



Village Hall, 262-567-2757
Fax, 262-567-4115
Highway Dept., 262-567-2422
Police Dept., 262-567-1134
Building Inspector, 262-490-4141
www.summitvillage.org

Summit Village Hall • 37100 Delafield Road • Summit, WI 53066

MINUTES

Village of Summit Plan Commission

Thursday, October 17, 2024 5:30 p.m.

CALL TO ORDER

Chairperson Siepmann called to order the Village of Summit Plan Commission meeting Thursday October 17, 2024 at 5:30 pm.

ROLL CALL AND CONFIRM POSTING

Deputy Clerk/Deputy Treasurer Sarah LaValliere took roll and confirmed the meeting was posted as required and requested to the Village Posting board and Website. Commissioners present were:

- Jim Petronovich
 - Annette Kaja
 - Jay Obenberger
 - Matthew Katz
 - Paul Schmitter
 - Alt. Joan Gucciardi (05/2023)
- Not in attendance - Sandra Murray

Also present were: Chairperson Jim Siepmann, Planner Amy Barrows, and Deputy Clerk/Deputy Treasurer Sarah LaValliere

PLEDGE OF ALLEGIANCE

MINUTES

- August 15, 2024
- September 19, 2024 – Minutes were not available and will be presented at the next meeting.

MOTION: (Petronovich, Kaja) *to approve the August 15, 2024 minutes as presented.* Carried

Next meeting date – proposed for Thursday, November 21, 2024 at 5:30 p.m.

PUBLIC HEARING:

Chairperson Siepmann opened the PUBLIC HEARING at: 5:32pm

Receive comments and discuss a proposed text amendment of the Village of Summit Zoning and Shoreland Protection Ordinance initiated by the Plan Commission of the Village of Summit. The request includes an amendment to Section 111-354(c) and possible other related sections to allow single-family or multi-family residential as a

permitted accessory use in the NC Neighborhood Commercial District subject to conditions. The proposed text amendment has been revised since the public hearing that was held on August 22, 2024 regarding the same topic.

Planner Barrows provided a summary of the request and revised amendment.

There is no public comment for this public hearing.

Chairperson Siepmann closed the PUBLIC HEARING at: 5:34 pm

REGULAR BUSINESS:

7a. Discussion and action on a proposed text amendment of the Village of Summit Zoning and Shoreland Protection Ordinance initiated by the Plan Commission of the Village of Summit. The request includes an amendment to Section 111-354(c) and possible other related sections to allow single-family or multi-family residential as a permitted accessory use in the NC Neighborhood Commercial District subject to conditions.

There was conversation about the text amendment and the allowance of multi-family units in a Neighborhood Commercial District. There is concern among commission members that someone could build an unoccupied commercial space and have a multi-family unit on the unoccupied parcel.

At the last meeting, Plan Commission asked for verbiage in the text to require that housing type remain consistent with surrounding neighborhood. Planner Barrows references provision E in the text: the location number size and design of dwelling units shall be reviewed by plan commission. Therefore, the plan commission has discretion.

There is additional conversation, and it is decided that the text as written is sufficient.

MOTION: (Obenberger, Schmitter) *Recommend Village Board adopt the enclosed ordinance, subject to Village Attorney review, that creates Section 111-354(c)(4) of the Zoning and Shoreland Protection Ordinance, adding single-family and multi-family residential uses as an accessory use in the NC Neighborhood Commercial Zoning District provided certain conditions being met. – Carried*

Matt Katz - Nay

7b. Discussion and action on request by Jeff Stoll for Site Plan Development approval to accommodate a parking lot for Hogg Alley on property owned by 34311 Venice Beach Road LLC and located at 34311 Venice Beach Road (SUMT0669056).

Planner Barrows reviewed the parking lot Site Plan for the Commission and reviews conditions recommended for approval.

Jeff Stoll is at the meeting to answer any questions.

MOTION: (Katz, Petronovich) *To approve the applicant's request for Site Plan Development Improvements for a parking lot with 20 parking stalls on property located at 34311 N. Venice Beach Road LLC, subject to the following conditions being met:*

1.) *The Certified Survey Map that prohibits the sale of 2008 N. Venice Beach Road and 34311 N. Venice Beach Road in separate ownership shall be recorded prior to the commencement of parking lot improvements.*

- 2.) *The Stormwater Maintenance Agreement shall be signed and recorded with Waukesha County Register of Deeds prior to commencement of parking lot improvements.*
- 3.) *A building plan for the shed, including exterior elevations and materials, shall be submitted to the Plan Commission for review and approval prior to construction.*
- 4.) *The lighting details, including total height, type, materials and color, shall be submitted to Plan Commission for review and approval prior to the installation of lights. The lights shall be turned off within one hour of business closing.*
- 5.) *The landscape plan shall be implemented prior to any customers using the parking lot. The four deciduous shrubs along the west lot line shall be replaced with evergreen shrubs that are at least 4 ft. in height.*

Also, subject to proper light shielding from the North. - Carried

Agenda item UPDATE regarding Village Board action on Plan Commission matters is taken out of order.

Planner Barrows reviewed

Lake Country Classical Academy withdrew application

- Rogers Rezone and CSM - approved
- The Village Board Appointed Village Board members to the Subcommittee. Jim Petronovich and Jack Riley and the Plan Commission will appoint members next month.
- SEWRPC adopted a water quality plan that affects Dousman. The area being developed in the SE at 18/67 will be provided sewer and the Buth property along STH 67 and already developed lands north of USH-18 and west of STH 67 are removed which are still be part of the Village of Summit and not to be transferred. The Village Board asked Planner Barrows to check the intergovernmental agreement to see if there were sewer service commitments that were presented at that time.

7c. Discussion and provide feedback regarding request by John Siepman, Siepman Realty, to develop a 12-lot single-family subdivision on property owned by Mark and Eileen Lurvey Trust, located at 543 S. Wayfare Trail (SUMT0714999001).

MOTION: (Petronovich, Gucciardi) *to allow Matt Katz Chair the meeting* - Carried

Chairperson Jim Siepman removes himself for this agenda item.

Planner Barrows reviewed the request by John Siepman, Siepman Realty, to develop a 12-lot single-family subdivision on property owned by Mark and Eileen Lurvey Trust, located at 543 S. Wayfare Trail (SUMT0714999001). The proposal is to rezone to A-2 and R-3 Conservation Subdivision instead of A-1. A summary of the staff report was provided. The applicants are looking for feedback from the Plan Commission regarding the current proposal.

John Siepman presented information related to the proposal and discussed the river access parking lot near 67 and the opportunity to keep cars off the right of way.

The Plan Commission reviews and had discussion about the proposed development. Plan Commission had questions about the long-term plan for Dousman as it relates to the Lincolnwood West subdivision plat that will eventually be transferred to Dousman. Dousman's long-term land use designation is commercial.

No motion is required currently: The applicant is seeking feedback prior to submitting any formal applications for the rezone and subdivision plat.

The Plan Commission approves of the proposed plan and would endorse the rezoning request.

Taken out of order - UPDATE regarding Village Board action on Plan Commission matters (considered earlier on agenda)

ADJOURN Plan Commission meeting.

MOTION: (Schmitter, Obenberger) *To ADJOURN the Plan Commission meeting at 6:45 pm .* Carried

Respectfully submitted,

Sarah LaValliere

Deputy Clerk/Deputy Treasurer

Next meeting date: November 21, 2024