a few days of receiving Waukesha County's permit. Griffin stated the concrete in the road right-of-way has been cut out, but the access is an issue. Almost everything is impervious and leads drainage to the road.

Reetz reviewed the steps he took in getting approval to install the concrete slab. He indicated he called the Town and was told to call Waukesha County. He said there was no wrongdoing on his part and received the permit on August 30th and had the work completed on September 8th. Jake from Waukesha County called him on September 11th to inform Reetz that a driveway permit through the Town should have been pulled.

A motion to grant the request because of extenuating circumstances to put a second access in was made by Morris/Fleming. Motion carried. Griffin opposed.

Upated Amendment to the Appeals Section of the Fence Ordinance as Prepared by Attorney Chapman – 14.02 Fences (12) and (7) Fowl Restrictive Fences – Haroldson stated the appeal process for fences was weak and need strengthening in the appeals process. Haroldson stated we are getting concerns regarding geese fences and proposed adding Fowl Restrictive Fences to the ordinance.

There were concerns about listing the dates fowl restrictive fences are allowed because of unpredictable weather, the height limitations of the fowl restrictive fence, and the materials these fences can be made of. The Plan Commissioners will revisit this portion of the proposed ordinance amendment at a later date.

A motion to amend fence ordinance 14.02 (12) as proposed was made by Siepmann/Morris. Motion carried.

Request for Sign Materials for Oconomowoc River Conservancy Park – Requested by Jon Brozovic – Eagle Scout Project, Trails, Bench & Signs – Haroldson stated this is for the Oconomowoc River Conservancy Park project for the Eagle Scout, Jon Brozovic, to help pay for materials up to the amount listed on the list he provided. He will need to provide receipts to the Town.

A motion to approve was made by Fleming/Siepmann. Motion carried.

Recommendation to Waukesha County on the Site Plan/Plan of Operations Process - A motion to approve subject to staff review was made by Siepmann/Fleming. Motion carried.

If anything was questionable, the Town would have the option to bring it to the Plan Commission. Klink stated Haroldson would make a report to the Plan Commission.

Planner Report: Zoning Violations, Business Activities, Other – These items were not discussed.

A motion to adjourn was made by Fleming/Siepmann. Motion carried. Meeting adjourned at 6:55 p.m.

Respectfully submitted,

Holly R Claas
Deputy Clerk