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

**MINUTES**  
**Village of Summit Plan Commission**  
**January 16, 2025**

**CALL TO ORDER**

Chairperson Siepmann called to order the Plan Commission meeting at 5:30 p.m. on Thursday, January 16, 2025 at Summit Village Hall, 37100 Delafield Road, Summit, WI.

**ROLL CALL AND CONFIRM POSTING**

Deputy Clerk LaValliere took roll call and confirmed that the meeting was noticed to the local media as required and requested and posted on the Village posting board and website. Commissioners present were: Matt Katz, Paul Schmitter, Jim Petronovich, Sandra Murray, Annette Kaja, and alternate Joan Gucciardi. Also present were: Chairperson Jim Siepmann, Planner Amy Barrows and Deputy Clerk/Deputy Treasurer Sarah LaValliere. Commissioner Jay Obenberger was not in attendance.

**MINUTES**

- November 21, 2024
- December 19, 2024

Minutes were not available for this meeting and no motion was made.

Next meeting date – proposed for Thursday, February 20, 2025, at 5:30 p.m.

Commissioner Schmitter will not be in attendance for the February meeting.

**REGULAR BUSINESS:**

Discussion and action on a request by Paul Grzeszczak, Briohn Building Corporation, for an Extraterritorial Certified Survey Map to create two lots for industrial use and an outlot on property owned by Waukesha County. The property is located at W339 S1742 CTH C in the Town of Genesee (GNT1463998).

Planner Barrows reviewed her summary included in the meeting pack.

Applicant Paul Grzeszczak, Briohn Building Corporation gave a review of the CSM and answered questions from the Plan Commission. The lower parcel is being created for a particular user. There may be additional land divisions for the parcel to the north based on the number of users for that area.

**MOTION:** (Schmitter, Murray) *to recommend Village Board acknowledge the proposed CSM for the creation*

of two lots and an outlot on property located at W339 S1742 CTH C and report no objections to the Town of Genesee and Waukesha County. Carried.

Matt Katz recuses himself for the remainder of the meeting and let the room.

Discussion and action on a request by Geoffrey Stein for a Certified Survey Map to transfer adjacent lands from property owned by Carol Burgess located at 37336 Sunset Drive (SUMT0708995) to property owned by Geoffrey Stein located at 37242 Sunset Drive (SUMT0708987) and to waive the inclusion of the remnant parcel on the Certified Survey Map.

Planner Barrows reviewed the summary included in the Plan Commission pack.

Bridget Hubing Reinhart, Boerner, Van Deuren appeared on behalf of the applicant Jeff Stein to answer any questions the Plan Commission might have. The garage is over the lot line by 1 foot. and when her client purchased the property, he thought he owned the land including the garage and area behind the storage sheds. They are trying to avoid any issues with their neighbors. Commissioner Murray asked if there was any precedent to allow a remnant parcel waiver. Chairperson Siepmann said that the Village has approved several waivers.

**MOTION:** (Schmitter, Murray) *to recommend that the Village Board approve the Certified Survey Map to transfer adjacent lands and to exclude the remnant parcel from the Certified Survey Map, subject to the following conditions:*

- A. *APPROVALS FROM ALL OBJECTING AND APPROVING BODIES: Petitioner shall satisfy all comments, conditions and concerns of the Wisconsin Department of Transportation, Village Engineer, Surveyor, and Planner prior to approval of the final Certified Survey Map.*
- B. *SUBJECT TO REIMBURSEMENT OF EXPENSES. As a condition precedent to this conditional CSM approval taking effect, the Petitioner shall pay all fees, costs, and assessments due and owing to the Village of Summit, and for reimbursement of any expenses, costs and disbursements which have been incurred by the Village of Summit in the drafting, review or enforcement of this conditional CSM approval, including without limitation by reason of enumeration, design, engineering, inspection and legal work.*
- C. *UTILITY CONNECTION FEES. As a condition precedent to this conditional CSM approval taking effect, the Petitioner shall pay all utility connection fees owed to the Village of Summit. Note: **The CSM does not result in the creation of any new lots. Therefore, this condition does not apply.***
- D. *BUSINESS OR COMMERCIAL USE. There shall be no commercial or business use on this lot, except as specifically permitted within or pursuant to the applicable Zoning Code.*
- E. *ONE YEAR TO SATISFY CONDITIONS. Subject to the Petitioner satisfying all of the aforementioned conditions within one year of the Village Board granting conditional final approval of the CSM's.*

Carried.

UPDATE regarding Village Board action on Plan Commission matters

Planner Barrows provided an update regarding actions taken by the Village Board.

- Lurvey rezoning and associated preliminary plat for “The Gathering” subdivision was approved subject to conditions of the Plan Commission, including:
  - The village reserves the right to obtain easement on the Lurvey property.
  - The village attorney recommended a note be put on the CSM regarding the bridge on the parcel so that the village wouldn’t have any liability.
- Hog farming and dairy farming are exempt from permitted uses.
- Lang property rezoning and Certified Survey Map were approved subject to conditions approved by Plan Commission
- Raabe property rezoning and Certified Survey Map were approved subject to Plan Commission conditions.

**ADJOURN Plan Commission meeting**

**MOTION:** (Schmitter, Murray) *to adjourn at 5:48 p.m.* Carried.

Respectfully submitted,  
Sarah LaValliere  
Deputy Clerk/ Deputy Treasurer

**Next meeting date: February 20, 2025**