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

## **MINUTES Zoning Code Land Use Sub-Committee February 13, 2025**

Planner Barrows read the following: 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.

Planner Barrows noted that there was a negative quorum of the Village Board present.

### **CALL TO ORDER**

Planner Barrows called the Zoning Code Land Use Sub-Committee to order at 4 p.m. on Thursday, February 13, 2025 at Summit Village Hall, 37100 Delafield Road, Summit, WI.

### **ROLL CALL AND CONFIRM POSTINGS**

Administrator-Clerk/Treasurer 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. Members present: Planner Amy Barrows, Jack Riley, Paul Schmitter, Matt Katz, Jeff Lee and Administrator-Clerk/Treasurer Debbie Michael.

### **Introductions and sub-committee meeting structure**

Planner Barrows stated we do have an audience tonight and that this group was appointed by Village Board and made up of Plan Commissioners and Village Board members.

The following provided an introduction: Amy Barrows, Contract Planner, Jack Riley, Village President, Paul Schmitter, Plan Commission member, Matt Katz, Plan Commission member, Jeff Lee, Village Trustee and Debbie Michael, Village Administrator-Clerk/Treasurer.

There will be a period at the end of each of these meetings, 15 minutes where the public can comment, this is a working group and need to be as productive as possible. There is also a link included on the agenda if people want to submit that way. There will be 1 minute allowed and if you cannot meet, that, feel free to submit written comments. We do not need to hear multiple comments at every meeting. After these meetings there will be an update on the Village Board and Plan Commission, this will be updates only, no discussions will take place. Make recommendations to Plan Commission and then to Village Board that will be a formal process and could include text amendments.

Determine if certain uses should be allowed and if so, what districts should they be in and if it should be a permitted use, accessory use or conditional use.

Come up with those conditions and make as specific and measurable as possible. An analysis can be done to see where determined uses would be allowed within the Village. There could be topics that might include public engagement.

No decisions made by this group, advisory group to recommend and document those.

Tonight's focus high level discussion, which uses should be prioritized and do an assessment of pros/cons of certain uses and then take a deeper dive.

Member Lee asked what if there is a 2-2 split. Planner Barrows responded that can be the recommendation.

Will provide an summary document example of one that was already done for Contractor's Yard.

Envision that there will be about four meetings total with possible public input piece of it.

### Summarize results of October 3, 2024 Joint Plan Commission-Village Board Meeting

Planner Barrows reviewed the minutes: why this project is taking place and what issues we are focusing. Re-introduce or introduce uses. Current code is fairly limited for people. There are a lot of uses that are pretty unique and don't fit neatly in a district so other communities have those as conditional uses. If concerns go against intent of the code can deny, uses like a church, don't fit in commercial districts and are placed in the fringes. Here we get a lot of requests for landscape type businesses. The Village used to have more uses in the code but when the law changed in 2017, many were removed and put some from conditional to permitted. It was always the intent that the Village would come back and revisit some of those uses. If this group determines no conditional uses should be allowed that could be the final decision.

Planner Barrows referenced the table that was used at the October 3 meeting.

6 priority uses:

Contractor's yards/Landscape Business

Event facilities

Agri-tourism

Storage of boats and trailers

Limited family businesses

Mixed Uses (no mixed-use Zoning Districts currently)

We will go through all of those tonight.

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)

Planner Barrows provided her recommendation for how to prioritize the schedule: contractors yard, storage of boats and limited family business seem like they could all be similar and put together. Event facilities and agri-tourism together and mixed-use category being the last item.

The group agreed to work on the contractor's yard, storage of boats/trailers and limited family business for the next meeting. Planner Barrows asked them to think about if the uses should be a permitted use or a conditional use. UW Extension has some great resources that we may use at the next meeting.

The group agreed that the second topic would be event facilities and agri-tourism

Mixed Uses could mean multiple principal structures on a property with difference commercial, commercial/residential, commercial/multi-family. There are a few areas intended for mixed use: John's property at Sawyer and I-94 could be a big campus of multiple uses. Summit Village Commons already is a Planned Unit Development with specific uses already planned and along the area west of Brinkmann along Delafield Road.

Initial discussion regarding benefits and impacts of each prioritized use

Contractor's yard

What does it mean to the group, what are concerns, benefits and are there conditions that have to apply?

What it means:

- place where companies store things outside for use (like across the street), landscape materials, machines, vehicles, construction materials, mechanical materials
- customer could come and buy it, parts pick up window for contractors

Conditions/concerns:

- environmental, water quality
- truck traffic
- size of trucks
- noise
- hours of operation
- screening/buffering
- lights on the site/pollution
- parking
- building type/design if visible
- size of lot
- what district(s) would this be allowed in? agricultural A-1 & A-2

Benefits:

- allowing a service that people need

### Landscape/garden center/nursery

- overlap w/contractor's yard/wholesale
- limit retail amount
- plants grown or transported to
- fuel tanks
- fertilizer
- water irrigation
- what district(s) would this be allowed in? agricultural A-1 & A-2
- consider highest benefit of use for property

### Storage of boats/trailers

What does that mean:

- if allowed, it should be indoors so there has to be a building that we get tax base from
- for income/rent/commercial not personal storage
- if outdoor; screen from view, set-backs, lot area, number of boats/trailers
- what district(s) would this be allowed in? A-1 & A-2

### Limited Family Business

What types of business could be allowed in an outbuilding:

- woodworking
- small machine shop
- small engine repair
- auto detailer
- service industry (dog grooming, yoga/massage, hair, photography)

Conditions/concerns:

- customer traffic
- amount of people; employees, parking,
- lights
- screening
- noise
- lot size
- maybe setbacks
- wine tasting
- what district(s) would this be allowed in? Residential R-1 & R-2

### Next steps & schedule next meeting date

Planner Barrows presented a document from the Town of Mukwonago which is a listing of agribusiness land uses and recommended that the group review them for the discussion related to this at a later date. The list included: agricultural animals, aquaculture, crop production, greenhouses, horticulture, agro-ecology center, bird hunting preserve, craft brewery, winery or distillery, farm education, farm inn, farm recreation, farm restaurant, farm store, fee fishing, glamping, health spa, petting farm, U-Cut Christmas trees, and U-Pick operation. as. The list also included definitions for: Agricultural Tourism Activity, Agricultural, Stabe and Agricultural, Commercial from Jefferson County and Agricultural Oriented Business Uses from the Town of Grafton.

Think about if you want any public input as an additional component.

Share list and send link to UW video.

Planner Barrows reviewed her Contractor's Yard Summary Document which includes the Village of Summit definition and also from Waukesha County, Town of Genesee, City of Oconomowoc, Village of Merton. Planner Barrows will bring a draft to the next meeting, members should let her know in the next week if they like the format or want her to consider something else.

Next meeting date: March 13 from 4 – 6 p.m.

### Public Input

Planner Barrows reported we received four emails related to the event facilities.

Nick Hayden, 1231 N Breezeland Road, stated he also submitted online comments, thinks the group should consider sports training into the plans as far as what that will fall under, youth baseball, etc. He also spoke related to bee-keeping stating that he has hives and is a hobby beekeeper and lives in a residential area and would like to be able to keep that an option.

Kevin Tadych, 37736 Sunset Drive, was at WI Agri-Tourism Association meeting and some things that came out is they have a huge economic benefit to communities, several hundred event facilities already established and function flawlessly, almost no complaints, Sasha was here from Mapleton Farms as part of a previous meeting and they didn't have any complaints and doesn't think there are risks. These ideas are all benefits to farm to try and survive and keep the rural character of our community.

Rebekah Carsey, 37736 Sunset Drive, in favor of events and agri-tourism in our community, largest employer Dane County, Ag group would like to come and give information, letters and signatures.

Reviewed format and will check with Attorney Macy.

Member Katz added that he is aware of an organic apple orchard and doubts they would be able to exist without the other component of the event barn.

Meeting adjourned at 5:45 pm.

Respectfully submitted,

Debra J. Michael, WCMC  
Village Administrator-Clerk/Treasurer