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

AGENDA
Zoning Code Land Use Sub-Committee
Village of Summit
Thursday, February 13, 2025, 4:00 pm – 5:45 p.m.
At the Summit Village Hall, 37100 Delafield Road

Pursuant to the requirements of Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Village of Summit Zoning Code Land Use Sub-Committee at which it is possible that members of and possibly a quorum or negative quorum of members of other governmental bodies of the municipality may be in attendance in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above-noted date, time, and location.

Notice of Quorum: Staff is to announce if a quorum or negative quorum of a governmental body is in attendance at the meeting and directs that the minutes reflect that a quorum or negative quorum of a governmental body is present and that the members may be making comments under the public input section of the agenda, during any public hearing(s) or rules are suspended to allow them to do so.

1. CALL TO ORDER
2. ROLL CALL AND CONFIRM POSTINGS
3. Introductions and sub-committee meeting structure
4. Summarize results of October 3, 2024 Joint Plan Commission-Village Board Meeting
5. Prioritize the order of uses to be discussed by sub-committee (taken from prioritized uses from October 3, 2024 Joint Plan Commission-Village Board Meeting)
6. Initial discussion regarding benefits and impacts of each prioritized use
7. Next steps & schedule next meeting date
8. Public Input

Public Input will be limited to the last 15 minutes of the meeting, **beginning at 5:30 pm and ending at 5:45 pm**. Individuals will be allowed to speak for a total of 1 minute. Public Input is limited to the topics discussed by the Zoning Code Land Use Sub-Committee as specified on the agenda.



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MINUTES

Joint Village of Summit Plan Commission & Village Board Meeting October 3, 2024

CALL TO ORDER

President Riley called to order the special Village Board meeting to order at 5:30 pm on Thursday, October 3, 2024 at Summit Village Hall.

Chairperson Siepmann called to order the special Plan Commission meeting to order at 5:30 pm on Thursday, October 3, 2024 at Summit Village Hall.

ROLL CALL AND CONFIRM POSTING

Administrator-Clerk/Treasurer Michael confirmed that the meeting was noticed to the local media as required and requested and posted on the Village posting board and website. Trustees present were: Kraig Arenz, Sr., Jim Petronovich, Justin Phillips and Jeff Lee. Also present were: President Riley and Administrator-Clerk/Treasurer Debbie Michael.

Plan Commissioners present were: Matt Katz, Paul Schmitter, and Jay Obenberger. Also present were Chairperson Jim Siepmann and Planner Amy Barrows.

PROJECT PURPOSE & OVERVIEW: Discuss potential zoning ordinance text amendments related to available land uses (permitted/conditional use)

Planner Barrows explained why we are here and why this project is being proposed and what ~~to do~~ the Village can do going forward. The idea is to create a project ~~to reintroduce items going forward~~ that considers reintroducing or newly introducing uses in certain zoning districts. Alternatively, the village can decide to not move forward with the project but we don't have to.

Planner Barrows provided a powerpoint presentation and explained that the zoning code has limited uses and limitations are mostly related to more unique uses that don't fit into other zoning district areas and were historically conditional uses which have been removed. We are not talking about any specific properties at this meeting. As an example, event barn type facilities, the purpose is to utilize more rural grounds versus a commercial district, meant to be out in a rural environment. For these land uses, the Village needs to decide if they want to encourage land use changes on some of these properties, under what circumstances, where and with what conditions.

Currently the Comp Plan acknowledges agricultural uses are not long term. Vision Statement: The Village of Summit is dedicated to maintaining its community-oriented rural residential environment in a manner that supports a strong education system, preserves its outstanding natural resources, provides cost effective village services, and balances its tax base through responsible development along the I-94 and CTH DR corridor, all while generating civic pride and encouraging active citizen participation.

The I-94/DR Corridor and area west of Village Hall will free up because it sounds that sewer is available since the area to the east in Oconomowoc has reached the 80%.

Related to the John's property at I-94/CTH P, people do come in with proposals, the owners want to sell the property but the sewer cost there is high and makes any type of residential development hard. If the Village wants to incentivize development on that property that would require some special provisions.

Sustainable Development requires the combination of looking at a strong social community, economy and environment. Studies show that residents and business owners want to have this combination, they value the natural resources and being close to where they work and live. You will get the higher tax revenue versus cost.

In 2018 the Village removed many Conditional Uses as part of Act 67. That was from a court case related to frac sand mining. The intent at the time was to come back to those uses removed and if they should be reintroduced with more restrictions.

REVIEW LAND USE TABLE: Discuss existing permitted and conditional uses per district, including recommended additions and deletions

Planner Barrows stated she would like to capture information to create a project scope to move forward. If it is a permitted use, if conditional use it is quasi-judicial and can use some discretion but any conditions or denials have to follow what has been specified in the code. You do want to write in as many provisions as you can think of, the burden is on the applicant to prove they meet the conditions of the permit.

Table: Land Uses Permitted

Many communities are adopting this table and including in the code.

P Permitted by Right

C Conditional Use Permit

Black P & C = existing

Blue P or C = recommendation to add

Red P or C = recommendation to remove

Residential Land Uses

Add P's to single-family duplexes, multi-family in neighborhood commercial

Recommendation to add Community Living Arrangement, Family day-care home, Private outdoor recreation facilities to MF-2 Multi-family Residential

Agricultural Land Uses

Recommendation to add P to Animal Hospital in Business Park

Consider including beekeeping provision and add definition of nursery.

Institutional Uses

Medical Hospitals are not allowed in the code right now, there was discussion about a specialty type hospital such as an orthopedic hospital being allowed. Planner Barrows stated we should leave it in the table for discussion.

Day schools already been addressed and code amendment made it permitted.

Commercial Uses

Recommendation to modify bakery (retail only) and allow limited production.

Home Occupations

Village Attorney has advised that they don't need approval but we've had a couple recently that have gotten extensive. So there should be a review process

Medical Office or Clinic is permitted in Business Park. Recommendation to add to Neighborhood Commercial and same with Dental Office.

Profession and professional services recommendation to add as permitted in Neighborhood Commercial.

Indoor Storage should at minimum be defined and decide if the Village wants to allow them or not. There was a question of where "distribution" fits into our code. Planner Barrows to research that.

Recommend Health Clubs in NC like a yoga studio or personal trainer, not like a YMCA.

President Riley asked about a boutique style, small hotel and would like to talk about that for Neighborhood Commercial.

Add Animal hospitals to Neighborhood Commercial. Limit runs, and kennels and potentially limit to small animals associated with those.

Accessory Uses

Attached or detached private garages we don't allow in NC, BP and IN, is that intentional? It was requested to have a broader discussion because there are some already in the Institutional District.

Horses needs to be clarified in agricultural zoning, should be a simple project to add it to the table.

Fences are allowed in all districts. Trustee Petronovich has questions about the types of material used. This should be looked at by Amy and Mike Sindorf.

Recommendation to remove private boathouses from MF-1 and MF-2. These are already not allowed but Planner originally recommended inclusion).

Trustee Arenz stated he recommends adding private residential play equipment to A-1 and A-2.

Trustee Arenz asked about 2nd dwelling in agriculture districts.

Additional housing units to be looked at.

Conversion of home to be removed from A-1 and A-2.

Roadside stands to be discussed further in other districts.

Comprehensive Plan has mixed use category but there is not a zoning district called that.

PRIORITIZE USES: Discuss uses that have been removed from the zoning ordinance and consider reintroducing certain uses and adding new uses

Planner Barrows reviewed the table and explained the first several were uses in the code but then removed as a result of Act 67: senior living, commercial kennels, contractor's yard, solar energy, bed & breakfasts, wholesale commercial greenhouses, housing for seasonal employees, hunting clubs/private game farms.

Remainder are uses that have been coming up or are uses in neighboring communities.

If there are things that you really don't want the Village to consider, then we should know that.

Mixed Uses, for example, could include a property that will have a resort, clubhouse, restaurant, bar that is really hard to fit into a zoning district. Golf courses are only allowed in Institutional zoning right now and not those other elements. You could stretch what a golf course means.

The members were asked to pick the 5 highest ones that they want to focus on as the first project.

The following were the results:

1. Contractors Yards/Landscape Business
2. Event Facilities
3. Agri-tourism Uses
4. Storage of boats/trailers
5. Limited family business
6. Mixed Uses

The group also expressed interest in have a separate discussion regarding fences and lighting.

IDENTIFY FUTURE PROJECT SCOPE: Based on prioritized uses, identify components of a project scope, including:

- A. Project purpose and goals – this will be an additional cost if Amy does it because she cannot do during her normal business hours.
- B. Project participants – advisory committee or sub-committee. Recommend 2 from Village Board and 2 from Plan Commission, likes the way we did it for the Comp Plan. Public participation was discussed. It would have to be somebody that is knowledgeable. Jim & Paul should be involved if they are to include public participants. Trustee Arenz recommended two from Village Board, two from Plan Commission and Planner Barrows. The meetings should include a time for public participation/input. Agenda items should be very specific. Jack should decide on who for Village Board members and Jim to make recommendation for Plan Commission. *Put on November agenda.
- C. Tasks related to achieving project goals
- D. Timeframe
- E. Costs (TBD)

Chairperson Siepmann stated that over the last week the Village has had two projects brought in for discussion; a large golf course and a very large industrial building proposed along the freeway. Plan Commission is going to start dealing with these issues very soon and the question is, how do they get to the Village Board members to determine if they should start to work on this. Trustee Arenz stated sometimes they can't give an opinion up front.

Planner Barrows stated the industrial business would need a rezoning and there should be a concept submittal to both Plan Commission and Village Board before a formal proposal.

Trustee Phillips stated he thinks we need to diversify our development because we are running out of residential development and he likes the idea of additional economic development and increasing our tax base.

Commissioner Katz asked about the event barn issue coming back to them four times, is there any way that we can get a definitive yes or no. It was a painful process for them, the applicant, the neighbors. Planner Barrows stated that is the goal of this process.

ADJOURN JOINT PLAN COMMISSION AND VILLAGE BOARD MEETING

MOTION: (Lee, Arenz) *to adjourn Special Village Board at 7:30 p.m.* Carried.

MOTION: (Schmitter, Katz) *to adjourn Special Plan Commission at 7:30 p.m.* Carried.

Respectfully submitted,

Debra J. Michael, WCMC
Administrator-Clerk/Treasurer

Your input is valuable. If you have not had an opportunity to provide comments and you are unavailable to attend the meeting or you need additional time to provide your comments, you can submit your written comments through the Village website in advance of the meeting at <https://summitvillage.org/contact-us/>.

9. ADJOURN

Respectfully submitted,

Amy Barrows, Village Planner

Posted: **February 7, 2025**

***** Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact the Village Hall at 567-2757.