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

MINUTES

Village of Summit Plan Commission

March 20, 2025

CALL TO ORDER

Chairperson Siepmann called to order the Plan Commission meeting at 5:30 p.m. on Thursday, March 20, 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, Jay Obenberger.

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

MINUTES

- February 20, 2025

MOTION: (Petronovich, Schmitter) *to approve the minutes as presented.* Carried.

Next meeting date – proposed for Thursday, April 17, 2025, at 5:30 p.m.

PUBLIC HEARINGS:

Chairperson Siepmann opened the public hearing at: 5:35 p.m.

Receive comments and discuss a proposed request by Christopher Kadow for a Conditional Use Permit to allow commercial vehicle parking, including the parking of associated equipment, within a new proposed outbuilding. There will also be four designated outdoor parking spaces for employees. The subject property is located at 740 N. Griffith Road, specifically Lot 2 and Out lots 1 and 2 of Certified Survey Map No. 9495, part of the NW ¼ of Section 26, T7N, R17E (SUMT0678994002).

Planner Barrows reviewed the proposed request of Christopher Kadow for a Conditional Use Permit to allow commercial vehicle parking. Planner Barrows reviewed the list of equipment that will be stored in the facility included in the meeting pack. She also included that it is a code requirement that there is no business that operates on the property. An additional item that is proposed is signage alongside the parcel, location and size does comply with the village code (per sign ordinance).

Applicant Chris Kadow, 740 N Griffith Road. He Thanked the plan commission for their assistance in the project and stated there is good neighborly support and the proposed use is a good match as a local business with local benefits and in line with what the Village would like to see.

There are questions from the plan commission regarding architectural elements and how much leeway the applicant will have with “adjustments”. A question about signage on the property arises and size of sign is questioned.

Planner Barrows stated that the proposed sign is in line with the Village Ordinance.

Chairperson Siepmann opened the first hearing for public comment: at 5:40 p.m.

Planner Barrows stated she did have written submissions from the public that were forwarded to Plan Commission 3 in favor and 2 opposed.

Verbal comments at hearing:

Mike Goral 826 Griffith Road – Supports the proposed items and fine with sign.

Cheryl Buth 937 N Griffith Road – Ditto

Mari Weber 920 N Griffith Road – Ditto

Emily Jones 722 N Griffith Road – Support

Plan Commission asked if the applicant would work with Plan Commission to reduce sign size. Applicant Chris Kadow confirms he would.

Chairperson Siepmann closed the first public hearing at: 5:48 p.m. and opened the second public hearing at 5:50 p.m.

Receive comments and discuss a proposed request by Genesee Lake Road LLC, to amend the Zoning Map of the Village of Summit Zoning and Shoreland Protection Ordinance from the A-1 Agricultural District to the R-1 Estate Residential District in order to accommodate a 19-lot single-family conservation type subdivision on property owned by Mary Alice Eschweiler. The areas designated as wetland, floodplain, and environmental corridor will remain unchanged. The subject property is located on the south side of Genesee Lake Road, south and east of the Ravinia Park Subdivision. The property is part of the NW ¼ and NE ¼ of Section 26, T7N, R17E (SUMT0678996).

Planner Barrows reviewed the proposed request by Genesee Lake Road LLC to amend the Zoning map of the Village of Summit from A-1 to R-1 Estate Residential. This is a proposed conservation subdivision that allows 1 acre lot size and 2.2-acre density. Planner Barrows further reviewed what “conservation subdivision” means to the audience. Planner Barrows provides additional details about the proposed conservation subdivision and closes with current housing trends.

Planner Barrows stated there is a letter included in the packet that opposes the subdivision.

Chairperson Siepmann opened the public hearing up for Plan Commission comment.

The Plan Commission asks what the minimum lot size is in Ravinia subdivision. Planner Barrows stated they range between 2 – 3 acres and believes that Ravinia was a PUD with the county.

The following were in attendance at the meeting:
Petitioner Dean Frederick, Technical Engineering Consultants
John Stoker, President, Victory Homes
Mark Ellena, Ellena Engineering Consultants

Petitioner Dean Frederick stated there was a neighborhood meeting last Tuesday and there were 12 attendees, and they were able to hash out a lot of things. It being a conservation subdivision, there is 60% of the property that remains conservation or untouched. The overall density is 3.3 acres per unit and comparable to Ravinia Park Subdivision.

Plan Commission inquired about mounds and petitioner Dean Frederick responds that preliminary testing indicates mounds are applicable like Ravinia Park.

Petitioner Dean Frederick walks through a mockup of the subdivision to the audience at the request of the plan commission.

Chairperson Siepmann opened the Public Hearing up for Public Comment at 6:00 p.m.

Anthony Cortese, 35100 Genesee Lake Road, asks about property taxes and doubling the size of the area by 19 homes. Anthony continued to express concerns about the number of homes in the subdivision and would like to slow down development. He refers to a March 7 letter from SEH (Engineering) that Planner Barrows addresses.

Planner Barrows summarizes the steps to a subdivision and stated this is the preliminary process. The rezone is not effective until the subdivision is approved. The preliminary plat is reviewed once the rezone is approved. There are conditions for approval before the next step of permitting. The subdivision is approved as part of the final plat process and there is no additional public hearing. She also addressed stormwater management, declaration of restrictions and open space management plans.

Anthony Cortese, 35100 Genesee Lake Road asked about the start of the project. Planner Barrows responded that the project could start in fall and the steps in the process are available to the public.

Tom Boyke, 1025 Meadow Park Place, expressed concerns about what is being proposed. The conservation portion does not seem to fit the area with the current lot density. The smaller lot size does not match their subdivision. This is adding to the current subdivision with different development rules. Tom inquired about the proposed stub road with access to the parcel to the south and questions about what the intention of that is for. Is the tree line the conservancy area in the subdivision and who is responsible for maintenance? Will there be a subdivision sign at Meadow Park entrance and asked for no lights. He asked if the stormwater pond located on the south side could be on the north property line to act as buffer from Ravinia Park? He asked about details associated with the turnaround removal and restoration. He would like additional details and requested trees be placed to block the road from the lots in Ravinia Park. Requested that construction traffic use Genesee Lake Road access, not the Meadow Park Place access. The proposed setback differs from the Village standard. He asked why and states this will just push houses closer to their lots.

Eric Swanson 1063 N Ravinia View Lane is concerned with the lot size and number of homes. He wants to know the density of Ravinia Park subdivision. He draws comparison to lot size of the Ravinia Park subdivision and the lot size of the proposed conservation subdivision and is concerned that the smaller lots will affect property value. He also voiced concern about the Bark River, and the traffic problems that happen during the busy season. Eric asked if there is an easement for subdivisions to access the river and is there public access that is approved? What kind? What is the easement and access to the public lake? He is concerned that

additional traffic could present problems.

Eric Cluppert, 1032 Meadow Park – Ditto

Heidi Nunnemacher, 35315 Genesee Lake Rd, stated that she is looking for barrier and buffer requesting mature pine trees, so lights don't light up bedroom at night. She reads a letter from her son that is not in favor of the development. Adding more homes is destroying the community.

Ray Stanek, 1180 Ravinia View, stated that they moved out here for space and agrees with everything everyone has said up to now. Feels that conservancy is a loophole.

Mary Weber, 920 N Griffith Road, ditto everything the others have stated, and expressed concern about views and proximity of lots.

Janean Manders, 3515 N Interlaken Drive, opposes the creation of a subdivision that limits construction exclusively by one builder.

Emily Jones, 722 N Griffith Road, concerned about potential trail access and proximity of new lots.

Chris Kadow 740 N Griffith Road, does Waukesha require easement for park and open space plan. If public trails are involved there is concern that people will be on property trespassing.

Planner Barrows read the email from Craig & Gail Plowman 1068 Ravinia View Lane –referenced written submission to Planer Barrows and opposes lot size and raises traffic safety concerns.

Planner Barrows additionally read the letter submitted via email from resident Heidi Nunnemacher. Concerned about traffic and parking and public access or conservation easement.

Public Comments & Concerns Summarized:

- **Lot Sizes & Density:** Residents expressed concerns that the proposed 1.2-acre lot sizes are significantly smaller than existing neighboring lots (average 2.4–2.6 acres).
- **Neighborhood Character:** Concerns about maintaining the character and feel of the area.
- **Access & Traffic:** Request to direct all construction traffic from Genesee Lake Road rather than Meadow Park Place. Safety at the Genesee Lake Rd./Hwy 67 intersection was also discussed.
- **Buffering:** Requests for tree buffers or vegetation between the new lots and existing homes to reduce light/noise intrusion.
- **Signage & Lighting:** Concerns over potential subdivision signage, especially illuminated signs.
- **Conservation Easements & Trails:** Clarification requested on public access, possible trails, and if Bark River access would be allowed or attract traffic/parking.
- **Stormwater Pond Location:** Suggested relocation to reduce visual and impact on adjacent properties.
- **Developer Restrictions:** Concerns about exclusive builder rights with Victory Homes.
- **Future Precedent:** Question if this subdivision would set a standard for future nearby developments.

Staff and Commission Responses

- **Planner Barrows:** Clarified open space requirements, density calculations, plat process, and that technical review (e.g., stormwater) continues before final plat.

- **Commission Chair:** Explained background on conservation design, zoning code, and comprehensive plan guiding growth in the village.
- **Developer** was asked to work with the Village and adjacent property owners to address concerns, especially buffering and access issues.

This public hearing was closed at 7:09 p.m. and Chairperson Siepmann opened the next public hearing at 7:10 p.m.

Receive comments and discuss a proposed request by Genesee Lake Road LLC, for a Preliminary Plat to accommodate a 19-lot single-family conservation type subdivision on property owned by Mary Alice Eschweiler. The areas designated as wetland, floodplain, and environmental corridor will remain unchanged. The subject property is located on the south side of Genesee Lake Road, south and east of the Ravinia Park Subdivision. The property is part of the NW ¼ and NE ¼ of Section 26, T7N, R17E (SUMT0678996).

Commission Chairperson Siepmann: Explained background on conservation design, zoning code and comprehensive plan guiding growth of the village.

Plan Commission questions included access to the pond/lake at the south of the parcel. Ordinary high-water marks will be requested to understand whether it is navigable.

Public Comment:

Heidi Nunnemacher, 35315 Genesee Lake Road. stated that it is a navigable waterway.

Devin Wolf - Wolf Paving has a consultant that is trying to determine if it is a navigable waterway.

Chairperson Siepmann closed the public hearing at: 7:15 PM

REGULAR BUSINESS:

Discussion and action on a request by Kamron Nash, Village of Summit Public Works Director, to construct a parking lot at Genesee Lake Road Park, which is owned and operated by the Village of Summit, located at 37505 Genesee Lake Road (SUMT0685979001).

Planner Barrows reviewed the request to construct a parking lot at Genesee Lake Road Park.

Public Works Director Kamron Nash reviewed the purpose and intent of the project for the plan commission. She also reviewed the parking lot plan and landscaping.

Discussion:

- The Commission discussed using neighbors tree line as screening
- Suggested providing independent screening on village property
- Expressed concerns about agricultural equipment access and potential relocation of stockpile.

Public Works Director Nash acknowledged future plans for bike path and ball diamonds are not part of the current project

- Alternative screening methods were proposed

MOTION: (Katz, Schmitter) *to approve the parking lot improvements subject to the Village providing screening on the east side of the parking lot.* Carried

Discussion and action on a request by Phil Zagrodnik for a Certified Survey Map to combine multiple properties into a single lot of record, including review based on Article X of Chapter 109 Subdivision of Land Ordinance, on property owned by Northcrest Properties LLC, located at 34324 Delafield Road (SUMT0669053).

Planner Barrows reviewed the request for a Certified Survey Map to combine multiple properties into a single lot of record. The applicant is taking several legal lots of record and combining them into one. The combined lot is still slightly non-conforming which is why review is based on article X.

MOTION: (Petronovich, Obenberger) *to recommend that Village Board approve the Certified Survey Map combining multiple legal lots of record, subject to the following conditions:*

A. APPROVALS FROM ALL OBJECTING AND APPROVING BODIES: Petitioner shall satisfy all comments, conditions and concerns of Waukesha County Department of Public Works, and the 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. This lot is subject to compliance with Site Plan and Business Plan of Operation approvals.

E. ONE YEAR TO SATISFY CONDITIONS. Subject to the Petitioner satisfying all the aforementioned conditions within one year of the Village Board granting conditional final approval of the CSM.

Carried.

Discussion and action on a request by Christopher Kadow for a Conditional Use Permit and Site and Building Plan Approval to allow commercial vehicle parking, including the parking of associated equipment, within a new proposed outbuilding. There will also be four designated outdoor parking spaces for employees. The subject property is located at 740 N. Griffith Road (SUMT0678994002).

Chris Kadow, applicant, is asked what size the sign could be to be adequate for his needs on the parcel. He responded that 4' x 4' or 10' square feet is requested to be included in the conditions. Additional considerations should be made in the motion, including architectural review.

MOTION: (Katz, Schmitter) *to approve the Conditional Use request to allow Commercial Vehicle Parking subject to the following conditions:*

Staff is directed to prepare a Conditional Use Agreement, including the following conditions, which are subject to Village Attorney review. Any substantial modifications to the conditions shall be brought back to Plan Commission for consideration.

- 1. The use of the property is limited to single-family residential, agricultural, and parking for commercial vehicles and equipment, and a maximum of four parking spaces for employees that are not related to the property owner or employees that do not live on the property.*
- 2. Commercial vehicle parking and storage are limited to the list enclosed as Exhibit "A". Any modifications to the list shall be presented to the Plan Commission for review and approval as part of a Site Plan Review. An amendment to the Conditional Use is only required if an increase in the quantity of commercial vehicles is proposed. Regardless of the quantity of vehicles and related equipment, all commercial vehicle/equipment parking and storage must remain within the new building. No outside commercial vehicle/equipment parking or storage is permitted.*
- 3. The architecture, location, and design of the new outbuilding and parking area shall substantially comply with the plans submitted to the Plan Commission on March 20, 2025, subject to Architectural Review by staff. If modifications to the building or parking are proposed, and those modifications are deemed substantial as determined by staff, the plans shall be resubmitted to Plan Commission for review and approval prior to commencing any construction.*
- 4. The parking area shall consist of a hard surface. The application states that the parking area will be paved. Any modifications to the surface type require review and approval by Village Staff.*
- 5. The applicant shall obtain an Erosion Control Permit prior to commencing any construction activities.*
- 6. No business operations related to vehicular/equipment storage shall take place on the property. Any other business operation shall comply with the use standards of the Village of Summit Code of Ordinances.*
- 7. All commercial vehicles shall be owned, or leased and operated by, the owner or occupant of the property.*
- 8. The proposed new building shall be located at a minimum of 50 feet from the west lot line. The flooring of the new building shall consist of concrete or other impervious surface.*
- 9. The overhang that extends further west than the existing building that is located directly north of the proposed building shall be removed prior to the issuance of any building permits for the new building.*
- 10. The new building shall comply with all building code standards. The building and fire Inspectors will need to review the proposed use to determine which code requirements must be met.*
- 11. No vehicular or equipment repair or maintenance is permitted.*
- 12. Signage shall not exceed 10 square feet and shall comply with all other standards of Section 23-3 of*

the Village of Summit Code of Ordinances.

13. No exterior lighting is proposed nor permitted to accommodate the new building and parking area.

14. The parking area shall remain screened from view from adjacent properties and the road.

15. No employee vehicles shall be parked on-site, and no commercial vehicles and equipment shall come and go from the property outside of the hours of 7 am – 6 pm, Monday-Saturday.

Carried

Discussion and action on a request by Genesee Lake Road LLC, to amend the Zoning Map of the Village of Summit Zoning and Shoreland Protection Ordinance from the A-1 Agricultural District to the R-1 Estate Residential District to accommodate a 19-lot single-family conservation type subdivision on property owned by Mary Alice Eschweiler. The areas designated as wetland, floodplain, and environmental corridor will remain unchanged. The subject property is located on the south side of Genesee Lake Road, south and east of the Ravinia Park Subdivision. The property is part of the NW ¼ and NE ¼ of Section 26, T7N, R17E (SUMT0678996).

Planner Barrows stated that the rezone is subject to approval of the plat and that she would like to include additional conditions that were brought up this evening and potentially table both agenda items until next month's meeting.

MOTION: (Katz, Petronovich) *to table agenda Item 7D until next plan commission meeting.* Carried.

Discussion and action on a request by Genesee Lake Road LLC, for a Preliminary Plat to accommodate a 19-lot single-family conservation type subdivision on property owned by Mary Alice Eschweiler. The areas designated as wetland, floodplain, and environmental corridor will remain unchanged. The subject property is located on the south side of Genesee Lake Road, south and east of the Ravinia Park Subdivision. The property is part of the NW ¼ and NE ¼ of Section 26, T7N, R17E (SUMT0678996).

MOTION: (Katz, Petronovich) *to table agenda item 7E until next plan commission meeting.* Carried

Planner Barrows provided a verbal **UPDATE** on Zoning Code Land Use Project.

UPDATE regarding Village Board action on Plan Commission matters

- 2 Sugar Island CSM's approved by Village Board

ADJOURN Plan Commission meeting

MOTION: (Schmitter, Katz) *to adjourn the plan commission meeting at 8:00 pm.* Carried

Respectfully submitted,

Sarah LaValliere
Deputy Clerk/ Deputy Treasurer

Next meeting date: April 17, 2025