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

## MINUTES Village of Summit Plan Commission April 16, 2026

### CALL TO ORDER

Chairperson Siepmann called to order the Plan Commission meeting at 5:30 p.m. on Thursday, April 16, 2026, at the Summit Village Hall, 37100 Delafield Road, Summit, WI.

### ROLL CALL AND CONFIRM POSTING

Deputy Clerk/Deputy Treasurer Sarah LaValliere confirmed the meeting was properly noticed to the local media as required and requested and posted to the Village posting board and website.

Commissioners present were: Jim Petronovich, Sandra Murray, Jay Obenberger, Matt Katz, Paul Schmitter, and Alternate Joan Gucciardi. Also present were: Chairperson Jim Siepmann, Planner Amy Barrows and Deputy Clerk/Deputy Treasurer Sarah LaValliere.

Commissioner Absent: Annette Kaja

### MINUTES

- October 16, 2025
- February 26, 2026
- ~~March 19, 2026~~

**MOTION:** (Petronovich, Schmitter) *to approve October & February minutes as presented..*  
Caried

Next meeting date – proposed for Thursday, May 21, 2026, at 5:30 p.m.

Matt Katz out of town for next meeting

Chairperson Siepmann recognized and thanked outgoing members Joan Gucciardi and Jim Petronovich for their service and commitment to the Village.

1. **PUBIC HEARING** to receive comments and discuss a proposed request by Corrine McHugh, CAM's Canine Campus, for a Conditional Use Amendment to change the property owner and

operator of an existing animal boarding and training facility. No operational changes are proposed. The property is currently owned by MJ Real Estate Acquisitions LLC and operated as Canine Campus Pet Resort. The property is located at 38322 Delafield Road (SUMT0653997001).

Planner Barrows provided an overview of the request to amend the Conditional Use Permit to reflect a change in ownership and operator, with no operational changes proposed. The Conditional Use permit was renewed in January 2026 and will renew again January 2031.

Discussion included clarification of ownership naming Acres vs Acers and review of standard Conditional Use language, including provisions related to changing surrounding land uses.

Chairperson Siepmann opened the Public Hearing at: 5:45 pm

No public comment was received.

Chairperson Siepmann closed th Public Hearing at: 5:46 pm

Discussion followed regarding **Condition #10** of the Conditional Use Agreement, which is a standard provision provided by the Village Attorney. Commissioners expressed concern with the language related to changes in surrounding land use and its potential impact on the existing operation.

The Plan Commission referenced alternative language used in the Redemptorist Retreat Center Conditional Use Agreement and discussed replacing or modifying the current provision for consistency and clarity.

It was the consensus of the Plan Commission to request **legal review of Condition #10**, including consideration of revised language or removal of the provision.

**Recommendation:** The Plan Commission recommends that Condition #10 be stricken or modified, pending review and guidance from the Village Attorney, and that any approved changes be incorporated into the Conditional Use Agreement.

## **REGULAR BUSINESS:**

Discussion and action on request by Corrine McHugh, CAM's Canine Campus, for a Conditional Use Amendment and Business Plan of Operation to change the property owner and operator of an existing animal boarding and training facility. No operational changes are proposed. The property is currently owned by MJ Real Estate Acquisitions LLC and operated as Canine Campus Pet Resort. The property is located at 38322 Delafield Road (SUMT0653997001).

Plan Commission resumes discussion on item 10 of the conditional use and weather or not change causes original conditional use or approval to end. The Plan Commission makes recommendation to ask Attorney the implications of change in verbiage.

Mary Helenski current owner – spoke to the current language having been existing since she has owned the property.

Applicant Corrine McHugh stated that she is willing to accept the condition for now and would like to pursue change in verbiage for item 10 if deemed appropriate and indicated desire to proceed at this time without delay.

**MOTION:** (Murray, Obenberger) to *approve the request to amend an existing Conditional Use Permit to accommodate a change in owner and operator. The Conditional Use Amendment is subject to the enclosed Conditional Use Agreement, which shall not be signed by the petitioner until the property sale takes place. The Conditional Use Agreement shall be reviewed by the Village Attorney before signatures are obtained.* Carried.

Discussion and action on request of Mike and Lori Laylan for extraterritorial Certified Survey Map to create two new parcels on Elm Drive, more specifically located in part of the SE ¼ of Section 11, T7N, R16E, in the Town of Concord, Jefferson County.

Planner Barrows reviewed the request of Mike and Lori Laylan for extraterritorial CSM.

**MOTION:** (Petronovich, Schmitter) to *recommend Village Board acknowledge the Certified Survey Map subject to the City of Oconomowoc Extraterritorial Jurisdiction reference being removed and the reference to the Summit Planning Commission being replaced with Village Board under the Village Board of Summit signature.* Carried.

Discussion and action on request by Julie Van Zeeland, on behalf of Our Mother of Perpetual Help Retreat House of Oconomowoc, to renew an existing Conditional Use Permit and to modify signage for Redemptorist Retreat Center located at 1640A, 1640B, and 1800 N. Timber Trail Lane (SUMT0666993001).

Planner Barrows reviewed the request on behalf of Our Mother of Perpetual Help Retreat House. The existing Conditional Use has been in place since 1961 they are proposing to extend the CU for 5-year period with no operational changes and minor adjustments to signage.

Conversation is had about striking section J. on the Conditional Use.

The renewal dates are questioned and it is determined that January 1, 2031 is the renewal date.

**MOTION:** (Katz, Obenberger) to *approve the request to renew the Conditional Use for an additional five-year period. The next renewal date shall be January 1, 2031. The Conditional Use renewal is subject to the modified enclosed Conditional Use Agreement. The Conditional Use Agreement shall be reviewed by the Village Attorney before signatures are obtained.* Carried

**MOTION:** (Katz, Obenberger)  
*Signage: Motion to approve the modified signs as presented.* Carried.

Discussion and action on request by Charles Kopplin to create a Certified Survey Map that combines a portion of property located at 1521 N. Waterville Road (SUMT0672016006) owned

by Simone Marie Dubois with property located at 1531 N. Waterville Road (SUMT0672015002) owned by Charles Kopplin & Sharon Bardele.

Planner Barrows reviewed the request to create a combined parcel CSM. Planner Barrows provided guidance on what needs to be reviewed prior to Village Board approval.

Applicant Charles Kopplin addressed the concern regarding site conditions including driveway and grading.

**MOTION:** (Katz, Schmitter) *to recommend that Village Board approve the Certified Survey Map to include additional acreage as part of 1531 N. Waterville Road (SUMT0672015002), subject to the following conditions:*

*A. APPROVALS FROM ALL OBJECTING AND APPROVING BODIES: Petitioner shall satisfy all comments, conditions and concerns of the Village Engineer, Surveyor, and Planner prior to approval of the final Certified Survey Map.*

*B. WARRANTY DEED: The applicant shall record an approved warranty deed that transfers Parcel "A" on the Site Plan prepared by LandTech with a revision date of 4/7/2026 to Lot 1 of CSM # 11674 (1531 N. Waterville Road) prior to the recording of the Certified Survey Map. The deed shall clearly state that Parcel A is being combined with Lot 1 of CSM #11674 (1531 N. Waterville Road).*

*C. 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.*

*D. 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 petitioner is not creating any new lots. Therefore, this condition does not apply.*

*E. 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. Kopplin CSM PLANNING & ZONING LLC 2*

*F. 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.*

Carried

**PUBLIC INPUT** regarding proposed amendments to the Village of Summit 2045 Comprehensive Plan and Village of Summit Future Land Use Map, which is part of the Village of Summit 2045 Comprehensive Plan, for Agenda Items 8.A. and 8.B.

**PUBLIC INPUT** for Whitestone is taken first:

Planner Barrows reviewed the request to amend the Future Land Use Map from Industrial/Business Park to Institutional to accommodate a new building.

No public comment was received.

Discussion and action on request of Ryan Buck, Executive Pastor of White Stone Community Church, to amend the Village of Summit Future Land Use Map, which is part of the Village of Summit 2045 Comprehensive Plan, from the Industrial/Business Park designation to the Institutional designation on a portion of adjacent lands to the church property to accommodate a new building used for religious and community related purposes. The property is part of Lot 2 of CSM #11983, located in the SE ¼ of Section 16, T7N, R17E (SUMT0637999009).

**MOTION:** (Murray, Katz ) *to direct staff to draft a resolution for potential consideration by the Plan Commission at the May meeting to amend the Future Land Use Map of the 2045 Comprehensive Plan from the Industrial/Business Park category to the Institutional category on a portion of the subject property, more specifically described in Exhibit A. Carried*

**PUBLIC INPUT** regarding proposed amendments to the Village of Summit 2045 Comprehensive Plan and Village of Summit Future Land Use Map, which is part of the Village of Summit 2045 Comprehensive Plan, for Agenda Item 8.B.

Planner Barrows provided a high-level overview of the proposed conditions for the Comprehensive Plan text amendment and Future Land Use Map amendment, noting that the amendments are contingent upon rezoning the subject properties to a Mixed-Use Zoning District and approval of a Planned Development Overlay District consistent with Village ordinances. Residential development is limited to the north parcel at a maximum of 10 units per acre and 36 acres, while commercial uses are required on the south parcel and along a majority of Pabst Farms Boulevard on the north parcel. The development must obtain all necessary permits within one year of Village Board approval, and the amendments will not take effect until the existing wastewater agreement with the City of Oconomowoc is amended to allow mixed-use development.

The Plan Commission discussed the proposed Comprehensive Plan and Future Land Use Map amendments, focusing on the overall structure of the mixed-use development, including residential density, building scale, and the integration of commercial uses along Pabst Farms Boulevard. Commissioners expressed considerations regarding traffic impacts, long-term compatibility with surrounding land uses, and the importance of maintaining cohesive and high-quality site and architectural design standards through the Planned Development Overlay District. General consensus supported the mixed-use approach as a more flexible and appropriate transition from the existing

Industrial/Business Park designation, while emphasizing the need for continued refinement during subsequent zoning, site plan, and development review processes.

There was follow up on the discussion of dividing the single large proposed apartment building into two or multiple buildings. The Applicant stated that there is no consideration for this at this time, but is willing to willing to break down.

Commissioner Sandra Murray stated she is not comfortable with the higher density and that the proposed density it is not the vision that Village residents have.

Planner Barrows provided 2 letters from Police Department and Western Lakes Fire District that outlined service needs for consideration for the proposed development. The call volume is higher in business park than mixed us and both have different call needs. Commercial is where patrol needs increase.

The applicant provided an update on the traffic study, noting that an updated analysis was completed at the request of staff using the original traffic consultant. The study compared the proposed full build-out mixed-use scenario to prior industrial/business park assumptions. Findings indicated an approximate 6% increase in daily trips under the proposed development compared to the previous study. It was noted that reducing residential density would result in only a marginal decrease in traffic. Weekday morning peak traffic showed a reduction compared to the prior study, while weekday PM traffic reflected a modest increase of approximately 2%. The applicant also noted that industrial or distribution uses would generate similar traffic volumes but with a higher proportion of truck traffic. Saturday peak traffic was identified as the highest increase, with approximately 3% more trips attributed to retail activity. The applicant indicated that detailed reports would be made available to staff for review.

Chairperson Siepmann opened the meeting up for public input at: 6:40 pm

**Bob Storm, 3020 Mendota Drive** expressed concerns regarding the proposed development standards, recommending that language be included to ensure any future commercial development is aesthetically pleasing. Mr. Storm also raised concerns related to increased traffic and requested that traffic studies be made publicly available.

\*Put traffic Studies on website

**Trudy Gerbing, 2825 Yahara Drive** presented a petition containing approximately 164 signatures in opposition to the proposed development. Ms. Gerbing expressed concerns regarding increased traffic, residential density, and the potential impact on property values.

**Peter Zielski, 35263 Yahara Drive** stated a preference for maintaining the property as agricultural or open space, but acknowledged that if development were to occur, a mixed-use approach may be more appropriate than industrial use. He expressed concerns regarding density, traffic, and potential environmental impacts, including water quality within the watershed.

**Steve Khail, 35161 Castle Rock Drive** read a statement into the record outlining concerns related to density, traffic, and environmental impacts associated with the proposed development.

**Barb Reinders, 3095 Walleye Drive** expressed concerns regarding residential density, traffic impacts, and compatibility with the surrounding area. Additional concerns included potential impacts on schools, public safety, and property values.

**Patti O'Day, 2935 Yahara Drive** expressed concern regarding the proposed residential density and the cumulative impact of development between the City of Oconomowoc and the Village of Summit.

**Kim Khail, 35161 Castle Rock Drive** reiterated concerns regarding the proposed density and overall scale of the development.

**Jacob Kappes, 3418 Castle Rock Drive** expressed concern that increased density and traffic could negatively impact safety, particularly for families with young children.

**Rob Reynolds, Castle Rock Drive** acknowledged that development is likely to occur and stated that the proposal presents an opportunity to guide development in a more thoughtful and beneficial manner.

Public Comment closed at 7:05

Planner Barrows reviews the 2045 Comprehensive Plan uses for the audience.

Chairperson Siepmann requests the Plan Commission members to each provide any additional input.

- Obenberger – OK
- Katz – Believes best way forward with transition Mixed use better option
- Petronovich – Mixed use better option
- Schmitter – Seconds what Matt Katz says mixed use provides flexibility
- Murray – Control architecture and density
- Gucciardi – the reality is development is happening and having something that brings vibrancy adds value

Discussion and action on request of Cobalt Partners, LLC to amend the text of the Village of Summit 2045 Comprehensive Plan and amend the Village of Summit Future Land Use Map, which is part of the Village of Summit 2045 Comprehensive Plan, from the Industrial/Business Park designation to the Mixed Use designation on properties located in the northwest corner of I-94 and CTH P (SUMT0629998011, owned by Pabst Farms Land Company C LLC & SUMT0629998012, owned by Pabst Farms Land Company R LLC). The amendment is proposed by the developer, Cobalt Partners, LLC, to accommodate a proposed mixed residential and commercial development known as The Harvest at Pabst Farms.

**MOTION:** (Obenberger, Katz) *to adopt the enclosed resolution recommending that Village Board approve the proposed text amendments to the Village of Summit 2045 Comprehensive Plan and proposed amendment to the Future Land Use Map category from Industrial/Business Park to Mixed Use on parcels identified as Lot 2 and Lot 3 of CSM # 11510 (SUMT0629998011 & SUMT0629998012).*

Roll Call Vote:

- Obenberger - Aye
- Katz - Aye
- Petronovich - Aye
- Schmitter - Aye
- Murray - Aye
- Gucciardi - Aye
- Siepmann - Aye

Discussion and provide feedback on request of Cobalt Partners, LLC to amend the text of the Village of Summit Zoning and Shoreland Ordinance for the creation of a Mixed-Use Zoning District.

Planner Barrows presented the draft Mixed-Use Zoning District ordinance for Plan Commission review and provided an overview of the proposed intent, structure, and applicability of the district. The ordinance is intended to support implementation of the proposed mixed-use development at the Pabst Farms site while establishing design and development standards to ensure cohesive and high-quality outcomes.

The Plan Commission engaged in detailed discussion regarding the scope and application of the district, with general consensus that the ordinance should be limited in applicability to the Pabst Farms/Harvest parcels to avoid unintended impacts on other properties within the Village. Commissioners reviewed the proposed density standards, noting that the draft allows up to 10 units per acre, and discussed alignment with the Comprehensive Plan and the need to maintain appropriate scale and compatibility with surrounding uses.

Discussion also included review of permitted and conditional uses within the district. The Commission recommended revisions to certain uses, including removing or limiting specific categories such as tobacco-related uses, and clarifying allowances for civic, community, and utility-related uses. Additional consideration was given to ensuring flexibility while maintaining appropriate controls over commercial and residential integration.

The Commission further discussed building design and dimensional standards, including minimum unit sizes, with recommendations to eliminate efficiency units and establish a minimum size beginning with one-bedroom units. Parking requirements were also discussed, including the potential for underground parking and the need for the applicant to return with detailed parking analyses to ensure adequacy and functionality.

Signage standards were identified as an area requiring further refinement, with Commissioners expressing interest in restricting or limiting digital signage within the district and ensuring

consistency with the Village's existing sign ordinance. Staff was directed to further evaluate signage provisions and return with additional recommendations.

Overall, the Plan Commission supported continued refinement of the Mixed-Use Zoning District ordinance and directed staff to incorporate feedback, finalize the draft, and schedule a public hearing for further consideration.

Recommending that this text amendment not affect other properties and be applied to the Pabst Farms Harvest parcels.

**MOTION:** (Katz, Schmitter) *to direct staff to finalize mixed use zoning district and hold public hearing at May meeting.* Carried

**ADJOURN** Plan Commission meeting

**MOTION:** (Schmitter, Petronovich) *to adjourn the Plan Commission meeting at 8:02 p.m.* Carried.

Respectfully submitted,

Sarah LaValliere  
Deputy Clerk/ Deputy Treasurer

**Next meeting date: May 21, 2026**