



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

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

## AGENDA

### Village Board Meeting

**Thursday, June 11, 2026, at \*6:30 P.M.**

At the Summit Village Hall, 37100 Delafield Road

1. CALL TO ORDER
2. ROLL CALL AND CONFIRM POSTING
3. PLEDGE OF ALLEGIANCE
4. INTRODUCTION & SWEARING IN FOR POLICE DEPARTMENT PROMOTIONS: Detective Abby Owens & INTRODUCTION & SWEARING IN FOR POLICE DEPARTMENT NEW HIRE: Officer Aeriond Liu
5. PRESENTATION BY VILLAGE AUDITOR – 2025 Annual Audit results
6. PUBLIC HEARING – To receive comments on the request by Cobalt Partners, LLC., to amend the text of Section 9.7.4 Mixed Use Land Use Category 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 to accommodate a proposed mixed residential and commercial development known as The Harvest at Pabst Farms
7. PUBLIC HEARING – To receive comments regarding the creation of a Village Impact Fee for fire facilities
8. PUBLIC COMMENT - limited to 3 minutes total per person
9. *ANNOUNCE EXECUTIVE SESSION*, pursuant to Sections 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – *New Police Officer determination of wage and vacation time*

\*The Board will return to open session following this discussion

*ANNOUNCE EXECUTIVE SESSION*, pursuant to Sections 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – *Public Works Operator six-month review and wage consideration*

\*The Board will return to open session following this discussion

10. CONSENT AGENDA - Items listed under the Consent Agenda are considered in one motion unless a Village Board Member requests that an item be removed from the Consent Agenda

- A. Minutes of May 14, 2026 Regular Meeting
- B. May 2026 payables
- C. Appointment of Successor Agent Brent Barg for the “Class B” Liquor and Class “B” Beer license held by Nemahbin Lake Partners, LLC dba: Highwater Bar & Grill, located at 34422 Delafield Road for the 2025-2026 License Year
- D. Renewal applications for Alcohol Beverage Retail License Class “B” Beer and “Class B” Liquor for a term of July 1, 2026 to June 30, 2027:
  - i. Stolley’s Hogg Alley, LLC, Agent: Jeffery David Stoll, Trade Name: Stolley’s Hogg Alley LLC 2008 North Venice Beach Road
  - ii. Ole LLC, Agent: Phil Zagrodnik, Trade Name: Ole’s Tap LLC 34324 Delafield Road
  - iii. Nemahbin Lake Partners, LLC, Agent: Brent Barg, Trade Name: Highwater Bar & Grill 34422 Delafield Road
  - iv. S&S Lakeside, Inc., Agent: Karlis Vecitis, Trade Name: Lucky Chucky’s 37238 Valley Road
  - v. GLP Acquisitions LLC, Agent: Ann Rollefson, Trade Name: Golden Lake Pub 604 S Golden Lake Road
- E. Application for Alcohol Beverage Retail License Class “B” Beer for a term of July 1, 2026 to June 30, 2027:
  - i. Miller’s Sandy Beach Diner, LLC, Agent: Ann Rollefson Trade Name: Miller’s Sandy Beach 460 S Golden Lake Road
- F. Application for Cigarette and Tobacco Products Retail License for: Stolley’s Hogg Alley, LLC and Ole, LLC for a term of July 1, 2026 to June 30, 2027
- G. Acceptance and designation of donated funds from Silver Circle Sports Events

11. PLANNING DEPARTMENT

- A. Discussion and action on an Ordinance to amend the text of Section 9.7.4 Mixed Use Land Use Category 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 to accommodate a proposed mixed residential and commercial development known as The Harvest at Pabst Farms

12. WESTERN LAKES FIRE DISTRICT

- A. Monthly Report
- B. Discussion and action on an Ordinance for Fire Impact Fees

13. PUBLIC WORKS DEPARTMENT

- A. Monthly Administrative Report
- B. Discussion and action on reservation fee waiver request for rental of Genesee Lake Road Park by Faith Baptist Church
- C. Discussion on workgroup for revised Oconomowoc Area Baseball Club (OABC) Park License Agreement
- D. Discussion and action on revision to Village Purchasing Policy
- E. Discussion and action on proposal from Green For Life (GFL) for an extension of the Municipal Solid Waste and Recycling contract
- F. Discussion and action on consideration for special permission per Section 24-34(b)(2)(i)(a) of the Village of Summit Code to allow for a driveway width exceeding 24” at 1976 N Oak Grove Road
- G. Discussion and action on request of Genesee Lake Farms Homeowners Association for decorative hardware and traffic signage

- H. Discussion and action on proposed Resolution to Amend the Official Traffic Map to prohibit parking on N. Cedar Ridge Road
- I. Discussion and action on Waterville Lake Dam ownership

14. POLICE DEPARTMENT

- A. Monthly Report

15. VILLAGE BOARD

- A. Discussion and action on appointments to the following:
  - a. Zoning Board of Appeals: 1 *three-year regular*
  - b. Board of Review: 1 *one-year regular*, 2 *two-year alternates*
- B. Discussion and action on resolution for authorization of borrowing for 2026 Capital Improvement Projects
- C. Discussion and action on outreach efforts to Lyte Fiber to provide service to residential properties in the Village of Summit
- D. Discussion and action on topics for June 30 Strategic Planning meeting
- E. Discussion and action to set items for July 9, 2026 regular Village Board meeting

16. MOTION TO GO INTO EXECUTIVE SESSION, pursuant to Sections 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – *New Police Officer wage and time off benefits*

17. MOTION TO GO INTO EXECUTIVE SESSION, pursuant to Sections 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – *Public Works Operator six-month review and wage consideration*

18. ROLL CALL VOTE

19. Discussion and action on vacation time allotted and wages for new Police Officer

20. Discussion and action on wage adjustment for Public Works Operator

21. ADJOURN VILLAGE BOARD MEETING

Respectfully Submitted,

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

**Next Regular Meeting: July 9, 2026**

**Posted: June 5, 2026**

\*\*\*\* 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.

It is possible that members of and possible a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any other governmental body except by the Village Board noticed above.



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Highway Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

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

---

**PUBLIC HEARING NOTICE**  
**VILLAGE OF SUMMIT, WISCONSIN**

*Thursday, June 11, 2026*

Please be advised that in accordance with § 66.1001 Wisconsin Statutes, this Class I notice provides notification that the Village of Summit Village Board will be convening a public hearing on **Thursday, June 11, 2026, at 6:30 p.m.**, at the Summit Village Hall located at 37100 Delafield Road, Summit, Wisconsin. The purpose of this hearing is to receive and respond to comments regarding a request by Cobalt Partners, LLC, to amend the text of Section 9.7.4 Mixed Use Land Use Category 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 to accommodate a proposed mixed residential and commercial development known as The Harvest at Pabst Farms.

The properties subject to the future land use map amendment are more specifically described as Lots 2 and 3 of Certified Survey Map No. 11510, Book 114, Page 310-319, both properties being located in part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N R17E.

Information regarding this application is available for review at the Village of Summit Village Hall, 37100 Delafield Road, during regular business hours. Citizens may email written comments regarding this public hearing to the Village Deputy Clerk at [deputyclerk@villageofsummitwi.gov](mailto:deputyclerk@villageofsummitwi.gov) or by using this link: <https://villageofsummitwi.gov/contact-comment/> and submitted comments will be included in the meeting packet. The deadline to receive written comments is noon on Thursday, June 4, 2026. Verbal comments may be provided at the meeting. For more information regarding this public hearing, please contact Amy Barrows, Village Planner, at the Summit Village Hall (262) 567-2757.

All interested parties will be heard.

VILLAGE OF SUMMIT

Amy Barrows, Village Planner

Published: May 7, 2026  
Posted: May 7, 2026



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141

---

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

**PUBLIC HEARING NOTICE  
VILLAGE OF SUMMIT, WISCONSIN**

***Thursday, June 11, 2026***

The Village of Summit Village Board will be convening a public hearing on **Thursday, June 11, 2026, at 6:30 p.m.**, at the Summit Village Hall located at 37100 Delafield Road, Summit, Wisconsin. The purpose of this hearing is to receive and respond to comments regarding the proposed addition of an Ordinance to create an impact fee for fire facilities in the Village of Summit.

The proposed ordinance and impact fee study are available for review at the Village of Summit Village Hall, 37100 Delafield Road, during normal business hours starting May 22, 2026.

All persons interested are invited to attend this hearing and be heard. Written comments regarding this public hearing may email those comments to the Village Deputy Clerk at [deputyclerk@summitvillage.org](mailto:deputyclerk@summitvillage.org) or by using this link: <https://summitvillage.org/contact-us/> and those comments will be included in the meeting packet.

For more information regarding this public hearing, please contact Debbie Michael, Village Administrator-Clerk/Treasurer, at the Summit Village Hall (262) 567-2757.

VILLAGE OF SUMMIT  
Debra J. Michael, Administrator-Clerk/Treasurer

\*\*\*\* 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.

It is possible that members of and possible a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any other governmental body except by the Village Board noticed above.

***Western Lakes Fire District &  
Municipalities of City of Oconomowoc;  
Villages of Summit, Dousman, Lac La  
Belle; & Townships of Ottawa, Merton,  
Oconomowoc***





Public Facilities Needs Assessment & Impact Fee Study  
Municipal Public Hearing Presentation - June 2026





# HEARING OBJECTIVES

Establishing a forward -looking strategy to maintain service excellence, and fiscal prudence in the face of municipal growth.

 **2025 Study Review:** McMahon Associates assessment analysis.

 **Legal Mandate:** Compliance with WI Stat. § 66.0617.

 **Facility Needs:** Identifying future station requirements.

 **Stakeholder Dialogue:** Gathering public and municipal feedback.

---



# PROACTIVE GROWTH STRATEGY



## 13% Growth

Projected population increase across served municipalities by 2035.



## 18.6M Sq. Ft.

Anticipated new non-residential development through 2035 planning period.



## Service Levels

Maintaining the response time goals outlined in Standards of Cover is critical to community safety.



# THIRD-PARTY EXPERT ANALYSIS



## McMahon Associates Study

A rigorous, neutral evaluation of the District's current capacity versus future demand. This study ensures that the proposed impact fees are legally defensible and logically sound.

- ✓ Verified facility inventory.
- ✓ Population & Master Plan alignment.
- ✓ Equitable cost allocation modeling.



# | EQUITABLE COST SHARING

**85%**  
GROWTH CONTRIBUTION

## Funding the Expansion

To ensure fairness between existing taxpayers and new developers, the station costs are bifurcated:

- i** **15% Existing Deficiency:** Covered by municipal operating/capital budgets.
- i** **85% Expansion Due to Growth:** Covered by impact fees on construction permits.

This structure ensures that **growth pays for growth**.

# IMPACT FEE SCHEDULE

Development Type	Fee Amount
Single - Family / Two - Family Unit	\$1,793.29 per unit
Multi - Family (3+ Units)	\$896.65 per unit
Non - Residential Occupancies	\$0.1208 per sq. ft.

Note: Fees adjust annually based on the Midwest Region Consumer Price Index (CPI).



# FINANCIAL PROJECTION 2026

## New Station – Option A

	Total Estimated Costs	Impact Fee Applied Costs
<b>New Fire Station – Option A</b>		85% eligible
15,000 SF facility		
Assumptions – no additional land costs	\$6,000,000	\$5,100,000
<b>Subtotal</b>	<b>\$6,000,000</b>	<b>\$5,100,000</b>
Planning, Design, Engineering, Legal, Contingency (10% total)	\$ 600,000	\$ 510,000
<b>Total</b>	<b>\$6,600,000</b>	<b>\$5,610,000</b>

Note: Fees adjust annually based on the Midwest Region Consumer Price Index (CPI).

# CALL VOLUME GROWTH PROJECTIONS

2020 (Actual)

5,688 Calls

2025 (Actual)

6,566 Calls

2035 (Projected)

10,000+ Calls

**Housing Affordability:** The study concludes that the residential impact fee results in a negligible **0.25% increase** in total annual housing costs, posing no significant barrier to entry.

# AFFECT OF IMPACT FEES ON HOUSING AFFORDABILITY

Waukesha County	Calculations	Data Sources and Assumptions
Median Housing Value	\$ 590,000	Realtor.com data
Estimated Housing Mortgage	\$ 531,000	Assumes median housing value less 10% for down payment
<b>Annual Housing Cost:</b>		
Annual Mortgage Payment (Est.)	\$ 40,275	30 year mortgage at 6.50% interest
Property Taxes (Est.)	\$ 6,189	2024 average mill rate = \$10.49/1,000
Insurance (Est.)	\$ 1,172	Average cost in WI in 2024
<b>Total Annual Housing Cost</b>	<b>\$ 47,636</b>	WRA Mortgage Calculator
Median Household Income (2023)	\$ 134,408	2020 ACS-Census Data (data.census.gov)
<b>Total Cost of Housing as a % of Income (Est.)</b>	<b>35.4%</b>	
<b>Impact Fee</b>	\$ 1,793.29	
Median Housing Value + Impact Fee	\$ 591,793	
Annual Mortgage Payment w/Impact Fee	\$ 40,392	6.50% interest over 30 years
Annual Housing Cost w/Taxes, Insurance & Fee	\$ 47,753	
% Increase in Annual Costs	<b>.25%</b>	
<b>Total Cost of Housing as a % of Income</b>	<b>35.53%</b>	Revised cost with Impact Fee

# STATUTORY COMPLIANCE



**WI Stat. § 66.0617:** Meets all procedural and substantive requirements.



**Segregated Funds:** Account strictly dedicated to capital costs.



**20 -Day Notice:** Public inspection period initiated week of May 18, 2026.



**Refund Provision:** Statutory protection if funds are not utilized within 8 years.

This ordinance ensures the District remains compliant while securing its operational future.

# MOU & INTER-MUNICIPAL TRUST

## Shared Vision

The MOU recognizes that fire protection is a joint endeavor across all participating municipalities.

## Fiscal Framework

Establishes the quarterly/annual transfer of fees from municipalities to the District account.

## Operational Unity

Ensures that station siting does not alter the joint responsibility for service and costs.



# FUTURE FIRE STATION

The analysis determines that a **new fire station** is required to serve the northern/central service area and maintain current service levels across district.

Strategic positioning will allow for optimized travel times to new high-growth residential and industrial corridors.


**Planning Period:** Construction integration planned through 2035 Master Plan projections.

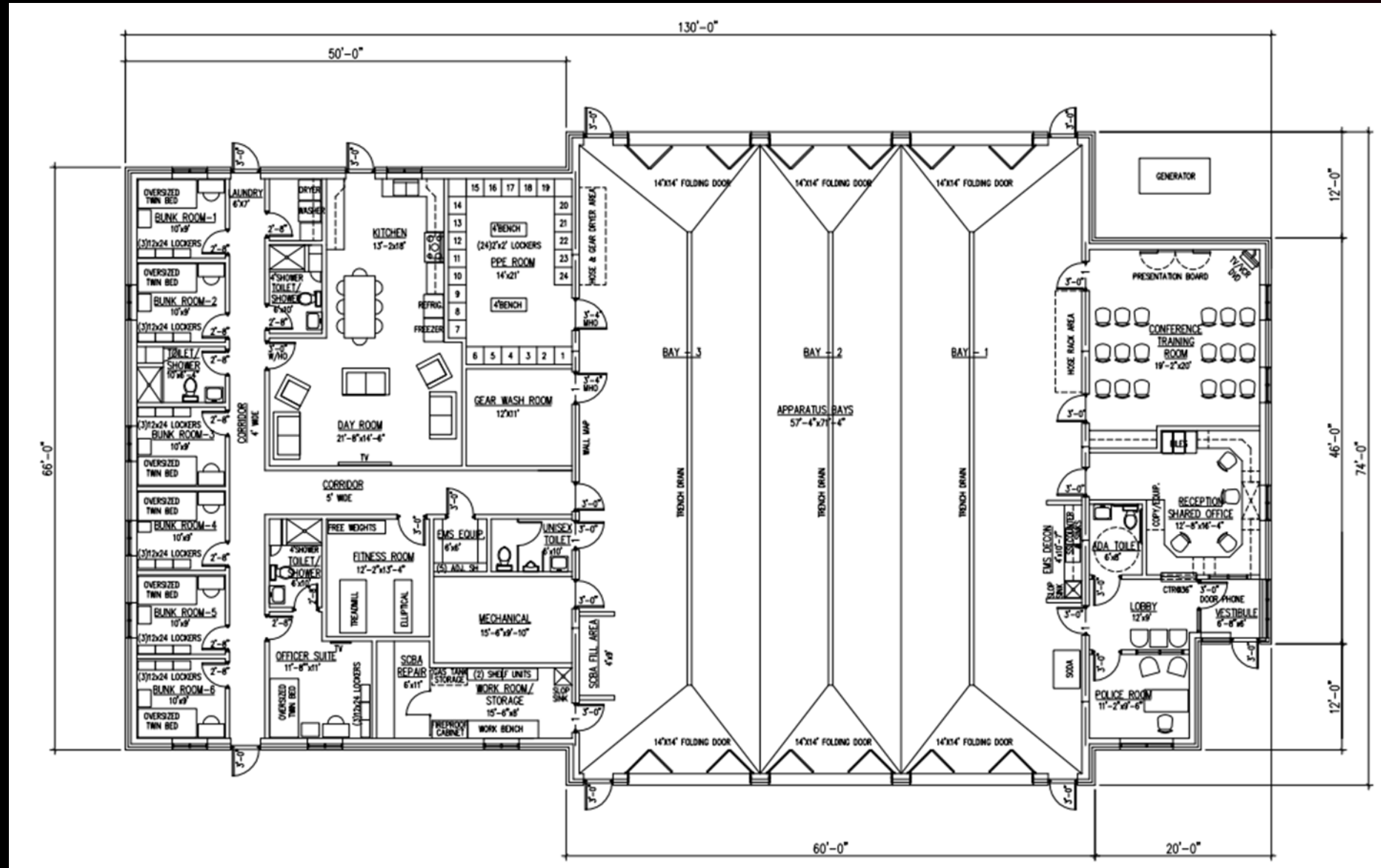


# SAMPLE FIRE STATION DESIGN

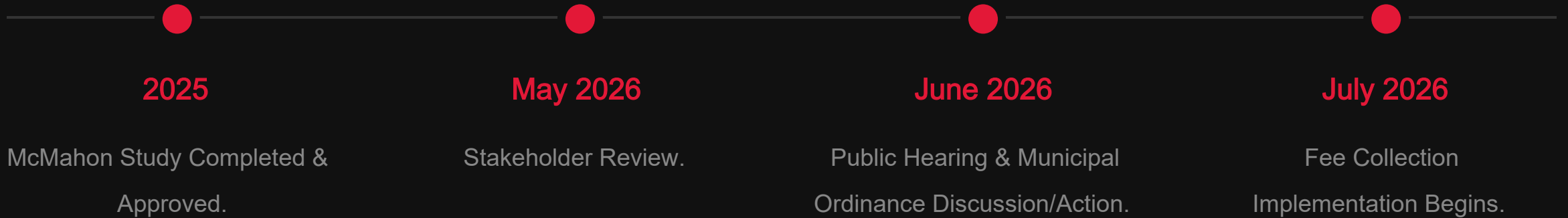
## Key Station Components

- ✓ 6 Dorms
  - ✓ 1 Company Officer Dorm
  - ✓ 3 Shower/Bath
  - ✓ Kitchen/Living
  - ✓ Laundry
  - ✓ Fitness
  - ✓ Apparatus Bay (3 bays)
  - ✓ 4<sup>th</sup> Bay (1,200 sq ft)
  - ✓ Isolated Gear/PPE
  - ✓ Decontamination
  - ✓ Office/Meeting
  - ✓ Mechanical
  - ✓ Storage
- Space Needs Study Results
- 10,000 Sq. Ft. Operational
  - 5,000 Sq. Ft. Admin


**FLOOR PLAN**  
 3/32" = 1'-0"  
 TOTAL AREA = 8804 SF



# IMPLEMENTATION PATH



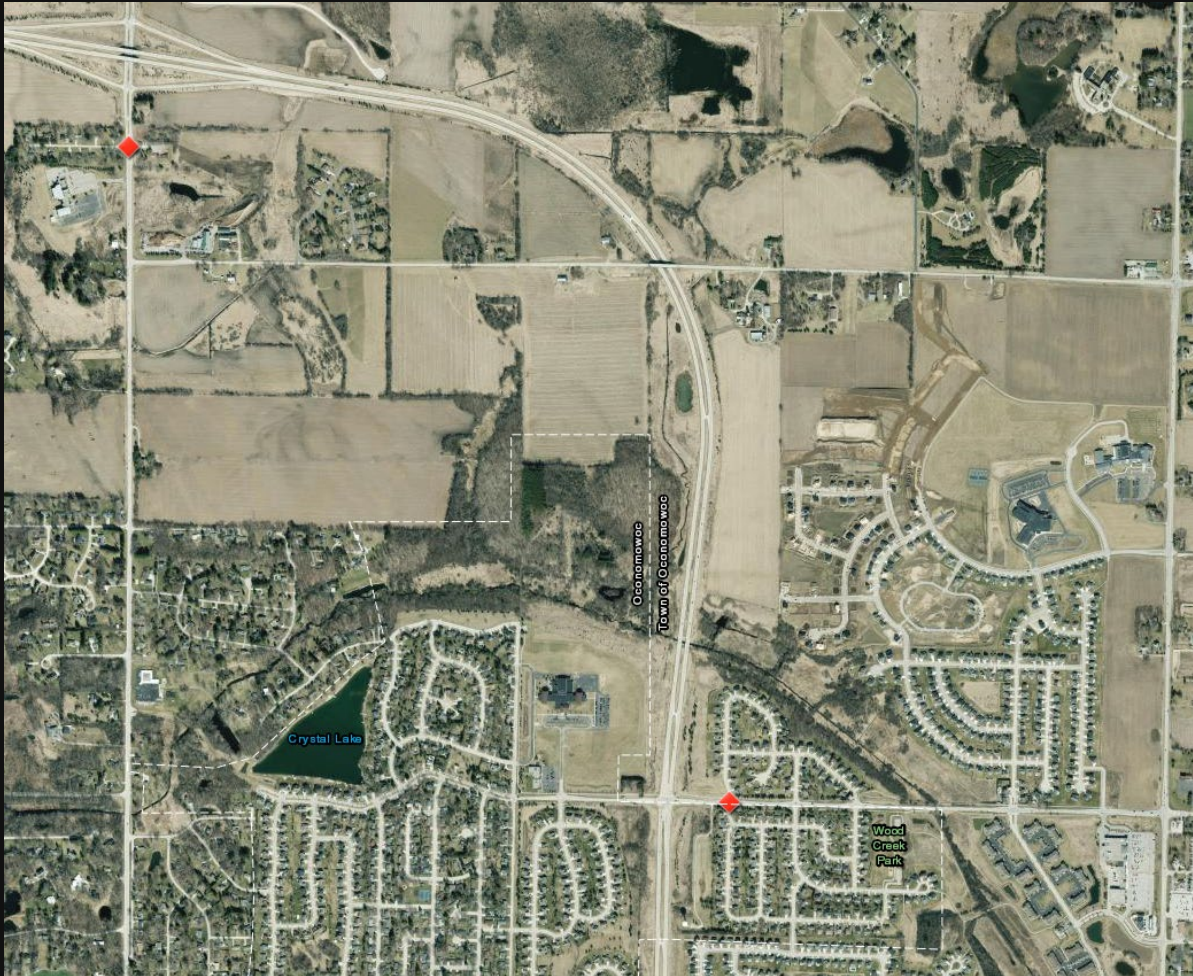
# Questions & Discussion

Thank you for your attention to our community's safety.

[www.westernlakesfd.org](http://www.westernlakesfd.org) · [info@westernlakesfd.gov](mailto:info@westernlakesfd.gov) · 262-567-8282

---

# PROJECTED STATION LOCATIONS



# Public Facilities Needs Assessment and Impact Fee Study

---

Western Lakes Fire District



FOR  
**Western Lakes Fire District Board**  
WAUKESHA COUNTY, WISCONSIN

March 30, 2026

McMAHON ASSOCIATES, INC.

1445 McMAHON DRIVE NEENAH, WI 54956 Mailing: PO BOX 1025 NEENAH, WI 54957-1025 PH 920.751.4200 MCMGRP.COM  
McM. No. W1061-04-25-00616 /MAR:kmh

**McMAHON**  
ENGINEERS ARCHITECTS



# TABLE OF CONTENTS

---

- I. INTRODUCTION
  - a. Purpose of Needs Assessment
  - b. Scope of Needs Assessment
  - c. Available Information
- II. IMPACT FEE REQUIREMENTS
- III. GROWTH PROJECTIONS
  - a. Historic and Projected Population and Households
  - b. Non-Residential Projects
- IV. INVENTORY OF EXISTING AND FUTURE FIRE DEPT. FACILITIES
  - a. Existing Fire Department Facilities and Services
  - b. Future Fire Department Improvements
  - c. Service Level Standards and Deficiencies/Growth Analysis
- V. ALLOCATION OF COSTS
  - a. Capital Costs
  - b. Fire Station Impact Fees
  - c. Effect of Impact Fees on Housing Affordability
- VI. IMPLEMENTATION
  - a. Enacting the Impact Fee Ordinance
  - b. Imposition and Collection of Fees
  - c. Managing Impact Fees

## APPENDICES

- Appendix A Map-Fire Stations and Service Area

# PUBLIC FACILITIES NEEDS ASSESSMENT AND IMPACT FEE STUDY



## Western Lakes Fire District

WAUKESHA COUNTY  
WISCONSIN

March 30, 2026  
McM. No. W1061-04-25-00616

### I. INTRODUCTION

The Western Lakes Fire District (the District) provides fire and emergency medical services (EMS) across a diverse mix of suburban and rural communities covering approximately 215 square miles to eleven municipalities in Waukesha, Jefferson, and Dodge Counties, Wisconsin serving a population of more than 54,000. Included in the District coverage area are two hospitals (with one being Level 2 Trauma certified), several miles of Interstate 94 and other state highways, three large behavioral/mental health facilities, seven large elderly living facilities, growing retail areas, expansive manufacturing and distribution centers, multiple outdoor recreational locations including the Kettle Moraine State Forest, and numerous educational facilities including a high school, multiple middle, elementary, and private schools.

In 2024, the District experienced an 8% increase in call volume, responding to 6,581 emergency calls for service. The District requested an impact fee study to focus specifically on the seven municipalities in Waukesha County that receive both fire and EMS services from the District. These municipalities include:

- City of Oconomowoc
- Village of Summit
- Village of Dousman
- Village of Lac La Belle (merged with Town of Oconomowoc)
- Town of Ottawa
- Town of Oconomowoc (now known as Village of Lac La Belle)
- Town of Merton

#### A. Purpose of Needs Assessment

PURPOSE OF NEEDS ASSESSMENT – In 1993, Wisconsin Act 305 gave municipalities the authority to impose impact fees on developers to pay for the capital cost for construction, expansion, and improvements of facilities which will serve new development. Wisconsin State Statute 66.0617 specifies the type of facilities for which impact fees may be imposed and prescribed the procedural requirements for impact fee ordinances enacted by a municipality. The purpose of this public facilities needs assessment is to determine the fire station development needs and make recommendations regarding the amount of impact fees to impose on

developers in accordance with Wisconsin State Statute 66.0617. This public facility needs assessment is necessary for the affected municipalities in the District to implement an impact fee ordinance.

## **B. Scope of Needs Assessment**

Section 66.0617 (4) Wisconsin Statutes requires a Public Facilities Needs Assessment before a municipality adopts or amends an impact fee ordinance. The elements of this Needs Assessment include the following elements:

1. An inventory of existing public facilities, including the identification of any existing deficiencies in the quantity or quality of those public facilities for which it is anticipated that an impact fee may be imposed (Section 66.0617 (4)(a)(1).
2. Identification of new public facilities, or the improvement or expansion of existing public facilities, that will be necessitated by land development subject to impact fees. This identification must be based on clearly defined service areas and service standards (Section 66.0617 (4)(a)(2).
3. A detailed estimate of the capital costs associated with providing new public facilities or improving or expanding existing facilities as mentioned in subd. 2, including an estimate of the cumulative effect of all proposed and existing impact fees on affordable housing within the municipality/district (Section 66.0617 (4)(a)(3).

Section 66.0617 (3) further requires that “Before enacting an ordinance that imposes impact fees, or amending an existing ordinance that imposes impact fees, a municipality shall hold a public hearing on the proposed ordinance or amendment. Notice of the public hearing shall be published as a class 1 notice under ch. 985, and shall specify where a copy of the proposed ordinance or amendment and the public facilities needs assessment may be obtained.” In the case of WLF, the report shall be available for public inspection and copying in the WLF administrative offices at least 20 days before the public hearing.

## **C. Available Information**

The following information and reports were utilized for the preparation of this study:

- U.S. Census Bureau
- Wisconsin Department of Administration (WDOA)
- Wisconsin State Statutes
- Western Lakes Fire District Standards of Cover 2024 (2025 Update)
- Western Lakes Fire District Assessment of Fire/EMS Needs & Funding Options-March 2022
- Waukesha County Comprehensive Development Plan
- City of Oconomowoc Comprehensive Plan 2050
- City of Oconomowoc Impact Fee Study 2004

## **II. IMPACT FEE REQUIREMENTS**

Impact fees are regulated under Wisconsin State Statute 66.0617. An impact fee is defined as cash contributions, contributions of land or interests in land or any other items of value that are imposed on a developer or property owner by a municipality. A developer, as defined by the statute, is a person that

constructs or creates land development. Land development, as defined by statute, means the construction or modification of improvements to real property that creates additional residential dwelling units within a municipality or that results in nonresidential uses that create a need for new, expanded, or improved public facilities within a municipality.

Per Statute, public facilities for which impact fees can be imposed means highways, other transportation facilities, traffic control devices, facilities for collecting and treating sewage, facilities for collecting and treating storm and surface waters, facilities for pumping, storing, and distributing water, parks, playgrounds, and land for athletic fields, solid waste and recycling facilities, fire protection facilities, law enforcement facilities, emergency medical facilities and libraries. "Public facilities" does not include facilities owned by a school district.

Per Statute, capital costs means the capital costs to construct, expand or improve public facilities, including the cost of land, and including legal, engineering and design costs to construct, expand or improve public facilities, except that not more than 10 percent of capital costs may consist of legal, engineering and design costs unless the municipality can demonstrate that its legal, engineering and design costs which relate directly to the public improvement for which the impact fees were imposed exceed 10 percent of capital costs. Capital costs do not include other noncapital costs to construct, expand or improve public facilities, vehicles, or the costs of equipment to construct, expand or improve public facilities. Wisconsin State Statute does not prohibit or limit the authority of a municipality to finance public facilities by any other means authorized by law, except that the amount of an impact fee imposed by a municipality shall be reduced to compensate for any other costs of a public facilities imposed by the municipality on developers to provide or pay for capital costs.

Revenues from each impact fee that is imposed shall be placed in a separate segregated interest-bearing account and shall be accounted for separately from the other funds of the municipality. Impact fee revenues and interest earned on impact fee revenues may be expended only for the particular capital costs for which the impact fee was imposed, unless the fee is refunded. Impact fees that are not used within 8 years after they are collected to pay the capital costs for which they were imposed shall be refunded to the payer of fees for the property with respect to which the impact fees were imposed, along with any interest that has accumulated.

The creation of an impact fee includes the following key elements:

- Preparation of a public facilities needs assessment to determine that the fee is calculated and applied appropriately.
- Adoption of an impact fees ordinance; and
- Implementation of a public hearing process for the review of the public facilities needs assessment and proposed ordinance.

Impact fees imposed by the adopted ordinance are required by statute to meet the following standards:

- Shall bear a rational relationship to the need for new, expanded or improved public facilities that are required to serve land development.
- May not include amounts for an increase in service capacity greater than the capacity necessary to serve the development for which the fee is imposed.
- May not exceed the proportionate share of the capital costs that are required to serve land development, as compared to existing uses of land within the municipality.

- Shall be based upon actual capital costs or reasonable estimates of capital costs for new, expanded or improved public facilities.
- Shall be reduced to compensate for other capital costs imposed by the municipality with respect to land development to provide or pay for public facilities, including special assessments, special charges, land dedications or fees in lieu of land dedications or any other items of value.
- Shall be reduced to compensate for money received from the federal or state government specifically to provide or pay for the public facilities for which the impact fees are imposed.
- May not include amounts necessary to address existing deficiencies in public facilities.
- May not include expenses for operation or maintenance of a public facility.
- Shall be payable by the developer or the property owner to the municipality in full upon the issuance of a building permit by the municipality. Except as provided in this paragraph, if the total amount of impact fees due for a development will be more than \$75,000, a developer may defer payment of the impact fees for a period of 4 years from the date of the issuance of the building permit or until 6 months before the municipality incurs the costs to construct, expand, or improve the public facilities related to the development for which the fee was imposed, whichever is earlier. If the developer elects to defer payment under this paragraph, the developer shall maintain in force a bond or irrevocable letter of credit in the amount of the unpaid fees executed in the name of the municipality. A developer may not defer payment of impact fees for projects that have been previously approved.

### **III. GROWTH PROJECTIONS**

#### **A. Historic and Projected Population and Households**

Estimated growth forms the basis for determining how many future developments will be served by the District facility development. The following table illustrates the projected population for the Western Lakes Fire District in Waukesha County. The table shows the anticipated population for the projections through 2040. This study relied on historical population statistics from the U.S. Census Bureau and Wisconsin Department of Administration (WDOA and growth projections of the District of 1.19% annually based on the average annual growth from 2021-2025. The Western Lakes Fire District projects an anticipated population growth from 2025 and 2035 of 6,192 people. This amounts to a 13% population increase in the next 10 years).

**Table 3 – 1**  
**Historic and Projected Population - WLFD**

<b>Community</b>	<b>2010 Census</b>	<b>2020 Census</b>	<b>2025 Projection</b>	<b>2030 Projection</b>	<b>2035 Projection</b>	<b>% Change 2025 - 2035</b>
City of Oconomowoc	15,526	18,203	20,179	21,410	22,714	13%
Village of Dousman	2,207	2,419	2,711	2,876	3,052	13%
Village of Summit	4,570	4,784	5,361	5,688	6,035	13%
Village of Lac La Belle*	289	281	279	9,653	10,241	13%
Town of Oconomowoc*	8,393	8,836	8,819	0	0	
Town of Ottawa	3,807	3,646	3,641	3,863	4,098	13%
Town of Merton	8,334	8,277	8,293	8,799	9,335	13%
<b>Total District</b>	<b>43,126</b>	<b>46,446</b>	<b>49,283</b>	<b>52,289</b>	<b>55,475</b>	13%

The following table details historic and projected household information for the Western Lakes Fire District. Household is defined as an occupied “housing unit” defined by the Census Bureau as a house, an apartment, a mobile home, a group of rooms, or a single room that is occupied, or intended for occupancy, as separate living quarters.

**Table 3 – 2**  
**Projected Households - WLFD**

<b>Community</b>	<b>2010 Census</b>	<b>2020 Census</b>	<b>2025 Projection</b>	<b>2030 Projection</b>	<b>2035 Projection</b>	<b>% Change 2025 - 2035</b>
City of Oconomowoc	6,256	7,298	7,924	8,503	8,856	12%
Village of Dousman	905	1,063	1,166	1,261	1,319	13%
Village of Summit	1,727	1,921	2,040	2,142	2,187	7%
Village of Lac La Belle*	114	119	123	4,238	4,334	8%
Town of Oconomowoc*	3,244	3,672	3,904	0	0	
Town of Ottawa	1,380	1,522	1,605	1,678	1,706	6%
Town of Merton	3,004	3,224	3,513	3,679	3,750	7%
<b>Total District</b>	<b>16,630</b>	<b>18,819</b>	<b>20,275</b>	<b>21,501</b>	<b>22,152</b>	9%

The projected housing unit growth between 2025 and 2035 is approximately 1,877.

Table 3 – 3

Projected Household Size - WLFD

Community	2010 Census	2020 Census	2025 Projection	2030 Projection	2035 Projection	% Change 2025 - 2035
City of Oconomowoc	2.48	2.38	2.35	2.32	2.31	-2%
Village of Dousman	2.44	2.33	2.31	2.28	2.27	-2%
Village of Summit	2.65	2.53	2.50	2.48	2.46	-2%
Village of Lac La Belle*	2.54	2.44	2.40	2.42	2.40	0%
Town of Oconomowoc*	2.59	2.48	2.45	0.00	0.00	
Town of Ottawa	2.76	2.64	2.61	2.58	2.56	-2%
Town of Merton	2.77	2.66	2.62	2.60	2.58	-2%
<b>Total District</b>	<b>2.60</b>	<b>2.49</b>	<b>2.46</b>	<b>2.10</b>	<b>2.08</b>	<b>-15%</b>

Source: WDOA – Vintage 2013 and 2024 Projections

Note\*On January 1, 2025 the Village of Lac La Belle and the Town of Oconomowoc merged and became the Village of Lac La Belle.

**B. Non-Residential Projections**

Table 3-4 shows the historical and projected land growth by acre between 2024 and 2035, as well as the estimated calculation of that land use growth by square foot over the planning period. Existing non-residential developers are located primarily in the City of Oconomowoc. Development interests in the City of Oconomowoc continue to remain high as residential and non-residential development is pursued within the community. The continued successes in Downtown Oconomowoc and the Pabst Farms development are evidence of this demand. Using the lot coverage ratio of 30% for non-residential properties in the Waukesha County Zoning Code, the estimated projected square footage is as follows:

Table 3 – 4

Projected Non-Residential Square Feet

Land Use	Existing Land Use Acres (2024)	Future Land Use Acres (2035)	Change (2024-2035)	% of Future Land Use	Future New Land Use Square Feet (2035 less 2024)	Projected Square Feet Coverage (30%)
Non-Residential	3,015	4,437	1,422	40%	61,942,320	18,582,696
Residential	21,777	23,881	2,104	60%		
<b>Total</b>	<b>24,792</b>	<b>28,318</b>	<b>3,526</b>	<b>100%</b>		

Sources: Wisconsin Department of Revenue Annual Assessment report for year 2024. Waukesha County Comprehensive Plan. City of Oconomowoc Comprehensive Plan. Waukesha County Zoning Code.

Utilizing this projection technique, the District is estimated to add approximately 18.6 million square feet of non-residential structures by the year 2035. This table also details the proportion of public facility development costs which should be attributed to residential and non-residential growth. As detailed, 40% should be allocated to non-residential development and 60% to residential development.

## **IV. INVENTORY OF EXISTING AND FUTURE DISTRICT FACILITIES**

### **A. Existing Fire District Facilities and Services**

Wisconsin Statutes 66.0617 requires that a public facilities needs assessment conducted for the purpose of improving impact fees contain an inventory of all existing facilities and an identification of any existing deficiencies in those facilities. This inventory is used to determine the proportionate share of capital costs for facilities required to serve new development as compared to existing development. The Western Lakes Fire District operates from six stations. The need to replace a facility that is obsolete and is not due to new growth within the district, is not eligible for recovery through impact fees. However, new growth may create the need to relocate a station, expand an existing station, or build a new station to house additional apparatus and personnel. This impact fees analysis considers the adequacy of the existing facilities in terms of the location and the amount of space needed to house the recommended number of personnel and apparatus.

#### **Fire Station 51**

Fire Station 51 – Summitt/Pabst Farms is located off of Hwy 67 and Interstate I-94 and was built in 2010. Station 51 is staffed 24 hours a day, 7 day a week with six (6) personnel. This station has the following facilities: full-time offices, kitchen, day room, four part-time rooms, four bathrooms, training classroom, two full-depth bays, two half-depth bays, repairs room, dive team room, workout area, two-story hose tower, and houses nine (9) pieces of apparatus. The station is the current administrative headquarters for the District. Overall, the station is in good condition, however, there is not sufficient office space for all the administrative staff.

#### **Fire Station 52**

Fire Station 52 – Dousman is located in the heart of Dousman, along the Glacial Drumlin Trail and is approximately a 10-minute drive from WLF D headquarters. This station has the following facilities: two story “live in” space, upper & lower kitchens, upper & lower bathrooms, training classroom, full-time offices, eight dorm rooms, five intern rooms, three part-time rooms, day room, common room (study room), radio room, and workout area, and houses nine (9) pieces of apparatus. There are five (5) personnel assigned to the station. The station was built in 1993 and is generally in good condition.

#### **Fire Station 53**

Fire Station 53 – Oconomowoc was built in 1962 and is located just minutes away from downtown Oconomowoc. The station is in good condition but will need some updates in coming years. This station has the following: kitchen, three (3) intern dorm rooms, three (3) part-time rooms, two (2) bathrooms, day room, workout area, full-time offices, four (4) full-depth bays, repairs room, and a two (2) story hose tower. The station houses nine (9) apparatus pieces and has five (5) personnel assigned.

## Fire Station 54

Fire Station 54 – Sullivan is located in downtown Sullivan in Jefferson County and was not part of this study.

## Fire Station 55

Fire Station 55 – Okauchee is located in a small downtown area. The station was originally built in 1919 with additions made in 1956, 1978, and 1998 and holds three (3) administrative offices for EMS staff. Crew showers are not near the dorms, which is a concern. The property is likely to have better value than as a fire station although there are deed restrictions to the property that require it to remain as a fire station that may need to be resolved. The station houses six (6) pieces of apparatus and has five (5) personnel assigned.

## Fire Station 56

Fire Station 56 – Stone Bank is located in the Town of Merten, and was built in 2003. The station is generally in good condition. The fire fleet maintenance shop has good space and set-up with good ceiling heights for maintenance inside the building. The station houses eight (8) pieces of apparatus and has five (5) personnel assigned.

**Table 4-1**  
**Square Feet of Current Stations**

	<i>Gen/Admin/Storage/Living</i>	<i>Apparatus</i>	<i>Total</i>
<i>Fire Station 51 (Pabst Farms)</i>	13,835	5,945	19,780
<i>Fire Station 52 (Dousman/Ottawa)</i>	5,768	7,426	13,194
<i>Fire Station 53 (Oconomowoc)</i>	4,871	5,530	10,401
<i>Fire Station 55 (Okauchee)</i>	10,332	3,708	14,040
<i>Fire Station 56 (Stone Bank)</i>	8,191	9,409	17,600
<i>Total Facility Square Feet</i>	42,997	32,018	75,015

The District employs 187 employees. Of those 187, there are 44 full-time positions which include the following administrative staff: Chief, Assistant Chief, Deputy Chief of Operations, Deputy Chief of EMS, Deputy Chief of Community Risk Reduction, Deputy Chief of Personnel, Deputy Chief of Fleet & Facilities, Deputy Chief of Training, a full-time Human Resource Manager, and a full-time Finance Manager. Additional administrative personnel include a part-time Assistant Chief, a part-time administrative assistant, and a part-time EMS Billing Coordinator.

There are three shifts of full-time employees, currently consisting of 11 sworn full-time personnel each. Operational employees on these shifts work 48 hours on duty, followed by 96 hours off duty. Each shift consists of a Battalion Chief, Captain, two lieutenants, and seven firefighters. In 2024 the District added an additional lieutenant and firefighter/paramedic to each shift for a total of 26 frontline staff per day. The remaining daily staffing for the District consists of 128 part-time or paid on-call employees. Part-time employees work 12- or 24-hour shifts at one of the six District stations, while paid on-call employees carry a pager and respond as needed for surge capacity for larger incidents.

Over the past decade, District call volume has increased an average of 12% per year. In 2017, the District responded to 3,778 calls for fire and/or EMS service. In 2021, the District responded to 6,591 total calls for service, an increase of more than 74% in just four years. This trend is expected to continue as the region and its population continue to grow and develop, with the District expected to see nearly 10,000 calls per year by 2029.

*Resource: Western Lakes Fire District Standards of Cover 2024 (2025 Update), Western Lakes Fire District Assessment of Fire/EMS Needs & Funding Options – March 2022*

## **B. Future Fire District Improvements**

### **Facilities**

The District currently has 3,298 square feet of administrative office space with all five stations. Currently, this space is sufficient for the existing staff. However, as the District grows, it will be necessary to retain this space for frontline (on-duty) personnel. Given the anticipated increase in call volume, the District will require additional facilities to accommodate this growth. The District has determined that approximately 10,000 square feet in administration offices, conference rooms, and training room space is necessary to meet the demands of the projected call volume by 2035.

The District is considering alternatives for expansion or improvement to the fire protection and emergency medical services facilities. For this study, a new station is being considered to accommodate projected growth in the north side of the District. Two options are being considered. Option (A) would be a 15,000 square foot station and Option (B) would be an 18,750 square foot station. This facility would have preferably a more residential look to blend in with the surrounding residential area.

### **Service Area**

The service area of each facilities improvements will be defined as the entire Western Lakes Fire District. The primary need for the improvement is to serve the significant planned/projected residential and non-residential growth expected in the District. While the majority of this growth is planned for the northern portion of the District, the whole District will benefit from improved fire protection and emergency medical services offered by the new improvements.

## **C. Service Level Standards and Deficiency/Growth Analysis**

The Department has followed industry best-practices and developed a Community Risk Assessment and Standards of Cover Analysis that addresses response system performance and outlines recommendations to improve performance. Included in this Analysis are response time benchmarks for the District. Response time benchmarks are categorized based on the type of incident including the level of risk which the incident presents.

Response time is defined, for the purpose of the Analysis, as from the time of receipt of the 911 call at the Waukesha County Communications 911 Public Safety Answer Point (WCC) to the arrival of the defined resource package that is dispatched.

Part of setting response time performance standards includes defining the number of responders required to accomplish critical tasks required to mitigate an incident. The severity level of the incident generally dictates the critical tasks that need to be accomplished.

Western Lakes Fire District Fire Suppression Response Time Objectives:

- Low Risk Fire Incident: 5 responders within 10 minutes or less, 90% of the time
- Moderate Risk Fire Incident: 15 responders within 16 minutes or less, 90% of the time
- Significant Risk Fire Incident: 22 responders within 25 minutes or less, 90% of the time
- Maximum Risk Fire Incident: 42 responders within 30 minutes or less, 90% of the time

Western Lakes Fire District Emergency Medical Services Response Time Objectives:

- Moderate Risk EMS Incident: 5 responders within 8 minutes or less (initial unit) and 12 minutes (remainder of response force), 90% of the time
- Significant Risk EMS Incident: 6 responders within 8 minutes or less (initial unit) and 12 minutes (remainder of response force), 90% of the time
- Maximum Risk EMS Incident: 8 responders within 8 minutes or less (initial unit) and 15 minutes (remainder of response force), 90% of the time

Western Lakes Fire District Hazardous Materials Response Time Objectives:

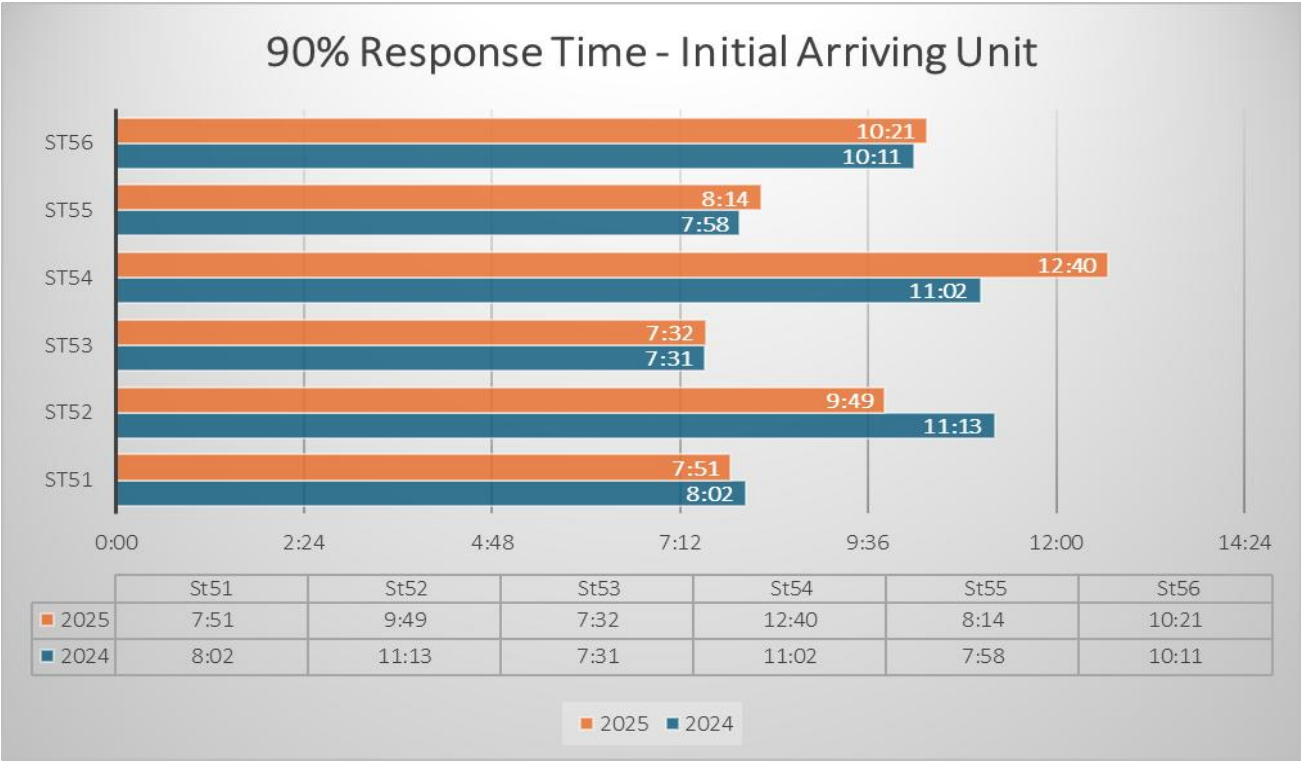
- Low Hazard Hazardous Materials Incident: 3 responders within 10 minutes (initial unit) and 10 minutes (remainder of response force), 90% of the time
- Moderate Hazard Hazardous Materials Incident: 7 responders within 8 minutes (initial unit) and 16 minutes (remainder of response force), 90% of the time
- Significant Risk Hazardous Materials Incident: 8 responders within 8 minutes (initial unit) and 22 minutes (remainder of response force), 90% of the time
- High Hazard Hazardous Materials Incident: 12 responders within 8 minutes (initial unit) and 30 minutes (remainder of response force), 90% of the time

Western Lakes Fire District Technical Rescue Response Time Objectives:

- Low Risk Technical Rescue Incident: 5 responders within 8 minutes (initial unit), 16 minutes (remainder of response force), 90% of the time
- Moderate Risk Rescue Incident: 6 responders within 8 minutes (initial unit), 16 minutes (remainder of response force), 90% of the time
- Significant Risk Technical Rescue Incident: 12 responders within 8 minutes (initial unit), 16 minutes (remainder of response force), 90% of the time
- Maximum Risk Technical Rescue Incident: 12 responders within 8 minutes (initial unit), 30 minutes (remainder of response force), 90% of the time

Western Lakes Fire District recently transitioned to a new records management system used for incident reporting and tracking response time performance. Current response time goals of the Western Lakes Fire

District, as detailed above, are between eight and ten minutes. Data for 2024 and 2025 demonstrates that the District exceeds its response time goals in Station 52, Station 54, and Station 56’s response areas.



Deficiency/Growth Analysis

Wisconsin Statutes, Section 66.0617 requires a public facilities needs assessment that identifies deficiencies in existing facilities. Specifically, Section 66.0617 (6) (b) restricts impact fees to recovering only the proportionate share of facility costs attributable to serving new development. Accordingly, the portion of new fire station facility costs associated with correcting existing deficiencies must be distinguished from the portion attributable to accommodating new development.

Service level standards for fire station facilities are determined by the amount of facility space necessary to provide an appropriate level of service. For this needs assessment the service level used was square feet of facility space per 1,000 population. The service level standard was calculated based on the size of the planned facility and the projected 2035 population. Office, administrative, storage and living quarters were analyzed separately from apparatus storage, because the amount of space needed for these two types of space is based on different factors.

As shown in Table 4-2, a new facility with 15,000 square feet (Option A) will provide a total amount of office, administrative storage and living quarters of 52,997 square feet. The total projected staffing for 2035 includes up to 31 on-duty personnel. Therefore, the total stations together will provide 1,710 square feet of General/Administrative/Storage/Living Quarters per on-duty personnel. With the new facility, the total amount of apparatus bays will be 37,018 square feet. The proportionate share needed to serve future growth was determined on the basis of anticipated future population of 55,475 by 2035. This would provide approximately 667 square feet of apparatus storage space per 1,000 population served.

These design standards were applied to the current Department staffing level and current District population to quantify the existing facility space deficiencies. Applying the design standard of 1,710 square feet of General/Administrative/Storage/Living Quarter per on-duty personnel to the current 26 on-duty personnel yields a design standard of approximately 44,449 square feet of space to meet the current needs. The existing square feet of General/Administrative/Storage/Living Quarter is approximately 42,997, resulting in a net deficiency of 1,452 square feet of General/Administrative/Storage/Living Quarter. Applying the design standard of 667 square feet per 1,000 population to the 2025 population of 49,283 yields a design standard of 32,886 square feet. The existing square feet of apparatus storage space is approximately 32,018, which results in a net deficiency of 868 square feet. Therefore, the total existing deficiency would be 2,320 square feet and the proportionate share of the new 15,000 square foot facility to serve new development would be approximately 12,680 square feet or 85 percent.

**Table 4-2**

**Option (A) – 15,000 square foot New Facility**

**Design Standard**

Stations	General/Administrative/Storage/Living Quarters
Station 51	13,835
Station 52	5,768
Station 53	4,871
Station 55	10,332
Station 56	8,191
New Station	10,000
<b>Total</b>	<b>52,997</b>
Total Recommended On-Duty Personnel	31
Facility Space per On-Duty Employee	1,710

Stations	Apparatus Bays
Station 51	5,945
Station 52	7,426
Station 53	5,530
Station 55	3,708
Station 56	9,409
New Station	5,000
<b>Total</b>	<b>37,018</b>
Est. Population Served (by 2035)	55,475
Facility Space per On-Duty Employee	667

### Existing Deficiency

<b>General/Administrative/Storage/Living Quarters:</b>	
Current Frontline Personnel per day	26
Design Standard (SF/Employee)	1,710
Design Space Allocated to Current Needs (SF)	44,449
Less: Existing Space (SF)	42,997
Net Deficiency/(Excess) in General/Administrative/Storage/Living Space (SF)	1,452
<b>Apparatus/Equipment Storage:</b>	
2025 Population	49,283
Design Standard (SF / 1,000 Population)	667
Design Space Allocated to Serving Current Population (SF)	32,886
Less: Existing Space (SF)	32,018
Net Deficiency in Apparatus/Equipment Storage Space (SF)	868

<b>Existing Deficiency</b>	<b>2,320</b>	
New Station Space	15,000	
Space Allocated to Existing Deficiencies	<u>2,320</u>	
Proportionate Share to Serve Future Development	12,680	85%

Table 4-3 applies the same design standards to Option (B) – 18,750 square foot new facility. In this scenario the total existing deficiency would be 5,652 square feet and the proportionate share of the new 18,750 square foot facility to serve new development would be approximately 13,098 square feet or 70 percent.

Table 4-3  
Option (B) – 18,750 square foot New Facility  
Design Standard

Stations	General/Administrative/Storage/Living Quarters
Station 51	13,835
Station 52	5,768
Station 53	4,871
Station 55	10,332
Station 56	8,191
New Station	10,000
<b>Total</b>	<b>52,997</b>
Total Recommended On-Duty Personnel	31
Facility Space per On-Duty Employee	1,710

Stations	Apparatus Bays
Station 51	5,945
Station 52	7,426
Station 53	5,530
Station 55	3,708
Station 56	9,409
New Station	8,750
<b>Total</b>	<b>40,768</b>
Est. Population Served (by 2035)	55.475
Facility Space per On-Duty Employee	735

## Existing Deficiency

<b>General/Administrative/Storage/Living Quarters:</b>	
Current Frontline Personnel per day	26
Design Standard (SF/Employee)	1,710
Design Space Allocated to Current Needs (SF)	44,449
Less: Existing Space (SF)	42,997
Net Deficiency/(Excess) in General/Administrative/Storage/Living Space (SF)	1,452
<b>Apparatus/Equipment Storage:</b>	
2025 Population	49,283
Design Standard (SF / 1,000 Population)	735
Design Space Allocated to Serving Current Population (SF)	36,218
Less: Existing Space (SF)	32,018
Net Deficiency in Apparatus/Equipment Storage Space (SF)	4,200

<b>Existing Deficiency</b>	<b>5,652</b>	
New Station Space	18,750	
Space Allocated to Existing Deficiencies	<u>5,652</u>	
Proportionate Share to Serve Future Development	13,098	70%

## V. ALLOCATION OF COSTS

### A. Capital Costs

The District has not yet conducted an architectural analysis for each option; McMahon estimates a range of \$300/square foot to \$400/square foot for a new station. For the purpose of this study, the higher range was used for each option.

Wisconsin Statute 66.0617 states that an impact fee may not include amounts necessary to address existing deficiencies in public facilities. Therefore, based on the analysis in Table 4-2, 85% of the new facility of 15,000 square feet of space required represents capacity to serve future development through 2035. Based on the analysis in Table 4-3, 70% of the new facility of 18,750 square feet of space required represents capacity to service future development through 2035. Table 5-1 below illustrates a 15,000 square foot new station on the north side of the District. The total estimated cost would be \$6,600,000 and \$5,610,000 is the proportionate share of the cost that the District may recover from new development. Table 5-2 illustrates a 18,750 square foot new station. The total estimated cost would be \$8,250,000 and \$5,775,000 is the proportionate share of the cost that the District may recover from new development.

Table 5 – 1

New Station – Option A

	Total Estimated Costs	Impact Fee Applied Costs
<b>New Fire Station – Option A</b>		85% eligible
15,000 SF facility		
Assumptions – no additional land costs	\$6,000,000	\$5,100,000
<b>Subtotal</b>	<b>\$6,000,000</b>	<b>\$5,100,000</b>
Planning, Design, Engineering, Legal, Contingency (10% total)	\$ 600,000	\$ 510,000
<b>Total</b>	<b>\$6,600,000</b>	<b>\$5,610,000</b>

Table 5 – 2

New Station – Option B

	Total Estimated Costs	Impact Fee Applied Costs
<b>New Fire Station – Option B</b>		70% eligible
18,750 SF facility		
Assumptions – no additional land costs	\$7,500,000	\$5,250,000
<b>Subtotal</b>	<b>\$7,500,000</b>	<b>\$5,250,000</b>
Planning, Design, Engineering, Legal, Contingency (10% total)	\$ 750,000	\$ 555,000
<b>Total</b>	<b>\$8,250,000</b>	<b>\$5,775,000</b>

**B. Fire Station Impact Fee**

The proportion of costs allocated to each land use category can be calculated using several methods, and two options are offered here for consideration. In order to comply with Wisconsin Statutes Section 66.0617 (6), and in the absence of a model to predict the number of fire service calls generated by specific land use types, costs were allocated based on the amount of development being added to the District by 2035 using growth projections in Section III of this analysis.

**Table 5 – 3**

**Impact Fee Calculation – Residential**

Total Estimated Capital Facility Cost-Impact Fee Eligible – Option A	\$5,610,000
Share of Residential Growth as a percentage of Total Future Growth (Table 3-4)	60%
Share of Facility Costs Attributed to Residential Growth	\$3,366,000
Future Housing Units Growth: 2025 – 2035	1,877
<b>Impact Fee per Residential Unit</b>	<b>\$ 1,793.29</b>

The projected impact fee for new residential housing units for Option A is calculated to be \$ 1,793.29. This would be the fee charged to new single family and two-family residential development in the defined Western Lakes Fire District area. Should multi-family development (i.e. three or more units per structure) occur, half of the per unit impact fee shall be applied to each multi-family unit. This distribution of per unit costs for multi-family structures is deemed proportionate to one another and therefore equitable.

Total Estimated Capital Facility Cost-Impact Fee Eligible – Option B	\$5,775,000
Share of Residential Growth as a percentage of Total Future Growth (Table 3-4)	60%
Share of Facility Costs Attributed to Residential Growth	\$3,465,000
Future Housing Units Growth: 2025 – 2035	1,877
<b>Impact Fee per Residential Unit</b>	<b>\$ 1,846.03</b>

The projected impact fee to be applied to new residential housing units for Option B is calculated to be \$ 1,846.03 and would be allocated to other residential uses as explained above.

Table 5 – 4

Impact Fee Calculation for Non-Residential Development

Total Estimated Capital Facility Cost-Impact Fee Eligible – Option A	\$5,610,000
Proportion of Total Future Growth Attributable to Non-Residential Development (Table 3-4)	40%
Proportion of Capital Facility Cost Attributable to Non-Residential	\$2,244,000
Projected Non-Residential Square Footage Growth: 2025-2035 18,582,696	
<b>Impact Fee per New Non-Residential Square Foot</b>	<b>\$0.1208</b>

Total Estimated Capital Facility Cost-Impact Fee Eligible – Option B	\$5,775,000
Proportion of Total Future Growth Attributable to Non-Residential Development (Table 3-4)	40%
Proportion of Capital Facility Cost Attributable to Non-Residential	\$2,310,000
Projected Non-Residential Square Footage Growth: 2025-2035 18,582,696	
<b>Impact Fee per New Non-Residential Square Foot</b>	<b>\$0.1243</b>

**C. Effect of Impact Fee on Housing Affordability**

The total draft impact fee for future capital facility costs is estimated at \$1,793.29 for Option A for each new residential unit within the fire district service area and \$1,846.03 for Option B. The following table assesses the effect of this fee on housing affordability. Although fire station impact fees would also be charged to new non-residential development, analysis of the impact on affordability is not required.

Table 5 – 5

## Effect of Impact Fees on Housing Affordability – Option A

Waukesha County	Calculations	Data Sources and Assumptions
Median Housing Value	\$ 590,000	Realtor.com data
Estimated Housing Mortgage	\$ 531,000	Assumes median housing value less 10% for down payment
<b>Annual Housing Cost:</b>		
Annual Mortgage Payment (Est.)	\$ 40,275	30 year mortgage at 6.50% interest
Property Taxes (Est.)	\$ 6,189	2024 average mill rate = \$10.49/1,000
Insurance (Est.)	\$ 1,172	Average cost in WI in 2024
<b>Total Annual Housing Cost</b>	<b>\$ 47,636</b>	<b>WRA Mortgage Calculator</b>
Median Household Income (2023)	\$ 134,408	2020 ACS-Census Data (data.census.gov)
<b>Total Cost of Housing as a % of Income (Est.)</b>	<b>35.4%</b>	
<b>Impact Fee</b>	<b>\$ 1,793.29</b>	
Median Housing Value + Impact Fee	\$ 591,793	
Annual Mortgage Payment w/Impact Fee	\$ 40,392	6.50% interest over 30 years
Annual Housing Cost w/Taxes, Insurance & Fee	\$ 47,753	
% Increase in Annual Costs	<b>.25%</b>	
<b>Total Cost of Housing as a % of Income</b>	<b>35.53%</b>	Revised cost with Impact Fee

## Effect of Impact Fees on Housing Affordability – Option B

Waukesha County	Calculations	Data Sources and Assumptions
Median Housing Value	\$ 590,000	Realtor.com data
Estimated Housing Mortgage	\$ 531,000	Assumes median housing value less 10% for down payment
<b>Annual Housing Cost:</b>		
Annual Mortgage Payment (Est.)	\$ 40,275	30 year mortgage at 6.50% interest
Property Taxes (Est.)	\$ 6,189	2024 average mill rate = \$10.49/1,000
Insurance (Est.)	\$ 1,172	Average cost in WI in 2024
<b>Total Annual Housing Cost</b>	<b>\$ 47,636</b>	<b>WRA Mortgage Calculator</b>
Median Household Income (2023)	\$ 134,408	2020 ACS-Census Data (data.census.gov)
<b>Total Cost of Housing as a % of Income (Est.)</b>	<b>35.4%</b>	
<b>Impact Fee</b>	<b>\$ 1,846.03</b>	
Median Housing Value + Impact Fee	\$ 591,846	
Annual Mortgage Payment w/Impact Fee	\$ 40,404	6.50% interest over 30 years
Annual Housing Cost w/Taxes, Insurance & Fee	\$ 47,765	
% Increase in Annual Costs	<b>.27%</b>	
<b>Total Cost of Housing as a % of Income</b>	<b>35.54%</b>	Revised cost with Impact Fee

## **VI. IMPLEMENTATION**

In calculating the appropriate impact fees, the following analyses were conducted:

- In accordance with Section 66.0617, Wisconsin Statutes, an inventory of existing District facilities was completed, including the identification of deficiencies in the quantity or quality of those facilities.
- Future conditions within the District were projected.
- Required new public facilities, as well as improvements or expansions to existing facilities, were identified.
- Service level standards were established.
- Estimated costs of projects identified by the District were proportionately allocated to those facilities that are projected to serve new development through 2035.
- The potential impact of the proposed impact fee on housing affordability was evaluated.

### **A. Adoption of an Impact Fee Ordinance**

Section 66.0617, Wisconsin Statutes, requires that the following procedures take place before adoption of a local impact fee ordinance affecting new development:

1. Prepare a public facilities needs assessment for the facilities for which impact fees are anticipated. The needs assessment must include:
  - An inventory of existing public facilities, including identification of current deficiencies in those facilities for which impact fees may be imposed.
  - Identification of new public facilities, or improvements or expansions to existing facilities, required as a result of new development, or identification of excess capacity in existing facilities used by new development. This analysis must be based on clearly defined service levels and standards.
  - A detailed estimate of the capital costs associated with providing or constructing the new, improved, or expanded public facilities, including an assessment of the cumulative impact of all proposed and existing impact fees on the availability of affordable housing within the municipality.
2. A Class 1 notice public hearing notice must be published on the proposed ordinance, specifying where copies of the public facilities needs assessment and proposed ordinance may be obtained.
3. Conduct a public hearing to adopt or amend an Impact Fee ordinance. The public facilities needs assessment shall be available for public review for a minimum of 20 days prior to the hearing date.

### **B. Fee Collection**

Impact fees may be imposed on persons who develop land. "Development" in the Statute is defined as the creation of additional residential dwelling units that generate the need for new, expanded, or improved public facilities. Development may include the construction of a new residential building, as well as the remodeling or expansion of a current building when such changes result in a use that places greater demand on fire services than the prior land use.

Impact fees collected must reduce other capital costs imposed by the municipality to provide or fund public facilities necessitated by new land development. Additionally, in the event that a developer dedicates land, constructs facilities, or otherwise contributes items of value in lieu of paying an impact fee, the District would be required to reduce the impact fee on a proportionate basis.

Impact fees may not be collected until a building permit is issued. However, Section 66.0617(6)(g) of Wisconsin Statutes now requires that when total impact fees imposed on a development exceed \$75,000, the municipality must allow the developer to defer payment for up to four years or until six months prior to the municipality incurring costs to construct the facility for which the fees are imposed, whichever occurs first. During the deferral period, the developer is required to maintain a bond or an irrevocable letter of credit equal to the amount of the unpaid fees.

In addition, Wisconsin Statutes 66.0617(7r) states as follows: "At the time that the municipality collects an impact fee, it shall provide to the developer from which it received the fee an accounting of how the fee will be spent."

### **C. Management of Impact Fees**

Any impact fee collected must be deposited into a segregated account. Both the impact fees collected and any interest earned on those funds may be used only to finance the fire facilities in question. Impact fee revenues may be applied directly to project costs (including engineering, construction, legal and other applicable costs) or used to pay debt service on bonds issued to finance eligible capital projects.

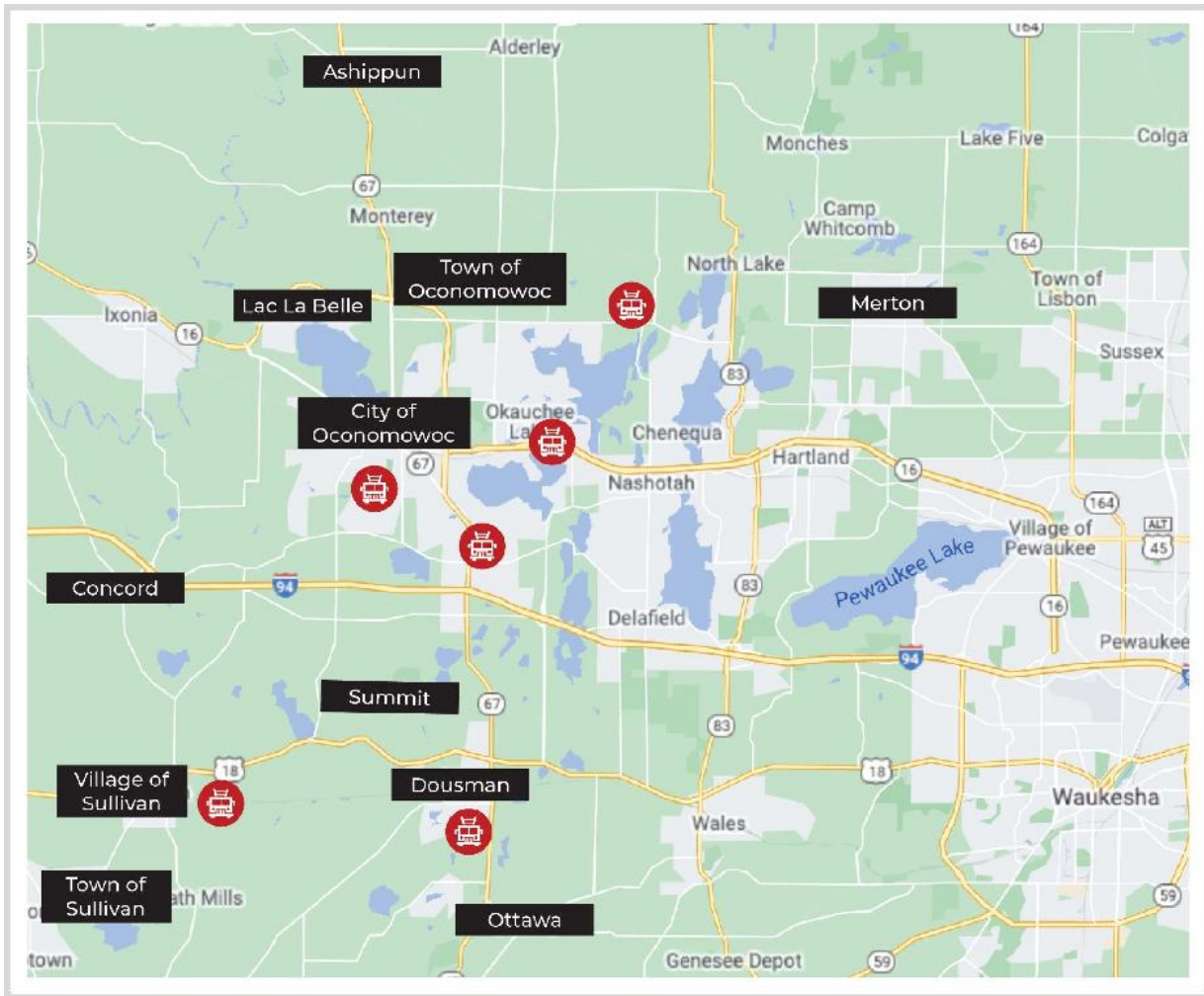
To ensure that impact fees are not used to fund more than the proportionate share of capital costs attributable to new development, the public facilities needs assessment should be referenced when determining the amount of impact fee revenue applied to a specific facility. If a project is modified from what is identified in the needs assessment, it may be necessary to review and update both the needs assessment and the impact fee ordinance.

Section 66.0617 (9) also provides for the refund of impact in certain circumstances, stating as follows: "... impact fees that are not used within 8 years after they are collected to pay the capital costs for which they were imposed shall be refunded to the payer of fees for the property with respect to which the impact fees were imposed, along with any interest that has accumulated... For purposes of the time limits in this subsection, an impact fee is paid on the date a developer obtains a bond or irrevocable letter of credit in the amount of the unpaid fees executed in the name of the municipality..."

To ensure compliance with the above time limits and to confirm that impact fees are properly applied to the projects identified in the public facilities needs assessment, the District should maintain records of impact fee collections that includes, at a minimum, property owner's name(s) at the time of payment, payment date, tax ID number, number of units, fee per unit, and impact fee paid. Furthermore, the District should also track project costs that are funded with impact fees, including project year, project description, and the total project costs referenced above, the portion of the project cost financed with impact fees, and details of the debt which will be funded through impact fees.

Project Location Maps & Project Layout

## Appendix A – Map-Fire Stations and Service Area



VILLAGE OF SUMMIT  
 Payables Report for  
 March 12, 2026 Meeting  
 Prepared by Debbie Michael

**Summary of May 2026 Payables**

**Batches For Payment:**

\$ Amount	Description
760,367.19	May Payables
3,900.64	Credit Card
-----	
Total \$ 764,267.83	

**Total May Payables for Approval: \$ 764,267.83**

Approved by the Summit Village Board on this the 11th day of June, 2026

<b>Engineering</b>	<b>\$</b>	<b>6,513.97</b>
Village		317.50
Chargebacks		6,196.47
<b>Planning</b>		-
Planner		
Special Project		
Chargebacks		
<b>Legal</b>	<b>\$</b>	<b>10,725.70</b>
Village		9,222.55
Chargebacks		1,503.15

Dated From: 6/12/2026 From Account:  
 Thru: 6/12/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
6/12/2026 ACCURATE APPRAISAL LLC			
JUNE 2026			
100-00-51530-290-000		ASSESSOR O/S SERVICES	2,500.00
	JUNE 2026	6348	
Total			2,500.00

6/12/2026 ACCURATE GRAPHICS, INC

100-00-52402-000-000		BUILDING INSPECT SUPPLIES	394.46
		BLDG PERMIT PLACARDS/STICKERS	49938
100-00-52402-000-000		BUILDING INSPECT SUPPLIES	69.00
		ELECT INSPECTION REPORTS	49882
Total			463.46

6/12/2026 ACE HARDWARE OF OCONOMOWOC

100-00-54910-390-000		CEMETERY EXPENSE	102.72
		PIPE, HOSE BIBB, PLBG PARTS	263890
100-00-54910-390-000		CEMETERY EXPENSE	34.56
		BUSHINGS, ELBOW	263904
100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT	3.59
		BLB	263828
Total			140.87

6/12/2026 ARC DOCUMENT SOLUTIONS LLC

100-00-13101-000-000		ACCOUNTS RECEIVABLE OTHER	45.60
		SUMT 0643018 HOUSE PLANS	55WII9063784
Total			45.60

6/12/2026 CITY OF DELAFIELD POLICE DEPARTMENT

100-00-52104-000-000		POLICE GRANT POOL PYMNT	708.07
		SEATBELT GRANT APR 2026	APRIL 2026
Total			708.07

6/12/2026 CITY OF OCONOMOWOC

240-00-53720-000-000		SUD #3 EXPENSE	191,985.95
		SEWER LICENSE FEE	INV03735

6/03/2026 1:19 PM

In Progress Checks - Full Report - Regular  
ALL Checks by Payee  
BANK 59

Page: 2  
ACCT

Dated From: 6/12/2026 From Account:

Thru: 6/12/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
			Total 191,985.95
6/12/2026 CITY OF OCONOMOWOC POLICE DEPARTMENT			
100-00-52104-000-000		POLICE GRANT POOL PYMNT	2,714.73
		SEATBELT GRANT APR 2026	
		APRIL 2026	
			Total 2,714.73
6/12/2026 CLEAN RITE SUPPLY INC			
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	307.96
		TISSUE, TOWELS	
		154561	
			Total 307.96
6/12/2026 COMPASS MINERALS AMERICA INC			
100-00-53300-340-000		PUBLIC WORKS ICE & SNOW	2,003.64
		23.6 TN ROAD SALT RES FILL	
		1665132	
100-00-53300-340-000		PUBLIC WORKS ICE & SNOW	1,993.45
		23.48 TN ROAD SALT RES FILL	
		1665597	
			Total 3,997.09
6/12/2026 CONLEY MEDIA LLC			
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	137.86
		PABST FARMS PH	
		63308605262	
			Total 137.86
6/12/2026 COREY OIL LTD			
100-00-52100-250-000		POLICE FUEL	1,093.11
		251 GAL GAS	
		415574	
100-00-52100-260-000		POLICE SQUAD REP & MAINT	693.75
		55 G DRUM 5W30	
		645478	
100-00-53300-250-000		PUBLIC WORKS FUEL	1,163.20
		207.9 GAL DIESEL	
		415575	
100-00-52100-250-000		POLICE FUEL	1,126.13
		299.9 GAL UNLEADED GAS	
		415943	
			Total 4,076.19

6/03/2026 1:19 PM

In Progress Checks - Full Report - Regular

Page: 3

ALL Checks by Payee

ACCT

BANK 59

Dated From: 6/12/2026

From Account:

Thru: 6/12/2026

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	6/12/2026	CORRE	
100-00-57400-000-000		CAPITAL PURCHASE	6,900.00
		N DOUSMAN RD TRL REAL ESTATE TRANSACTION 14948	
		Total	6,900.00
	6/12/2026	DAN PLAUTZ CLEANING SERVICE, INC. MAY CLEANING	
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	794.00
		MAY CLEANING 9689	
		Total	794.00
	6/12/2026	DECKER SUPPLY CO INC	
100-00-52105-000-000		COMMUNITY OUTREACH PROG	40.00
		POLICE LOGO SET UP- HOPE CHURCH \$ 936479	
		Total	40.00
	6/12/2026	DEER CREEK TECHNOLOGIES LLC	
100-00-13101-000-000		ACCOUNTS RECEIVABLE OTHER	333.00
		DOCUMENT MGMNT SOFTWARE PD 2026-1181	
		Total	333.00
	6/12/2026	DIVERSIFIED BENEFIT SERVICES INC	
100-00-51600-210-000		VILLAGE HALL 3RD PARTY ADMIN	105.00
		MAY FSA ADMIN 478955	
		Total	105.00
	6/12/2026	G-BROCKS AUTO REPAIR	
100-00-52100-260-000		POLICE SQUAD REP & MAINT	132.00
		2025 FORD TIRE MOUNT 159561	
		Total	132.00
	6/12/2026	GALLS LLC	
100-00-52100-313-000		POLICE CLOTHING ALLOW	895.39
		LIPOVSEK CLOTHING 035014076	

6/03/2026 1:19 PM

In Progress Checks - Full Report - Regular  
ALL Checks by Payee  
BANK 59

Page: 4  
ACCT

Dated From: 6/12/2026 From Account:  
Thru: 6/12/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-52100-313-000		POLICE CLOTHING ALLOW	185.00
		TATE SEHRBROCK CLOTHING	035194062
		Total	1,080.39

6/12/2026 GFL ENVIRONMENTAL

100-00-53620-000-000		GARBAGE & RECYCLING	43,927.37
		APRIL 2308 HH	U70000356625
		Total	43,927.37

6/12/2026 GLOBE LIFE  
SUPPLEMENTAL INS JUN

100-00-21530-000-000		INSURANCE PAYABLE	271.38
		SUPPLEMENTAL INS JUN	06012026
		Total	271.38

6/12/2026 INSIGHT FS  
CHEMICALS WEED CONTROL

100-00-54910-390-000		CEMETERY EXPENSE	144.75
		CHEMICALS WEED CONTROL	57058085
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	48.25
		CHEMICALS WEED CONTROL	57058085
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	156.75
		5 GAL TRIPLET WEED CONTROL	57001953
		Total	349.75

6/12/2026 ITU ABSORB TECH INC

100-00-53300-390-000		PUBLIC WORKS EXPENSE	5.15
		COVERALLS	8732689
100-00-53300-390-000		PUBLIC WORKS EXPENSE	11.13
		COVERALLS	8736386
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	145.95
		MATS & SHOP TOWELS	8736386
100-00-53300-390-000		PUBLIC WORKS EXPENSE	5.15
		COVERALLS	8725338
100-00-53300-390-000		PUBLIC WORKS EXPENSE	5.15
		COVERALLS	8729036
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	17.12
		SHOP TOWELS	8729036

6/03/2026 1:19 PM

In Progress Checks - Full Report - Regular

Page: 5

ALL Checks by Payee

ACCT

BANK 59

Dated From: 6/12/2026 From Account:

Thru: 6/12/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			189.65

6/12/2026 JOHNSON'S NURSERY LLC

MAY 2 & 16 YARDWASTE

100-00-53620-000-000	GARBAGE & RECYCLING		623.60
	MAY 2 & 16 YARDWASTE	05265200	

Total 623.60

6/12/2026 KONTNEY COMPUTER GROUP

100-00-51600-390-000	VILLAGE HALL EXPENSE		75.00
	NEW PLAN COMMISSION EMAILS	26588	

100-00-51600-390-000	VILLAGE HALL EXPENSE		37.50
	ENCRYPTED MAIL ASSIST	26600	

100-00-52100-390-000	POLICE EXPENSE		150.00
	NEW OFFICER ACCOUNT	26589	

100-00-52100-390-000	POLICE EXPENSE		600.00
	POLICE CHIEF SWITCHOVER	26556	

Total 862.50

6/12/2026 LANGE ENTERPRISES INC

100-00-53300-370-000	PUBLIC WORKS ROAD MAINTENANCE		77.40
	615 & 575 WAYFARE TRL	95164	

Total 77.40

6/12/2026 METLIFE

100-00-21530-000-000	INSURANCE PAYABLE		31.10
	SUPPLEMENTAL VISION	JUNE 1 2026	

Total 31.10

6/12/2026 MID-STATE EQUIPMENT

100-00-54910-390-000	CEMETERY EXPENSE		177.45
	SGAG #1 FLAT TIRE	D10829	

Total 177.45

6/12/2026 MILLER MONUMENT CO

Dated From: 6/12/2026 From Account:  
 Thru: 6/12/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-54910-335-000		CEMETERY ENGRAVING	700.00
		INSCRIPTION ON NICHE DOORS	38381
Total			700.00

6/12/2026 MILLER-BRADFORD & RISBERG, INC

100-00-53300-350-000		PUBLIC WORKS EQUIP MAINT	161.22
		MILL BLADES	P5446202
Total			161.22

6/12/2026 MUNICIPAL INSPECTORS LLC

100-00-52400-290-000		BUILDING INSPECT O/S SERVICES	25,550.92
		APRIL BLDG PERMITS	APRIL 2026
Total			25,550.92

6/12/2026 MUNICIPAL LAW & LITIGATION GROUP SC

V OF SUMMIT

100-00-51300-290-000		LEGAL EXPENSE O/S SERVICES	7,006.85
		V OF SUMMIT	17764
100-00-51300-290-000		LEGAL EXPENSE O/S SERVICES	1,477.50
		COURT V OF SUMMIT	17764
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	30.00
		ROGERS	17764
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	135.00
		WILBUR	17764
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	30.00
		WHITE STONE	17764
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	522.40
		PABST FARMS	17764
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	90.00
		KOPPLIN	17764
100-00-51300-290-000		LEGAL EXPENSE O/S SERVICES	738.20
		LIBBEY LITIGATION	17764
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	635.75
		CANINE CAMPUS	17764
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	60.00
		REDEMPTORIST RETREAT CTR	17764
Total			10,725.70

6/03/2026 1:19 PM

In Progress Checks - Full Report - Regular  
ALL Checks by Payee  
BANK 59

Page: 7  
ACCT

Dated From: 6/12/2026 From Account:  
Thru: 6/12/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
6/12/2026 OCONOMOWOC LANDSCAPE SUPPLY			
100-00-53300-340-000		PUBLIC WORKS ICE & SNOW GRASS SEE (PLOW DAMAGE) S419002	150.29
100-00-53300-340-000		PUBLIC WORKS ICE & SNOW SCREENED TOPSOIL (PLOW DAMAGE) S418476	115.00
100-00-53300-340-000		PUBLIC WORKS ICE & SNOW STRAW (PLOW DAMAGE) S417478	21.98
100-00-53300-340-000		PUBLIC WORKS ICE & SNOW STRAW BLANKET S417215	151.89
Total			439.16
6/12/2026 OLSEN SAFETY EQUIPMENT CORP			
100-00-53300-390-000		PUBLIC WORKS EXPENSE GLOVES & GLASSES 0433368-IN	209.28
Total			209.28
6/12/2026 PROHEALTH MEDICAL GROUP			
100-00-53300-390-000		PUBLIC WORKS EXPENSE MOUDRY DOT TESTING NEW EMP 329620	187.00
100-00-52100-390-000		POLICE EXPENSE QUEST RAPID 10 PANEL 330917	61.00
Total			248.00
6/12/2026 SECURIAN FINANCIAL GROUP INC			
100-00-52100-132-000		POLICE INSURANCE LIFE INS JULY 2026	118.43
100-00-53300-132-000		PUBLIC WORKS INSURANCE LIFE INS JULY 2026	44.59
100-00-51420-132-000		ADMIN C/T INSURANCE LIFE INS JULY 2026	32.47
100-00-51422-132-000		VILLAGE OFFICE INSURANCE LIFE INS JULY 2026	21.06
100-00-13101-000-000		ACCOUNTS RECEIVABLE OTHER SUPP LIFE INS JULY 2026	138.74
Total			355.29

6/03/2026 1:19 PM

In Progress Checks - Full Report - Regular  
ALL Checks by Payee  
BANK 59

Page: 8  
ACCT

Dated From: 6/12/2026 From Account:  
Thru: 6/12/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
6/12/2026 SHORT ELLIOTT HENDRICKSON INC			
2026 ON-CALL ENGINEERING			
100-00-53101-000-000		ENGINEERING O/S SERVICES	317.50
		2026 ON-CALL ENGINEERING 508901	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	148.50
		LAKE COUNTRY VILLAGE 509015	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	792.00
		WHITESTONE 509015	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	1,994.79
		ROGERS MEMORIAL HOSP 509015	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	394.89
		LURVEY DEVELOPMT 509015	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	1,226.79
		ESCHWEILER-BARK RIVER CONSERVANCY 509015	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	792.00
		COSTCO PERMITS REVIEW 509015	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	165.00
		LANG-WOLF CSM REVIEW 509015	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	532.50
		KOPPLIN CSM REVIEW 509015	
100-00-13100-000-000		CUSTOMER ACCOUNTS RECEIVABLE	150.00
		LAYLAN CSM REVIEW 509015	
Total			6,513.97

6/12/2026 SOMAR TEK LLC/SOMAR ENTERPRISES

100-00-52100-390-000		POLICE EXPENSE	106.25
		25 NOTEBOOKS 136122212061	
Total			106.25

6/12/2026 STANDARD INSURANCE COMPANY RC

100-00-52100-132-000		POLICE INSURANCE	766.93
		STD/LTD JUN JUNE 2026	
100-00-53300-132-000		PUBLIC WORKS INSURANCE	255.02
		STD/LTD JUN JUNE 2026	
100-00-51422-132-000		VILLAGE OFFICE INSURANCE	31.93
		STD/LTD JUN JUNE 2026	

6/03/2026 1:19 PM

In Progress Checks - Full Report - Regular  
ALL Checks by Payee  
BANK 59

Page: 9  
ACCT

Dated From: 6/12/2026 From Account:

Thru: 6/12/2026 Thru Account;

Voucher Nbr	Check Date	Payee	Amount
100-00-51420-132-000		ADMIN C/T INSURANCE	83.49
	STD/LTD JUN	JUNE 2026	
		Total	1,137.37

6/12/2026 STERLING MAINZ & SONS

100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	19.85
		WALL HUNG URINAL GASKET	145333
		Total	19.85

6/12/2026 STOPSTICK LTD

STOP STICKS & SLEEVE

100-00-52100-390-000		POLICE EXPENSE	358.00
		STOP STICKS & SLEEVE	0041980-IN
		Total	358.00

6/12/2026 STRAND ASSOCIATES INC

400-00-57400-000-000		CAPITAL PURCHASE	3,450.23
		N DOUSMAN RD TRL TAP	0238407
400-00-57400-000-000		CAPITAL PURCHASE	862.56
		N DOUSMAN RD TRL STEWARDSHIP	0238407
		Total	4,312.79

6/12/2026 STREICHER'S

100-00-52100-313-000		POLICE CLOTHING ALLOW	95.00
		PETERS CLOTHING	I1828427
		Total	95.00

6/12/2026 SUMMERSET MARINE CONSTRUCTION LLC

100-00-55200-390-000		RECREATION EXPENSE	164.00
		HEAVY DUTY AUGER	SO15749
		Total	164.00

6/12/2026 TIM'S AUTO PARTS

100-00-54910-390-000		CEMETERY EXPENSE	179.64
		BATTERY	11557-842416

Dated From: 6/12/2026 From Account:  
Thru: 6/12/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-54910-390-000		CEMETERY EXPENSE	10.56
		OIL FILTER SCAG 1	11557-843052
100-00-55200-390-000		RECREATION EXPENSE	10.56
		OIL FILTER SCAG 2	11557-842948
100-00-54910-390-000		CEMETERY EXPENSE	41.56
		AIR FILTER SCAG 1	11557-843046
100-00-55200-390-000		RECREATION EXPENSE	41.56
		AIR FILTER SCAG 2	11557-843046
<b>Total</b>			<b>283.88</b>

6/12/2026 TOP PACK DEFENSE			
UNIFORM PANTS LIU			
100-00-52100-313-000		POLICE CLOTHING ALLOW	228.00
		UNIFORM PANTS LIU	19026
<b>Total</b>			<b>228.00</b>

6/12/2026 TOTAL MECHANICAL			
100-00-51600-240-000		VILLAGE HALL REPAIRS & MAINT	3,044.57
		TROUBLESHOOT LIGHTING CONTROL PANEL	2601742
<b>Total</b>			<b>3,044.57</b>

6/12/2026 TOWN WEB DESIGN, LLC			
100-00-51600-320-000		VILLAGE HALL IT SUBSCRIPTIONS	1,500.00
		UPGRADED WEBSITE & HEYGOV SET UP	9763
<b>Total</b>			<b>1,500.00</b>

6/12/2026 VILLAGE OF DOUSMAN			
100-00-45100-000-000		TRAFFIC FINES & FORFEITURE	969.77
		APRIL 2026 TRAFFIC F&F	APRIL 2026
<b>Total</b>			<b>969.77</b>

6/12/2026 VILLAGE OF HARTLAND POLICE DEPARTMENT			
100-00-52104-000-000		POLICE GRANT POOL PYMNT	749.12
		SEATBELT GRANT APR	APRIL 2026
<b>Total</b>			<b>749.12</b>

6/03/2026 1:19 PM

In Progress Checks - Full Report - Regular

Page: 11

ALL Checks by Payee

ACCT

BANK 59

Dated From: 6/12/2026 From Account:

Thru: 6/12/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
6/12/2026 VITAL SHRED			
100-00-52100-390-000		POLICE EXPENSE DESTRUCTION OF RECORDS	50.60
		6407630	
			Total 50.60
6/12/2026 WAUKESHA COUNTY EMERGENCY MANAGEMENT			
100-00-52100-390-000		POLICE EXPENSE 9 ID CARDS	9.72
		826	
100-00-52100-390-000		POLICE EXPENSE HARTERT ID CARD	1.08
		813	
			Total 10.80
6/12/2026 WAUKESHA COUNTY TECHNICAL COLLEGE TS, GW, BB, DH, JH, RL, AO			
100-00-52100-312-000		POLICE TRAINING & SUPPLY TS, GW, BB, DH, JH, RL, AO	535.72
		S0896241	
			Total 535.72
6/12/2026 WAUKESHA COUNTY TREASURER			
100-00-52100-390-000		POLICE EXPENSE APR PRISONER HOUSING 2	62.86
		CINV2026-01894	
100-00-51440-390-000		ELECTIONS APRIL BALLOTS	297.34
		CINV2026-02013	
			Total 360.20
6/12/2026 WESTERN LAKES FIRE DISTRICT 2025 TAX SETTLEMENT 30% OPERATING			
800-00-24505-000-000		DUE TO WSTRN LAKES FD TAX ROLL 2025 TAX SETTLEMENT 30% OPERATING	437,605.50
		7247 JUN	
			Total 437,605.50
6/12/2026 WI DEPARTMENT OF TRANSPORTATION			
100-00-53300-370-000		PUBLIC WORKS ROAD MAINTENANCE DELAFIELD RD DESIGN	26.64
		3950000437234	
			Total 26.64

6/03/2026 1:19 PM

In Progress Checks - Full Report - Regular

Page: 12

ALL Checks by Payee

ACCT

BANK 59

Dated From: 6/12/2026 From Account:

Thru: 6/12/2026 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
6/12/2026 WISCONSIN DNR - ENVIRONMENTAL FEES			
ANNUAL STORMWATER FEE			
100-00-53300-345-000		PUBLIC WORKS MS4	500.00
		ANNUAL STORMWATER FEE	26ESR05358
		Total	500.00
6/12/2026 WISCONSIN PROFESSIONAL POLICE ASSOCIATION INC			
100-00-21550-000-000		UNION DUES	371.00
		LEER, PAC, ELPP 7 EMP	28384
		Total	371.00
6/12/2026 WOLF PAVING CO INC			
100-00-53300-370-000		PUBLIC WORKS ROAD MAINTENANCE	62.22
		1.02 TN HOTBOX ASPHALT	54889
		Total	62.22
		Grand Total	760,367.19

6/03/2026 1:19 PM

In Progress Checks - Full Report - Regular  
ALL Checks by Payee  
BANK 59

Page: 13  
ACCT

Dated From: 6/12/2026 From Account:  
Thru: 6/12/2026 Thru Account:

Amount

---

Total Expenditure from Fund # 100 - GENERAL FUND	126,462.95
Total Expenditure from Fund # 240 - SUMMIT UD #3	191,985.95
Total Expenditure from Fund # 400 - CAPITAL PROJECTS	4,312.79
Total Expenditure from Fund # 800 - TAX ROLL	437,605.50
Total Expenditure from all Funds	760,367.19



VILLAGE OF SUMMIT  
Statement Date: 05-25-2026

**Corporate Account Summary**

Previous Balance	\$3,276.89
Purchases and Other Charges	\$3,900.64
Cash Advances	\$0.00
Cash Advance Fees	\$0.00
Late Payment Charges	\$0.00
Credits	\$0.00 CR
Payments	\$3,276.89 PY

**New Balance** **\$3,900.64**

Disputed Amount \$0.00

**Payment Information**

Amount Due \$3,900.64

**Payment due in accordance with your agreement with U.S. Bank.**

QUESTIONS OR TO REPORT A LOST OR STOLEN CARD,  
CALL CUSTOMER SERVICE: 1-800-344-5696

To overnight or courier a payment, please send to:  
Corporate Payment Systems  
3180 Rider Trail S, Department 790428  
Earth City, MO 63045-1518

**Corporate Account Activity**

VILLAGE OF SUMMIT Total Corporate Activity  
\$3,276.89 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-15	05-15		AUTO PAYMENT DEDUCTION	3,276.89 CR

**New Activity**

MICHAEL J HARTERT	Purchases	\$264.75	<b>Total Activity</b>	<b>\$264.75</b>
	Cash Advances	\$0.00		
	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	52100- Amount
04-30	04-28	24639236119900017200153	SIRCHIE ACQUISITION COMPA 919-5542244 NC	390 88.75
05-25	05-23	24011346143100085910982	PADDLE.NET* CRASHPLAN PADDLE.COM NY	390 176.00

(transactions continued on next page)

Payment may be made electronically or by check made payable to Corporate Payment Systems.

CORPORATE PAYMENT SYSTEMS  
P.O. BOX 6343  
FARGO, ND 58125-6343

Account Number:  
Unique ID:  
Amount Due:

Amount Enclosed \$ **3900.64**

If paying by check, include coupon with payment to address below.

VILLAGE OF SUMMIT  
ATTN DEBRA MICHAEL  
37100 DELAFIELD RD  
SUMMIT WI 53066-9101

CORPORATE PAYMENT SYSTEMS  
P.O. BOX 790428  
ST. LOUIS, MO 63179-0428

Statement Date: 05-25-2026

00071799 73510 0001-0002 DUSB05DD052626231823 00 L 00021070 STNDSONME

New Activity cont

DEBRA J MICHAEL	Purchases	\$42.30	<b>Total Activity</b>	<b>\$42.30</b>
	Cash Advances	\$0.00		
	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-18	05-15	24692166135409499024241	AMAZON MKTPL*RH9XM2XH3 AMZN.COM/BILL WA	51100- Amount 390 42.30

DEPT OF PUBLIC WORKS	Purchases	\$1,690.62	<b>Total Activity</b>	<b>\$1,690.62</b>
	Cash Advances	\$0.00		
	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-28	04-27	24000776118100006200507	AMERICAN PUBLIC WORKS WISCONSIN.APW WI	53200-321 350.00
04-28	04-27	24801976117730621358724	NEU'S BUILDING CENTER IN MENOMONEE FAL WI	13101 779.98
04-29	04-28	24692166118402791615759	AMAZON MKTPL*BV8KL4C92 AMZN.COM/BILL WA	54910-390 27.91
05-07	05-05	24122596126030019909908	TIMS AUTO PARTS OCONOMOWOC WI	53300-350 34.27
05-11	05-07	24943016128010200016030	THE HOME DEPOT #4910 DELAFIELD WI	53300-370 399.97
05-14	05-13	24316276134008470207488	MARTINIZING GREEN CLEANIN OCONOMOWOC WI	54910-390 49.52
05-21	05-20	24941666140312822446365	FLEET FARM 5000 OCONOMOWOC WI	53300-390 8.99
05-22	05-21	24941666141313255461946	FLEET FARM 5000 OCONOMOWOC WI	51600-240 39.98

VILLAGE OF SUMMIT	Purchases	\$1,371.83	<b>Total Activity</b>	<b>\$1,371.83</b>
	Cash Advances	\$0.00		
	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-01	05-01	24011346121100034883088	MSFT * E0800ZCKLC MICROSOFT.COM WA	51600-320 160.00
05-06	05-05	24692166125409582286659	VZWRLLS*APOCC VISB 800-922-0204 FL	52100-270 190.05
05-08	05-07	24692166127401557393485	SPECTRUM 855-707-7328 MO	550.00
05-08	05-07	24692166127401557417003	SPECTRUM 855-707-7328 MO	137.58
05-08	05-07	24692166127401557418563	SPECTRUM 855-707-7328 MO	94.32
05-22	05-21	24793386141000027619091	ADOBE INC 800-8336687 CA	51600-320 239.88

(transactions continued on next page)



Statement Date: 05-25-2026

New Activity cont

BRIAN M WRAALSTAD Account Number: [REDACTED]	Purchases	\$531.14	<b>Total Activity</b>	<b>\$531.14</b>
	Cash Advances	\$0.00		
	Cash Advances Fees	\$0.00		
	Credits	\$0.00 CR		

Post Date	Tran Date	Reference Number	Transaction Description	52100 Amount
05-11	05-11	24692166131405061316894	AMAZON MKTPL*BV24T10Z0 AMZN.COM/BILL WA	390 172.38
05-15	05-14	24692166134408452546720	AMAZON MKTPL*BV68N6US0 AMZN.COM/BILL WA	390 38.76
05-18	05-18	24692166138401774625476	AMAZON MKTPL*QU96D9GX3 AMZN.COM/BILL WA	390 181.86
05-25	05-24	24011346144100018493790	MSFT * E0400ZAYJG MICROSOFT.COM WA	390 138.14
			Department: 00000	Total: \$3,900.64
			Division: 00000	Total: \$3,900.64

VILLAGE OF SUMMIT  
 US BANK CREDIT CARD  
 05/25/2026

Description	G/L Acct	\$\$\$	25-May-26					
AR Other	13101-000	\$779.98	779.98					
VB Dues/Training	51100-315	\$0.00						
Village Brd Exp	51100-390	\$42.30	42.30					
VO Dues/Training	51422-321	\$0.00						
Elections	51440-390	\$0.00						
BOR Exp	51531-390	\$0.00						
VH Utility	51600-220	\$781.90	550.00	137.58	94.32			
VH Maint/Rep	51600-240	\$39.98	39.98					
VH Lease/Rental Equip	51600-291	\$0.00						
VH IT Subscriptions	51600-320	\$399.88	160.00	239.88				
VH Exp	51600-390	\$0.00						
Police Sqd Maint/Rep	52100-260	\$0.00						
Police Dispatch/Radio	52100-270	\$190.05	190.05					
Police Training & Supp	52100-312	\$0.00						
Police Cloth Allow	52100-313	\$0.00						
Police Exp	52100-390	\$795.89	88.75	176.00	172.38	38.76	181.86	138.14
Water Patrol Exp	52101-390	\$0.00						
Comm Outreach	52105-000	\$0.00						
Building Inspector	52402-000	\$0.00						
DPW Dues/Training	53300-321	\$350.00	350.00					
PW Ice Snow	53300-340	\$0.00						
PW MS4	53300-345	\$0.00						
PW Equip Maint	53300-350	\$34.27	34.27					
PW Road Maint	53300-370	\$399.97	399.97					
PW Exp	53300-390	\$8.99	8.99					
Cemetery Exp	54910-390	\$77.43	27.91	49.52				
Recreation Exp	55200-390	\$0.00						
Capital Purchase	57400-000	\$0.00						
<b>Total</b>		<b>\$3,900.64</b>						
				Total from CC Statement:	3,900.64			
				Total from above:	3,900.64			
				Difference:	0.00			



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

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

---

## MEMORANDUM

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: June 5, 2026

Re: Consent Agenda Item – Successor Agent Appointment for Nemahbin Lake Partners, LLC

---

**BACKGROUND:** Nemahbin Lake Partners, LLC runs Highwater Bar & Grill (formerly Panga) at 34422 Delafield Road. They are appointing Brent Barg as the new agent (currently Daniel Della).

### Successor Agent Requirements

#### 1. Personal Qualifications

The new agent must meet the same strict standards as an original liquor license applicant:

- **Age:** Must be of legal drinking age (21 years or older).
- **Residency:** Must have been a continuous resident of Wisconsin for at least **90 days** prior to the appointment date.
- **Background:** Must have a satisfactory character, record, and reputation. (Certain felony or arrest convictions may disqualify the applicant, subject to state law).
- **Training:** Must have successfully completed a **Responsible Beverage Server Training Course** within the last two years, unless they held a Wisconsin operator's/manager's license or served as an approved agent in the past two years.
- **Authority:** The business entity must vest the agent with full authority and control over the alcohol-beverage portion of the business.

#### 2. Required Paperwork

The following documents must be submitted to your municipal clerk's office:

- **Appointment of Agent Form:** Form AB-101 (or the equivalent local form such as AT-200) signed by an officer of the corporation or a member of the LLC.
- **Individual Questionnaire:** Form AB-100 completed in full by the successor agent.
- **Processing Fee:** A nominal processing fee (usually \$10, though local municipalities may adjust this amount).

**ATTACHMENTS:** AB-101 Appointment of Agent, AB-100 Individual Questionnaire

**FISCAL IMPACT:** \$10 revenue

**Staff recommends approval of the new agent, Brent Barg, for Nemahbin Lake Partners, LLC, as part of the Consent Agenda**

**Agent Type** (check one)

Original (no fee),  Successor (\$10 fee for municipal licensees only)

**Part A: Business Information**

1. Legal Business Name (individual name if sole proprietor)  
Nemadbin Lake Partners

2. Business Trade Name or DBA  
Highwater Bar + Grill

3. Entity Type (check one)  Limited Liability Company  Corporation  Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)  Municipal Retail License  State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.  
changing responsibilities of business owners.

**Part B: Agent Information**

1. Last Name Brent

2. First Name Berg

3. M.I. E

4. Email

5. Phone

6. Home Address 13430 Wrayburn Rd

7. City Elm Grove

8. State WI

9. Zip Code 53122

10. Date of Birth

11. Driver's License/State ID Number

12. Driver's License/State ID State of Issuance

**Part C: Agent Questions**

1. Have you satisfied the responsible beverage server training requirement? .....  Yes  No  
Submit proof of completion.

2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire* (licensee) or Form AB-300, *Alcohol Beverage Personal Questionnaire* (permittee)? .....  Yes  No

3. Have you been a Wisconsin resident for at least 90 continuous days? .....  Yes  No  
See instructions for exceptions.

Continued →

**Part D: Business Attestation**

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <b>Berg</b>		First Name <b>Brent</b>		M.I. <b>E</b>
Title <b>COO</b>	Email -		Phone -	
Signature			Date <b>5/26/26</b>	

**Part E: Agent Attestation**

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <b>Berg</b>		First Name <b>Brent</b>		M.I. <b>E</b>
Signature			Date <b>5/26/26</b>	



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

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

---

## MEMORANDUM

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: June 5, 2026

Re: Consent Agenda Item –Alcohol License Renewals

---

**BACKGROUND:** All information has been provided, and background checks on agents have been done by Police Department, for renewal license at six establishments in the Village:

Stolley’s Hogg Alley LLC, dba: Stolley’s Hogg Alley (Combo Class B License)  
Ole LLC, dba Ole’s Tap (Combo Class B License)  
Nemahbin Lake Partners LLC, dba: Highwater Bar & Grill (Combo Class B License) \*FKA Panga  
GLP Acquisitions LLC, dba: Golden Lake Pub (Combo Class B License)  
S&S Lakeside, dba: Lucky Chucky’s (Combo Class B License)  
Miller’s Sandy Beach Diner LLC, dba: Miller’s Sandy Beach (Class “B” Beer License)

**ATTACHMENTS:** AB-200 Alcohol Beverage License Applications

**FISCAL IMPACT:** \$600 revenue for 1 year “Class B” Liquor & Class “B” Beer license (Combo Class B) & \$100 revenue for Class “B” Beer License

**Staff recommends approval of the renewal alcohol beverage licenses for 2026-2027 license year as part of the Consent Agenda action**

Form  
AB-200

# Alcohol Beverage License Application

For Municipal Use Only
Municipality <b>V. Summit</b>
License Period <b>07/01/26 - 06/30/27</b>

**Application Type (check one)**

Initial (New)       Renewal

<p><b>License(s) Requested:</b> (up to two boxes may be checked)</p> <p><input type="checkbox"/> Class "A" Beer ..... \$ _____</p> <p><input checked="" type="checkbox"/> Class "B" Beer ..... \$ <u>500</u></p> <p><input type="checkbox"/> "Class A" Liquor ..... \$ _____</p> <p><input checked="" type="checkbox"/> Regular "Class B" Liquor ..... \$ <u>100</u></p> <p><input type="checkbox"/> "Class A" Liquor (cider only) ..... \$ _____</p> <p><input type="checkbox"/> Reserve "Class B" Liquor ..... \$ _____</p> <p><input type="checkbox"/> "Class C" Liquor (wine only) ..... \$ _____</p> <p><input type="checkbox"/> Above-Quota "Class B" Liquor ..... \$ _____</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">Fees</th> </tr> <tr> <td style="font-size: small;">License Fee(s)</td> <td style="text-align: right;">\$ <u>600</u></td> </tr> <tr> <td style="font-size: small;">Background Check Fee</td> <td style="text-align: right;">\$ <u>0</u></td> </tr> <tr> <td style="font-size: small;">Publication Fee</td> <td style="text-align: right;">\$ <u>5</u></td> </tr> <tr> <td style="font-size: small;"><b>Total Fees</b></td> <td style="text-align: right;"><b>\$ <u>605</u></b></td> </tr> </table>	Fees		License Fee(s)	\$ <u>600</u>	Background Check Fee	\$ <u>0</u>	Publication Fee	\$ <u>5</u>	<b>Total Fees</b>	<b>\$ <u>605</u></b>
Fees											
License Fee(s)	\$ <u>600</u>										
Background Check Fee	\$ <u>0</u>										
Publication Fee	\$ <u>5</u>										
<b>Total Fees</b>	<b>\$ <u>605</u></b>										

**Part A: Premises/Business Information**

1. Legal Business Name (individual name if sole proprietorship)  
**Stolley's Hogg Alley LLC - JEFFERY D. STOLL**

2. Business Trade Name or DBA  
**Stolley's Hogg Alley LLC**

3. FEIN  
.....

4. Wisconsin Seller's Permit Number  
.....

5. Entity Type (check one)  
 Sole Proprietor     Partnership     Limited Liability Company     Corporation     Nonprofit Organization

6. If the applicant business is an LLC, are the controlling members other LLCs or corporations? .....  Yes     No  
If yes, the members, managers, officers and directors of those business entities must be listed in Part C and provide a Form AB-100.

7. State of Organization **WI**      8. Date of Organization **03/20/2006**      9. Wisconsin DFI Registration Number  
.....

10. Premises Address  
**2008 N. Venice Beach Rd**

11. City **Waukesha**      12. State **WI**      13. Zip Code **53064**

14. County **WAUKESHA**      15. Governing Municipality:  City     Town     Village  
of: **Summit**      16. Aldermanic District

17. Premises Phone **262-646-5652**      18. Premises Email **stolley27@yahoo.com**      19. Website **stolleyshoggalley.com**

20. Premises Description  
**Initial (New Applicants Only):** Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.  
**Renewal Applicants Only:** I am renewing a license and by checking the box following this statement, I affirm that I have reviewed the last issued license certificate and the premises description remains the same.

21. Mailing Address (if different from premises address) **SAME AS ABOVE**

22. City .....      23. State **WI**      24. Zip Code .....

**Part B: Questions**

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages.  Yes     No  
If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages.  Yes  No  
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler?  Yes  No  
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion.  Yes  No  
 5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine?  Yes  No  
 6. Does the applicant business owe past due municipal property taxes, assessments, or other fees?  Yes  No

**Part C: Individual Information**

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.

I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.

(For corporations, limited liability companies, and nonprofit organizations only) I have provided an accurate Form AB-101 to appoint an agent on behalf of my business.

I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

**Part D: Attestation**

One of the following must sign and attest to this application:  
 • sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <b>Stoll</b>		First Name <b>Jeffrey</b>		M.I. <b>D</b>
Title <b>Owner / operator</b>	Email		Phone	
Signature <i>[Signature]</i>			Date <b>05/27/26</b>	

**Part E: For Clerk Use Only**

Date Application Was Filed With Clerk <b>05/27/2026</b>	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

Form  
AB-200

# Alcohol Beverage License Application

For Municipal Use Only	
Municipality	V. Summit
License Period	7/1/26 - 6/30/27

**Application Type (check one)**

Initial (New)                       Renewal

**License(s) Requested:** (up to two boxes may be checked)

<input type="checkbox"/> Class "A" Beer ..... \$ _____	<input checked="" type="checkbox"/> Class "B" Beer ..... \$ <u>500</u>
<input type="checkbox"/> "Class A" Liquor ..... \$ _____	<input checked="" type="checkbox"/> Regular "Class B" Liquor \$ <u>100</u>
<input type="checkbox"/> "Class A" Liquor (cider only) \$ _____	<input type="checkbox"/> Reserve "Class B" Liquor \$ _____
<input type="checkbox"/> "Class C" Liquor (wine only) \$ _____	<input type="checkbox"/> Above-Quota "Class B" Liquor ..... \$ _____

**Fees**

License Fee(s)	\$ <u>600.00</u>
Background Check Fee	\$ _____
Publication Fee	\$ <u>5.00</u>
<b>Total Fees</b>	<b>\$ <u>605.00</u></b>

**Part A: Premises/Business Information**

1. Legal Business Name (individual name if sole proprietorship) <u>OLE'S LLC</u>			
2. Business Trade Name or DBA <u>OLE'S TAP</u>			
3. _____		4. Wisconsin Seller's Permit Number. _____	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. If the applicant business is an LLC, are the controlling members other LLCs or corporations? ..... <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, the members, managers, officers and directors of those business entities must be listed in Part C and provide a Form AB-100.			
7. State of Organization <u>WI</u>		8. Date of Organization <u>July, 2023</u>	
9. Wisconsin DFI Registration Number _____			
10. Premises Address <u>34324 DEARBORN RD</u>			
11. City <u>DEARBORN</u>		12. State <u>WI</u>	13. Zip Code <u>53064</u>
14. County <u>WAUKESHA</u>		15. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: <u>SUMMIT</u>	
16. Aldermanic District _____		17. Premises Phone <u>262-303-4170</u>	
18. Premises Email _____		19. Website _____	
20. Premises Description <b>Initial (New Applicants Only):</b> Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <b>Renewal Applicants Only:</b> I am renewing a license and by checking the box following this statement, I affirm that I have reviewed the last issued license certificate and the premises description remains the same. <input checked="" type="checkbox"/>			
21. Mailing Address (if different from premises address) _____			
22. City <u>WI</u>		23. State <u>WI</u>	24. Zip Code <u>53064</u>

**Part B: Questions**

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list the details of violation below. Attach additional sheets if necessary.			
Law/Ordinance Violated	Location	Trial Date	
Penalty Imposed		Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date	
Penalty Imposed		Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages.  Yes  No  
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler? ..  Yes  No  
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. ....  Yes  No  
 5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? . . . . .  Yes  No  
 6. Does the applicant business owe past due municipal property taxes, assessments, or other fees? . . . . .  Yes  No

**Part C: Individual Information**

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.

I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.

(For corporations, limited liability companies, and nonprofit organizations only) I have provided an accurate Form AB-101 to appoint an agent on behalf of my business.

I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

**Part D: Attestation**

One of the following must sign and attest to this application:  
 sole proprietor    • one general partner of a partnership    • one corporate officer    • one member of an LLC

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <b>ZAGRODNIK</b>		First Name <b>Rail</b>	M.I.
Title <b>OWNER</b>	Email	Phone	
Signature <i>[Handwritten Signature]</i>		Date <b>05/27/24</b>	

**Part E: For Clerk Use Only**

Date Application Was Filed With Clerk <b>05/27/2024</b>	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

Form  
AB-200

# Alcohol Beverage License Application

For Municipal Use Only	
Municipality	V. Summit
License Period	07/01/24 - 06/30/27

**Application Type (check one)**

Initial (New)       Renewal

<b>License(s) Requested:</b> (up to two boxes may be checked)	<b>Fees</b>
<input type="checkbox"/> Class "A" Beer ..... \$ _____	License Fee(s) \$ 610.00
<input checked="" type="checkbox"/> Class "B" Beer ..... \$ 500	Background Check Fee \$
<input type="checkbox"/> "Class A" Liquor ..... \$ _____	Publication Fee \$ 5.00
<input checked="" type="checkbox"/> Regular "Class B" Liquor \$ 100	<b>Total Fees</b> \$ 615.00
<input type="checkbox"/> "Class A" Liquor (cider only) \$ _____	
<input type="checkbox"/> "Class C" Liquor (wine only) \$ _____	
<input type="checkbox"/> Reserve "Class B" Liquor \$ _____	
<input type="checkbox"/> Above-Quota "Class B" Liquor ..... \$ _____	

**Part A: Premises/Business Information**

1. Legal Business Name (individual name if sole proprietorship) <b>Nemahbin Lake Partners LLC</b>		
2. Business Trade Name or DBA <b>High Water Bar + Grill</b>		
3. FEIN <b>11-11100</b>	4. Wisconsin Seller's Permit Number	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization		
6. If the applicant business is an LLC, are the controlling members other LLCs or corporations? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, the members, managers, officers and directors of those business entities must be listed in Part C and provide a Form AB-100.		
7. State of Organization <b>Wisconsin</b>	8. Date of Organization <b>1/11/24</b>	9. Wisconsin DFI Registration Number
10. Premises Address <b>34422 Delisted Rd</b>		
11. City <b>Summit</b>	12. State <b>WI</b>	13. Zip Code <b>53066</b>
14. County <b>Waukesha</b>	15. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: _____	
16. Aldermanic District	17. Premises Phone <b>262-363-4112</b>	
18. Premises Email <b>Brent Berg 6@gmail.com</b>		19. Website <b>HighWaterBarandGrill.com</b>
20. Premises Description <b>Initial (New Applicants Only):</b> Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <b>Renewal Applicants Only:</b> I am renewing a license and by checking the box following this statement, I affirm that I have reviewed the last issued license certificate and the premises description remains the same. <input checked="" type="checkbox"/> <b>See Attached</b>		
21. Mailing Address (if different from premises address) <b>3</b>		
22. City	23. State <b>WI</b>	24. Zip Code

**Part B: Questions**

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list the details of violation below. Attach additional sheets if necessary.		
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages.  Yes  No  
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler? . . .  Yes  No  
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. . . . .  Yes  No  
 5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? . . . . .  Yes  No  
 6. Does the applicant business owe past due municipal property taxes, assessments, or other fees? . . . . .  Yes  No

**Part C: Individual Information**

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.

I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.

(For corporations, limited liability companies, and nonprofit organizations only) I have provided an accurate Form AB-101 to appoint an agent on behalf of my business.

I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

**Part D: Attestation**

One of the following must sign and attest to this application:  
 • sole proprietor      • one general partner of a partnership      • one corporate officer      • one member of an LLC

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <b>Barg</b>		First Name <b>Brent</b>		M.I.
Title <b>COO</b>	Email <b>u . . . .</b>		Phone <b> . . . .</b>	
Signature <b>_____</b>			Date <b>5/26/26</b>	

**Part E: For Clerk Use Only**

Date Application Was Filed With Clerk <b>05/26/2024</b>	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk			Date Provisional License Issued (if applicable)

AB-200 Nemahbin Lake Partners LLC.

## A.19. Premise Description

The premise located at 34422 Delafield Rd contains two buildings the main building (Bar & Rest) will be used for the sale, service, consumption, and/or storage of alcohol. The main building on the premise is a full service bar/restuarant with a prep kitchen, storage area with walk-in cooler, bar, and dining area. Alcohol will be stored behind the bar and in the storage area. Alcohol will be sold/served at the bar and in the dining area. Also, on a seasonal basis alcohol will be sold/served in the outdoor dining/seating areas which is located on the north side and west side of the main building.

Form  
AB-200

# Alcohol Beverage License Application

For Municipal Use Only	
Municipality	V. Summit
License Period	7/01/26-6/30/27

**Application Type (check one)**

Initial (New)       Renewal

<b>License(s) Requested:</b> (up to two boxes may be checked)	<b>Fees</b>
<input type="checkbox"/> Class "A" Beer ..... \$ _____	License Fee(s) \$ 600
<input checked="" type="checkbox"/> Class "B" Beer ..... \$ 500	Background Check Fee \$ _____
<input type="checkbox"/> "Class A" Liquor ..... \$ _____	Publication Fee \$ 5.
<input checked="" type="checkbox"/> Regular "Class B" Liquor \$ 100	<b>Total Fees</b> \$ 605.00
<input type="checkbox"/> "Class A" Liquor (cider only) \$ _____	
<input type="checkbox"/> "Class C" Liquor (wine only) \$ _____	
<input type="checkbox"/> Reserve "Class B" Liquor \$ _____	
<input type="checkbox"/> Above-Quota "Class B" Liquor ..... \$ _____	

**Part A: Premises/Business Information**

1. Legal Business Name (individual name if sole proprietorship) <b>GLP Acquisitions, LLC</b>			
2. Business Trade Name or DBA <b>Golden Lake Pub</b>			
3. FEIN		4. Wisconsin Seller's Permit Number	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. If the applicant business is an LLC, are the controlling members other LLCs or corporations? ..... <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <small>If yes, the members, managers, officers and directors of those business entities must be listed in Part C and provide a Form AB-100.</small>			
7. State of Organization <b>W</b>	8. Date of Organization <b>8/2021</b>	9. Wisconsin DFI Registration Number	
10. Premises Address <b>604 S Golden Lake Rd</b>			
11. City <b>Oconomowoc</b>	12. State <b>WI</b>	13. Zip Code <b>53066</b>	
14. County <b>Waukesha</b>	15. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village of: <b>Summit</b>		16. Aldermanic District
17. Premises Phone <b>262 965 0003</b>	18. Premises Email <b>ann.msbgoldenlake@gmail.com</b>		19. Website <b>N/A</b>
20. Premises Description <b>Initial (New Applicants Only):</b> Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <b>Renewal Applicants Only:</b> I am renewing a license and by checking the box following this statement, I affirm that I have reviewed the last issued license certificate and the premises description remains the same. <input checked="" type="checkbox"/>			
21. Mailing Address (if different from premises address)			
22. City		23. State <b>WI</b>	24. Zip Code

**Part B: Questions**

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages.  Yes     No  
 If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages.  Yes  No  
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler?  Yes  No  
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion.  Yes  No  
 5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine?  Yes  No  
 6. Does the applicant business owe past due municipal property taxes, assessments, or other fees?  Yes  No

**Part C: Individual Information**

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.

I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.

(For corporations, limited liability companies, and nonprofit organizations only) I have provided an accurate Form AB-101 to appoint an agent on behalf of my business. *N/A no change*

I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

**Part D: Attestation**

One of the following must sign and attest to this application:  
 • sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <i>Ann Rollefson</i>		First Name <i>Ann</i>		M.I. <i>A</i>
Title <i>10-Owner</i>	Email		Phone	
Signature			Date <i>05/22/2024</i>	

**Part E: For Clerk Use Only**

Date Application Was Filed With Clerk <i>05/26/2024</i>	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

Form  
AB-200

# Alcohol Beverage License Application

For Municipal Use Only
Municipality <b>V. Summit</b>
License Period <b>07/01/26 - 06/30/27</b>

**Application Type (check one)**

Initial (New)       Renewal

**License(s) Requested:** (up to two boxes may be checked)

Class "A" Beer ..... \$ \_\_\_\_\_       Class "B" Beer ..... \$ 500  
 "Class A" Liquor ..... \$ \_\_\_\_\_       Regular "Class B" Liquor \$ 100  
 "Class A" Liquor (cider only) \$ \_\_\_\_\_       Reserve "Class B" Liquor \$ \_\_\_\_\_  
 "Class C" Liquor (wine only) \$ \_\_\_\_\_       Above-Quota "Class B" Liquor ..... \$ \_\_\_\_\_

Fees	
License Fee(s)	\$ <u>600.00</u>
Background Check Fee	\$ _____
Publication Fee	\$ <u>5.00</u>
<b>Total Fees</b>	<b>\$ <u>605.00</u></b>

**Part A: Premises/Business Information**

1. Legal Business Name (individual name if sole proprietorship)  
S&S Lakeside

2. Business Trade Name or DBA  
Lucky Chuckly's Bar & Grill

3. FEIN \_\_\_\_\_      4. Wisconsin Seller's Permit Number \_\_\_\_\_

5. Entity Type (check one)  
 Sole Proprietor       Partnership       Limited Liability Company       Corporation       Nonprofit Organization

6. If the applicant business is an LLC, are the controlling members other LLCs or corporations? .....  Yes       No  
 If yes, the members, managers, officers and directors of those business entities must be listed in Part C and provide a Form AB-100.

7. State of Organization Open      8. Date of Organization 3/15/10      9. Wisconsin DFI Registration Number \_\_\_\_\_

10. Premises Address 37238 Valley Rd

11. City Oconomowoc      12. State WI      13. Zip Code 53066

14. County Waukesha      15. Governing Municipality:  City       Town       Village  
 of: Summit      16. Aldermanic District \_\_\_\_\_

17. Premises Phone (262) 567-5242      18. Premises Email valenti.shane@gmail.com      19. Website www.luckychucklysbeachbar.com

20. Premises Description  
**Initial (New Applicants Only):** Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.  
**Renewal Applicants Only:** I am renewing a license and by checking the box following this statement, I affirm that I have reviewed the last issued license certificate and the premises description remains the same.

21. Mailing Address (if different from premises address)

22. City \_\_\_\_\_      23. State \_\_\_\_\_      24. Zip Code \_\_\_\_\_

**Part B: Questions**

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages.  Yes       No  
 If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages.  Yes  No  
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler?  Yes  No  
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion.  Yes  No  
 5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine?  Yes  No  
 6. Does the applicant business owe past due municipal property taxes, assessments, or other fees?  Yes  No

**Part C: Individual Information**

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.

I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.

(For corporations, limited liability companies, and nonprofit organizations only) I have provided an accurate Form AB-101 to appoint an agent on behalf of my business.

I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

**Part D: Attestation**

One of the following must sign and attest to this application:  
 • sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <b>Valenti</b>		First Name <b>Shane</b>		M.I.
Title <b>Owner</b>	Email		Phone	
Signature			Date <b>5/26/2026</b>	

**Part E: For Clerk Use Only**

Date Application Was Filed With Clerk <b>05/26/2026</b>	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk			Date Provisional License Issued (if applicable)

Form  
AB-200

# Alcohol Beverage License Application

For Municipal Use Only	
Municipality	V. Summit
License Period	7/01/26 - 06/30/26

**Application Type (check one)**

Initial (New)       Renewal

<p><b>License(s) Requested:</b> (up to two boxes may be checked)</p> <p><input type="checkbox"/> Class "A" Beer ..... \$ _____</p> <p><input checked="" type="checkbox"/> Class "B" Beer ..... \$ <u>100</u></p> <p><input type="checkbox"/> "Class A" Liquor ..... \$ _____      <input type="checkbox"/> Regular "Class B" Liquor \$ _____</p> <p><input type="checkbox"/> "Class A" Liquor (cider only) \$ _____      <input type="checkbox"/> Reserve "Class B" Liquor \$ _____</p> <p><input type="checkbox"/> "Class C" Liquor (wine only) \$ _____      <input type="checkbox"/> Above-Quota "Class B" Liquor ..... \$ _____</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center; font-size: small;">Fees</th> </tr> <tr> <td style="font-size: x-small;">License Fee(s)</td> <td style="text-align: right;">\$ 100</td> </tr> <tr> <td style="font-size: x-small;">Background Check Fee</td> <td style="text-align: right;">\$</td> </tr> <tr> <td style="font-size: x-small;">Publication Fee</td> <td style="text-align: right;">\$ 5</td> </tr> <tr> <td style="font-size: x-small;"><b>Total Fees</b></td> <td style="text-align: right;"><b>\$105.00</b></td> </tr> </table>	Fees		License Fee(s)	\$ 100	Background Check Fee	\$	Publication Fee	\$ 5	<b>Total Fees</b>	<b>\$105.00</b>
Fees											
License Fee(s)	\$ 100										
Background Check Fee	\$										
Publication Fee	\$ 5										
<b>Total Fees</b>	<b>\$105.00</b>										

**Part A: Premises/Business Information**

1. Legal Business Name (individual name if sole proprietorship)			
Miller's Sandy Beach Diner, LLC			
2. Business Trade Name or DBA			
Miller's Sandy Beach			
3. FEIN		4. Wisconsin Seller's Permit Number	
5. Entity Type (check one)			
<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. If the applicant business is an LLC, are the controlling members other LLCs or corporations? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, the members, managers, officers and directors of those business entities must be listed in Part C and provide a Form AB-100.			
7. State of Organization		8. Date of Organization	9. Wisconsin DFI Registration Number
WI		03/2021	
10. Premises Address			
460 S Golden Lake Rd			
11. City		12. State	13. Zip Code
Summit		WI	53066
14. County		15. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input checked="" type="checkbox"/> Village	16. Aldermanic District
Waukesha		of: Summit	
17. Premises Phone		18. Premises Email	19. Website
262-431-4016		ann.msbgoldenlake@gmail.com	N/A
20. Premises Description			
<p><b>Initial (New Applicants Only):</b> Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.</p> <p><b>Renewal Applicants Only:</b> I am renewing a license and by checking the box following this statement, I affirm that I have reviewed the last issued license certificate and the premises description remains the same. <input checked="" type="checkbox"/></p>			
21. Mailing Address (if different from premises address)			
22. City		23. State	24. Zip Code
Summit		WI	53066

**Part B: Questions**

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, list the details of violation below. Attach additional sheets if necessary.			
Law/Ordinance Violated		Location	Trial Date
Penalty Imposed		Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated		Location	Trial Date
Penalty Imposed		Was sentence completed? ..... <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages.  Yes  No  
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler?  Yes  No  
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion.  Yes  No  
 5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine?  Yes  No  
 6. Does the applicant business owe past due municipal property taxes, assessments, or other fees?  Yes  No

**Part C: Individual Information**

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.

I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.

(For corporations, limited liability companies, and nonprofit organizations only) I have provided an accurate Form AB-101 to appoint an agent on behalf of my business. *N/A - no change*

I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

**Part D: Attestation**

One of the following must sign and attest to this application:  
 • sole proprietor      • one general partner of a partnership      • one corporate officer      • one member of an LLC

**READ CAREFULLY BEFORE SIGNING:** Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name <i>Rollefson</i>		First Name <i>Ann</i>		M.I. <i>A</i>
Title <i>CO-OWNER</i>	Email <i>^</i>	Phone <i>^</i>		
Signature <i>[Signature]</i>			Date <i>5/22/2024</i>	

**Part E: For Clerk Use Only**

Date Application Was Filed With Clerk <i>05/26/2026</i>	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

**MEMORANDUM**

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: June 5, 2026

Re: Consent Agenda Item – Cigarette, Tobacco & Electronic Vaping Device Applications

---

**BACKGROUND:** All information has been provided, and fees have or will be paid for licenses at Stolley’s Hogg Alley, LLC (cigarettes for over the counter sales) & Ole LLC (cigarette & tobacco products for over the counter sales)

**ATTACHMENTS:** None

**FISCAL IMPACT:** \$25 revenue for 1 year license

**Staff recommends approval of the applications for Stolley’s Hogg Alley, LLC and Ole, LLC for the 2026-2027 license year, as part of the Consent Agenda**

# \* CONSENT AGENDA



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.summitvillage.org](http://www.summitvillage.org)

---

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

## MEMORANDUM

To: Village Board

From: Chief Brian Wraalstad

Date: June 1<sup>st</sup>, 2026

Re: Designation of Donated Funds

---

**BACKGROUND:** Village resident Sean Osborne and his business Silver Circle Sporting Events, held a fundraiser for the Summit Police and Western Lakes Fire Departments. Between the event and an additional donation from the business, a total of \$5,000 was given to each Department.

**ATTACHMENTS:** None.

**FISCAL IMPACT:** None.

**RECOMMENDED:** Motion to approve the designation of funds from Silver Circle Sporting Events to the Community Outreach Fund for Community Service Officer Equipment, traffic control equipment, and other items authorized by the donator.



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Highway Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

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

---

**PUBLIC HEARING NOTICE**  
**VILLAGE OF SUMMIT, WISCONSIN**

*Thursday, June 11, 2026*

Please be advised that in accordance with § 66.1001 Wisconsin Statutes, this Class I notice provides notification that the Village of Summit Village Board will be convening a public hearing on **Thursday, June 11, 2026, at 6:30 p.m.**, at the Summit Village Hall located at 37100 Delafield Road, Summit, Wisconsin. The purpose of this hearing is to receive and respond to comments regarding a request by Cobalt Partners, LLC, to amend the text of Section 9.7.4 Mixed Use Land Use Category 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 to accommodate a proposed mixed residential and commercial development known as The Harvest at Pabst Farms.

The properties subject to the future land use map amendment are more specifically described as Lots 2 and 3 of Certified Survey Map No. 11510, Book 114, Page 310-319, both properties being located in part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N R17E.

Information regarding this application is available for review at the Village of Summit Village Hall, 37100 Delafield Road, during regular business hours. Citizens may email written comments regarding this public hearing to the Village Deputy Clerk at [deputyclerk@villageofsummitwi.gov](mailto:deputyclerk@villageofsummitwi.gov) or by using this link: <https://villageofsummitwi.gov/contact-comment/> and submitted comments will be included in the meeting packet. The deadline to receive written comments is noon on Thursday, June 4, 2026. Verbal comments may be provided at the meeting. For more information regarding this public hearing, please contact Amy Barrows, Village Planner, at the Summit Village Hall (262) 567-2757.

All interested parties will be heard.

VILLAGE OF SUMMIT

Amy Barrows, Village Planner

Published: May 7, 2026  
Posted: May 7, 2026



## VILLAGE OF SUMMIT BOARD ZONING REPORT

TO: Village Board

FROM: Amy Barrows, Village Planner  
*Planning & Zoning LLC*

MEETING DATE: June 11, 2026

RE: **The Harvest at Pabst Farms Comprehensive Plan Amendment**  
SUMT0629998011 & SUMT0629998012

---

The following report is provided for cursory review prior to action. Specifics relating to the submitted documents of this application may be referenced in the Meeting Packet.

---

**Property Owner:** Pabst Farms Land Company C LLC & Pabst Farms Land Company R LLC  
**Applicant:** Cobalt Partners LLC  
**Existing Zoning:** A-1 Agricultural  
**Existing Land Use Plan:** Industrial/Business Park

### **CURRENT REQUEST:**

- Amend the text of the Comprehensive Plan, specifically Section 9.7.4, by removing “limited retail” from the first sentence of the leading paragraph, clarifying the type of strip malls that are prohibited, and by adding the proposed residential area of the development to the list of properties that may be allowed up to ten units per acre.
- Amend the Future Land Use Map from Industrial/Business Park to Mixed Use

### **FUTURE REQUESTS (see letter to the petitioner dated 11/10/2025):**

- Amend the text of the zoning ordinance to accommodate a mixed-use zoning district.
- Amend the zoning district from the A-1 Agricultural District to a district that would apply to the proposed development.
- Create a Planned Development Overlay District to incorporate specific conditions related to the development to ensure a cohesive, planned, and unified development. Flexibility in dimensional and area regulations may be considered.
- Review any necessary land divisions and/or condominium plat and related documents.
- Village Board review of a Developer’s Agreement, Stormwater Maintenance Agreement, public easements, and any necessary financial assurances, including the method and amount.
- Review of Building, Site, and Operational Plans specific to each structure, site improvement, and operation.
- The applicant will need stormwater management approval from the Pabst Farms Joint Stormwater District (PFJSD).
- The applicant will need approval from the City of Oconomowoc for sewer and water service.
- Several other miscellaneous reviews are required, including, but not limited to, Traffic Impact Analysis, potential revisions to the Border Agreement between the City and Village, the creation of a Tax

Incremental District, Waukesha County Department of Public Works review of CTH P improvements and access, private road maintenance agreement, DNR review of grading, cross access easements, and shared parking agreements.

**PROJECT SUMMARY:**

The applicant is proposing a planned mixed-use development, including residential, commercial, institutional, and public use and green spaces, that incorporates several properties on the east end of the Pabst Farms Development located in both the City of Oconomowoc and Village of Summit. There are two properties located in the Village of Summit. Both properties have frontage on Pabst Farms Boulevard and CTH P (Sawyer Road). The properties are described as:

- Lot 2 of CSM 11510, SUMT0629998011, located on the north side of Pabst Farms Boulevard, 41.78 acres
- Lot 3 of CSM 11510, SUMT0629998012, located on the south side of Pabst Farms Boulevard, 14.98 acres



The applicant is proposing to incorporate residential and commercial/institutional on Lot 2 of CSM 11510 and commercial/institutional on Lot 3 of CSM 11510. Public open and green spaces will be located throughout the development. The types of housing and commercial uses are described below.

**Residential (35.8 acres in Summit)**

Housing Type	Oconomowoc			Summit			Combined		
	Acreage	Units	Units/Acre	Acreage	Units	Units/Acre	Acreage	Units	Units/Acre
Single-Family Detached	12.5	38	3	9.8	32	3.3	22.3	70	3.1
Single-Family Attached	4.6	18	3.9	0	0	0	4.6	18	3.9
Multi-Family Owner Occupied	1.7	12	7.1	2.4	12 (3 buildings/4 units per building)	5	4.1	24	5.9
2-Story Garden Style Apartment	13.9	212	15.3	16.5	204 (11 buildings/17-18 units per building)	12.4	30.4	416	13.7
3-Story Apartment (+ parking below)	9.3	110	11.8	7.1	110 (1 building)	15.5	16.4	220	13.4
<b>Total</b>	<b>42</b>	<b>390</b>	<b>9.3</b>	<b>35.8</b>	<b>358</b>	<b>10</b>	<b>77.8</b>	<b>748</b>	<b>9.6</b>

The applicant has indicated that comparable regional mixed-use projects have included residential-to-commercial ratios ranging from 3.6 to 6.1 units per 1,000 sq. ft. of retail space. The applicant is proposing less than 1 residential unit per 1,000 sq. ft. of commercial space. The applicant has indicated that residential development is necessary for commercial development to succeed.

The applicant is also proposing several buildings within the residential area that will be used for maintenance storage and enclosed parking.

**Commercial/Institutional (6 acres on Lot 2 & 14.98 acres on Lot 3, a total of 20.98 acres in Summit)**

The applicant is proposing the following commercial uses:

- Retail and service
- Grocery and specialty food retail
- Restaurants (sit-down and fast-casual)
- Hospitality (hotel or lodging)
- Personal and professional service and office
- Financial institutions
- Veterinary clinic and animal grooming
- Childcare facilities
- Medical and dental clinics
- Immediate care facility
- Health club and fitness

- Indoor recreation
- Digital signage

The applicant is proposing the following institutional uses:

- Limited civic or community facilities
- Parks, community green, and open space
- Community garden
- Cultural uses (e.g., art gallery)

The applicant intends on incorporating an appropriate mix of the above uses to support long-term commercial viability, and to create an integrated district rather than isolated single-use parcels. The applicant is proposing to voluntarily prohibit several uses that do not preserve long-term property values and the character of the development. Prohibited uses, which are described in more detail in the applicant’s narrative, include:

- Adult and other nuisance uses
- Hazardous, industrial, and environmental impact uses
- Industrial and storage-oriented use
- Distressed or low-quality retail formats (liquidation, distressed inventory, low-quality)
- Automotive-oriented uses
- Alcohol/Late-night dominant uses
- Large-scale institutional or assembly uses

**CONSIDERATIONS PER COMPREHENSIVE PLAN:**

**Land Use:** The Village’s plan designates a majority of the Village as residential, a majority of these properties being in a low-density residential category (2.4 acre/unit). Commercial, industrial/business park, mixed use, and multi-family are mostly limited to properties along the I-94 and CTH DR corridor and only where public sewer is available. The plan acknowledges that a majority of growth in the Village will continue to occur near the I-94 corridor since this area is adjacent to more urbanized areas in adjacent communities, such as the City of Oconomowoc and City of Delafield. The plan also states that the Pabst Farms Development is a significant development in the City of Oconomowoc and Village of Summit.

The plan’s vision statement reads:

*“The Village of Summit is dedicated to maintaining its community-oriented rural residential environment in a manner that supports a strong educational 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 applicant is proposing to modify the category of the subject properties from the Industrial/Business Park category to the Mixed-Use category. The proposed land use category would allow multiple types of commercial, office, and residential land uses designed to develop as part of an overall planned development. This category is consistent with the uses allowed on the adjacent properties in the City of Oconomowoc.

The existing land use category (Industrial/Business Park) allows light to medium intensity business uses such as corporate office facilities, light manufacturing and warehousing. Other uses specified in the Business Park Zoning District that are permitted by right include assembly operations, indoor storage, conference center, day-care

facility, health club, hotel, indoor recreation facilities, movie theater, outdoor storage/retailing (i.e. garden center), restaurant, public and quasi-public utility substations, radio and television transmitting and receiving towers, microwave relay stations, or water towers, and public administrative offices and public service buildings, including fire and police stations. Medium-to-heavy intensity uses such as large manufacturing facilities or chemical processing are not permitted.

A copy of Section 9.7.5 Industrial/Business Park and Section 9.7.4 Mixed-Use, along with the applicant's proposed changes to Section 9.7.4 are included in the packet. A copy of the BP Business Park Zoning District, which is the zoning district that would be used of the land use category remains as-is, is also included in the packet. There is no existing Zoning District that provides for mixed uses. Section 9.11 Land Use Implementation Recommendations states that the Village of Summit should review its ordinances and zoning map for consistency with the planning document and implement changes to achieve consistency between documents.

**Adjacent Land Uses:**

North	Residential (Lake Country Village) min. lot sizes ranging from 8,700 sq. ft. to 26,000 sq. ft. & 0.6-acre overall density
West	Proposed Mixed Use (C. Oconomowoc – included in this development)
East	Residential/Peter Prime Park
South	Interstate (I-94)

**Housing:**

Chapter 3 of the Comprehensive Plan leads with “housing is an essential component to a healthy and vibrant community. Providing safe, affordable, and diverse housing is a common community goal.” The Southeastern Wisconsin Regional Planning Commission recommends that high density residential be concentrated in areas that have sewer and water service. There are limited areas in the Village of Summit with sewer and water service. These areas are adjacent to the municipal border with the City of Oconomowoc and include the subject properties.

As of the 2020 census, 91.6% of the 2,102 housing units in the Village were owner-occupied. 300 units were rented. There has been minimal growth in the Village over the last five years. Two single-family subdivisions have been approved, with a total of 30 new lots. With recent development, the number of owner-occupied units has increased, and the percentage of rented units has decreased. If the proposed development is approved, there would be an additional 314 rental units in the Village of Summit.

**Transportation:**

The subject properties are directly adjacent to CTH P (Sawyer Road) and I-94. Pabst Farms Boulevard, a frontage road constructed for the Pabst Farms Development, provides direct access to the property. The applicant is in the process of updating an existing Traffic Impact Analysis that was prepared for the Costco development. The applicant will be expected to make any recommended traffic improvements provided in the analysis and as required by Waukesha County Department of Public Works and Wisconsin Department of Transportation.

The applicant is proposing to provide pedestrian trails that will be open to the public. The trails will connect to the existing Lake Country Trail that runs parallel to CTH P. The applicant is also willing to connect to the existing public trails located in the Lake Country Village subdivision, which is located to the north of the development.

***Utilities and Community Facilities:***

Public sewer and water will be provided by the City of Oconomowoc. The City has indicated that capacity is available to accommodate the proposed development. Sewer piping is either being installed or is existing. Water line extensions are in the process of being installed from the north to allow a looped system.

The property is part of the Pabst Farms Joint Stormwater Management District. The District consists of an intergovernmental agency for review and approval of all stormwater plans and facilities in the Pabst Farms development. The applicant will be required to obtain all necessary approvals.

The Fire and Police Departments will be required to provide additional services to the new development.

***Agricultural, Natural, and Cultural Resources:***

The property is currently being farmed. It has been established as part of the Comprehensive Plan that the Village does not intend on preserving the agricultural use long-term. There are no other known natural or cultural resources on the subject properties.

***Economic Development Element:***

It is important that the Village ensures responsible development that supports the existing character of the community. Economic development is also an important function of the Village. As stated in Section 7.1 of the Comprehensive Plan, without a strong tax base, there is insufficient revenue to make the types of investments successful communities require. The Village’s goal is to pursue economic development that brings good, living wage jobs to the Village and supports the long-term growth and vitality of the Village’s neighborhoods, commercial areas and industrial parks. The Village has established that economic development should be concentrated along the I-94 and CTH DR corridor. Section 1.2 states that Summit’s goal is to “maintain its character and charm, while taking advantage of its location between Madison and the metro-Milwaukee area, by designating specific areas for responsible growth.”

**PLAN COMMISSION RECOMMENDATION:**

At their April meeting, Plan Commission unanimously adopted 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).

**POSSIBLE MOTION:** Adopt the enclosed ordinance that amends the Village of Summit 2045 Comprehensive Plan including the text of 9.7.4: Mixed-Use Land Use Category and an amendment to Appendix A: The 2045 Future Land Use Map, specifically modifying the designated land use category from Industrial/Business Park to Mixed Use on parcels identified as Lot 2 and Lot 3 of CSM # 11510 (SUMT0629998011 & SUMT0629998012).

**ATTACHMENTS:**

- Draft Ordinance (149-2026)
- Plan Commission Resolution (26-485)
- Police and Fire Department Letters – Service Impacts
- Letter to Petitioner Regarding Project Approvals (11/10/2025)
- Neighbor Letter (4/7/2026)
- Existing Comprehensive Plan Language
- Existing BP Business Park Zoning District language
- Public Hearing Notice

*The Harvest at Pabst Farms Comprehensive Plan/Land Use Map Amendments*

- Written Public Comments
- March 19, 2026 & Draft April 16, 2026 Plan Commission Minutes with Public Comments
- Concept Master Site Plan
- Concept Architectural Renderings
- Existing Land Use Plan Map

**ORDINANCE NO. 149-2026**

AN ORDINANCE TO AMEND THE VILLAGE OF SUMMIT 2045  
COMPREHENSIVE PLAN INCLUDING AN AMENDMENT TO APPENDIX A: THE  
2045 FUTURE LAND USE MAP AND AMENDMENTS TO THE TEXT OF 9.7.4:  
MIXED-USE LAND USE CATEGORY PURSUANT TO SECTION 66.1001 OF THE  
WISCONSIN STATUTES

WHEREAS, Section 61.35 of Wisconsin Statutes applies the standards and requirements of Section 62.23 - City Planning - on Villages in the State of Wisconsin and the Village of Summit has by ordinance established a Plan Commission for the Village of Summit pursuant to said Sections of the Wisconsin Statutes; and

WHEREAS, Section 62.23 (2), and (3) of the Wisconsin Statutes provides that it shall be the function and duty of the Plan Commission to make and adopt a Master Plan for the physical development of the Village of Summit and environs, which, together with accompanying maps, plats, charts, and descriptive and explanatory matter, shall show the Plan Commission's recommendations for such physical development; and

WHEREAS, Section 62.23(3)(a) of the Wisconsin Statutes provides that the master plan shall be made "with the general purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the municipality which will, in accordance with existing and future needs, best promote public health, safety, morals, order, convenience, prosperity or the general welfare, as well as efficiency and economy in the process of development"; and

WHEREAS, in 1999, the Wisconsin Legislature enacted a comprehensive planning law, which is set forth in Section 66.1001 of the Wisconsin Statutes, that requires that master plans (which are referred to under Section 66.1001 as "comprehensive" plans; referred to herein as "comprehensive master plan") be completed and adopted by local governing bodies in order for a town, county, city, or village to enforce its zoning, subdivision, or official mapping ordinances; and

WHEREAS, the Town of Summit prepared such a plan in June, 2001, as one of the first comprehensive master plans approved under Section 66.1001 of the Wisconsin Statutes, with the recommendation that the Plan be reviewed and updated at the end of ten years; and

WHEREAS, Section 66.1001(2) of the Wisconsin Statutes sets forth specific requirements affecting the contents and procedures for adoption of a comprehensive master plan; and

WHEREAS, as of January 1, 2010, Sections 62.23(3)(b) and 66.1001(3) of the Wisconsin Statutes requires, in part, that villages engaging in any of the following actions to take such actions in accordance with their comprehensive master plan:

- Official mapping established or amended under Section 62.23(6) of the Wisconsin Statutes;
- Local subdivision regulation under Section 236.45 or 236.46 of the Wisconsin Statutes;
- Zoning ordinances and shoreland zoning ordinances enacted or amended under Section 61.35, 62.23(7) and 61.351 of the Wisconsin Statutes and other laws; and

WHEREAS, the Town of Summit was incorporated into the Village of Summit on July 29, 2010, taking on the responsibilities and authorities of the previous Town of Summit; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission approved the Village of Summit Master Plan 2020 on November 3, 2011 which fully complied with Section 62.23 and 66.1001 of the Wisconsin Statutes; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission have previously approved amendments to the Village of Summit Master Plan 2020; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission approved a comprehensive update to the Plan that was published and posted on September 8, 2023, titled “Village of Summit 2045 Comprehensive Plan”; and

WHEREAS, on October 10, 2024, the Village Board, at the recommendation of the Village of Summit Plan Commission, amended the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan to amend the designation of approximately 41.77 acres of vacant land located in the northwest corner of Pabst Farms Boulevard and N. Sawyer Road (CTH P), more specifically described as Lot 2 Certified Survey Map No. 11510, Book 114, Page 310-319, part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N, R17E (SUMT0629998011) from the Industrial/Business Park category to the Institutional category subject to several conditions being met. The conditions were not met and one of such unmet conditions required that the property have all necessary permits to operate a K-12 day school campus with outdoor amenities within one year of the Land Use Map Amendment being approved by the Village Board. Therefore, the property remains in the Industrial/Business Park category; and

WHEREAS, pursuant to Section 10.5 of the Village of Summit 2045 Comprehensive Plan, the Village of Summit has received a request from a petitioner to amend the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan to amend the designation of approximately 41.77 acres of vacant land located in the northwest corner of Pabst Farms Boulevard and N. Sawyer Road (CTH P), more specifically described as Lot 2 Certified Survey Map No. 11510, Book 114, Page 310-319 (SUMT0629998011), and approximately

14.98 acres of vacant land located in the southwest corner of Pabst Farms Boulevard and N. Sawyer Road (CTHP), more specifically described as Lot 3 Certified Survey Map No. 11510, Book 114, Page 310-319 (SUMT0629998012), both properties being located in part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N, R17E (the “subject properties”) from the Industrial/Business Park category to the Mixed Use category as generally illustrated on Exhibit A which is attached hereto and incorporated herein by reference; and

WHEREAS, the Village of Summit has received a request from the same petitioner to amend the text of Section 9.7.4 Mixed Use Land Use Category of the Village of Summit 2045 Comprehensive Plan as provided on Exhibit B which is attached hereto and incorporated herein by reference; and

WHEREAS, the owner of the subject properties and the residents of all properties within 500 feet of the subject property were notified of the April 16, 2026 Village of Summit Plan Commission meeting when the item was introduced and also notified of the public hearing, in accordance with the adopted Public Participation Plan that is part of the Village of Summit 2045 Comprehensive Plan; and

WHEREAS, the Village of Summit Plan Commission found that the proposed amendments to the Future Land Use Map and amendments to the text of the Village of Summit 2045 Comprehensive Plan comply with Section 66.1001 of the Wisconsin Statutes and are consistent with the purpose and intent of the comprehensive master plan and are compatible with surrounding properties; and

WHEREAS, on April 16, 2026 the Village of Summit Plan Commission adopted Resolution # 26-485 by a majority vote of the entire Village of Summit Plan Commission recommending the Village Board adopt the amended Land Use Map pursuant to Section 66.1001(4)(b) of the Wisconsin Statutes; and

WHEREAS, the Village Clerk sent the adopted resolution, proposed amendment and related map(s), if applicable, to all entities listed in Wisconsin Statutes Section 66.1001(4)(b); and

WHEREAS, a Class 1 Public Notice was properly published in the Oconomowoc Enterprise on May 7, 2026 for the public hearing that was conducted by the Village Board on, June 11, 2026, in accordance with Wisconsin State Statutes Section 66.1001(4)(d); and

WHEREAS, the Village Board of the Village of Summit, having determined that all procedural requirements and notice requirements have been satisfied, having given consideration to all public comments received, and having given the matter due consideration, including consideration of the plan components related to issues and opportunities, housing, transportation, utilities and community facilities, agricultural, natural and cultural resources, economic development, intergovernmental cooperation, land use, and implementation, and having based its determination on the effect of the land use amendment accomplishing coordinated, adjusted, and harmonious development of

the Village which, in accordance with existing and future needs, would in the opinion of the Village Board best promote public health, safety, morals, order, convenience, prosperity of the general welfare, as well as efficiency and economy in the process of development.

NOW, THEREFORE, the Village Board of the Village of Summit, Waukesha County, Wisconsin, by a majority vote of the members-elect of the Village Board, DO ORDAIN as follows:

SECTION 1: That the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan be amended from the Industrial/Business Park category to the Mixed Use category on approximately 41.77 acres of vacant land located in the northwest corner of Pabst Farms Boulevard and N. Sawyer Road (CTH P), more specifically described as Lot 2 Certified Survey Map No. 11510, Book 114, Page 310-319 (SUMT0629998011), and approximately 14.98 acres of vacant land located in the southwest corner of Pabst Farms Boulevard and N. Sawyer Road (CTH P), more specifically described as Lot 3 Certified Survey Map No. 11510, Book 114, Page 310-319 (SUMT0629998012), both subject properties being located in part of the NE  $\frac{1}{4}$  and SE  $\frac{1}{4}$  of Section 14 and part of the SE  $\frac{1}{4}$  and SW  $\frac{1}{4}$  of Section 11, T7N, R17E, illustrated on Exhibit A, and that the amendment to the text of Section 9.7.4 Mixed Use Land Use Category of the Village of Summit 2045 Comprehensive Plan be amended according to the language provided on Exhibit B provided the following conditions are met:

- 1) The text amendments to the Village of Summit 2045 Comprehensive Plan and map amendment to the Future Land Use Map are not effective until such time the subject properties are rezoned to an appropriate Zoning District category that accommodates Mixed Use Development and subject to rezoning to a Planned Development Overlay District in accordance with Section 111-359 of the Village of Summit Zoning and Shoreland Ordinance. The Planned Development Overlay District rezoning shall provide specific design requirements to encourage uniform and harmonious development, such as location and scale of buildings, architectural and site design, community public and green spaces, lighting, signage and landscaping.
- 2) Residential density is limited to the property on the north side of Pabst Farms Boulevard (SUMT0629998011) and shall not exceed 10 units per acre of the area proposed to be developed as residential. The residential area shall not exceed 36 acres and shall be generally located in the area shown on Exhibit C which is attached hereto and incorporated herein by reference.
- 3) The development of the subject properties shall include commercial uses on the entire property located on the south side of Pabst Farms Boulevard (SUMT0629998012) and shall include commercial uses along a majority of Pabst Farms Boulevard on the property located north of Pabst Farms Boulevard (SUMT0629998011) as indicated on Exhibit C which is attached hereto and incorporated herein by reference.
- 4) The subject properties shall obtain and maintain all necessary permits to operate as a Mixed-Use Development within one year of the Land Use Map Amendment being approved by the Village Board, including the approval of a Rezone and Planned

Development Overlay District, as described in Condition 1, noted above. This condition does not include specific Site Plan Development approvals for individual buildings and site improvements, or possible future land divisions.

- 5) The Future Land Use Map amendment is not effective until such time Exhibit A of the Agreement for the Treatment of Wastewater Between the Town of Summit (now Village) and the City of Oconomowoc is amended to allow Mixed Uses (commercial, residential, institutional).

SECTION 2. FILING.

The Village Clerk is directed to provide a copy of this Ordinance that is hereby adopted, and any related map and descriptive materials related to the application, to the persons and entities described in Section 66.1001(4)(b) of the Wisconsin Statutes, as required by Section 66.1001(4)(c) of the Wisconsin Statutes.

SECTION 3. SEVERABILITY.

The several sections and portions of this Ordinance are declared to be severable. If any section or portion thereof shall be declared by a decision of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the Ordinance. The remainder of the Ordinance shall remain in full force and effect. Any other Ordinances whose terms are in conflict with the provisions of this Ordinance are hereby repealed as to those terms that conflict.

SECTION 3. EFFECTIVE DATE.

This Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

Passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

VILLAGE OF SUMMIT

\_\_\_\_\_  
Jack Riley, Village President

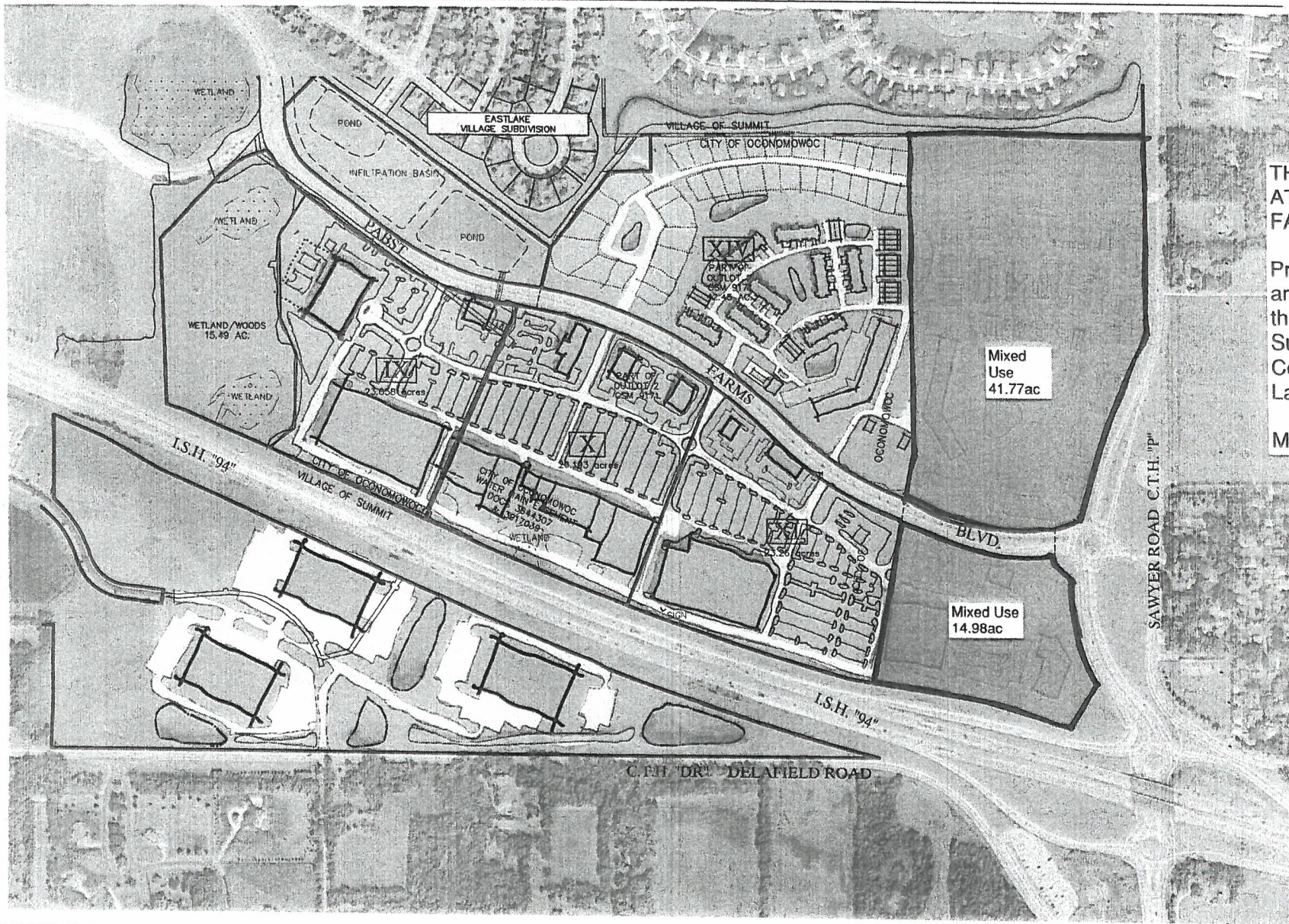
ATTEST:

\_\_\_\_\_  
Debra J. Michael, Village Administrator-Clerk/Treasurer

Published and posted this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

This instrument drafted by  
Amy Barrows, Village Planner

# EXHIBIT A ILLUSTRATION ONLY



**RINKA+**  
2024  
700 North Milwaukee Street, Suite 200  
Milwaukee, Wisconsin 53202  
P 414.431.8101

## THE HARVEST AT PABST FARMS

Proposed  
amendment to  
the Village of  
Summit 2045  
Comprehensive  
Land Use Plan

March 2026

△ Revisions

CONCEPT DESIGN

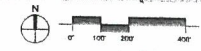
PABST FARM  
MASTERPLAN

PABST FARM ROAD  
WISCONSIN  
Date Issued: 11/20/2025  
RINKA project #: 25095  
Sheet Title

SKETCH BASE  
24X36

Sheet # **SK-00**

1 SITE PLAN - Sketch Base  
1" = 200.0'



## EXHIBIT B

### Section 9.7.4 Mixed-Use

The mixed-use category is designated for areas appropriate for multiple types of commercial/office uses and various residential uses (single-family, duplex, or multi-family), designed to develop as part of an overall planned development. Residential density in these areas shall not exceed a net four (4) units per acre, with exceptions specified herein. These areas do not include Industrial/Business Park uses, manufacturing, production facilities, gas/convenience stores, warehousing, car dealerships, or strip malls, unless the strip mall is determined by the Village Board, following a recommendation from Plan Commission, to maximize the value of the property and is aesthetically pleasing and complementary to the surrounding neighborhood.

- Development under this land use would only be allowed if public sewer is available.
- If municipal water is available within 1,000 linear feet and provided by the City of Oconomowoc, then this must also be extended and included in the development.
- The property located in the southwest corner of CTH DR and CTH P (SUMT0665999) is not located in a sewer service area. In order for development to occur as Mixed-Use, the Village must amend the sanitary sewer service area allowance per SEWRPC Community Assistance Planning Report No. 172, 2nd Edition. A logical provider of service would be the Summit Utility District #2.
- Lands located in the northeast corner of STH 18 and CTH BB (SUMT0697998005 and SUMT0697990) are included in this category to allow for redevelopment of this area in combination with the existing commercial uses. Due to the length of time for utility service, the Village Board may waive the sewer requirement based on the plan proposed.
- The Village Board may consider an amendment on a portion of property located at 35535 Delafield Road (SUMT0665998) along CTH DR from the SF 2.4-acre density classification to the Mixed-Use classification at such time sewer is available to the property.
- Residential uses are only allowed if commercial uses are present within the same development. More intensive commercial/office uses should be placed closer to the exterior roadways, with any residential component and site buffering the adjacent uses.

- Residential density is limited to four (4) units per acre, with the exception of three properties, which are limited to ten (10) units per acre:
  - Summit Village Commons property identified as SUMT0661977, 3.89 acres. This property was transferred into the previously designated Multi-Family Residential Development classification in 2020 to accommodate a condominium development. Since that land use classification has been replaced with a residential density of 0.25-acres per unit, the property has been reclassified as part of this comprehensive plan update to the Mixed-Use classification. Since the Summit Village Commons development includes a mix of uses and remainder of the development is identified as Mixed-Use, this classification is more appropriate.
  - 2133 N. Sawyer Road, SUMT0670997, 18.1 acres.
  - Portion of SUMT0629998011 in Pabst Farms Development, not to exceed an area of 36 acres, with commercial uses required along a majority of Pabst Farms Boulevard.

## EXHIBIT B - REDLINED

### Proposed Text Amendments to Village of Summit 2045 Comprehensive Plan

#### Section 9.7.4 Mixed-Use

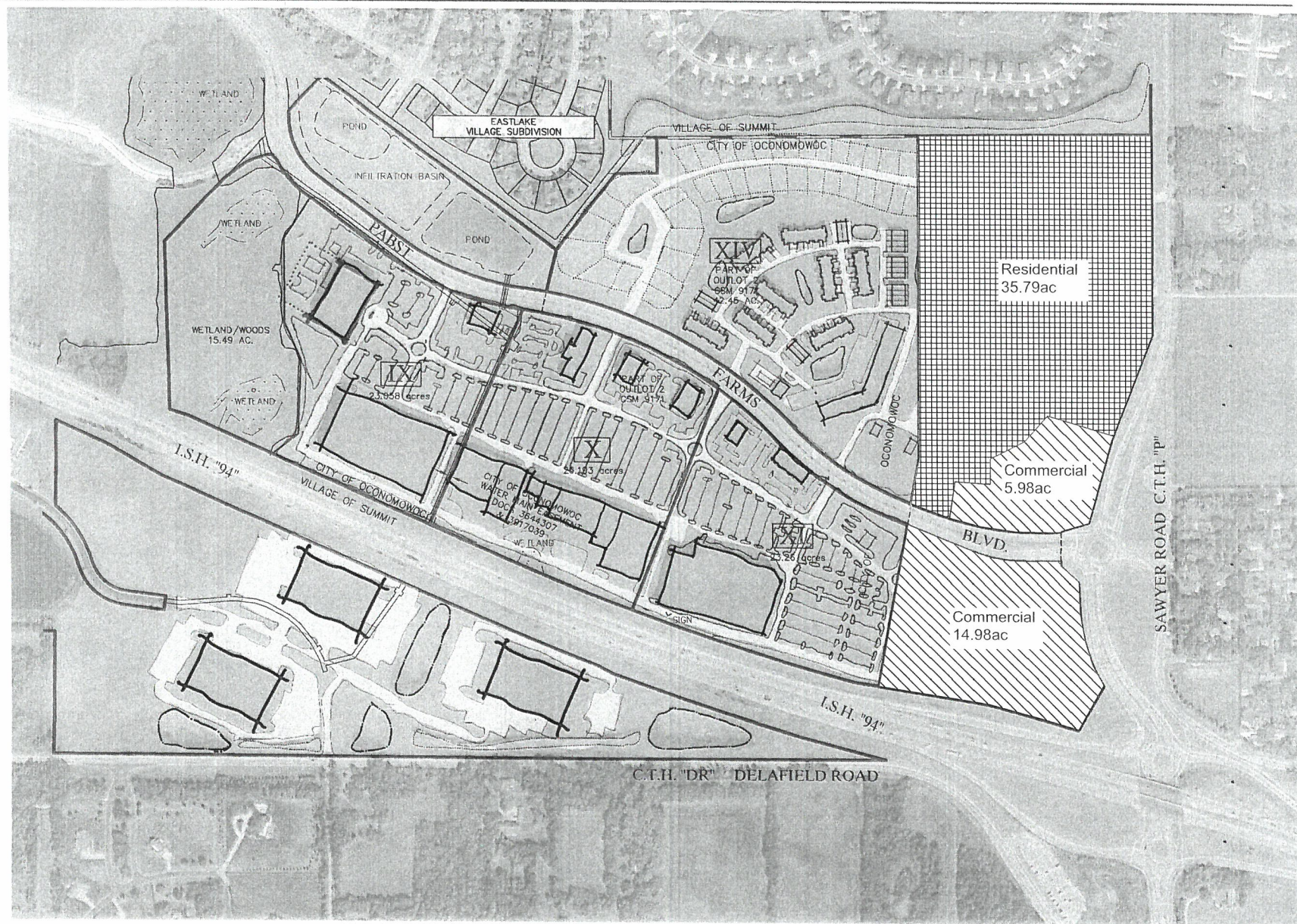
The mixed-use category is designated for areas appropriate for multiple types of commercial/office uses ~~(with limited retail)~~ and various residential uses (single-family, duplex, or multi-family), designed to develop as part of an overall planned development. Residential density in these areas shall not exceed a net four (4) units per acre, with exceptions specified herein. These areas do not include Industrial/Business Park uses, manufacturing, production facilities, gas/convenience stores, warehousing, ~~car dealerships, or strip malls, unless the strip mall is determined by the Village Board, following a recommendation from Plan Commission, to maximize the value of the property and is aesthetically pleasing and complementary to the surrounding neighborhood, or car dealerships.~~

- Development under this land use would only be allowed if public sewer is available.
- If municipal water is available within 1,000 linear feet and provided by the City of Oconomowoc, then this must also be extended and included in the development.
- The property located in the southwest corner of CTH DR and CTH P (SUMT0665999) is not located in a sewer service area. In order for development to occur as Mixed-Use, the Village must amend the sanitary sewer service area allowance per SEWRPC Community Assistance Planning Report No. 172, 2nd Edition. A logical provider of service would be the Summit Utility District #2.
- Lands located in the northeast corner of STH 18 and CTH BB (SUMT0697998005 and SUMT0697990) are included in this category to allow for redevelopment of this area in combination with the existing commercial uses. Due to the length of time for utility service, the Village Board may waive the sewer requirement based on the plan proposed.
- The Village Board may consider an amendment on a portion of property located at 35535 Delafield Road (SUMT0665998) along CTH DR from the SF 2.4-acre density classification to the Mixed-Use classification at such time sewer is available to the property.
- Residential uses are only allowed if commercial uses are present within the same development. More intensive commercial/office uses should be placed

closer to the exterior roadways, with any residential component and site buffering the adjacent uses.

- Residential density is limited to four (4) units per acre, with the exception of **two three** properties, which are limited to ten (10) units per acre:
  - Summit Village Commons property identified as SUMT0661977, 3.89 acres. This property was transferred into the previously designated Multi-Family Residential Development classification in 2020 to accommodate a condominium development. Since that land use classification has been replaced with a residential density of 0.25-acres per unit, the property has been reclassified as part of this comprehensive plan update to the Mixed-Use classification. Since the Summit Village Commons development includes a mix of uses and remainder of the development is identified as Mixed-Use, this classification is more appropriate.
  - 2133 N. Sawyer Road, SUMT0670997, 18.1 acres.
  - **Portion of SUMT0629998011 in Pabst Farms Development, not to exceed an area of 36 acres, with commercial uses required along a majority of Pabst Farms Boulevard.**

# EXHIBIT C



© RINKA+  
 2024  
 756 North Milwaukee Street, Suite 250  
 Milwaukee, Wisconsin 53202  
 p.414.431.8191

## Exhibit C

△ Revisions

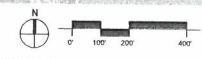
CONCEPT DESIGN  
 PABST FARM  
 MASTERPLAN

PABST FARM ROAD  
 WISCONSIN  
 Date Issued: 11/09/2025  
 RINKA project #: 25098  
 Sheet Title

SKETCH BASE  
 24X36

Sheet # SK-00

1 SITE PLAN - Sketch Base  
 1" = 200'-0"



Signed copy

VILLAGE OF SUMMIT

WAUKESHA COUNTY

STATE OF WISCONSIN

PLAN COMMISSION OF THE  
VILLAGE OF SUMMIT, WISCONSIN

RESOLUTION NO. 26-485

---

---

**RESOLUTION RECOMMENDING AMENDMENTS TO  
THE VILLAGE OF SUMMIT 2045 COMPREHENSIVE PLAN  
INCLUDING AN AMENDMENT TO APPENDIX A: THE  
2045 FUTURE LAND USE MAP AND AMENDMENTS TO  
THE TEXT OF SECTION 9.7.4: MIXED-USE LAND USE  
CATEGORY PURSUANT TO WISCONSIN STATUTES  
SECTION 66.1001**

---

---

WHEREAS, Section 61.35 of the Wisconsin Statutes applies the standards and requirements of Section 62.23 - City Planning - on Villages in the State of Wisconsin; and

WHEREAS, Section 62.23 (2), and (3) of Wisconsin Statutes provides that it shall be the function and duty of the Plan Commission to make and adopt a Master Plan, herein referred to as "Plan", for the physical development of the Village of Summit and environs, which, together with the accompanying maps, plats, charts, and descriptive and explanatory matter, shall show the Plan Commission's recommendations for such physical development; and

WHEREAS, Section 62.23(3)(a) of the Wisconsin Statutes provides that the Plan shall be made "with the general purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the municipality which will, in accordance with existing and future needs, best promote public health, safety, morals, order, convenience, prosperity or the general welfare, as well as efficiency and economy in the process of development"; and

WHEREAS, in 1999, the Wisconsin Legislature enacted a comprehensive planning law, which is set forth in Section 66.1001 of the Wisconsin Statutes, that requires that master plans (which are referred to under Section 66.1001 as "comprehensive" plans; referred to herein as "comprehensive master plan") be completed and adopted by local governing bodies in order for a town, county, city, or village to enforce its zoning, subdivision, or official mapping ordinances; and

WHEREAS, the Town of Summit prepared such a plan in June, 2001, as one of the first comprehensive master plans approved under Section 66.1001 of Wisconsin Statutes, with the recommendation that the Plan be reviewed and updated at the end of ten years; and

WHEREAS, Section 66.1001(2) of the Wisconsin Statutes sets forth specific requirements affecting the contents and procedures for adoption of a comprehensive master plan; and

WHEREAS, as of January 1, 2010, Sections 62.23(3)(b) and 66.1001(3) of the Wisconsin Statutes require, in part, that Villages engaging in any of the following actions to take such actions in accordance with their comprehensive master plan:

- Official mapping established or amended under Section 62.23(6) of the Wisconsin Statutes;
- Local subdivision regulation under Section 236.45 or 236.46 of the Wisconsin Statutes;
- Zoning ordinances and shoreland zoning ordinances enacted or amended under Section 61.35, 62.23(7) and 61.351 of the Wisconsin Statutes and other laws; and

WHEREAS, the Town of Summit was incorporated into the Village of Summit on July 29, 2010, taking on the responsibilities and authorities of the previous Town of Summit; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission approved the Village of Summit Master Plan 2020 on November 3, 2011; and

WHEREAS, pursuant to Section 66.1001(2)(i) of the Wisconsin Statutes, a Comprehensive Plan must be updated no less than once every 10 years; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission have approved amendments to the Village of Summit Master Plan 2020; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission approved a comprehensive update to the Plan that was published and posted on September 8, 2023, titled "Village of Summit 2045 Comprehensive Plan"; and

WHEREAS, the Village Board, at the recommendation of the Village of Summit Plan Commission have, from time to time and as permitted by the Village of Summit Comprehensive Plan, approved amendments to the Village of Summit 2045 Comprehensive Plan; and

WHEREAS, on October 10, 2024, the Village Board, at the recommendation of the Village of Summit Plan Commission, amended the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan to amend the designation of approximately 41.77 acres of vacant land located in the northwest corner of Pabst Farms Boulevard and N. Sawyer Road (CTH P), more specifically described as Lot 2 Certified Survey Map No. 11510, Book 114, Page 310-319, part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N, R17E (SUMT0629998011) from the Industrial/Business Park category to the Institutional category subject to several conditions being met. The conditions were not met and one of such unmet conditions required that the property have all necessary permits to operate a K-12 day school campus with outdoor amenities within one year of the Land Use Map Amendment being approved by the Village Board. Therefore, the property remains in the Institutional/Business Park category; and

WHEREAS, the Village of Summit has received a request from a petitioner to amend the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan to amend the designation of approximately 41.77 acres of vacant land located in the northwest corner of Pabst Farms Boulevard and N. Sawyer Road (CTH P), more specifically described as Lot 2 Certified Survey Map No. 11510, Book 114, Page 310-319 (SUMT0629998011), and approximately 14.98 acres of vacant land located in the southwest corner of Pabst Farms Boulevard and N. Sawyer Road (CTH P), more specifically described as Lot 3 Certified Survey Map No. 11510, Book 114, Page 310-319 (SUMT0629998012), both properties being located in part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N, R17E (the “subject properties”) from the Industrial/Business Park category to the Mixed Use category as generally illustrated on Exhibit A which is attached hereto and incorporated herein by reference; and

WHEREAS, the Village of Summit has received a request from the same petitioner to amend the text of Section 9.7.4 Mixed Use Land Use Category of the Village of Summit 2045 Comprehensive Plan as provided on Exhibit B which is attached hereto and incorporated herein by reference; and

WHEREAS, the owner of the subject properties and the owners of all properties within 500 feet of the subject properties were notified of the April 16, 2026 plan commission meeting and will be notified of the public hearing concerning the proposed amendments that will take place at a future Village Board meeting, in accordance with the adopted Public Participation Plan that is part of the Village of Summit 2045 Comprehensive Plan; and

WHEREAS, the Village of Summit Plan Commission finds that the proposed amendments to the Future Land Use Map and amendments to the text of the Village of Summit 2045 Comprehensive Plan comply with Section 66.1001 of the Wisconsin Statutes and are consistent with the purpose and intent of the comprehensive master plan and are compatible with surrounding properties; and

WHEREAS, the Village of Summit Plan Commission recommends the Village Board adopt the amended Future Land Use Map and amendments to the text of the Village of Summit 2045 Comprehensive Plan pursuant to Section 66.1001 of the Wisconsin Statutes.

**NOW, THEREFORE, BE IT RESOLVED** by the Village Plan Commission of the Village of Summit, Wisconsin that the amendment to the Future Land Use Map of the Village of Summit 2045 Comprehensive Plan from the Industrial/Business Park category to the Mixed Use category on approximately 41.77 acres of vacant land located in the northwest corner of Pabst Farms Boulevard and N. Sawyer Road (CTH P), more specifically described as Lot 2 Certified Survey Map No. 11510, Book 114, Page 310-319 (SUMT0629998011), and approximately 14.98 acres of vacant land located in the southwest corner of Pabst Farms Boulevard and N. Sawyer Road (CTH P), more specifically described as Lot 3 Certified Survey Map No. 11510, Book 114, Page 310-319 (SUMT0629998012), both subject properties being located in part of the NE ¼ and SE ¼ of Section 14 and part of the SE ¼ and SW ¼ of Section 11, T7N, R17E, illustrated on Exhibit A, and that the amendment to the text of Section 9.7.4 Mixed Use Land Use Category of the Village of Summit 2045 Comprehensive Plan be amended according to the language provided on Exhibit B, are hereby recommended for adoption per Section 66.1001(4)(b) of the Wisconsin Statutes by a majority vote of the entire Plan Commission provided the following conditions are met:

- 1) The text amendments to the Village of Summit 2045 Comprehensive Plan and map amendment to the Future Land Use Map are not effective until such time the subject properties are rezoned to an appropriate Zoning District category that accommodates Mixed Use Development and subject to rezoning to a Planned Development Overlay District in accordance with Section 111-359 of the Village of Summit Zoning and Shoreland Ordinance. The Planned Development Overlay District rezoning shall provide specific design requirements to encourage uniform and harmonious development, such as location and scale of buildings, architectural and site design, community public and green spaces, lighting, signage and landscaping.
- 2) Residential density is limited to the property on the north side of Pabst Farms Boulevard (SUMT0629998011) and shall not exceed 10 units per acre of the area proposed to be developed as residential. The residential area shall not exceed 36 acres and shall be generally located in the area shown on Exhibit C which is attached hereto and incorporated herein by reference.
- 3) The development of the subject properties shall include commercial uses on the entire property located on the south side of Pabst Farms Boulevard (SUMT0629998012) and shall include commercial uses along a majority of Pabst Farms Boulevard on the property located north of Pabst Farms Boulevard (SUMT0629998011) as indicated on Exhibit C which is attached hereto and incorporated herein by reference.
- 4) The subject properties shall obtain and maintain all necessary permits to operate as a Mixed-Use Development within one year of the Land Use Map Amendment being approved by the Village Board, including the approval of a Rezone and Planned Development Overlay District, as described in Condition 1, noted above. This condition does not include specific Site Plan Development approvals for individual buildings and site improvements, or possible future land divisions.
- 5) The Future Land Use Map amendment is not effective until such time Exhibit A of the Agreement for the Treatment of Wastewater Between the Town of Summit (now Village) and the City of Oconomowoc is amended to allow Mixed Uses (commercial, residential, institutional).

**BE IT FURTHER RESOLVED** That the vote of the Plan Commission concerning this Resolution shall be recorded in the official minutes of the Plan. Commission.

**BE IT FURTHER RESOLVED** the Village Clerk is directed to send the adopted resolution, proposed amendment and map(s) to all entities listed in Wisconsin Statutes Section 66.1001(4)(b).

**BE IT FURTHER RESOLVED** that action taken by the Village of Summit Plan Commission is recorded by the identifying signature of the Village Administrator/Clerk-Treasurer.

Adopted and approved this 16<sup>th</sup> day of April, 2026.

VILLAGE OF SUMMIT PLAN COMMISSION



By: James Siepmann  
James Siepmann, Commission Chairman

By: Debra Michael  
Debra Michael, Village Administrator/Clerk-Treasurer

This resolution was approved on a motion by Commissioner Obenberger, seconded by Commissioner Katz, and as voted on as set forth below, with the affirmation of votes of not less than a majority of all the members of the Village of Summit Plan Commission being required for adoption:

Jim Siepmann	<u>  x  </u>	Sandra Murray	<u>  x  </u>
Jim Petronovich	<u>  x  </u>	Jay Obenberger	<u>  x  </u>
Paul Schmitter	<u>  x  </u>	Annette Kaja	<u>absent</u>
Matt Katz	<u>  x  </u>	Alternate Joan Gucciardi	<u>  x  </u>

# EXHIBIT A ILLUSTRATION ONLY



## THE HARVEST AT PABST FARMS

Proposed  
amendment to  
the Village of  
Summit 2045  
Comprehensive  
Land Use Plan

March 2026

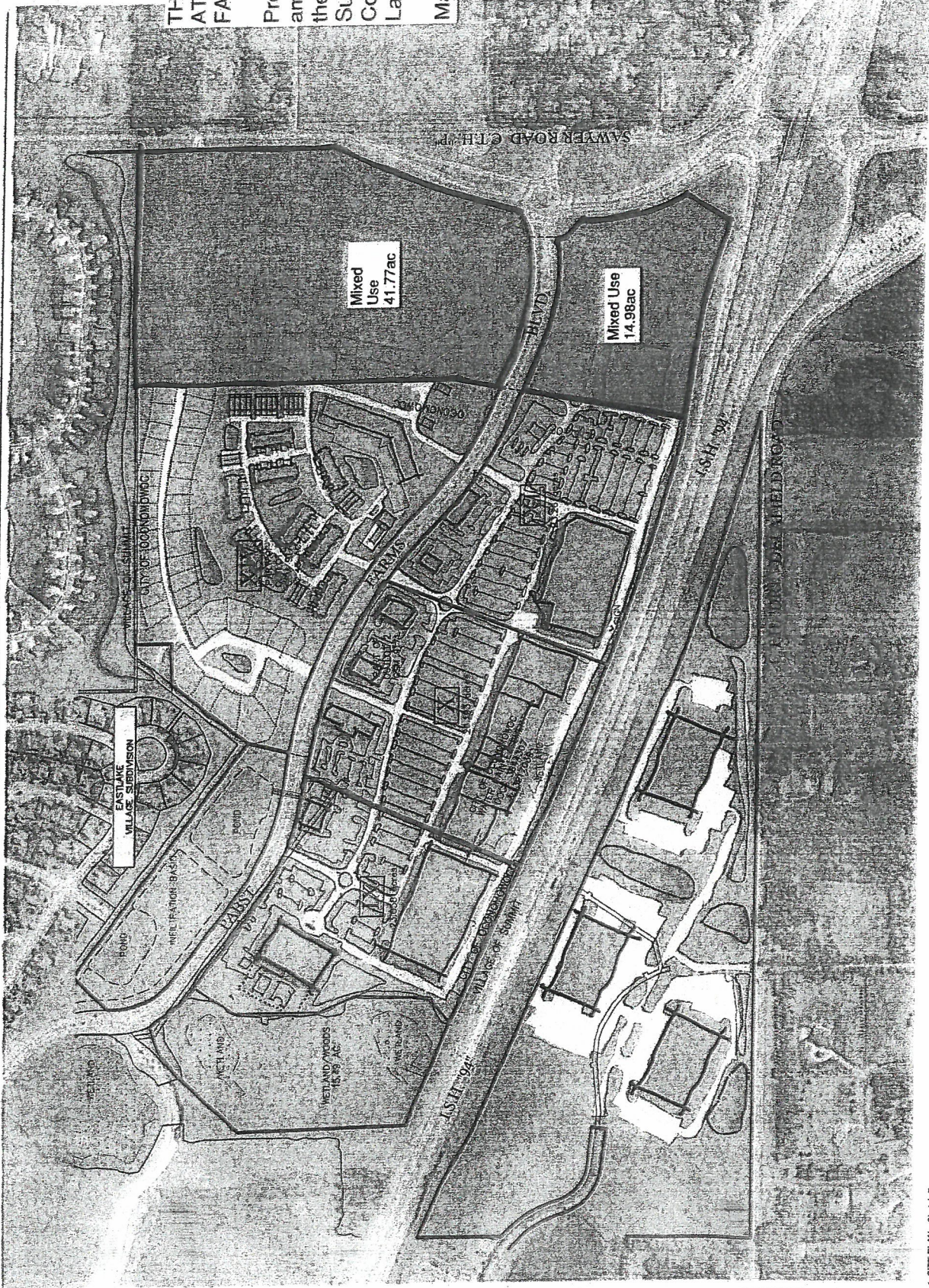
△ Revisions

CONCEPT DESIGN  
PABST FARM  
MASTERPLAN

PABST FARM ROAD  
VILLAGESUMMIT  
Date Issued: 11/02/2025  
RINKA project #: 25018  
Sheet Title

SKETCH BASE  
24X36

Sheet #  
SK-00



1 SITE PLAN - Sketch Base  
11/2/2025

## EXHIBIT B

### Section 9.7.4 Mixed-Use

The mixed-use category is designated for areas appropriate for multiple types of commercial/office uses and various residential uses (single-family, duplex, or multi-family), designed to develop as part of an overall planned development. Residential density in these areas shall not exceed a net four (4) units per acre, with exceptions specified herein. These areas do not include Industrial/Business Park uses, manufacturing, production facilities, gas/convenience stores, warehousing, car dealerships, or strip malls, unless the strip mall is determined by the Village Board, following a recommendation from Plan Commission, to maximize the value of the property and is aesthetically pleasing and complementary to the surrounding neighborhood.

- Development under this land use would only be allowed if public sewer is available.
- If municipal water is available within 1,000 linear feet and provided by the City of Oconomowoc, then this must also be extended and included in the development.
- The property located in the southwest corner of CTH DR and CTH P (SUMT0665999) is not located in a sewer service area. In order for development to occur as Mixed-Use, the Village must amend the sanitary sewer service area allowance per SEWRPC Community Assistance Planning Report No. 172, 2nd Edition. A logical provider of service would be the Summit Utility District #2.
- Lands located in the northeast corner of STH 18 and CTH BB (SUMT0697998005 and SUMT0697990) are included in this category to allow for redevelopment of this area in combination with the existing commercial uses. Due to the length of time for utility service, the Village Board may waive the sewer requirement based on the plan proposed.
- The Village Board may consider an amendment on a portion of property located at 35535 Delafield Road (SUMT0665998) along CTH DR from the SF 2.4-acre density classification to the Mixed-Use classification at such time sewer is available to the property.
- Residential uses are only allowed if commercial uses are present within the same development. More intensive commercial/office uses should be placed closer to the exterior roadways, with any residential component and site buffering the adjacent uses.

- Residential density is limited to four (4) units per acre, with the exception of three properties, which are limited to ten (10) units per acre:
  - Summit Village Commons property identified as SUMT0661977, 3.89 acres. This property was transferred into the previously designated Multi-Family Residential Development classification in 2020 to accommodate a condominium development. Since that land use classification has been replaced with a residential density of 0.25-acres per unit, the property has been reclassified as part of this comprehensive plan update to the Mixed-Use classification. Since the Summit Village Commons development includes a mix of uses and remainder of the development is identified as Mixed-Use, this classification is more appropriate.
  - 2133 N. Sawyer Road, SUMT0670997, 18.1 acres.
  - Portion of SUMT0629998011 in Pabst Farms Development, not to exceed an area of 36 acres, with commercial uses required along a majority of Pabst Farms Boulevard.

## EXHIBIT B - REDLINED

### Proposed Text Amendments to Village of Summit 2045 Comprehensive Plan

#### Section 9.7.4 Mixed-Use

The mixed-use category is designated for areas appropriate for multiple types of commercial/office uses ~~(with limited retail)~~ and various residential uses (single-family, duplex, or multi-family), designed to develop as part of an overall planned development. Residential density in these areas shall not exceed a net four (4) units per acre, with exceptions specified herein. These areas do not include Industrial/Business Park uses, manufacturing, production facilities, gas/convenience stores, warehousing, ~~car dealerships, or strip malls, unless the strip mall is determined by the Village Board, following a recommendation from Plan Commission, to maximize the value of the property and is aesthetically pleasing and complementary to the surrounding neighborhood, or car dealerships.~~

- Development under this land use would only be allowed if public sewer is available.
- If municipal water is available within 1,000 linear feet and provided by the City of Oconomowoc, then this must also be extended and included in the development.
- The property located in the southwest corner of CTH DR and CTH P (SUMT0665999) is not located in a sewer service area. In order for development to occur as Mixed-Use, the Village must amend the sanitary sewer service area allowance per SEWRPC Community Assistance Planning Report No. 172, 2nd Edition. A logical provider of service would be the Summit Utility District #2.
- Lands located in the northeast corner of STH 18 and CTH BB (SUMT0697998005 and SUMT0697990) are included in this category to allow for redevelopment of this area in combination with the existing commercial uses. Due to the length of time for utility service, the Village Board may waive the sewer requirement based on the plan proposed.
- The Village Board may consider an amendment on a portion of property located at 35535 Delafield Road (SUMT0665998) along CTH DR from the SF 2.4-acre density classification to the Mixed-Use classification at such time sewer is available to the property.
- Residential uses are only allowed if commercial uses are present within the same development. More intensive commercial/office uses should be placed

closer to the exterior roadways, with any residential component and site buffering the adjacent uses.

- Residential density is limited to four (4) units per acre, with the exception of **two three** properties, which are limited to ten (10) units per acre:
  - Summit Village Commons property identified as SUMT0661977, 3.89 acres. This property was transferred into the previously designated Multi-Family Residential Development classification in 2020 to accommodate a condominium development. Since that land use classification has been replaced with a residential density of 0.25-acres per unit, the property has been reclassified as part of this comprehensive plan update to the Mixed-Use classification. Since the Summit Village Commons development includes a mix of uses and remainder of the development is identified as Mixed-Use, this classification is more appropriate.
  - 2133 N. Sawyer Road, SUMT0670997, 18.1 acres.
  - **Portion of SUMT0629998011 in Pabst Farms Development, not to exceed an area of 36 acres, with commercial uses required along a majority of Pabst Farms Boulevard.**

# EXHIBIT C

## Exhibit C

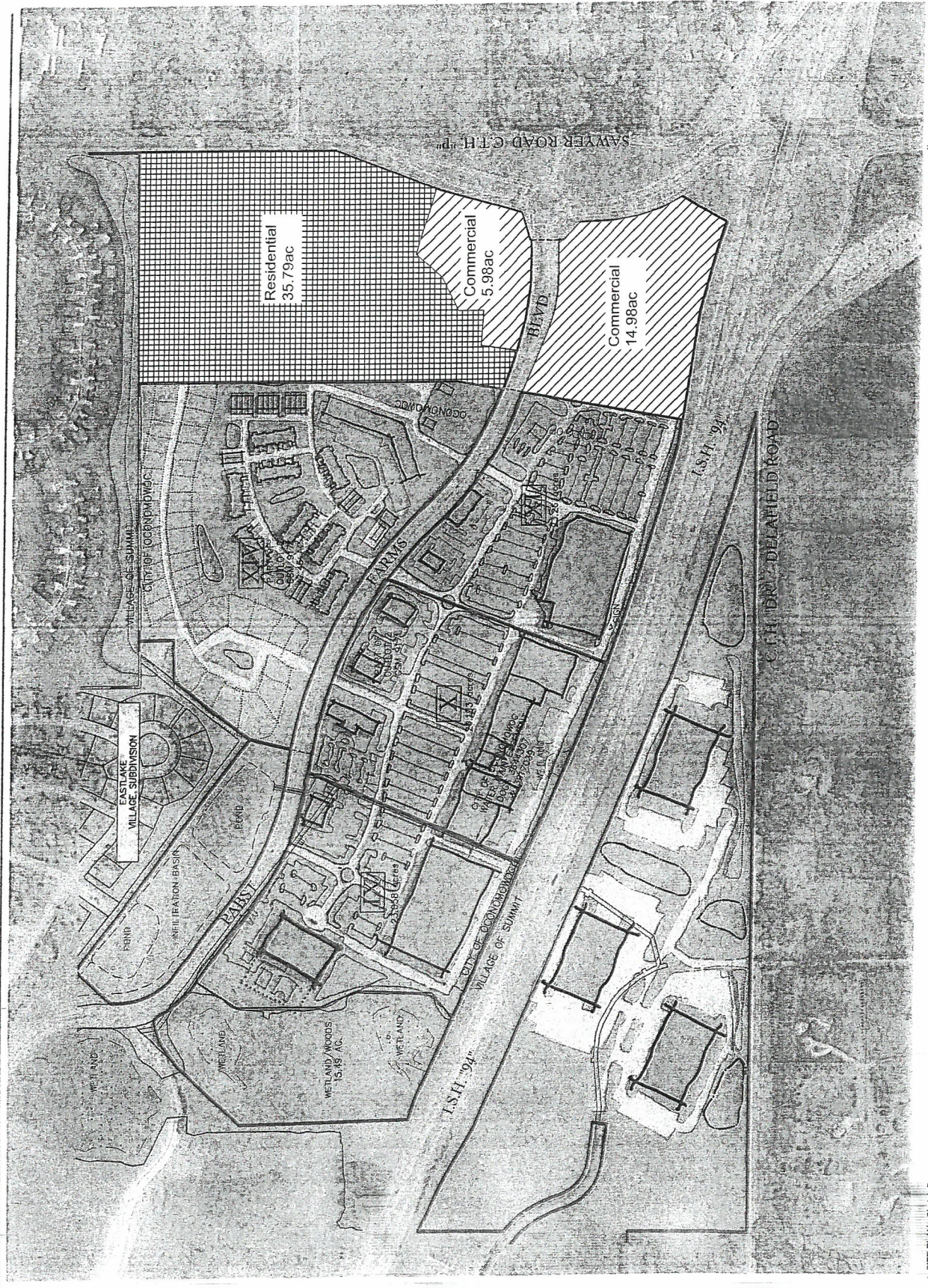
△ Revisions

CONCEPT DESIGN  
 PABST FARM  
 MASTERPLAN

PABST FARM ROAD  
 WISCONSIN  
 Date Issued: 11/20/2025  
 RINKA project #: 25098  
 Sheet Title:

SKETCH BASE  
 24X36

Sheet #  
**SK-00**



1 SITE PLAN - Sketch Base  
 11/20/2025



Chief Michael Hartert  
[mhartert@summitpdwi.gov](mailto:mhartert@summitpdwi.gov)  
Phone: 262-567-1134  
Fax: 262-468-4976

.Summit Police Department • 37100 Delafield Road • Summit, WI 53066.

---

April 14<sup>th</sup>, 2026

## **Impact Statement – Police Services**

### **Village of Summit Police**

The proposed Harvest Development located in the Village of Summit in the area of Hwy P and I94 is expected to create a gradual but notable increase in demand for police services as the project progresses through its' anticipated multi-year phased buildout.

The mixed-use nature of the development, incorporating both residential and retail components, will introduce new and varied service demands. Retail operations typically generate a higher frequency of calls for service, including theft, fraud, disturbances, and other property-related incidents. These cases often require follow-up investigation, which will place additional strain on existing personnel.

#### **Patrol Needs:**

Patrol demands are expected to be higher due to the combination of residential and commercial development. Increased traffic volume at and around the development will likely result in more traffic-related issues, including accidents, enforcement needs, and congestion management. Additional patrol presence will be necessary to maintain visibility, ensure traffic safety, and respond to the broader range of service calls generated by the development.

#### **Call Types:**

Anticipated calls for service associated with this development include, but are not limited to, alarm activations, theft-related incidents and family-related calls for service. These calls will contribute to both immediate response demands and follow-up investigative workload.

Currently, the department operates without a dedicated detective unit, relying instead on a uniformed officer to manage investigative responsibilities in addition to routine patrol duties. As retail activity increases, the investigative caseload may impact the department's ability to effectively manage both proactive policing and follow-up investigations.

The residential component is also expected to increase service demand, including calls related to routine neighborhood concerns and occasional domestic-related incidents. While the phased nature of the project will distribute impacts over time, it will also require ongoing evaluation of staffing levels.

Although a precise understanding for additional staffing is difficult to define, it is reasonable to anticipate that at least one additional full-time police officer will be necessary as the development reaches a moderate level of occupancy and commercial activity.

In conclusion, the development in the Village of Summit is expected to have a meaningful long-term impact on police operations. Proactive planning for the addition of at least one officer is recommended to maintain service levels, ensure timely response, and effectively manage the increased investigative and patrol demands associated with this growth.

Captain Brian Wraalstad

Village of Summit Police

**Location Focus:** Western Lakes Fire District Municipalities (WLFD) Context

**Property Types:** Business Park (Industrial/Manufacturing), Commercial & Office, Mixed-Use (Residential/Commercial)

**1. Call Volume Analysis & Key Drivers**

Call volumes in the WLFD Service area appear to be balanced across similar acreage footprints, regardless of the occupancy type or zoning between business park, commercial, and mixed-use. However, our Business Parks currently house manufacturing or medical centers, which often see higher utilization than mixed-use or residential areas.

**Why Business Parks are leading in call volume:**

- **Medical Centers (The EMS Magnet):** Medical facilities within business parks create a high volume of emergencies - falls, cardiac events during treatment, or transfers to the ER. These are often low-acuity but high-frequency calls that tie up ambulance crews.
- **Manufacturing Risks:** Industrial environments carry a higher baseline risk for traumatic injuries (crush, amputation, falls) and occupational health emergencies. Many of these are also running multiple shifts of a workforce which means the “occupancy” is present for longer periods of time.
- **Daytime Population Spikes:** Unlike residential zones where volume might peak in the evenings or weekends, Business Parks experience intense daytime spikes as thousands of employees converge in one area.

**Mixed-Use (Residential/Commercial) Drivers:**

- **Life Safety Concerns:** Call volume here is driven by "Life Safety" alarms—cooking fires, medical calls for residents, and smoke detector malfunctions.

**2. Operational Considerations & Specific Hazards**

Beyond the raw number of calls, the "intensity" of the response varies. A call to a Business Park requires different resources than a call to a Mixed-Use building.

Feature	Business Park (Industrial/Mfg)	Mixed-Use (Residential/Comm)
Primary Risk	Hazardous Materials & Machinery	Life Safety & Vertical Evacuation
Specialty Equip.	Tech Rescue, Foam, Hazmat Kits	Aerial Ladders, High-Rise Packs
Training Focus	Confined Space, Machinery	Rapid Intervention (RIT), Search/Rescue
Fire Loading	High-Piled Storage, Flammable Liquids	Residential Contents, Retail Merchandise

**Business Park Issues: Machinery, Trucking, & Sprinklers**

- **Machinery & Industrial Accidents:** Business parks often require **Technical Rescue** capabilities. If a worker is trapped in a conveyor or a CNC machine, standard EMS tools aren't enough; departments need specialized training in "machinery extrication."

- **Heavy Trucking:** Large business parks increase heavy vehicle traffic. This leads to higher-impact motor vehicle accidents (MVAs) and requires crews to be proficient in Heavy Extrication (lifting trailers or stabilizing large rigs).
- **Sprinkler Systems:** Business parks usually have robust NFPA 13 industrial-scale sprinklers. While these are great at suppression, a "water flow" alarm in a warehouse can result in millions in property damage if not mitigated quickly. In contrast, mixed-use buildings often use NFPA 13R (residential) systems, which are designed for life safety (getting people out) rather than protecting the entire structure/inventory.
- **Response Needed:** Business parks may have "balanced" call volumes compared to residential areas, but they require a higher response per call. One industrial fire or hazmat leak can deplete the entire district's resources for 12+ hours, whereas residential calls are generally handled by a single engine or ambulance in under an hour.

### **3. The "WLFM Municipalities Context" & Regional Trends**

The observation that Business Parks are outpacing Mixed-Use utilization is likely tied to the specific "anchor" tenants. Since our Business Parks contain specialized manufacturing plants or medical clinics, they almost always generate more 911 traffic than a standard retail/residential development of the same size.

## Harvest at Pabst Farms – Village of Summit Projected Approvals (11/10/25)

(dependent on type and form of development submitted)

To clearly communicate the permitting requirements related to Harvest at Pabst Farms development, below is a list of presentations, applications, plans, and other documents that will need to be submitted for review and approval by the Village of Summit. The list is intended to supplement the list of approvals that has already been sent to the developer by the City of Oconomowoc. The list below includes the submittal requirements, specific review entity for each submittal, and estimated timeline for review. This list may need to be modified as development plans progress.

### 1. Concept Presentation

Prior to the submittal of any formal applications, the applicant is required to present concept development plans to Village Staff and Plan Commission. Due to the size of the development, it is recommended that Village Board be included in the presentation. This can possibly be done as a joint meeting. The intent of the concept presentation is to review regulations and policies applicable to the project and to discuss the land use implications and requirements for processing the applications associated with the proposed development.

### 2. Comprehensive Plan Amendment

Please review the [2045 Comprehensive Plan](#) for the Village of Summit and identify how the proposed development meets the goals and objectives of the plan. At a minimum, the components below will need to be modified.

- a. *Map Amendment:* The subject properties are currently categorized as Industrial/Business Park (purple in the below image). The Mixed-Use category may fit the proposed development planned for the north side of I-94 best. However, the language within the plan needs to be modified.



- b. *Text Amendment:* Please review Sections 9.5, 9.6.2, and 9.7.4 and suggest text amendments that you feel are necessary to accommodate your development.

- 1.) Section 9.7.4 prohibits strip malls. Please provide an explanation that the proposed development does not include a strip mall or request that this section be modified.
- 2.) The last bullet point limits residential density to 4 units per acre with two exceptions that allow 10 units per acre. You will need to request that the Village include a portion of SUMT0629998011 to the list.

*Procedure for Comprehensive Plan Land Use Map and Text Amendment (typically takes a minimum of 3 months):* A complete [application](#) will need to be submitted to the Planner. The application will be considered by Plan Commission with a recommendation (in the form of a resolution) made to Village Board. A public hearing will follow Plan Commission's recommendation with a 30-day notice in the paper prior to the hearing. All properties within 500 ft. of the property boundaries are individually notified of the hearing. Village Board holds the public hearing and takes formal action. The Village Board can only adopt the Plan Commission's recommendation as-is by Ordinance or send it back to Plan Commission for reconsideration. The Village Board cannot modify Plan Commission's recommendation. Public input is available at all Plan Commission and Village Board meetings related to Comprehensive Plan amendments. *Plan Commission may request that they participate in a joint-public hearing or hold their own public hearing prior to making a recommendation to Village Board.*

### **3. Zoning Amendment (Underlying District and Planned Development Overlay District)**

The properties on the north side of I-94 are currently zoned A-1 Agricultural. The triangular property on the south side of I-94 is currently zoned BP Business Park. At a minimum, the properties on the north side of the highway will need to be rezoned. Please review the requirements for [NC Neighborhood Commercial](#) and [MF-2 Multi-Family Residential](#). If the proposed uses in your development do not fit the permitted uses of these districts, you will need to request the Village of Summit consider a new zoning district designation or modify the language within the existing zoning districts. Regardless of zoning district, the Village will require that a [Planned Development Overlay District](#) be placed on the properties to ensure a cohesive, planned, and unified development of all properties included in the development. The developer can also seek flexibility in the dimensional and area regulations. The Village will want to work with the City of Oconomowoc to ensure the development has a cohesive and unified feel in both municipalities.

The submittal requirements for a zoning amendment can be found in [Section 111-386](#).

The submittal requirements and review criteria for a Planned Development Overlay District can be found in [Section 111-359\(d\)](#). There are two stages to the review, a General Development Plan Review (GDP) and Precise Implementation Plan Review (PIP).

*General Development Plan (GDP):* The GDP must be considered at the same time that the Planned Development Overlay District is created. The following information shall be provided:

- a. The pattern of proposed land uses including general size, shape, and arrangement of lots and specific use areas; proposed density of residential development; proposed building square footage for commercial or industrial development; general environmental character, common open spaces, parking and drive areas, recreation facilities, principal landscaping features, floodplain and/or wetlands and other major components of the proposed project.
- b. The basic street pattern.
- c. The basic storm drainage pattern.
- d. The general location, size and character of recreational and open space areas, including the designation of any such areas to be classified as preserved lands.
- e. Documents or related information or plans showing the architectural designs of buildings.
- f. Appropriate statistical data relative to the development.
- g. General outline of intended organizational structure related to property owner's association, deed restrictions, etc.
- h. Any other information deemed appropriate and necessary by the Plan Commission.
  - 1.) The Village will want to review architectural details at the GDP stage to ensure that buildings, lighting, and signage are of high quality and intended to be cohesive throughout the development.
  - 2.) The Village will want to understand how the actual development ties into the presented "Harvest" theme.
  - 3.) The Village will expect elements that provide a public benefit, including public green spaces, trails, community event space, etc.

*Precise Implementation Plan (PIP):* The PIP is not considered until detailed site and building plans are available. The PIP is reviewed and approved by Plan Commission only in advance of building permit issuance. There may be several PIP's if development occurs in phases. The following information shall be provided:

- a. An accurate identification of the area of the precise implementation plan as it relates to the general development plan.
- b. The specific designation of proposed land use including the pattern of public and private roads, driveways, walkways and parking facilities; detailed lot layout and the arrangement of

building groups, including single-family homes if applicable; and the specific treatment of any preserved lands to be kept as common open space or amenities.

- c. Specific landscape plans for all common open space, amenities, or housing groups including private single-family homes.
- d. Detailed storm drainage, sanitary sewage disposal and water system plans.
- e. Proposed engineering standards for all roads, parking areas and walkways.
- f. Agreements, bylaws, covenants and other documents providing permanent preservation and maintenance of any preserved lands, common open areas and amenities.
- g. Building plans, including colored exterior building renderings, shall be submitted for architectural review by the Plan Commission.

*Procedure for Zoning Amendment/Planned Development Overlay District (typically takes a minimum of 2-3 months):* A complete [application](#) will need to be submitted to the Planner. The application will be considered by Plan Commission with a recommendation made to Village Board. A public hearing takes place at Plan Commission with a two-week notice in the paper prior to the hearing. All properties within 300 ft. of the property boundaries are individually notified of the hearing (the Village will notify properties within 500 ft. of the property boundaries to be consistent with the Comprehensive Plan Amendment notification). Village Board takes formal action following recommendation by the Plan Commission. The Rezone and Planned Development Overlay District may take place at the same time.

*If it is determined that a text amendment is required to the zoning ordinance to create a new zoning district or amend the language within the existing zoning districts, an [application](#) for a text amendment shall be submitted. The application can be processed simultaneously with the comprehensive plan amendment application because it is not specific to the development.*

#### **4. Certified Survey Map (typically takes a minimum of 2 months – can be submitted and processed with rezone)**

Any land division will require compliance with the [Village of Summit Subdivision of Land Ordinance](#). There is no public hearing for a Certified Survey Map, but the matter requires both Plan Commission and Village Board approval. Zoning District and Land Use Plan designations shall follow initial and future lot line boundaries. It will be important to understand where lot lines are proposed as part of the Planned Development Overlay District review to ensure that all necessary flexibility in setback and area regulations is being considered.

*Procedure for CSM:* A complete [application](#) will need to be submitted to the Planner. The application will be considered by Plan Commission with a recommendation

made to Village Board. The CSM application can be submitted simultaneously with the Rezoning application.

#### **5. Building, Site, and Operational Plan Approvals (typically 4-6 week process)**

With each PIP, the applicant will need to include detailed site plan improvement and operational details for consideration by Plan Commission. Site Plan approvals do not require Village Board approval. A list of general standards and submittal requirements can be found in [Article X](#) of the Village of Summit Zoning and Shoreland Protection Ordinance. This review includes, but is not limited to, site plan details, stormwater management, parking, access, building location and architecture, dumpster location/enclosure/screening, signage, lighting, landscaping, and operational details such as hours of operation and number of employees.

*Procedure for Building, Site, and Operational Plan Approval:* A complete [Site Development Plan application](#) and [Business Plan of Operation application](#) will need to be submitted to the Planner. The application will be reviewed by Plan Commission. These plans would be submitted with the PIP. There is a [Plan of Operation Checklist](#) that should be used to supplement the application.

The development will be expected to comply with the Village of Summit Design Guidelines.

[Design Guidelines Summary](#)

[Design Guidelines](#)

#### **6. Stormwater Management**

The properties in the Village of Summit are located in the Pabst Farms Joint Stormwater District (PFJSD). You will be required to coordinate with the Village Engineer and the PFJSD and comply with all requirements. A Stormwater Maintenance Agreement and related easements may be required depending on the use of private or public facilities.

#### **7. Additional Approvals**

Comments # 6, 8, 9, 10, 11, 12, 14, 21, and 22 from the City of Oconomowoc's Process and Approval Letter also apply in the Village of Summit. The Village may also require a Developer's Agreement depending on whether any public

improvements are proposed in the Village, including public infrastructure and common areas. The Village of Summit also reserves the right to require the submittal of Financial Assurance to ensure the development is constructed in accordance with the approved plans.

### **Plan Staff Meetings**

As part of each submittal, the developer will be asked to attend the Village's monthly plan staff meeting to receive feedback in advance of the formal meetings scheduled for that month. A 2026 meeting date and deadline calendar will be provided to the developer.

### **Example Meeting Schedule**

Enclosed is a potential meeting schedule. The Plan Commission and Village Board may request additional information and delay action at any of the meetings mentioned in the schedule.

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6 - ongoing
<b>Harvest at Pabst Farms Development Timeline (from date of submittal)</b>						
<b>Concept Presentation</b>						
<i>A concept presentation should be presented to Plan Commission and Village Board (this can be done as a joint meeting or separately).</i>						
<b>Comprehensive Plan Text/Map Amendment</b>						
<i>Amendments to the comprehensive plan require Plan Commission and Village Board approval, requires public hearing with 30-day notice at Village Board meeting.</i>						
<b>Zoning Text Amendments</b>						
<i>Zoning Ordinance text amendments require a recommendation from Plan Commission and approval from Village Board, requires public hearing with 2-week notice at Plan Commission meeting.</i>						
<b>Zoning Map Amendments/Planned Development Overlay District (GDP)</b>						
<i>Zoning Map amendments/PDO require a recommendation from Plan Commission and approval from Village Board, requires public hearing with 2-week notice at Plan Commission meeting. Includes preliminary approval for Stormwater Management.</i>						
<b>CSM</b>						
<i>CSM's require a recommendation from Plan Commission and approval from Village Board. There is no requirement for a public hearing.</i>						
<b>Precise Implementation Plan (PIP) - Site Plan</b>						
<i>The PIP, Site Plan and Operational Details are reviewed by Plan Commission only. Includes final approval for Stormwater Management.</i>						
<b>Review of Associated Documents</b>						
<i>The Village Board will review any Developer's Agreements, Financial Assurance type and amount, Public Easements, etc.</i>						



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Highway Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

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

**VILLAGE OF SUMMIT 2045 COMPREHENSIVE PLAN TEXT AMENDMENT & LAND USE MAP AMENDMENT  
ON PROPERTIES DESCRIBED AS LOT 2 AND LOT 3 OF CSM 11510, VOL 114/310, SECTIONS 11 & 14, T7N, R17E  
SUMT0629998011 & SUMT0629998012**

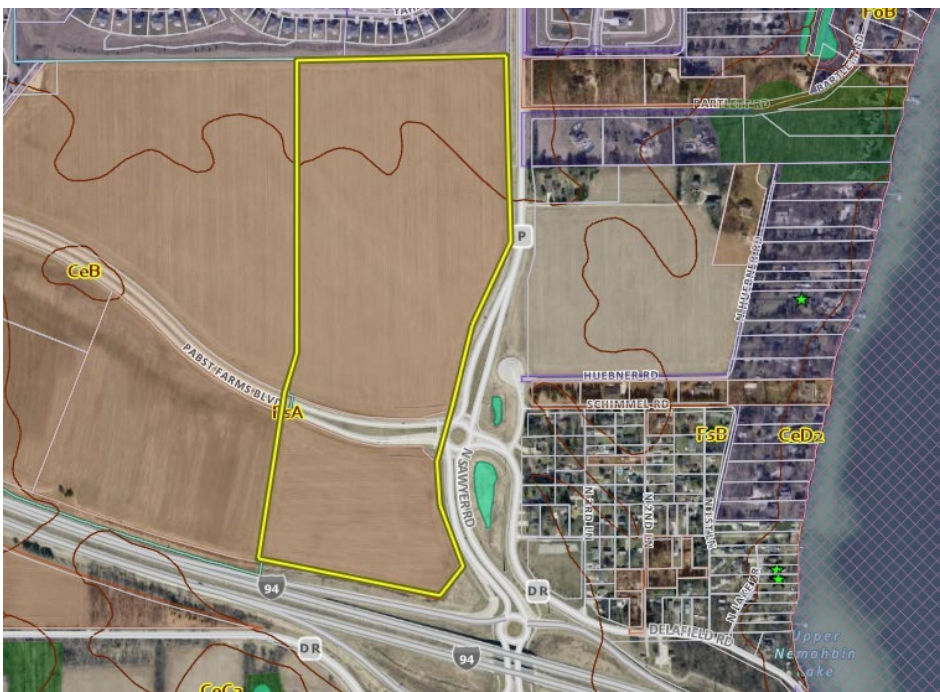
April 7, 2026

TO: Property owners directly impacted and within 500 ft. of properties that are subject to a 2045 Comprehensive Plan - Future Land Use Map amendment request

RE: Village of Summit 2045 Comprehensive Plan Text Amendment & Future Land Use Map Amendment for properties known as Lot 2 and Lot 3 of CSM 11510, Sections 11 & 14, T7N, R17E.

To Whom It May Concern:

The developers of The Harvest at Pabst Farms are requesting a text amendment to the Village of Summit 2045 Comprehensive Plan and an amendment to the Future Land Use Map on property owned by Pabst Farms Land Company C, LLC, known as Lot 2 of CSM 11510, and on property owned by Pabst Farms Land Company R, LLC, known as Lot 3 of CSM 11510, both properties being located in Section 14 and Section 11, T7N, R17E, Village of Summit. The properties are located in the northwest corner of I-94 and N. Sawyer Road (CTH P) on both sides of Pabst Farms Boulevard. A map depiction is included below with the subject properties located in the Village of Summit highlighted in yellow. Specifically, the applicant is proposing to amend the land use designation of these properties from Industrial/Business Park to Mixed Use to accommodate a planned mixed-use development, including residential, commercial, institutional, and public use and green spaces that incorporates several properties on the east end of the Pabst Farms Development located in both the City of Oconomowoc and Village of Summit.



In addition to the proposed map amendment, the developer of The Harvest at Pabst Farms is requesting to modify the language of Section 9.7.4 Mixed Use Land Use Category of the 2045 Comprehensive Plan to allow for retail, high quality strip malls, and residential densities of up to 10 units per acre on a portion of the property located north of Pabst Farms Boulevard. The existing language of Section 9.7.4 is enclosed with the proposed changes shown in red ink.

The Village of Summit Plan Commission will be considering the adoption of a resolution on **April 16, 2026 at their regularly scheduled meeting which starts at 5:30 pm**. The Plan Commission would like to receive public input regarding the requested land use map amendment before adopting a resolution for consideration by the Village Board. The requested map and text amendments will require a public hearing at the June 11, 2026 Village Board meeting before final action is taken. Action may be taken on the same day following the June 11<sup>th</sup> public hearing.

We encourage your attendance at the April meeting if you have any concerns or comments related to the proposed land use map or text amendment to the 2045 Comprehensive Plan. If you have any questions in the meantime, feel free to reach out to me at (262) 567-2757. I am in the office on Mondays, Tuesdays, and Thursdays 12:00 pm-3 pm.

Respectfully,

*Amy Barrows*

Amy Barrows  
Village Planner

Enclosure – Redlined version of text amendments to 2045 Comprehensive Plan

cc: Village Plan Commission Members  
Village Board Members  
Village Administrator



### 9.7.3 Commercial/Office

The commercial/office category is designated for light intensity business development including limited retail uses and administrative/office uses. This area does not include manufacturing, production facilities, gas/convenience stores, warehousing, strip malls, or car dealerships.

- Development under this land use would only be allowed if public sewer is available.
- If municipal water is available within 1,000 linear feet and provided by the City of Oconomowoc, then this must also be extended and included in the development.

### 9.7.4 Mixed-Use

The mixed-use category is designated for areas appropriate for multiple types of commercial/office uses (with limited retail) and various residential uses (single-family, duplex, or multi-family), designed to develop as part of an overall planned development. Residential density in these areas shall not exceed a net four (4) units per acre, with exceptions specified herein. These areas do not include Industrial/Business Park uses, manufacturing, production facilities, gas/convenience stores, warehousing, strip malls, or car dealerships.

- Development under this land use would only be allowed if public sewer is available.
- If municipal water is available within 1,000 linear feet and provided by the City of Oconomowoc, then this must also be extended and included in the development.
- The property located in the southwest corner of CTH DR and CTH P (SUMT0665999) is not located in a sewer service area. In order for development to occur as Mixed-Use, the Village must amend the sanitary sewer service area allowance per SEWRPC Community Assistance Planning Report No. 172, 2<sup>nd</sup> Edition. A logical provider of service would be the Summit Utility District #2.

- Lands located in the northeast corner of STH 18 and CTH BB (SUMT0697998005 and SUMT0697990) are included in this category to allow for redevelopment of this area in combination with the existing commercial uses. Due to the length of time for utility service, the Village Board may waive the sewer requirement based on the plan proposed.
- The Village Board may consider an amendment on a portion of property located at 35535 Delafield Road (SUMT0665998) along CTH DR from the SF 2.4-acre density classification to the Mixed-Use classification at such time sewer is available to the property.
- Residential uses are only allowed if commercial uses are present within the same development. More intensive commercial/office uses should be placed closer to the exterior roadways, with any residential component and site buffering the adjacent uses.
- Residential density is limited to four (4) units per acre, with the exception of two properties, which are limited to ten (10) units per acre:
  - Summit Village Commons property identified as SUMT0661977, 3.89 acres. This property was transferred into the previously designated Multi-Family Residential Development classification in 2020 to accommodate a condominium development. Since that land use classification has been replaced with a residential density of 0.25-acres per unit, the property has been reclassified as part of this comprehensive plan update to the Mixed-Use classification. Since the Summit Village Commons development includes a mix of uses and remainder of the development is identified as Mixed-Use, this classification is more appropriate.
  - 2133 N. Sawyer Road, SUMT0670997, 18.1 acres.

## 9.7.5 Industrial/Business Park

The industrial/business park land use category is designated for areas with light to medium intensity business uses such as corporate office facilities, light manufacturing and warehousing. Medium to heavy intensity uses such as large manufacturing facilities or chemical processing are not permitted.

- Development under this land use would only be allowed if public sewer is available.
- If municipal water is available within 1,000 lineal feet and provided by the City of Oconomowoc, then this must also be extended and included in the development.
- Zoning Code text changes should be considered to ensure building size, design, height and lot size are appropriate with consideration given to adjacent developments.
- Lands within the Pabst Farm development east of STH 67 are identified with this land use classification based on utility service agreements with the City of Oconomowoc.
- The lands west of Dousman Road and north of CTH DR are shown with this land use classification based on the boundary agreement and utility service agreements with the City of Oconomowoc. These lands may not have utility extensions from the City until 80% of the Corporate Center east of this property is developed.
- The property located at 2911 N. Dousman Road (SUMT0637007) was included in this land use classification on March 8, 2018, based on available sewer from the City of Oconomowoc as part of the Silver Lake Utility District, existing building design and layout on the site, and the ability to redevelop the site in coordination with development already on the property.

---

**Sec. 111-355. Business Park District (BP).**

- (a) *Intent.* The Business Park District includes areas designated for light to medium intensity business uses such as corporate office facilities, light manufacturing and warehousing with no outdoor storage permitted. The village will allow development in this classification only upon connection to public sewer systems. If municipal water is available within 1,000 linear feet, then this must also be extended and included in the development.
- (b) *Principal permitted uses.*
- (1) Offices.
  - (2) Medical office or clinic.
  - (3) Dental office or clinic.
  - (4) Bank or financial institution.
  - (5) Assembly operations.
  - (6) Personal and professional services.
  - (7) Light manufacturing facilities.
  - (8) Indoor storage and warehousing facilities.
  - (9) Conference center.
  - (10) Day-care facility.
  - (11) Health clubs.
  - (12) Hotel.
  - (13) Indoor recreation facilities.
  - (14) Movie theater.
  - (15) Outdoor storage/retailing (i.e., garden center).
  - (16) Public and quasi-public utility substations, radio and television transmitting and receiving towers, microwave relay stations, or water towers.
  - (17) Restaurant.
  - (18) Public administrative offices and public service buildings, including fire and police stations.
- (c) *Accessory uses.*
- (1) Private outdoor recreational facilities.
  - (2) Off-street parking and loading areas.
  - (3) Automated teller machine.
- (d) *Conditional uses.*
- (1) Reserved.
- (e) *Bulk regulations (BP).*
- (1) Minimum lot area: 80,000 square feet.
  - (2) Minimum lot width: 200 feet.

- 
- (3) Maximum structure coverage.
    - a. Office uses: 30 percent of lot area.
    - b. Light industrial uses: 45 percent of lot area.
  - (4) Maximum impervious coverage.
    - a. Office uses: 70 percent of lot area.
    - b. Light industrial uses: 75 percent of lot area.
  - (5) Minimum front/street setback: 50 feet from base setback line.
  - (6) Minimum side yard setback: 25 feet.
  - (7) Minimum rear yard setback: 25 feet.
  - (8) Minimum wetland setback: 25 feet.
  - (9) Minimum pavement setback: 20 feet.
  - (10) Maximum structure height.
    - a. Principal structure: 50 feet.
    - b. Accessory structure(s): 15 feet.
  - (11) Shoreland development requirements. In addition to compliance with the aforementioned standard development requirements, all properties within shoreland areas as defined herein are also subject to the following additional requirements:
    - a. Minimum shore setback:
      - 1. Seventy-five feet from the ordinary high water mark. Where an existing pattern of development exists less than the requirement listed above, refer to section 111-96(A)(9)(g).
      - 2. Fifty feet for a structure that has no sides or has only railings for sides, subject to section 111-96(A)(9)(h).
  - (f) *Signage*. As described in article VII of this chapter.
  - (g) *Erosion control*. As described in the Village of Summit Erosion Control Ordinance when applicable.
  - (h) Plans and specifications to be submitted to the plan commission in accordance with article X of this chapter.
    - (1) To encourage a business park environment that is compatible with the rural residential and open space character of the village, and that will maintain a campus-like setting, building permits for permitted uses in the BP District shall not be issued without review and approval of the plan commission.
    - (2) This review and approval shall be concerned with general layout, building plans, ingress and egress, loading and unloading, landscaping and open space use. The process used to review a development in the BP District is set forth in article X of this chapter.

(Ord. No. 31-2015, § 12.10, 10-1-2015; Ord. No. 63-2018, §§ 20, 21, 8-20-2018; Ord. No. 112-2022, § 2, 10-13-2022; Ord. No. 119-2023, § 3, 10-12-2023)

May 21, 2026

Thank you to the Board members of the Lake Country Village Homeowners Association, representing 331 households bordering the proposed Cobalt/Harvest development, for the letter they have presented to the Summit Plan Commission. Please take their comments, suggestions and requests into serious consideration. They will be beneficial not only to LCV/HOA, but to the Village, and even to the developer.

I am asking the Plan Commission and the Developer to take another factor into consideration, mentioned but not emphasized in the HOA letter. The City of Oconomowoc website states that Hackney House, recently developed, contains 302 units, a clubhouse and a pool. Pabst 59, under construction along Pabst Farms Blvd, 162 units, clubhouse, pool and fitness center. Locklyn Olympia Fields, recently built, 224 rental units, and Norden Range at Olympia Fields 270 units. That's a total of 958 rental units almost within the sound of my voice.

Now the Village of Summit is being asked to absorb a mixed use development that features well over 600 units, the lion's share of which are apartment rentals. I realize that Summit's numerical portion of those units is roughly half, but in all practicality it's one big apartment complex.

And from the plan presented by the developer that's what the village is going to get. Tons of apartments before it gets a Trader Joe's, a destination restaurant, a dental office, a bank branch or a dog groomer.

The developer has stated that all these apartments are going to be a big lure for retailers to build on this site. I say the big lures for retailers, restaurants, professionals, etal are Costco and easy access from I-94. Another mega-apartment complex is not needed and the number of apartment rental units should be significantly reduced.

William Bensman

3051 Mineral Springs Blvd

Journal Sentinel (Land & Space)

Tom Dakin

May 20, 2026

## **Work starting on one of Milwaukee area's largest apartment projects**

One of the Milwaukee area's largest apartment developments, this one converting a downtown office tower, will begin construction after Memorial Day.

The vacant 100 East building is being redeveloped into 373 apartments

**Sarah LaValliere**

---

**From:** .. ..  
**Sent:** Thursday, May 21, 2026 10:13 AM  
**To:** Sarah LaValliere  
**Cc:** Jack Riley; Hethe Henrickson; Lisa Mellone; Justin Phillips; Kraig Arenz  
**Subject:** The Harvest Development at Pabst Farms

I am writing to submit my opposition to the proposed zoning request for the Harves and Pabst Farms redevelopment rezoning. The Village of Summit should not approve any high-density housing as this does not align with how development has been zoned in the Village. If the area is rezoned the most density that should be allowed is owner occupied duplexes and single family homes, we don't need absentee landlords.

My concerns with apartments are:

The added traffic density, with the detour of Pabst Farms Blvd it is already difficult at time to turn left from Henning Dr onto Sawyer Road. Building high density housing as proposed will only make traffic patterns worse.

What is the impact of the number of projected new students entering the district? Will the added property taxes from apartments fully fund the added number of students? The new development should be self-funding all school district impacts so existing residents taxes do not increase.

If apartments are built does the Village have ordinances in place to insure outside grounds maintenance will keep the aesthetics looking like the illustrations in Cobalt's proposals? My concern is that they will throw down some seed and put in a few plants and then ignore everything except mowing grass. This is exactly what has happened at the Hackney House apartments on Valley Rd. The grass up to the road has big bare spots, and the shrub and tree plantings are full of weeds creating an eyesore. We don't need this in Summit.

There also should not be any approval for outside music events in the entertainment area of the development. I don't want to hear music from a bar venue when I am sitting outside. This would be an unacceptable change to the zoning that was in place when the surrounding residential areas were built. We purchased our properties based on the existing zoning.

I am also against any Village TIF being used for this development. Village residents should not be subsidizing multi-millionaire developer profits. Cobalt being the great developer they present themselves as should be able to design a development that does not require taxpayer funds to be feasible. Any infrastructure changes driven by this development should be fully funded by the development not property taxes.

Regards,  
Scott Jonovic

May 21, 2026

To the Members of the Village of Summit Plan Commission  
Village of Summit  
Waukesha County, Wisconsin

**Lake Country Village HOA  
Requested Conditions of Approval: The Harvest Development (Cobalt Partners)**

On behalf of the Board of Directors of the Lake Country Village Homeowners Association (LCV HOA), representing 331 lot owners in the Village of Summit, we submit the following comments for the record in connection with the May 21, 2026 Comprehensive Plan Text Amendment hearing related to the proposed development by Cobalt Partners known as The Harvest. This letter is submitted jointly by the undersigned members of the LCV HOA Board of Directors: Eduardo Bueno, Lauri Gosline, Alex Brackman, Jason Jarosch, and Noah Kruger.

We are aware that the Plan Commission voted 7-0 on April 17 to recommend rezoning approval for this project. We respect that process and are not here to relitigate that decision. What we are here to do is ensure that as this project advances toward final consideration by the Village Board in June, the concerns of an established residential community of 331 families are formally on the record and translated into binding conditions of approval — not left to the developer's discretion after the fact.

The Plan Commission has an opportunity at this stage to shape what a recommendation to the Village Board looks like. We are asking you to use it.

**BACKGROUND**

The LCV Board has had informal, preliminary contact with Brian Bell, who is leading this project for Cobalt. Mr. Bell accompanied Board members on a walk of our neighborhood so he could observe firsthand the physical conditions along the shared boundary and hear directly what concerns our homeowners would raise. Those conversations were exploratory; no commitments were made on either side. This letter is the Board's first formal statement of position.

We are also aware that individual LCV residents have independently submitted concerns to the Commission. We share the substance of those concerns. This letter represents the Board's institutional position and is intended to complement — not replace — the voices of the homeowners we represent.

**REQUESTED CONDITIONS OF APPROVAL**

We respectfully ask that the following be included as explicit, binding conditions in any recommendation the Plan Commission forwards to the Village Board, and ultimately in any approval the Village Board grants.

**1. Berm and Visual Screening — Specific, Funded, and Enforceable**

The existing berm along the southern boundary of Lake Country Village does not provide adequate visual separation from the proposed development. Homes along the berm have direct sightlines into the development area. Multi-story residential buildings proposed by Cobalt would place their occupants at an elevation that looks directly into existing LCV properties, compounding the privacy impact.

During our site walk, Mr. Bell acknowledged this concern and indicated he would follow up with Neumann Developments — the original developer of LCV — regarding the berm's current height and potential modifications.

We ask that the Commission require, as a condition of approval, a screening plan that is specific, funded, and assigned to the developer. This plan must address the inadequacy of the current berm through one or more of the following measures: (1) raising the height of the berm to a level sufficient to block sightlines

from the development into existing LCV properties, subject to coordination with Neumann Developments regarding feasibility; (2) planting a sufficient number of trees — in species, density, and placement — to create an effective year-round visual barrier along the full length of the shared boundary; or (3) a combination of both. The plan must include defined minimum berm heights or tree specifications, an installation timeline, and ongoing maintenance obligations assigned to the developer. Vague commitments to “add landscaping” are not sufficient. This needs to be defined before the Village Board votes.

## **2. Berm Maintenance — A Matter of Fairness and Good Faith**

The berm that runs along the shared boundary is currently maintained — including regular mowing — at the expense of the Lake Country Village HOA. That cost is borne entirely by our 331 homeowners. Once The Harvest is developed, the southern half of the berm will effectively serve as the border of the new development, not ours.

We recognize that the question of ongoing berm maintenance responsibility may fall outside the Commission's authority to mandate. However, we ask that the Commission encourage Cobalt Partners to engage directly with the LCV HOA on a voluntary maintenance agreement for the southern half of the berm. We raise this not as a legal demand, but as a practical matter of fairness: LCV homeowners should not indefinitely bear the cost of maintaining infrastructure that serves as the boundary of a separate development. We ask that this be part of the dialogue between Cobalt and our Board prior to the June Village Board vote.

## **3. Lighting Standards — Dark Sky Compliance, Curfews, and Neighborhood Design Consistency**

The proposed apartment buildings will require high-pole parking lot lighting. At the heights needed to illuminate large surface lots, ambient light will reach LCV residences to the north. We request that the Commission impose specific lighting standards for any parking areas adjacent to the LCV boundary — including maximum pole height, full-cutoff fixture requirements, and enforceable light trespass limits.

Additionally, we ask the Commission to consider requiring lighting curfews for parking areas adjacent to the LCV boundary — specifically, a mandatory reduction in lighting intensity during late night hours when the lots are not in active use. This is a reasonable and increasingly common practice in residential-adjacent developments that would meaningfully reduce the impact on our homeowners without compromising safety or functionality within The Harvest.

Beyond parking areas, we ask that the Commission require the residential portions of The Harvest to adopt lighting standards consistent with those of the surrounding established neighborhoods. Lake Country Village and adjacent communities maintain a uniform residential lighting aesthetic — standard decorative post lighting at the street and property level. We believe it is reasonable to expect that any new residential development directly adjacent to existing neighborhoods be required to design its lighting scheme in a manner that blends with, rather than contrasts against, what is already in place. Cohesive lighting design across neighborhood boundaries benefits property values and community character on both sides.

## **4. No New Trail or Pedestrian Access Points into Lake Country Village — and Trail Rehabilitation Contribution**

An earlier version of Cobalt's proposal included a third trail connection point directly into our neighborhood. Our residents objected, and the Board's position is unambiguous: LCV's trail system is privately maintained and was designed exclusively for our community. We do not consent to any new access point into Lake Country Village from The Harvest. We ask that this be stated explicitly in the conditions of approval so that it cannot be revisited after the Village Board acts.

We acknowledge that requiring developer funding for privately owned trail infrastructure may present legal complexity. We raise this instead as a good-faith request to Cobalt: given the significant increase in population density this development brings to our shared boundary, we would welcome a voluntary contribution toward trail rehabilitation as a gesture of community partnership. We are not asking the

Commission to mandate this — we are asking Cobalt to consider it as part of their commitment to being a good neighbor.

The scope of rehabilitation needed includes, but is not limited to: regrading of drainage problem areas where water accumulates and dirt has overtaken the surface; full resurfacing of degraded trail sections; and sealing of the trail surface to protect against weather and elemental wear. Should Cobalt choose to engage on this voluntarily, we are open to an independent assessment to determine scope and cost, with any contribution provided prior to first occupancy.

#### **5. On-Site Recreational Amenities Proportional to Development Scale**

The Harvest offers 600+ units across single-family homes and apartments. The site plan does not include recreational amenities proportional to that density. LCV's amenities — trails, pools, and common areas — are privately funded and maintained exclusively for our residents. A large neighboring development without its own amenities will inevitably create pressure on our facilities from non-residents. We ask the Commission to request that Cobalt provide on-site recreational amenities adequate for the scale and likely family composition of the development as a condition of Village Board approval.

#### **6. Pool Access Security — A Community Concern, Not a Legal Demand**

Lake Country Village operates two private pools exclusively for the use of its residents and their guests. These amenities are privately funded and maintained entirely by LCV homeowners through HOA dues. They are not public facilities.

The proximity of The Harvest to LCV's trail system — which connects to public trails along Sawyer Road and Valley Road — creates a realistic and foreseeable risk of non-residents attempting to access our pool facilities as the surrounding population density increases significantly. To date, our gated access code system has been effective in controlling entry. However, a development of 600+ units immediately adjacent to our community, particularly one that lacks comparable recreational amenities of its own, materially increases the likelihood of unauthorized access attempts.

We recognize that funding upgrades to LCV's private pool security infrastructure is not a condition the Commission can legally impose on a developer. We raise this nonetheless as a direct concern to Cobalt Partners: the development of 600+ units adjacent to our community, without comparable recreational amenities of its own, creates foreseeable pressure on our private facilities.

We are not asking for a legal remedy here — we are asking Cobalt to take this seriously as they finalize their amenity plan for The Harvest. The most effective solution is not upgrading our security, but Cobalt providing amenities within their development compelling enough that their residents have no reason to look elsewhere. We ask the Commission to hold Cobalt to that standard under Condition 5, and we ask Cobalt to understand that the quality of their amenity offering has a direct impact on the quality of life of their future neighbors in Lake Country Village.

## CLOSING

The LCV HOA Board takes no position on whether The Harvest should or should not be approved — that decision rests with the Village, as it should. What we do have a position on is this: if approval is granted, our community deserves to have its concerns addressed as enforceable conditions of that approval, not as items left to the developer's goodwill after the fact.

Once the Village Board acts, our opportunity to be heard is effectively closed. Cobalt will have every permission it needs to proceed, and any commitments not formally required as conditions of approval will carry no binding weight. We are not willing to leave the quality of life of 331 families dependent on a developer's discretion after all approvals are in hand.

That is why we are asking the Commission to act now — to carry the conditions outlined in this letter forward into its recommendation to the Village Board, and to advocate for their inclusion as contractual requirements in any approval the Village grants. This is the appropriate moment for our community's voice to be on record. We are using it.

We respectfully ask that this letter be entered into the official record for the May 21 hearing and carried forward as part of the Plan Commission's recommendation to the Village Board for its June consideration.

We welcome the opportunity to address the Commission directly at the May 21 meeting and to engage with the Village Board in June.

Respectfully submitted,

**Eduardo Bueno**

**Lauri Gosline**

**Alex Brackman**

**Jason Jarosch**

**Noah Kruger**

Board of Directors

Lake Country Village Homeowners Association

Village of Summit, Waukesha County, Wisconsin

**Sarah LaValliere**

---

**From:** Bueno, Eduardo <Eduardo.Bueno@cobalt.com>  
**Sent:** Tuesday, May 19, 2026 12:35 PM  
**To:** Debbie Michael; Kamron Nash; Sarah LaValliere;  
**Cc:** Alex Brackman; Jason Jarosch; Noah Krueger; Lauri Gosline; Eduardo Bueno; Beckie Hansen  
**Subject:** The Harvest Development – Lake Country Village HOA Board Letter Submission for Official Record  
**Attachments:** LCV\_HOA\_Harvest\_Letter\_May2026.pdf  
**Importance:** High  
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good morning,

Per Debra Michael's guidance, we are submitting the attached letter on behalf of the Lake Country Village HOA Board for the Village of Summit Plan Commission's consideration in connection with The Harvest development by Cobalt Partners.

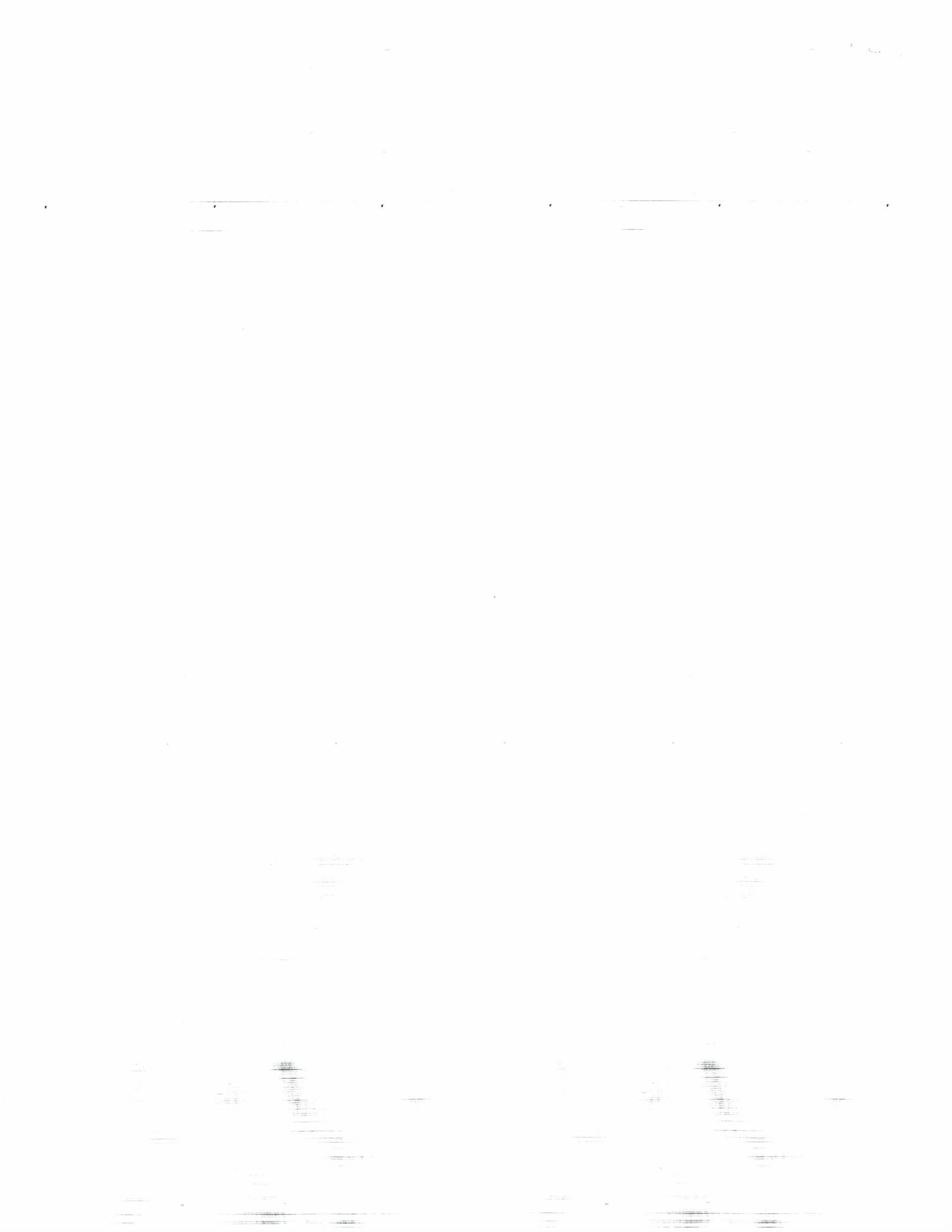
We are copying Brian Bell from Cobalt Partners on this email as a courtesy, consistent with our commitment to keeping an open and transparent dialogue throughout this process.

We ask that this letter be formally entered into the official record for the May 21, 2026, Plan Commission hearing and carried forward as part of the Commission's recommendation materials to the Village Board for its June consideration.

Please confirm receipt at your earliest convenience.

Thank you!

Eduardo Bueno, Lauri Gosline, Alex Brackman, Jason Jarosch, and Noah Kruger  
Board of Directors  
Lake Country Village Homeowners Association  
Village of Summit, Waukesha County, Wisconsin



**From:** Jen McCarten  
**Sent:** Wednesday, May 20, 2026 7:26 PM  
**To:** Sarah LaValliere  
**Subject:** Summit Proposed Development Concerns

**May 20, 2026**

**Dear Village of Summit Plan Commission Members,**

I am writing to provide additional comments and concerns regarding the proposed Cobalt development in Summit, WI.

Like many others in our neighborhood, I understand that development will happen in this area and I am not opposed to development in general. However, I strongly encourage the Village to carefully consider the concerns being raised by nearby residents before any final approvals are made.

My home will directly face this development. As a single parent and homeowner, I take pride in living in a beautiful and well-maintained neighborhood. I am concerned about how a large-scale apartment, and mixed housing development will impact the privacy, safety, traffic, appearance, and overall character of our community.

Below are the concerns I would ask the Commission to carefully evaluate:

**1. Building Height, Housing Type, and Neighborhood Compatibility**

The proposal includes three-story apartment buildings along with duplexes and other mixed housing types directly next to existing single-family homes. I ask the Commission to consider:

- Are three-story apartment buildings appropriate directly behind and across from existing homes in this neighborhood?
- Has the developer been asked whether single-family homes or condos would be a better fit for this area?
- Will the height of the apartment buildings create privacy concerns for nearby homes, including views into backyards and outdoor living spaces?
- Will mixing duplexes and apartments next to single-family homes negatively impact surrounding property values?
- Many residents do not believe this area is appropriate for TIF-supported housing or large apartment developments.

**2. Traffic and Transportation Impacts**

A development of this size will significantly increase traffic in the surrounding area. I request that the Village require a full independent traffic study before approval, including:

- Traffic volume during peak hours
- Cut-through traffic in nearby neighborhoods
- Safety and congestion at intersections and crosswalks

- Traffic impacts to both nearby highway exits
- Impacts to Summit Elementary school traffic, bus routes, and parent drop-off congestion
- Emergency vehicle access and response times
- Whether speed limits, stop signs, or speed bumps will be needed
- Who will pay for road repairs or damage caused during construction

### **3. Stormwater, Drainage, and Environmental Impacts**

This development should require a full stormwater and drainage review to ensure nearby neighborhoods are protected, including:

- Confirmation that runoff will not increase flooding or drainage problems for nearby homes
- Assurance that the development will not overload the new water treatment facility
- Compliance with 100-year stormwater standards
- Protection against drainage and erosion issues during and after construction

### **4. Buffering, Screening, and Setbacks**

If this project is approved, strong buffering and privacy protections should be required immediately and at the developer's expense.

The developer should consider:

- A newly built berm between the apartments/duplexes and existing homes for year-round screening and privacy
- Additional mature evergreen trees planted along both the new berm and the existing neighborhood berm
- Immediate landscaping that provides real screening, not small trees that will take years to grow
- A long-term maintenance plan for all berms, trees, and landscaping
- Protection from trespassing, damage to existing berms, and loss of privacy for homeowners

### **5. Lighting, Noise, and Operations**

The developer should be required to complete a lighting and noise review to reduce impacts on neighboring homes, including:

- Downward-facing lightning to prevent light spill into homes
- Dark-sky compliant lighting standards
- Limits on lighting near property lines
- Noise control for parking lots, balconies, outdoor gathering areas, and equipment
- Construction lights turned off by 8:00 PM and not turned on before 7:00 AM

### **7. Construction Impacts**

Due to the size and length of construction, a formal construction plan should be required, including:

- Truck routes that avoid residential neighborhoods
- No early morning material deliveries before 6:00 AM
- Dust, noise, and vibration control
- Protection of existing trees and erosion control
- Clearly defined construction hours agreed upon with neighboring HOAs and enforced by the Village

### **8. Neighborhood Connectivity, Access, and Safety**

The proposed development plan shows a connection to our existing neighborhood walking paths.

Many residents are not in favor of this connection because it could increase trespassing and unintended use of private neighborhood amenities and common areas.

I ask the Village to reconsider connecting the paths so our neighborhood can maintain the privacy and security of our existing residential community.

I respectfully ask the Plan Commission to carefully evaluate whether this proposal is appropriate for this location given how close it is to established single-family homes.

If approved, I request that the Village require clear and enforceable conditions to protect nearby residents, preserve privacy, and reduce the long-term impacts on our neighborhood.

Thank you for your time and consideration.

I will be at the meeting on Thursday to help address any questions to these concerns.

Sincerely,  
Jen McCarten  
summit, WI



**Sarah LaValliere**

---

**From:** duwayne schumacher  
**Sent:** Thursday, May 14, 2026 3:32 PM  
**To:** Sarah LaValliere  
**Subject:** Proposed new mixed use zoning district- lots 2and 3csm#11510

I am in the LCV development and would like to comment to this proposed development.

1. Should have no more then 6 units per acre.
2. The units should have a larger square feet per unit, the units are too small and no more than 2 stories.
- 3 no opening to egress into LCV trails from end of development.
4. Less street parking for minimum parking requirements.

Thank you for reading and including my comments in the public hearing since I will be out of town for the hearing.

DuWayne Schumacher

2921 Winnebago Dr.

Summit

Sent from Yahoo Mail for iPhone

Sarah LaValliere

---

**From:**  
**Sent:** Wednesday, May 13, 2026 12:44 PM  
**To:** Sarah LaValliere  
**Cc:**  
**Subject:** proposed Cobalt Development

Dear Village of Summit Plan Commission Members:

I am writing to you to raise several concerns I have with the proposed "Cobalt" development.

We reside in Lake Country Village, moving to Summit in 2020. We truly enjoy the Village, its location, and the amenities found within our subdivision. We are not opposed to development, in general.

You are aware that the website for Summit includes the following language: "The Village offers the benefits of a quiet, rural and lake country setting near urban amenities.... The Village includes a variety of quality housing developments and excellent school districts, with many shopping and dining opportunities within a short drive. Through well-planned and controlled development, Summit is a growing, thriving community where residents find opportunities to live, work and play."

I believe our subdivision reflects the description set forth on the Summit website. An aerial view of our subdivision, and the adjacent subdivision in Oconomowoc, shows well laid out streets, spaces between residences, and green space for residents and green space and amenities for youngsters to enjoy. Our subdivision's building requirements and necessary approvals insure that each residence will be built so as not to impose or overtly "overlook" a neighboring property, so all can enjoy some level of privacy, such as can be provided in a residential community.

The Cobalt proposal indicates that there will be parking lot parking for the apartment buildings. That type of parking will require outdoor lighting. Such lighting is often placed on high poles and it shines over a broad area. While the lighting does not appear to be necessary directly adjacent to our subdivision, the needed height for the poles would likely cause ambient lighting from these poles to reach the subdivision. This would be intrusive to the residences immediately north of the proposed development.

As you know there is a berm between the southern boundary of the Lake Country Village residences and the area proposed to be developed by Cobalt. The proposed development would place densely placed, multi story homes immediately against the southern slope of the berm. These homes would be close to and look out upon the existing Lake Country Village properties in a manner and with a close proximity to existing residences, that, I believe, would greatly intrude on the privacy of the existing Lake Country Village residences.

In addition, the three story building proposed by Cobalt, while not directly adjacent to the berm described above, would be of a height that would again provide the occupants with a direct sight line across the berm.

I am aware that other communities that approve developments often require developers to take into account privacy concerns of neighboring property owners. I ask that this board do the same: require the

developer to place trees, fencing or a combination of the same on the development's northern border (or with the permission and approval of Lake Country Village on the berm) to preserve the privacy of the existing residential properties. I would note that Oconomowoc has used a similar concept in its landscaping around the new well which provides a visual barrier for the residents of East Lake so that those residents do not directly view a commercial building.

A review of an aerial of Lake Country Village will clearly show that our developer, perhaps in consultation with this Board prior to development, included green space and amenities for use by youngsters in the development. I note that the Cobalt proposal contains no amenities for youngsters. Since Cobalt has indicated it is proposing single family homes, it is logical that these homes (especially in light of the multi story images presented) will be occupied by families and not by, for example, retirees. The green space presented in Cobalt's proposal appears more likely to be a narrow space provided for aesthetic purposes and not for much actual use. The lack of amenities for use by families and youth in a dense residential area as is being proposed (i.e., a total of 600+ living units for the total development) would present a potentially dangerous situation where youth either have to cross Sawyer Road to get to the limited recreational facilities directly East of the intersection leading into Cobalt's proposed development, or cross over into Lake Country Village to use the facilities which are privately paid for and maintained by Lake Country Village. I would hope the Board would understand the need for facilities which would be used by, and convenient to, the individuals buying into Cobalt's single family development as well as the families that would be renting the planned apartments. For comparison, note that the Hackney House has only 302 units and has quite extensive recreational facilities for its residents. Also note that while at the "zoning approval" meeting your committee pointed out that the paths of Lake Country Village are "open" to the public, there is no path leaving Lake Country Village to the Cobalt planned development and I understand that our HOA would not agree to the addition of a new path to the proposed development.

Finally, I have been watching the development of the five or more multi story apartments to the West of the Cobalt proposed development. Those are huge buildings that clearly stand out against the skyline of the existing residential properties North of the apartment development. I do not believe more of such three story apartments fit the existing appearance and plan of our community.

Thank you. Robert Storm

Sarah LaValliere

---

**From:** breinders  
**Sent:** Monday, May 11, 2026 7:57 PM  
**To:** Sarah LaValliere  
**Subject:** Public Comment re May 21 plan comm public hearing

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

DEAR Plan Commission,

RE changing the text and regulations around Mixed Use in the Village of Summit. It is my humble opinion that the density and amount of dense retail requested by the developer is not appropriate in the Village. The standing Mixed Use code was determined and well thought out by past village board members and laid a vision of what Summit was allowed to have and not have as Mixed Use areas. Im sure past members painstakingly defined Mixed Use as what they deemed an appropriate well-received and appealing atmosphere for the Village. I understand it currently allows 6 Units/Acre as an historically acceptable density here in the Village. One current board or group of members presently presiding temporarily should not be swayed by ONE developer who desperately seeks a certain revenue goal. The Village was content with 6 Units all these years and one current board should not be swayed by one Developer "passing thru town" to perhaps mistakenly forever change the future look, atmosphere, greenspace, traffic patterns, quality of lfe, peace and quiet, crime level, and allow this type of density both residential and retail to go on in perpituity by any and every developer on any piece of land anywhere in the Village going Forward. Any new code verbage will have to be accepted and not able to be denied anywhere in the Village by any Developer who applies. For Example, all along DR, along P Sawyer Rd to the South, in the Area of Panga, the Vacant farm land on the NW Corner of Valley & Sawyer. This new verbage will be deemed acceptable anywhere in Summit from Now On.....So dear Commission please consider what you are doing to the future of Summit because of this One Developer and his demands. PLEASE compromise and Allow 7 or 8 units max. Ten per acre is clearly not well-received and Summit will be destroyed by this and all future Developers who are allowed that everywhere else. Please dont allow him to be the voice of the future of our Village. Seven units/ac is plenty for his project and all those that may come in the upcoming years.

Please note, the above opinion applies to RETAIL as well. Once you change this wording, it will apply across the Village wherever and whenever any future Developers apply.

Thank you

Barbara Reinders  
3095 Walleye Dr  
Summit, WI 53066

Discussion on request by Cobalt Partners, LLC for a concept plan to develop 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 request includes a proposed mixed residential and commercial development known as The Harvest at Pabst Farms.

Planner Barrows provided an overview of the concept plan for the proposed Harvest at Pabst Farms mixed-use development. The proposal includes residential, commercial, and open space uses across multiple parcels within the Village of Summit and the City of Oconomowoc.

The residential component proposed within Summit includes:

- 32 single-family detached homes
- 12 owner-occupied condominium units
- Multiple garden-style apartment buildings
- One three-story apartment building with underground parking

Additional proposed uses include retail and service establishments, restaurants, offices, medical clinics, recreational facilities, and civic or institutional spaces.

Planner Barrows also reviewed elements of the Village of Summit Comprehensive Plan, including land use designations, housing considerations, transportation planning, infrastructure capacity, and economic development objectives.

The Plan Commission discussed the development and the uses of the parcel.

Commissioner Murray asked about industrial uses and size and what would be allowable on the parcel.

The plan commission discussed size and impact of industrial buildings.

**PUBLIC INPUT** regarding proposed amendments to the text of the Village of Summit 2045 Comprehensive Plan and an amendment to 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 Cobalt Partners, LLC to accommodate a proposed mixed residential and commercial development known as The Harvest at Pabst Farms.

Brian Porter – 37500 Stillwater Drive, Oconomowoc, asked for clarification regarding the proposed residential density included in the amendment.

Planner Barrows explained that the proposal includes a modification to the Comprehensive Plan text that would allow the subject property to be included among those permitted up to 10

residential units per acre. The amendment would also change the Future Land Use Map designation from Industrial Business Park to Mixed-Use.

Trudy Gerbing – 2825 Yahara Drive, Village of Summit, stated she had been speaking with residents in the surrounding neighborhood and presented a petition containing 76 signatures from residents in the Lake Country Village area expressing concerns about the proposed development. She indicated that many residents oppose the proposal due to the number of proposed residential units and potential impacts on surrounding neighborhoods.

Ms. Gerbing expressed concern that the addition of approximately 650 residential units would significantly increase density in the immediate area and could effectively double the number of housing units adjacent to Lake Country Village. She also raised concerns regarding traffic volumes, neighborhood connectivity, and pedestrian pathways connecting existing neighborhoods to the proposed development. Ms. Gerbing noted that residents currently pay homeowners association dues within their neighborhood and expressed concerns about increased activity and access points.

Ms. Gerbing further referenced traffic projections discussed in earlier presentations and stated that residents are concerned about the potential increase in traffic along County Highway P and surrounding roadways. She indicated that residents value the existing character of the neighborhood and expressed opposition to the proposed density of development.

Commission members requested that Ms. Gerbing provide a copy of the petition and written comments to Village staff for inclusion in the public record.

Bob Storm – 3020 Mendota Drive, Lake Country Village, stated he had not followed the proposal closely until recently but expressed concerns about maintaining the rural residential character of the Village of Summit as referenced in the Comprehensive Plan. He indicated that residents moved to the area because of its lower density and community character and questioned whether the proposed scale of development aligns with those goals.

Mr. Storm also expressed concern regarding traffic, density, and the cumulative effect of recent and proposed developments in the surrounding area.

Lyn Wright, 707 Marigold Oconomowoc, expressed concern about density and overall plan. She asked if there is a study of Lake Country Trail because it crosses Hwy P. She questioned how many people or cars and questions safety issue when changing plans.

Alan Hulliberger, 2851 Yahara Drive, Village of Summit, stated that his residence is located directly adjacent to the proposed development area, near the pickleball courts in Lake Country Village. He acknowledged that development of the property is likely and indicated he has become more open to the concept of residential development compared to the previously anticipated business park zoning that existed when he built his home.

Mr. Hulliberger emphasized the importance of maintaining the aesthetic character of the Village, recommending that any future development incorporate additional green space, berms, and

landscaping buffers to screen new development from existing neighborhoods. He noted that berms constructed around Lake Country Village effectively shield homes from view and suggested similar measures should be implemented with any new development to preserve the appearance and feel of the surrounding area.

Mr. Hulliberger also expressed the view that the Village should maintain independent decision-making authority regarding development standards within Summit, rather than mirroring development patterns in the City of Oconomowoc. He encouraged the Village to establish stronger requirements for green space, buffering, and aesthetic considerations to ensure compatibility with the character of the Village.

Kim Kyle – 35161 Castle Rock Drive, Lake Country Village, stated that she is a resident of Lake Country Village and expressed opposition to the high-density residential component of the proposed development. She noted that when she moved to the Village of Summit, she did not anticipate development of the scale presented and stated that residents chose the area because of its lower-density character compared to more urbanized communities.

Ms. Kyle raised concerns regarding traffic safety and infrastructure capacity, noting that the proposed number of housing units would likely result in a significant increase in vehicles in the area. She commented that households commonly have two vehicles, which could result in higher traffic volumes than projected.

Ms. Kyle also expressed concern about the financial impact of potential road improvements and traffic infrastructure, questioning how such improvements would be funded and whether the development would cover those costs. She referenced the relatively small number of households in the Village of Summit and indicated concern about the potential burden on taxpayers.

Additionally, Ms. Kyle stated that residents in the area have concerns regarding proposed trail connections between developments, noting that many residents do not support connecting neighborhood trails.

Bill Benjamin – 3051 Mineral Springs Boulevard, Lake Country Village, stated that he is a resident of Lake Country Village and clarified that, to his knowledge, the Lake Country Village Homeowners Association has not formally discussed or taken a position on the proposed development, and indicated that residents had been advised to contact Plan Commission members or Village trustees individually with their concerns.

Mr. Benjamin encouraged the Plan Commission to consider the entire scope of the proposed development, including both the portions located within the Village of Summit and the City of Oconomowoc, rather than evaluating only the residential units proposed on the Summit side. He suggested that Commission members review similar large-scale developments in other communities to better understand the potential magnitude and impacts of the project.

Mr. Benjamin noted concerns regarding the overall scale of the apartment units compared to the proposed retail components, referencing developments in other municipalities as examples of higher-density projects. He encouraged the Commission to carefully evaluate how the proposed

development aligns with the Village’s long-term housing composition, character, and planning goals before making decisions related to the Comprehensive Plan amendment.

Laura Zielski – 35263 Yahara Road, Lake Country Village, stated that many of her concerns had already been expressed by previous speakers. She indicated that she is not in favor of the proposed high-density development and expressed concern regarding the overall scale of the project.

Ms. Zielski also noted concerns related to traffic along County Highway P, stating that the roadway already experiences periods of heavy traffic. She reiterated her opposition to the size and density of the proposed development.

Aubrey Gerard – 35343 Kegonsa Drive, Lake Country Village, stated that her family is opposed to the proposed high-density residential development. She expressed concerns related to safety and the overall number of housing units being proposed in the area.

Ms. Gerard commented that some existing apartment developments in the region appear to have vacancies, and questioned whether additional high-density housing is necessary. She also expressed concern that increased residential development could result in additional population growth, which may place further strain on local schools and community resources.

Ms. Gerard noted that school districts in the area are already addressing capacity challenges, and she questioned how additional development could impact school enrollment and facilities moving forward.

Karen Rasmussen – 35146 Castle Rock Drive, Lake Country Village, stated that she understands traffic and roadway issues related to the proposed development are currently being studied. She expressed concern about the potential environmental and health impacts associated with increased traffic, including vehicle emissions and exhaust.

Ms. Rasmussen also questioned the need for additional retail development, noting that she has observed vacant retail spaces in nearby commercial areas and expressed concern that new retail buildings could remain unoccupied if demand is insufficient.

Additionally, Ms. Rasmussen stated that she is not in favor of the proposed high-density residential development, particularly the inclusion of a three-story residential building. She indicated that while she has lived in more urban environments previously, she did not expect that level of density in the Village of Summit.

Closed public input at 6:35 pm

## **REGULAR BUSINESS CONTINUED**

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.

Planner Barrows explained that if the Plan Commission wished to move forward with consideration of the proposed Comprehensive Plan amendment, they could direct staff to draft a resolution for potential consideration at the April meeting. The resolution would include amendments to the Village of Summit 2045 Comprehensive Plan text and Future Land Use Map, changing the designation of the subject parcels from Industrial Business Park to Mixed-Use.

Planner Barrows reviewed several potential conditions that could be incorporated into the resolution, including:

1. The Comprehensive Plan text and map amendments would not become effective until the subject property is rezoned to an appropriate zoning district that accommodates mixed-use development and includes a Planned Development Overlay District in accordance with the Village zoning ordinance.
2. The overlay district would establish specific design requirements addressing building location and scale, architectural and site design, community and public spaces, lighting, signage, and landscaping to ensure cohesive development.
3. Residential density would not exceed 10 units per acre of the area proposed for residential development.
4. The development would include commercial uses along Pabst Farms Boulevard.
5. The developer would be required to obtain the necessary approvals to operate as a mixed-use development within one year of the land use map amendment being approved by the Village Board.

Planner Barrows explained that the Plan Commission serves as a recommending body, and any resolution adopted by the Plan Commission would then proceed to the Village Board for consideration, including a required public hearing and notice period. She also noted that the Plan Commission could choose to take no action, request revisions, or postpone action if additional information or changes were desired.

Chairperson Siepman stated that this was the first opportunity for the Plan Commission to review the proposal together, and he did not expect that a recommendation would be forwarded to the Village Board at that meeting. He indicated that the Commission should discuss and review the proposal in detail, allowing members time to digest the information before determining next steps.

Chairperson Siepman suggested the Commission consider the proposal as two separate components: the commercial development proposed for the southern portion of the site and the residential development proposed for the northern portion.

Commercial Development Discussion

Chairperson Siepmann noted that relatively few public comments were made regarding the commercial component of the proposal and stated that commercial uses near the I-94 corridor may align with ongoing development activity in the area.

Commissioner Murray commented that commercial uses are already permitted under the existing land use designation and zoning framework. She noted that uses such as hotels or other commercial facilities could already occur on the property under current regulations.

Chairperson Siepmann added that the property could potentially accommodate large-scale commercial or industrial-style buildings under the current designation, including structures with loading docks or truck activity.

Discussion continued regarding the proposed expansion of allowable uses to include retail uses. Commissioner Murray stated she was not comfortable with open-ended retail uses and indicated that the currently permitted uses could still be compatible with adjacent development without expanding the range of retail options.

Alternate Commissioner Gucciardi expressed similar concerns, noting uncertainty about the types of retail uses that could ultimately be introduced and potential traffic impacts.

Commissioner Katz indicated he was comfortable with the proposed commercial component as presented.

Commissioner Kaja stated she was not supportive of expanding retail uses, and aligned with Commissioner Murray's concerns.

Chairperson Siepmann stated that he was generally comfortable with the direction of the commercial development, but acknowledged that the specific list of permitted uses would require further review by the Commission.

Chairperson Siepmann then transitioned the discussion to the residential component of the proposed development, noting that this portion of the proposal generated the majority of public comment and concern during the meeting.

Chairperson Siepmann explained that effective land use planning typically involves layering densities, beginning with lower-density development near existing single-family neighborhoods and transitioning to higher-density uses closer to commercial areas. He noted that the proposal includes single-family homes along the northern edge of the development adjacent to Lake Country Village, followed by progressively higher-density residential uses moving south toward the commercial area. He commented that this approach reflects a typical planning strategy used to protect adjacent single-family neighborhoods while allowing development to occur.

Chairperson Siepmann also referenced the development history of Lake Country Village, noting that the subdivision itself was originally proposed with fewer lots but was later revised to include a greater number of homes to make the project economically viable. He stated that the

subdivision ultimately included smaller lot sizes than had previously been allowed in the Village, along with open space and trails as part of the development plan.

Chairperson Siepmann clarified that the trail system within Lake Country Village consists of public trails owned by the Village, although the subdivision maintains them. He indicated that the Village would continue to evaluate the trail system as part of future planning discussions.

Chairperson Siepmann further noted that the Village's Comprehensive Plan identifies areas near I-94 and major transportation corridors as appropriate locations for higher-density development, particularly where sewer and water service are available through the City of Oconomowoc. He explained that the subject property was previously designated as Industrial Business Park and that the Village had not reevaluated that designation during the most recent comprehensive planning process because the property owner already had approved land use rights under the existing plan.

Chairperson Siepmann stated that the current proposal represents a request to change that land use designation, which is a process any property owner may pursue. He indicated that the Commission must evaluate the request and determine whether the proposed land use change provides long-term value to the Village while also protecting nearby neighborhoods.

During discussion of multifamily housing, Chairperson Siepmann commented that the visual scale of multifamily buildings can make it difficult to determine the number of units contained within a development, as multiple buildings may appear similar regardless of whether they contain a smaller or larger number of units.

Commissioner Schmitter noted that the largest building proposed within the development, particularly the three-story structure with parking below, appeared significantly larger than the other residential buildings. He stated that this building stood out as different from the surrounding structures and may warrant further review.

Chairperson Siepmann acknowledged that the scale of the larger residential building may require additional discussion, but reiterated that the overall development concept demonstrates a planned transition of densities from single-family homes to multifamily housing and ultimately to commercial uses, which he described as a typical planning approach.

Chairperson Siepmann concluded that while the general concept reflects standard planning practices, the overall residential density and building scale remain subject to further discussion and deliberation by the Commission.

Chairperson Siepmann noted that the portion of the proposed development within the City of Oconomowoc had already received approvals, including zoning and planned development approvals for approximately 390 residential units. He stated that the Plan Commission must determine what level of density and development is appropriate for the Village of Summit portion of the project.

Chairperson Siepmann commented that the developer's proposal attempts to transition densities, placing lower-density housing adjacent to Lake Country Village and gradually increasing density closer to the commercial areas. He indicated that this approach was intended to protect existing residential areas while allowing development to occur.

Commissioner Murray stated that the Commission also has a responsibility to consider residents located east of the proposed development. She noted that the Comprehensive Plan had historically identified the area as Business Park, which would serve as a buffer between residential neighborhoods. Commissioner Murray expressed concern that the number of residential units proposed could significantly exceed the Village's long-term housing projections and alter the intended rural character of the community.

Commissioner Katz noted that the City of Oconomowoc's approvals would likely result in additional traffic and density impacts regardless of the Village's decision, and questioned how the proposed memorandum of understanding between the communities would affect the Village's authority over land use decisions.

Planner Barrows explained that the memorandum of understanding discussed during prior joint meetings primarily addressed coordination between the developer, the City of Oconomowoc, and the Village of Summit regarding information sharing and timing of review processes. She stated that the memorandum does not approve any development and does not control the Village's decision regarding the Comprehensive Plan amendment.

Planner Barrows also explained that if the property remains zoned Business Park, permitted uses could include office, light industrial, or other commercial activities with significant impervious surfaces, lighting, parking areas, and truck traffic. She noted that a planned development overlay associated with a mixed-use district could allow the Village to establish more specific design and development standards, including limitations on uses, building design, and site features.

Commissioner Katz indicated he may support lower residential density as part of a compromise between residential and business park uses.

Commissioner Schmitter reiterated concerns about the largest residential building proposed, noting that the three-story structure with parking below could result in very long building corridors. He suggested that the building could potentially be divided into multiple smaller structures.

Commissioner Gucciardi commented that while she generally prefers business park development, the property has remained undeveloped for many years and the City of Oconomowoc's approvals have altered the context of the site. She stated that the proposal appears to be a well-designed plan overall, and that the area is one of the few locations within the Village served by municipal sewer and water, which can support higher-density development.

Commissioner Petronovich stated that although he would have preferred the property remain agricultural or open space historically, development in the area has already occurred and will likely continue. He commented that the proposed mixed-use development may be more

compatible with the surrounding Pabst Farms development than an isolated business park surrounded by residential uses.

Members of the Commission expressed concern that the proposed development could exceed the population projections outlined in the Village's Comprehensive Plan and noted that the Village may have limited options given approvals already granted by the City of Oconomowoc, and also raised concerns regarding the overall residential density, the scale of the largest residential building, and certain commercial elements near the intersection, suggesting potential modifications such as reducing the size of the largest building and incorporating additional condominium-style development.

Chairperson Siepmann stated that if the property remained Business Park, it could potentially be developed with light industrial or commercial buildings, which could generate truck traffic, loading activity, and noise early in the morning or late at night. He suggested that the Commission should consider whether residential buffering and mixed-use development may ultimately have fewer impacts than a traditional business park development adjacent to existing homes.

Chairperson Siepmann summarized that the Commission had heard several areas of concern, including:

- Overall residential density
- The size and design of the largest residential building
- The commercial activity proposed near the roundabout
- Trail connections and open space considerations

Chairperson Siepmann suggested that the Commission take additional time to consider the proposal before making a final recommendation.

**MOTION:** (Katz, Schmitter) *to direct staff to draft a resolution for potential consideration by the Plan Commission at the April meeting to amend the text of the Village of Summit 2045 Comprehensive Plan and to amend the Future Land Use Map category from Industrial/Business Park to Mixed Use on the subject parcels.*

*Subject to conditions Planner Barrows outlined in staff report and listed below with additional condition regarding uses recommended by Planner Barrows.*

1. *The text amendments to the Comprehensive Plan and Future Land Use Map are not effective until such time the subject property is rezoned to an appropriate Zoning District category that accommodates Mixed Use Development and subject to a Planned Development Overlay District in accordance with Section 111-359 of the Zoning and Shoreland Ordinance. The Planned Development Overlay District shall provide specific design requirements to encourage uniform and harmonious development, such as location and scale of buildings, architectural and site design, community public and green spaces, lighting, signage and landscaping.*

2. *Residential density shall not exceed 10 units per acre of the area proposed to be developed as residential. The development shall include commercial uses along Pabst Farms Boulevard on both properties.*
3. *The property shall have all necessary permits to operate as a Mixed-Use Development within one year of the Land Use Plan Amendment being approved by Village Board, including the approval of a Rezone and Planned Development Overlay District. This requirement does not include specific Site Plan Development approvals for individual buildings and site improvements, or possible future land divisions.*

Carried

Murray opposed

Chairperson Siepmann recommended the developer address the following:

- Density
- 110-unit building can it be broken down versus one large one
- Corner at the roundabout with Harvest signage.
- Trails and accessibility

**ADJOURN** Plan Commission meeting

**MOTION:** (Schmitter, Katz) *to adjourn the plan commission meeting at 7:15 p.m.* Carried.

Respectfully submitted,

Sarah LaValliere  
Deputy Clerk/ Deputy Treasurer

**Next meeting date: April 16, 2026**

**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**

# CONCEPT MASTER PLAN

## RESIDENTIAL ZONES

- SINGLE-FAMILY DETACHED
- MULTI-FAMILY OWNER-OCCUPIED  
*CONDOMINIUMS/TOWNHOMES*
- MULTI-FAMILY 2 STORY  
*GARDEN STYLE APARTMENTS*
- MULTI-FAMILY 3 STORY

## COMMERCIAL ZONES

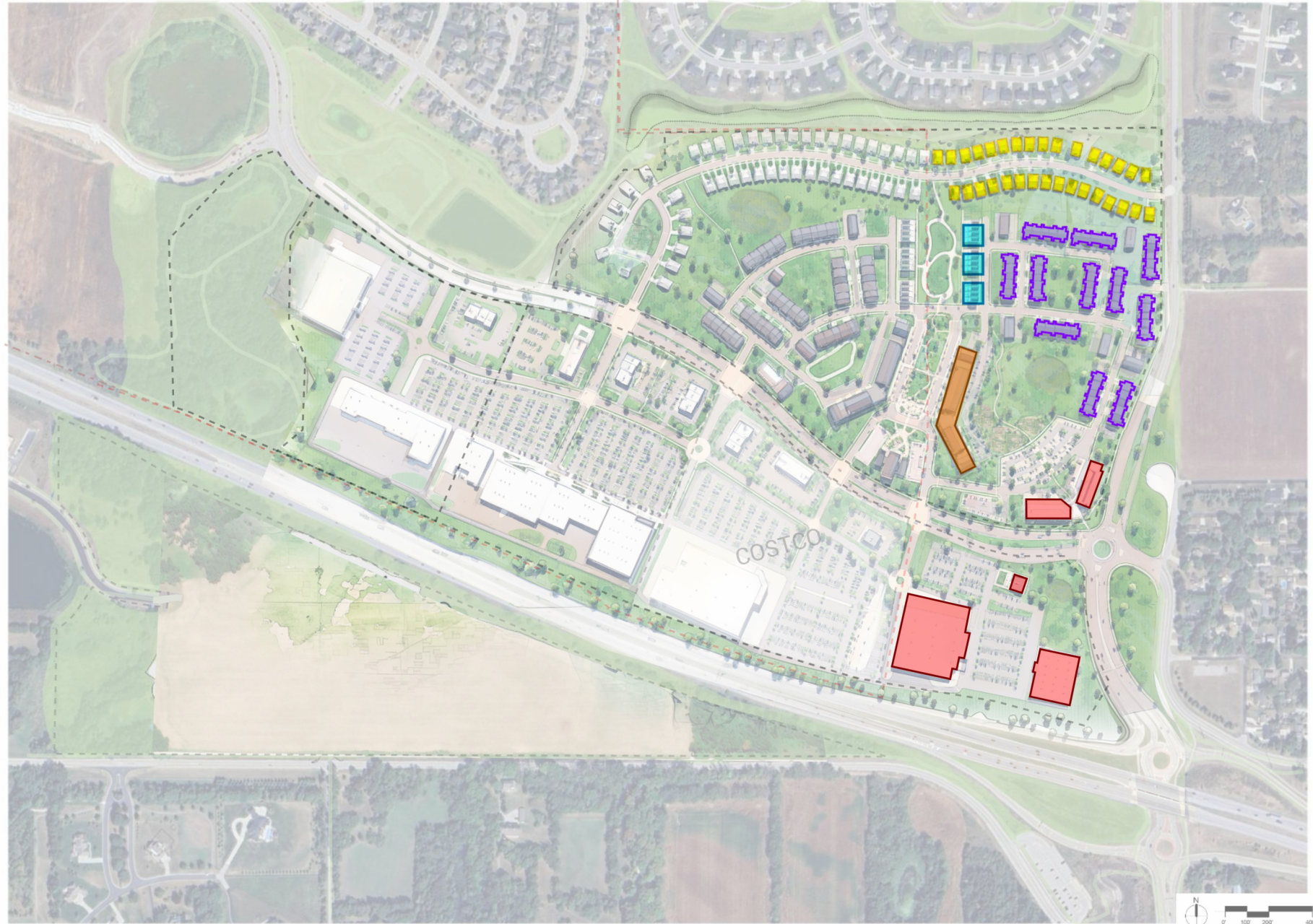
- COMMERCIAL / RETAIL / OFFICE

**Pabst Farms Development Summary**

	Oconomowoc			Summit		
	Acreage	Units	Units/Acre	Acreage	Units	Units/Acre
Single-Family Detached	12.5	38	3.0	9.8	32	3.3
Single-Family Attached	4.6	18	3.9	0	0	0.0
Multi-Family Owner Occupied	1.7	12	7.1	2.4	12	5.0
2-Story Garden Style Apt	13.9	212	15.3	16.5	204	12.4
3 over 1 Apt	9.3	110	11.8	7.1	110	15.5
<b>Total</b>	<b>42</b>	<b>390</b>	<b>9.3</b>	<b>35.8</b>	<b>358</b>	<b>10.0</b>

**Unit Totals**

Single-Family Detached	70 (1/4-acre lots approximately)
Single-Family Attached	18 (Twin Homes)
Condominiums Total Units	24 (Owner-Occupied Townhomes)
Garden Style Total Units	416 (23/24-unit buildings in Oconomowoc, 17/18-unit buildings in Summit)
3 over 1 Apt Total Units	220
Total Units	748
Total Res. Acreage	77.8
Total Unit Density	9.6











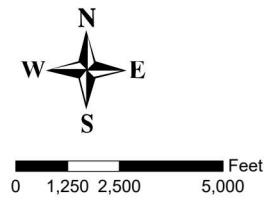


# VILLAGE OF SUMMIT 2045 FUTURE LAND USE MAP

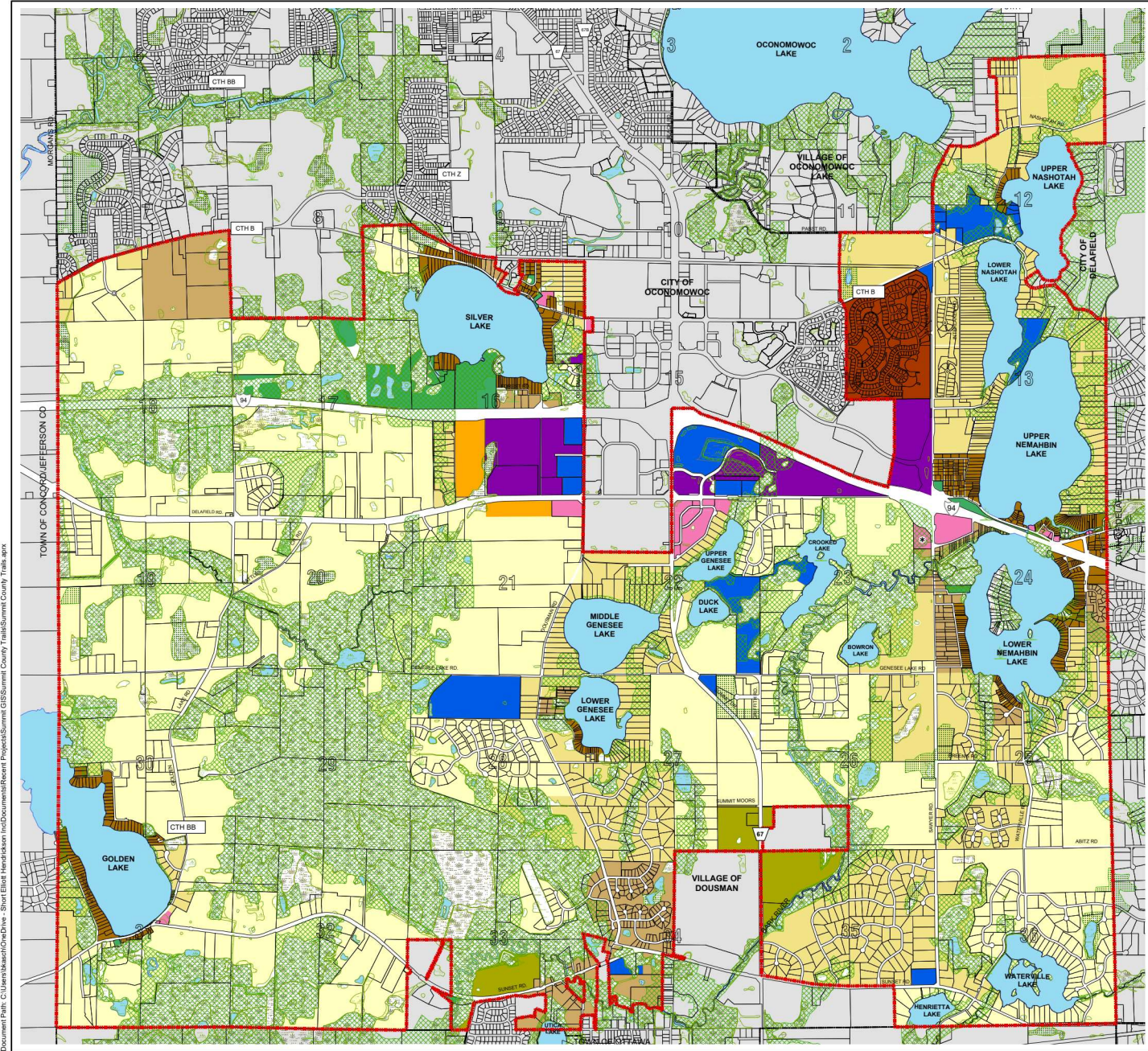
## Legend

- SF Residential 2.4-acre density
- SF Residential 1.6-acre density
- SF Residential 0.8-acre density
- SF Residential 0.6-acre density
- SF Residential 0.5-acre density
- SF/MF Residential 0.25-acre density
- Mixed Use
- Commercial/Office
- Industrial/Business Park
- Institutional
- Agricultural
- Park/Recreational
- Wetland Under 2 Acres
- Wetland Over 2 Acres
- Primary Environmental Corridor
- Secondary Environmental Corridor
- Isolated Natural Resource Area

*\*Property part of Managed Forest Lands, may not be regulated as PEC.  
Cadastral data is from 2022 Waukesha County GIS Data.  
Wetland data is from the 2022 WDNR Wetland Inventory.  
Environmental Corridor Data is from SEWRPC's 2015 Planned EC dataset. Minor corrections have been made by the Village to EC on the Aurora hospital site in section 15 to reflect known existing conditions.*



Map Created: June 4, 2001  
Map Revised: February 10, 2020  
Map Revised: March 16, 2021  
Map Revised: draft January 12, 2023;  
adopted August 10, 2023



Document Path: C:\Users\jacob\OneDrive - Sheri Elliot Hernderson\Documents\Recent Projects\Summit GIS\Summit County Trails\Summit County Trails.aprx



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Highway Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.summitvillage.org](http://www.summitvillage.org)

---

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

---

**MEMORANDUM**

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: June 5, 2025

Re: Fire Impact Fee

---

**BACKGROUND:** The Western Lakes Fire District had a Facilities Need Study done and is bringing forward a draft ordinance for each owner of the district.

The proposed ordinance is not in the final format for the Village to have codified into the existing Village of Summit Code. Staff will need to do so.

**ATTACHMENTS:** Draft Ordinance No. 150-2026

**FISCAL IMPACT:** Future revenues from residential and non-residential property development

**RECOMMENDED MOTION:** To approve the draft Ordinance No. 150-2026 as proposed (with any changes made this evening) and direct staff to prepare the appropriately formatted ordinance for inclusion into the Code of the Village of Summit.

ORDINANCE NO. 150-2026

AN ORDINANCE TO CREATE AN IMPACT FEE FOR FIRE FACILITIES IN  
THE VILLAGE OF SUMMIT

**WHEREAS**, the Village of Summit is currently provided with fire protection services and emergency medical services by the Western Lakes Fire District, and Western Lakes Fire District provides similar services to other local municipalities; and

**WHEREAS**, Wis. Stat. §66.0617 authorizes a political subdivision, including the Village of Summit to enact an ordinance that imposes impact fees on developers to pay for the capital costs that are necessary to accommodate land development; and

**WHEREAS**, some of the public facilities for which impact fees may be imposed include facilities for parks, administrative facilities, Department of Public Works facilities, library facilities, fire protection facilities, emergency medical facilities, law enforcement facilities and sanitary sewer facilities, pursuant to Wisconsin Statute Section 66.0617(1)(f); and

**WHEREAS**, after carefully considering the matter, and in order to reasonably determine the existing public facilities needs and future facilities needs related to fire protection facilities in the Village of Summit, the Village of Summit authorized the firm of McMahon Associates, Inc. to prepare a public facilities' needs assessment in this regard; and

**WHEREAS**, the public facilities' needs assessment and related impact fee study was completed on March 30, 2026 in accordance with the requirements of Wis. Stat. §66.0617(4); and

**WHEREAS**, said public facilities needs assessment was made available for public inspection and copying in the office of the Village of Summit Clerk at least twenty (20) days before a public hearing was held in this matter; and

**WHEREAS**, Notice of Public Hearing regarding this matter was published as a Class 1 Notice under Chapter 985 Wisconsin Statutes, including specifying where a copy of the proposed Ordinance and the public facilities' needs assessment could be obtained; and

**WHEREAS**, the Village Board of the Village of Summit held a public hearing on the proposed Ordinance at the Summit Village Hall on June 11, 2026 pursuant to Wis. Stat. §66.0617(3); and

**WHEREAS**, the Village Board finds that the conclusions of the Public Facilities Needs Assessment and Impact Fee Study, dated March 30, 2026, are reasonable and appropriate, with regard to the impact fees relevant to facilities needed for fire protection facilities, and in particular the Village Board finds that the same:

- a. bear a rational relationship to the need for new, expanded or improved public facilities that are required to serve land development;
- b. do not include amounts for an increase in service capacity greater than the capacity necessary to serve the development for which the fee is imposed;
- c. do not exceed the proportionate share of the capital costs that are required to serve land development, as compared to existing uses of land within the Village of Summit;
- d. are based upon actual capital costs or reasonable estimates of capital costs for new, expanded or improved public facilities;
- e. compensate, as necessary, for other capital costs proposed by the Village of Summit with respect to land development to provide or pay for public facilities, including special assessments, special charges, land dedications or fees in lieu of land dedications under Chapter 236 or any other items of value;
- f. compensate, as necessary, for monies received from the federal or State government specifically to provide or pay for public facilities for which the impact fees are imposed;
- g. do not include expenses for operation or maintenance of a public facility;
- h. do not include amounts necessary to address existing deficiencies in public facilities; and
- i. shall be payable by the developer or property owner to the Village of Summit within the time required by applicable State laws, and as required by the Village of Summit in accordance with such laws.

**WHEREAS**, the Village Board finds that the appropriate planning period is through 2035, subject to statutory limitations regarding use of collected funds as noted above; and

**WHEREAS**, the Village Board finds it to be reasonable that an appeal may be made by a developer, as required by Wisconsin Statute Section 66.0617(10), in the manner described herein; and

**NOW THEREFORE**, the Village Board of the Village of Summit, Waukesha County, Wisconsin, DOES ORDAIN AS FOLLOWS:

**SECTION 1: Imposition and Authority.** This Ordinance imposes an impact fee on Developers to pay for the capital costs associated with and that are necessary to accommodate land development, specifically related to the need for fire protection facilities and their associated costs. Wis. Stat. §66.0617 authorizes municipalities to

impose these fees. This Ordinance ensures that new development bears a proportionate share of such capital costs. The fire protection facilities imposed by and through this Ordinance are based on the Public Facilities Needs Assessment and Impact Fee Study dated March 30, 2026.

**SECTION 2:** All terms have the meaning given in Wis. Stat. §66.0617(1).

**SECTION 3:** Applicability of Impact Fee. This Ordinance will be uniformly applicable to development which occurs within the Village of Summit.

**SECTION 4:** Fire Facilities Impact Fee. Any person who, after the effective date of this ordinance, seeks to create, subdivide, and/or otherwise develop a residential, commercial or industrial unit, the developer or the property owner, is hereby required to pay an impact fee for fire protection facilities in accordance with the following schedule.

	Option A
Residential Housing Units (single family unit or two-family duplex unit)	\$1,793.29
Residential Housing Units (multi-family structure of three or more housing units per structure)	\$896.95 multiplied by number of units in the structure
Non-Residential Structures	\$0.1208 per square foot

In order to account for future increases in construction costs and interest costs, and in order to ensure that the fees are equitably distributed between current and future developers, the base impact fees described herein shall automatically adjust on an annual basis on January 1 of each year by the percentage increase or decrease in the United States Bureau of Labor Statistics Midwest Region All Items Consumer Price Index for All Urban Consumers from January 1 of the preceding year.

**SECTION 5:** Payment of Fees. The impact fees will be assessed and become due at issuance of the building permit by the municipality, subject to the following. Except as provided in this paragraph and in accordance with Wis. Stat. §66.0617(6)(g), if the total amount of impact fees due for a development will be more than \$75,000, a developer may defer payment of the impact fees for a period of 4 years from the date of the issuance of the building permit or until 6 months before the municipality incurs the costs to construct, expand, or improve the public facilities related to the development for which the fee was imposed, whichever is earlier. If the developer elects to defer payment under this paragraph, the developer shall maintain in force a bond or irrevocable letter of credit in

the amount of the unpaid fees executed in the name of the municipality. A developer may not defer payment of impact fees for projects that have been previously approved.

**SECTION 6:** Accounting. Revenues from impact fees shall be placed in a segregated, interest-bearing account and shall be accounted for separately from the other funds of the Village of Summit Impact fee revenues and interest earned on impact fee revenues may be expended only for capital costs for which the impact fees were imposed, unless the fee is refunded.

**SECTION 7:** Refunds of Fees Paid. Pursuant to Wis. Stat. §66.0617(10) any impact fee that is not spent within eight years of receiving the fee must be refunded. The refund must be issued, with accumulated interest to the property owner or the payor of fees.

**SECTION 8:** Appeal. Pursuant to Wis. Stat. §66.0617(10), any property owner upon whom an impact fee is imposed may appeal the amount, collection, or use of the impact fee to the Village Board provided that the property owner files a written notice of appeal in the Village of Summit Clerk's office within 90 days of the day the fee is due and payable. Such notice of appeal shall be entitled "Notice of Appeal of Impact Fee" and shall state the property owner's name, address, telephone number, address and legal description of the land development upon which the impact fee is imposed, and a statement of the nature of and reasons for the appeal. The Village of Summit Clerk shall schedule the appeal for consideration by the Village Board at a regular meeting as soon as reasonably practicable under the circumstances and shall notify the property owner of the time, date and place of such meeting, in writing, by regular mail, deposited in the mail no later than at least three days before the date of such meeting. Upon review of such appeal, the Village Board may adjust the amount, collection or use of the impact fee upon just and reasonable cause shown.

#### **SECTION 9: SEVERABILITY.**

The several sections of this Ordinance are declared to be severable. If any section or provision thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such declaration shall apply only to the specific section(s) or portion(s) thereof directly specified in said declaration, and shall not affect the validity of any other provisions, sections, or portions of the Ordinance, which shall remain in full force and effect. Any other Ordinances whose terms are in conflict with the provisions of this Ordinance are hereby repealed as to those terms that conflict.

#### **SECTION 10: EFFECTIVE DATE.**

This Ordinance shall take effect immediately upon passage and posting or publication as provided by law.

This Ordinance passed this 11<sup>th</sup> day of June, 2026.

VILLAGE OF SUMMIT

By: \_\_\_\_\_  
Jack Riley, Village President

Attest: \_\_\_\_\_  
Debra J. Michael, Village Administrator-  
Clerk/Treasurer

Published/Posted the \_\_\_\_ day of \_\_\_\_\_ 2026.

DRAFT



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

---

## MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 4, 2026

Re: Department of Public Works Administrative Report

---

### **DPW Crew Activities**

#### ***Cemetery Activity Summary***

- One burial was completed in May.
- One grave site was sold in May.
- A Cemetery Board meeting was held on Friday, May 15<sup>th</sup> at Summit Cemetery at 8:30 a.m.
- There has been a significant amount of administrative work related to the Cemetery in recent weeks, including sales inquiries, deed transfers, and ownership and burial inquiries.
- During a grave opening in May, a misplaced vault was encountered from a neighboring plot to the east. The vault was placed too far to the west, likely due to a misunderstanding of the grave footprint by cemetery staff at the time (the vault was placed on the opposite side of the monument). Records indicate that the burial had occurred in 1979. Pagenkopf was able to assist the Cemetery in obtaining permits from the Waukesha County Medical Examiners office to disinter and place the vault in the appropriate location. A search was performed for the last known relatives of the decedent, and notification has been provided to their last known address, as required by State Statute.

#### ***Equipment Maintenance & Repair***

- Nothing significant to report.

#### ***Park Activities***

- Construction activities began the week of June 1<sup>st</sup> on the new ball fields at Genesee Lake Road Park. A pre-construction meeting was held on June 1<sup>st</sup> at 7:15 a.m. Grading and seeding are anticipated to be completed by June 5<sup>th</sup>. This will complete most of the work planned for 2026.
- The Notice to Proceed and Standard Agreement for the dumpster enclosure construction project was signed and returned to the Village the week of June 1<sup>st</sup>. A

preconstruction meeting will be planned in the next couple of weeks, and a project schedule will be determined.

#### Friends of Summit Parks Update

- Nothing significant to report.

#### **Road Maintenance Activities**

- Right-of-way mowing will not continue until conditions warrant due to lack of rainfall.
- Waukesha County repainted pavement markings on N Dousman Rd, N Battle Creek Rd, Nashotah Rd, and Pabst Rd on June 4<sup>th</sup>.
- DPW staff continue to place shoulder material along roadways, including N Dousman Rd and Cedar Ln. Additional work will continue, pending staff availability and funding.

#### **Facilities Maintenance**

- One of the garage door openers in the PD garage is not working properly and will likely need to be replaced. The door is not being utilized at this time, although staff have the ability to manually open the door if needed.
- Midwest Fiber Networks installed fiber service to Village Hall on June 4<sup>th</sup>.

#### **N Cedar Ridge Rd No Parking Ordinance**

A separate agenda item has been included on the June 11<sup>th</sup> Village Board meeting agenda for consideration.

#### **N Dousman Road Multi-Use Trail Extension Project**

##### Real Estate/Temporary Limited Easements (TLEs)

Checks for TLEs were issued and mailed to CORRE so that they may be sent to property owners.

##### Utility Relocations

Strand Associates and the Village are working with utilities where adjustments to overhead lines are required to accommodate the path. This correspondence began in October of 2025, and utility relocate plans were due in early February.

We Energies notified Strand, Corre, and the Village in March that they believe several of their overhead poles are compensable if a relocation is required, meaning the Village would be responsible for the costs to relocate. Ordinarily, utility poles in the ROW that are in conflict with public facilities would need to be relocated at the utility's expense. However, We Energies obtained two easements in 1928 from private property owners that allowed them to install poles outside of the original 66' right-of-way (ROW). Since then, the public right-of-way was widened to 100'. They believe that any of their poles between 33' and 50' of the road centerline would be compensable since their easements pre-date the expansion of the ROW. One of their poles is within this easement area outside of the original ROW and is compensable.

We Energies is also arguing that since this is a trail project (and not a roadway), the design of the path must be completed to avoid pre-existing utilities where possible since they have a legal right to be located in the ROW. There are 17 additional poles that are within the original ROW. Strand believes that there are changes to the path that may be made to avoid some of their poles, and other poles are unavoidable due to roadway separation requirements, drainage, and existing ROW. We Energies' workplan states that "if code requirements prohibit the avoidance we are requesting, we will not charge for the relocations." Strand interprets this to mean that if we cannot avoid their poles based on path design standards, then they would

not charge for the relocations. Strand believes that they can make a decent argument for not avoiding a fair amount of their poles. Staff have directed Strand to pursue the changes that they've proposed to avoid the poles where feasible.

This was not an issue that was anticipated by the Village or consultants, as the WisDOT Utility Coordination Guide states that only facilities located outside the existing ROW, and within a proposed acquisition area, are compensable. Final Plans, Specifications, and Estimates (PS&E) are due in May, and we are attempting to complete these changes and determine any additional relocation costs as quickly as possible to avoid project delays.

Corre and Strand completed additional research on the We Energies utility poles and compensability. We Energies' work plan stated that only one of their poles would be compensable due to easement rights. However, they are claiming that the remaining poles would be compensable based on "avoidance" - they are claiming that the proposed path was designed without regard for their pole locations and that we could have easily avoided the poles. Their work plan does state that "if code requirements prohibit the avoidance we are requesting we will not charge for the relocations." Strand believes that means that if the proposed path has to impact their poles based on path design criteria, then they would not require payment for the relocations. Strand has put together a response to justify the path design, which will be submitted to We Energies after WisDOT has had a chance to review and provide comments. Regardless of whether We Energies is willing to work with us on design, Strand believes that the path can be altered to accommodate the existing poles, albeit the path would be closer to the roadway and a few utility poles than desired.

[6/4/2026 Update: Strand updated the design in a few locations to move the path to avoid conflict with utility poles. Justification was submitted to We Energies for the placement of the path for the remaining poles, and We Energies responded favorably. They are willing to perform the remaining pole relocations due to our willingness to work with them on redesigning the path to avoid some of their poles. The Village and Strand are waiting for a revised work plan from We Energies. With this change, additional TLEs will not be required.](#)

#### **Genesee Lake Farms Subdivision Sign Replacement**

A separate agenda item has been included on the June 11<sup>th</sup> Village Board meeting for consideration.

#### **Waterville Lake Dam Ownership Update**

A separate agenda item has been included on the June 11<sup>th</sup> Village Board meeting for consideration.

#### **Waukesha County Damage Assessment for Public Infrastructure (August 2025 Flooding Event)**

No response has been provided to date from the Wisconsin Disaster Fund (WDF) after the reimbursement request was submitted by staff in March.

#### **Lyte Fiber Update**

A separate agenda item has been included on the June 11<sup>th</sup> Village Board meeting for consideration.

#### **ATV/UTV on Village Roads & State Highways Update**

A draft sign plan was provided by the Okauchee Area ATV/UTV Club in late April. Staff reviewed the work and provided comments. After some adjustments, both the Club and the Village are

in agreement with the sign plan. Stakes were placed by the Club for channel/sign locations the week of June 1<sup>st</sup>, and staff will complete inspections early the week of June 8<sup>th</sup>.

**WisDOT STH 67 Improvement Project**

Nothing significant to report.

**2026 CTH BB Resurfacing Project – Waukesha County**

Nothing significant to report.

**2027 CTH DR Rehabilitation – Waukesha County (N Dousman Rd to N Brightwater Blvd)**

Nothing significant to report.

**2025 Road Improvements Program & Genesee Lake Road Park Parking Lot Project**

SEH intends to complete an inspection of the improvements in May and will compile a punch list. Retainage for both projects will likely be held until the spring of 2026 once punch list items are completed.

**Pabst Farms Joint Stormwater District Update**

A meeting was held on May 20<sup>th</sup> at 5:00 p.m. at Summit Village Hall. The following agenda items were included on the agenda:

- Wis-Pak parking lot expansion stormwater management
- Easement for Valley Rd sidewalk
- Possible easements for extension of pathway for Village Crossings
- Fence between SUMT06369992006 and Summit Cemetery
- Election of Officers

**SEWRPC Investigation of Pabst Farms Development Impacts**

Nothing significant to report.

**National Fitness Campaign Status**

No additional donations have been received for the NFC fitness court campaign. A total of \$11,000 has been donated to date.

**Village Safety Program Development & Implementation**

***Safety Committee Meeting***

A Safety Committee meeting was held on Monday, June 1<sup>st</sup> at 9:00 a.m. The next meeting is tentatively scheduled for September 14<sup>th</sup>. There is an existing vacancy on the committee that was previously held by former Trustee Lee. It is recommended that the Board consider designating the new DPW Liaison as a member once a decision has been finalized.

***NIMS Training Update***

Staff will work with the newly elected Village Trustees to determine if they have completed their NIMS courses. Staff will plan on providing an overview of the NIMS requirements to the Village Board as a whole at the upcoming Strategic Planning meeting.

ATTACHMENTS:        N/A



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

---

**MEMORANDUM**

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 3, 2026

Re: Discussion and Action on Reservation Fee Waiver Request for Rental of Genesee Lake Road Park

---

**PURPOSE:**

To present a request for a waiver of reservation fees for rental of a portion of Genesee Lake Road Park for a Vacation Bible School event in July.

**BACKGROUND:**

A Youth Pastor from Faith Baptist Church in Summit reached out to staff to inquire about reserving a portion of Genesee Lake Road Park for their upcoming Cola Warz children's rally. They wish to run their annual Vacation Bible School in a more centralized location, and the park offers the space that they are looking for. The dates they are proposing are July 6 – 9, 2026 from 9:00 a.m. to 12:00 p.m., and they are interested in use of the grassy area north of the restroom building and the northwest baseball field. There would be up to 50 attendees at the event.

The Church is requesting that the Village Board consider a waiver of the reservation fees for the event. Generally, Village residents or businesses pay a rate of \$50 per day for a park reservation. The total fee for this event would equal \$200.

**RECOMMENDATION:**

Village staff are looking for direction on whether the Village Board will consider waiving reservation fees for rental of a portion of Genesee Lake Road Park for a Vacation Bible Study event in July.

**ATTACHMENTS:**

Email correspondence from Jason Wright, Youth Pastor at Faith Baptist Church (dated May 27 – 31, 2026)

**FISCAL IMPACT:**

To be determined, based on Village Board direction. Waiver of fees would reduce potential park revenue by \$200 (\$50/day).

**RECOMMENDED MOTION:**

**Motion to approve the request for a waiver of park reservation fees for Faith Baptist Church's event from July 6 – 9, 2026.**

**From:** [REDACTED]  
**To:** [Kamron Nash](#)  
**Subject:** Re: Genesee Lake Road Park (Village Park)  
**Date:** Sunday, May 31, 2026 7:22:12 PM  
**Attachments:** [Village Park Reservation Application & Permit \(FINAL APPROVED\).pdf](#)

---

Hello again, Kamron.

Thank you again for your response. We've talked it over and would love to be able to use the grassy area directly to the north of the pavilion, and perhaps the northwestern baseball diamond for some of the games if possible!

I've attached the completed form below. And we'd love it if you could bring the waiver of the fees to the Village Board for their consideration.

Please do let me know if there's anything else we need to do, or anything else we need to know!

Jason Wright  
Youth Pastor  
Faith Baptist Church of Oconomowoc.  
36107 Genesee Lake Rd, Oconomowoc, WI 53066

On Wed, May 27, 2026 at 2:35 PM Kamron Nash <[pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)> wrote:

Good morning, Jason.

Thank you for reaching out and your interest in reserving our park for your rally. There are no conflicts anticipated for these dates, although I will advise that there will be construction activity occurring on the far east side of the park with the addition of two new ball fields in an area that is currently farmed. We also will be constructing a dumpster enclosure between the circle parking lot and the ball fields this summer, although the exact construction schedule is not yet set. Are you looking to utilize a specific area of the park (e.g., the open grassy area on the west side)?

Please complete the attached reservation application form if you are interested in reserving the park. We generally charge a \$50 per day fee for park use if you are a resident or business of Summit. If you are looking for a waiver of the fees, I can bring to the Village Board for their consideration at the June 11<sup>th</sup> meeting.

Thank you!



Pop: 5,341

**KAMRON E. NASH, P.E.**

*Public Works Director*

*She/Her*

☎ 262.567.2757

📠 262.567.4115

✉ [pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)

📍 37100 Delafield Rd

Summit WI 53066

🌐 [villageofsummitwi.gov](http://villageofsummitwi.gov)

Hours: Monday - Friday 8:00am - 4:00 pm

---

**From:** Jason Wright [REDACTED]  
**Sent:** Wednesday, May 27, 2026 11:21 AM  
**To:** Kamron Nash <[pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)>  
**Subject:** Genesee Lake Road Park (Village Park)

Hello,

My name is Jason Wright, the Youth Pastor of Faith Baptist Church here in Summit. We are looking forward to the summer and are wanting to use the Genesee Lake Road Park for our upcoming Cola Warz children's rally. The dates are July 6th-9th from 9:30-11:30 AM.

I've checked the reservation calendar and the comprehensive Outdoor Recreation plan, and there doesn't seem to be any conflicts with the lacrosse team for that Northwestern field, but I wanted to make sure there weren't any other conflicts that I might have missed, or any other considerations that I might be unaware of.

Thank you for your time!

Jason Wright

Youth Pastor

Faith Baptist Church of Oconomowoc.

36107 Genesee Lake Rd, Oconomowoc, WI 53066



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

---

**MEMORANDUM**

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 4, 2026

Re: Discussion and Action on Workgroup for Revised Oconomowoc Area Baseball Club (OABC) Park License Agreement

---

**PURPOSE:**

To provide a request to the Village Board to approve a member of the Board to be part of a workgroup to assist with completing a revision to the OABC License Agreement between the Village and OABC.

**BACKGROUND:**

The original license agreement between the Village and OABC was executed in 2011, with the most recent revision completed in 2017.

One of the conditions of the recent approval of the two new ball fields that are being installed at Genesee Lake Road includes revising the existing license agreement by the end of 2026. There will likely be some negotiation and back and forth required as the Village works through the agreement revision with OABC. Staff believe that it would be beneficial to designate a member of the Village Board to participate in a workgroup with staff and OABC to provide input through the process from the Board's perspective.

**RECOMMENDATION:**

Village staff recommends that the Village Board designates a Trustee to participate in a workgroup with staff and OABC representatives to assist with the revision of the license agreement.

ATTACHMENTS: N/A

FISCAL IMPACT: N/A

RECOMMENDED MOTION: **Motion to appoint one Trustee, \_\_\_\_\_, to research and bring back recommendations related to a revised license agreement between the Oconomowoc Area Baseball Club and the Village of Summit.**



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

---

**MEMORANDUM**

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 3, 2026

Re: Discussion and Action on Revision to Village Purchasing Policy

---

**PURPOSE:**

To present a revised Village Purchasing Policy that incorporates the provisions of 2025 Wisconsin Act 188 relative to "Public Construction."

**BACKGROUND:**

The Village Purchasing Policy was initially implemented in February 2021. The policy provides direction to staff on the acquisition of goods, services, and contracts. The majority of the changes were related to 2025 Wisconsin Act 188, a recent law that went into effect related to competitive bidding and notification for "Public Construction" contracts. In addition, a change was made to the language associated with approvals of budgeted and unbudgeted purchases on credit cards to more accurately reflect current practice.

**2025 Wisconsin Act 188**

For local "Public Construction" above a certain cost threshold, Wisconsin law generally requires local units of government to advertise and bid for the work on the basis of sealed competitive bids and award contracts to the lowest responsible bidder. Wisconsin law also generally requires local units of government to provide a public notice before contracting for work above a certain cost threshold. Wisconsin law provides limited exceptions to those requirements, including for improvements that are constructed by a private entity and donated to a city or village. Under prior law, the local competitive bidding requirement applied to "Public Construction" with an estimated cost over \$25,000, and the notice requirement applied to a public work with an estimated cost over \$5,000.

2025 Wis. Act 188 generally increases the dollar threshold for the competitive bidding requirement for local "Public Construction" from \$25,000 to \$50,000, and it increases the dollar threshold for providing public notice of contracts from \$5,000 to \$10,000. The Act did not change any of the procedural requirements governing how bids are conducted or evaluated, or how notice is provided.

In addition, a new, specific provision and rule have been created that applies to “Public Highway Construction.” The term “highway” is now specifically defined by the Act and treated as a distinct type of public construction versus all others, as it applies to public construction and bidding. “Public Highway Construction” contracts and their related public notice and competitive bidding threshold amounts were not increased by the Act. Instead, thresholds for “Public Highway Construction” contracts remain at \$25,000 for competitive bidding and \$5,000 for notice.

General Goods and Services Purchasing Considerations

The Village Board may also consider changing the thresholds for general purchases (exclusive of “Public Construction”). The initial policy was likely aligned to match the thresholds required for Public Construction notification and bidding. As drafted, these thresholds were not changed.

If the Village Board would like to align the general procurement process with purchases that do not fall under the competitive bidding requirements of the State, the following changes may be implemented. It is important to note that the Village may continue to enact more stringent public bidding requirements than required by law.

Purchases (existing policy)	Updated Thresholds	Quotations
Under \$2,500	Under \$2,500	None required/Internet price comparison
\$2,500 - \$4,999	\$2,500 - \$9,999	Three (3) verbal quotes
\$5,000 - \$24,999	\$10,000 - \$49,999	Three (3) written quotes
\$25,000 and over	\$50,000 and over	Public bid


**RECOMMENDATION:**

The Village Attorney has provided staff with an overview of the changes that became effective in April 2026 with 2025 Wis. Act 188. He is recommending that any policies related to public bidding, contracting, or purchasing are updated to reflect these changes.

**ATTACHMENTS:** Village Purchasing Policy (REVISED DRAFT)

**FISCAL IMPACT:** Generally, the policy will provide for cost savings related to public bidding and notification requirements for “Public Construction” contracts (excluding “Public Highway Construction”).

**RECOMMENDED MOTION:** Motion to approve the revisions to the Village Purchasing Policy, as proposed.

	<b>Village of Summit Policies &amp; Procedures</b>		
	<b>Subject:</b>	Village Purchasing Policy	
	<b>Initial Date:</b>	February 11, 2021	<b>Revised Date:</b> June 11, 2026
	<b>Approved By:</b>	Village Board	

**PURPOSE**

The purpose of this policy is to assure the prudent and economical use of public funds in the best interests of the taxpayers of the Village of Summit, to facilitate the acquisition of goods and services of maximum quality at the best price possible, and to guard against favoritism, improvidence, extravagance, fraud, and corruption.

**RESPONSIBILITY**

1. Management of the Village of Summit have the responsibility to comply with and ensure that the personnel under their command are adequately trained, fully understand, and comply with this policy.
2. All employees of the Village of Summit have the responsibility to learn and follow this policy.

**POLICY**

General

Purchasing of any good or service with Village of Summit funds shall be done at the direction of the Department Head or his/her designee.


Obtaining Quotations for Pricing of General Goods and Services

Price quotations will be obtained in accordance with the requirements set forth in Table 1, with the exception of Public Construction, following:

**Table 1: General Goods and Services (excluding Public Construction)**

<b>Purchases</b>	<b>Quotations</b>
Under \$2,500	None required/Internet price comparison
\$2,500 - \$4,999	Three (3) verbal quotes
\$5,000 - \$24,999	Three (3) written quotes
\$25,000 and over	Public bid

Price quotations do not need to be obtained when the goods or services being purchased fall under a Federal, State, or County group buying contract. All professional services will be evaluated based upon proposals from qualified sources. The determination to purchase goods and services will not be based on price alone, as long as it is within the parameters of the approved budget.

	<b>Village of Summit Policies &amp; Procedures</b>		
	<b>Subject:</b>	Village Purchasing Policy	
	<b>Initial Date:</b>	February 11, 2021	<b>Revised Date:</b> June 11, 2026
	<b>Approved By:</b>	Village Board	

Quotations, Competitive Bidding, and Notifications for Public Construction

State law requires villages to competitively bid “Public Construction” when the estimated cost of the project exceeds a statutory threshold (Wis. Stat. §§ 61.54). The term “Public Construction” consists of activities concerned with the erection of buildings and bridges, the construction of streets and highways, and other similar public improvements which require the combining of materials, supplies, and labor. Maintenance and other public works which do not involve the actual combining to materials and labor with a definable end result are not considered public construction.

2025 Wisconsin Act 188 raised cost thresholds for "Public Construction" and created a new lower-threshold category for “Public Highway Construction.”

For contracts where the bids are solicited after April 4, 2026, contracts for “Public Construction” are subject to the requirements set forth in Table 2, with the exception of Public Highway Construction.

**Table 2: Public Construction (excluding Public Highway Construction)**

<u>Contract Amount</u>	<u>Quotations</u>	<u>Notifications</u>
<u>Under \$10,000</u>	<u>Refer to Table 1</u>	<u>None required</u>
<u>\$10,000 - \$49,999*</u>	<u>Refer to Table 1</u>	<u>Class I Notice (prior to contract execution)</u>
<u>\$50,000 and over**</u>	<u>Competitive Public Bid</u>	<u>Class II Notice (competitive bidding requirement)</u>

\*Formal advertising for bids is not required.

\*\*Must be awarded to lowest responsible bidder following applicable bid procedures.


For contracts where the bids are solicited after April 4, 2026, contracts for “Public Highway Construction” are subject to the requirements set forth in Table 3.

**Table 3: Public Highway Construction**

<u>Contract Amount</u>	<u>Quotations</u>	<u>Notifications</u>
<u>Under \$5,000</u>	<u>Refer to Table 1</u>	<u>None required</u>
<u>\$5,000 - \$24,999*</u>	<u>Refer to Table 1</u>	<u>Class I Notice</u>
<u>\$25,000 and over**</u>	<u>Competitive Public Bid</u>	<u>Class II Notice (competitive bidding requirement)</u>

\*Formal advertising for bids is not required.

\*\*Must be awarded to lowest responsible bidder following applicable bid procedures.

	<b>Village of Summit Policies &amp; Procedures</b>		
	<b>Subject:</b>	Village Purchasing Policy	
	<b>Initial Date:</b>	February 11, 2021	<b>Revised Date:</b> June 11, 2026
	<b>Approved By:</b>	Village Board	

The following statutory exemptions apply to the State bid law requirements for Public Construction:


- **Donated materials and volunteer labor.** Competitive bidding is not required if the materials for a public construction project are donated or if the labor for the project is provided by volunteers. Wis. Stat. §. 61.54 and 62.15(1).
- **Public Emergencies.** Public construction contracts for the repair and reconstruction of “public facilities” may be done without bidding when the damage or threatened damage to the facility creates a public emergency. The board of public works or board of utility commissioners determines whether there is public emergency. Wis. Stat. § 61.54 and 62.15(1b).
- **Construction performed by municipal workers.** State bid law allows cities and villages, by a three-fourths vote of all the members-elect of the governing body, to provide by ordinance that any class of work may be done directly by the municipality without bidding. Wis. Stat. § 61.54 and 62.15(1). This exemption only applies where municipal employees do the actual work. OAG-5-09 ¶ 15, See Contracts 307. Mere supervision of the construction project by the municipality as a general contractor is insufficient. See Contracts 323. Additionally, with very limited exceptions, a municipality may not use its employees on a project for which a private person is financially responsible. Wis. Stat § 66.0901(11)(b).
- **Federally funded highways and bridges.** Highways, streets and bridges constructed or improved with federal or state funds and local matching funds are specifically exempt from the competitive bid requirements. Wis. Stat. § 86.25(4).

Emergencies

Verbal quotes will be deemed sufficient, when obtained to the extent practical, for purchases of emergency goods and services having a cost in excess of \$4,999 and less than \$10,000. Authority is granted to the Public Works Director, or his/her designee; Village Administrator, or his/her designee; and Police Chief, or his/her designee. To be considered an emergency the following three (3) conditions must be met:

1. The situation arises out of an accident or unforeseen occurrence or condition; and
2. Public buildings, public property, or the life, health, safety, or property of Village of Summit residents are affected, and;
3. The situation requires immediate action which cannot wait for obtaining price quotes or competitive bidding or a regularly scheduled meeting.

Village Board Approval

	<b>Village of Summit Policies &amp; Procedures</b>		
	<b>Subject:</b>	Village Purchasing Policy	
	<b>Initial Date:</b>	February 11, 2021	<b>Revised Date:</b> June 11, 2026
	<b>Approved By:</b>	Village Board	

New purchases in excess of \$5,000 will be presented to the Village Board during the annual Capital Improvement Plan (CIP) for inclusion in the CIP Budget. Ongoing expenses which have previously been approved and budgeted for may be purchased following the guidelines in this policy.

Credit Card Use

The following are eligible to use the credit card(s) issued in the name of the Village of Summit for use by their department:

- |   |                                |
|---|--------------------------------|
| Village Clerk                           | Deputy Clerk/Deputy Treasurer  |
| Village Treasurer                       | Village Administrator          |
| Village President                       | Police Chief (and/or designee) |
| Public Works Director (and/or designee) |                                |

It shall be the policy of the Village to pay the credit card balance each month as it comes due to avoid incurring late fees or finance charges. Signed receipts with the general ledger account number noted shall be attached to the monthly voucher when processed for payment. Noncompliance to any of the above or misuse of the authorized credit card may result in a Department losing privileges of their card.


The Clerk will review the charges and bring to the attention of the Village Board any discrepancies observed in the use of the credit card. Making unauthorized personal purchases with the card may result in disciplinary action, possibly up to and including dismissal. In the event that personal charges are made by an employee who then leaves the employment of the Village, the Village will hold the employee personally liable for the charges.

The following guidelines and authorized uses are in place and shall be followed or credit card privileges may be revoked.

**Guidelines and authorized uses of the Credit Card:**

- Reserving hotel rooms for Village business.
- Paying for hotel lodging and expenses while on Village business.
- Budgeted purchases ~~under \$500.00~~ with Department Head approval.
- Purchases where an open account ~~doesn't~~ does not exist.
- No personal purchases may be made with credit card.
- UnBudgeted purchases over \$500.00 with written approval by Village Administrator.

Request for Reimbursement

	<b>Village of Summit Policies &amp; Procedures</b>		
	<b>Subject:</b>	Village Purchasing Policy	
	<b>Initial Date:</b>	February 11, 2021	<b>Revised Date:</b> June 11, 2026
	<b>Approved By:</b>	Village Board	

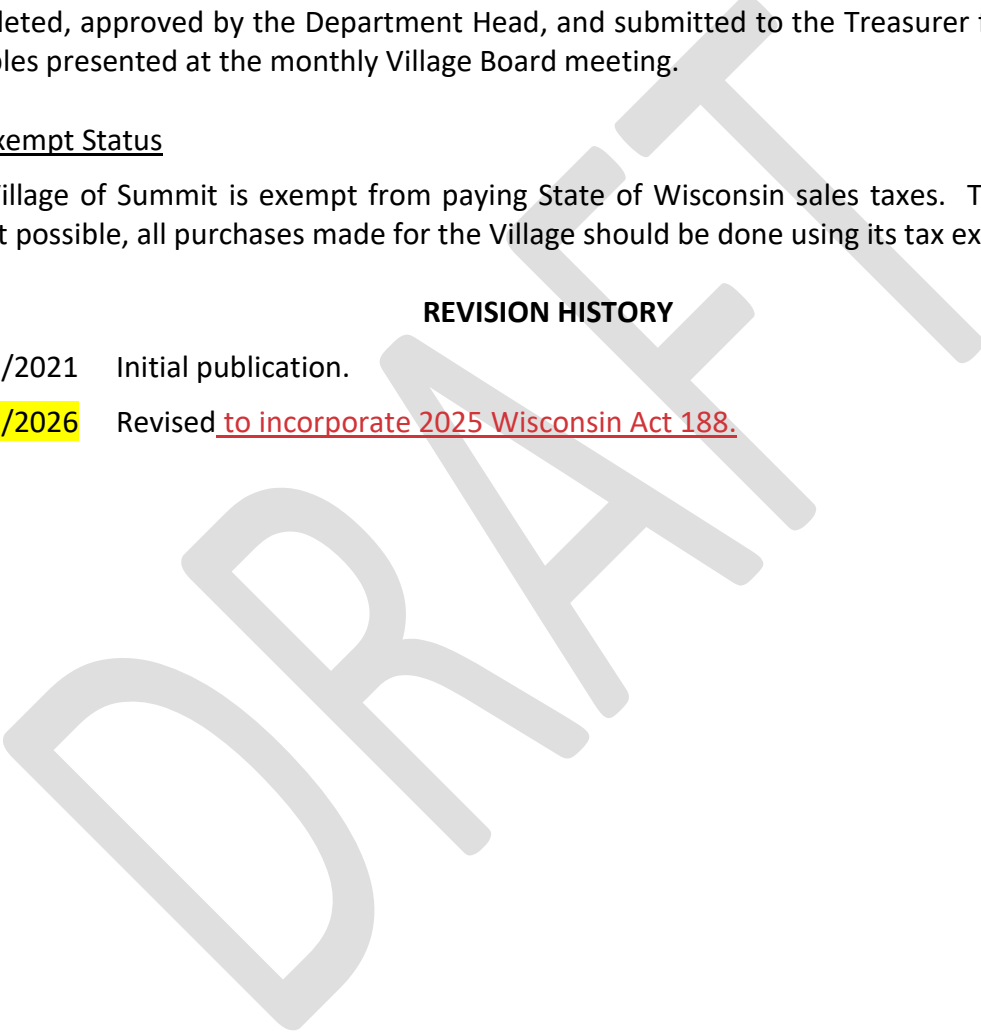
Village employees shall be eligible to be reimbursed for Village-related purchases made with their personal funds. Using personal funds for the purchase of goods and services is discouraged however. Prior to using personal funds for Village-related purchases, an employee must receive the explicit permission of the Department Head or his/her designee. Failure to gain permission prior to purchase shall result in an automatic denial of reimbursement. Under emergency situations the Police Chief, Public Works Direction and/or Administrator may authorize employees to make purchases for reimbursement. A request for reimbursement form shall be completed, approved by the Department Head, and submitted to the Treasurer for inclusion in payables presented at the monthly Village Board meeting.

Tax Exempt Status

The Village of Summit is exempt from paying State of Wisconsin sales taxes. To the greatest extent possible, all purchases made for the Village should be done using its tax exempt status.

**REVISION HISTORY**

- 02/11/2021 Initial publication.
- 06/11/2026 Revised to incorporate 2025 Wisconsin Act 188.





Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

---

**MEMORANDUM**

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 5, 2026

Re: Discussion and Action on Proposal from Green For Life (GFL) for an Extension of the Municipal Solid Waste and Recycling Contract

---

**PURPOSE:**

To present a proposal to the Village Board from GFL for a 5-year extension of the Municipal Solid Waste and Recycling Contract for consideration.

**BACKGROUND:**

At the April 9th Village Board meeting, direction was given to staff to work with Waukesha County to participate in a multi-community RFP process. Staff notified the County of their interest to participate in the RFP with two options for service:

1. Manual, up-the-drive service for all residents, as was completed prior to 2022.
2. Status quo service, utilizing a hybrid of automated and manual collection.

In mid-May, the Government Contracts Manager for GFL reached out to the Village to introduce himself and to inquire about a contract renewal. Staff shared the direction that the Village Board had provided the month earlier. GFL responded that they would like to submit a proposal in advance of the Village participating in the RFP. They indicated that they would be willing to submit a proposal through the County's RFP process, but they would rather provide a proposal to extend the existing agreement. They indicated that costs would be more economical via the extension, as there is uncertainty when participating in an open bid process. Staff requested that GFL provide a proposal for both service options.

Staff spoke with GFL's general manager regarding the up-the-drive service option. He stated that GFL currently services only one other community with up-the-drive service, and they are working with them to try to transition them to automated collection. Up-the-drive service is becoming more and more uncommon, and it is also very resource-intensive. The cost for up-the-drive service is nearly 56% higher than standard service. The premium cost is due to the following contributors:

- GFL would need 4 additional pickup trucks.
- GFL would need 2 additional rear load trucks.

- GFL would need to add 4 additional drivers since they would not be able to currently staff 3 full days of workers if the whole community transitions to up-the-drive. They would not be able to count the 3 automated drivers, as pickup truck drivers require different qualifications.

A summary of the proposal costs for both options are outlined in the table below:

<b>Automated/Manual Collection (Status Quo)</b>					
	<b>2026 (Current)</b>		<b>2027 Proposed</b>		
Trash Collection Fee (\$/unit/month)	\$	9.01	\$	9.20	
Recycling Collection Fee (\$/unit/month)	\$	4.95	\$	5.05	
Yard Waste Collection Fee (\$/unit/month)	\$	2.19	\$	2.25	
MSW Disposal, State Tip, County/Local Fees	\$	46.57	\$	47.80	
<b>Annual Fee per unit</b>	<b>\$</b>	<b>229.00</b>	<b>\$</b>	<b>234.00</b>	<b>2.14% increase</b>
Premium UTD Service Fee (Automated Area)	\$	175.00	\$	250.00	
Premium UTD Service Fee (Manual Area)	\$	115.00	\$	170.00	
<b>Up-The-Drive Service (Whole Community)</b>					
	<b>2026 (Current)</b>		<b>2027 Proposed</b>		
Trash & Recycling Collection Fee (\$/unit/month)			\$	37.50	
Yard Waste Collection Fee (\$/unit/month)	\$	2.19	\$	2.25	
MSW Disposal, State Tip, County/Local Fees	\$	46.57	\$	47.80	
<b>Annual Fee per unit</b>	<b>\$</b>	<b>229.00</b>	<b>\$</b>	<b>513.00</b>	<b>55.36% increase</b>
*Both options include fuel surcharge of \$0.5% for every dime over \$4.50					

There are several developments and properties in the Village that have relatively short driveways that do not warrant up-the-drive service, and there are some residents who may not wish to have the premium service. GFL is willing to continue to provide the “Premium UTD Service Fee” for property owners in both the automated and manual collection areas. As proposed, those who would like to opt into up-the-drive service would have a cost savings compared to the Village-wide UTD option if the Village continues with the current service level:

- 2027 Automated Collection Area (Status Quo): **\$484 annual cost with UTD**  
*(\$29/year savings)*
- 2027 Manual Collection Area (Status Quo): **\$404 annual cost with UTD**  
*(\$109 savings)*

The language in the current agreement with GFL regarding calculation of annual increases will remain the same.

**RECOMMENDATION:**

Staff are looking for direction from the Village Board on how to respond to GFL’s proposal. The County intends to issue their RFP within the next couple of weeks. If the Village participates in the RFP process, the extension rates proposed by GFL will be void. As mentioned previously, GFL has stated that any proposal tied to the RFP will likely include higher rates due to the amount of uncertainty when participating in an open bid process. If the Village chooses to accept one of the two options offered by GFL, staff will need to communicate to the County that we will not be participating in the RFP process.

ATTACHMENTS: 2021 – 2026 Municipal Solid Waste and Recycling Contract  
*(dated December 6, 2021)*

FISCAL IMPACT: To be determined, based on Village Board direction.

RECOMMENDED MOTION: To be determined, based on Village Board direction.

VILLAGE OF SUMMIT

# Municipal Solid Waste and Recycling Contract

---

GFL Solid Waste Midwest, LLC

Exclusive Solid Waste and Recycling collection and disposal contract made  
between the Village of Summit, WI and GFL Solid Waste Midwest, LLC.

**VILLAGE OF SUMMIT**

**EXCLUSIVE SOLID WASTE, RECYCLABLES AND BULKY WASTE COLLECTION & DISPOSAL CONTRACT**

**THIS CONTRACT ("Contract")** is made and entered into this 9 day of December, 2021, by and between the Village of Summit, a Wisconsin municipality (hereinafter called "Village") and GFL Solid Waste Midwest, LLC, a Wisconsin limited liability company (hereinafter called "Contractor").

**WITNESSETH:**

**WHEREAS**, the Village recognizes that it is desirable that provisions be made for the regular and efficient collection, disposal and processing of Solid Waste and Recyclables within the legal boundary limits of the Village; and,

**WHEREAS**, the Village desires that an independent contractor be utilized to perform Solid Waste and Recyclables collection services within the legal boundary limits of the Village and further desires to enter into a contract granting the Contractor the exclusive right to collect Solid Waste and Recyclables from each Household Unit entitled to it within the Village limits.

**NOW, THEREFORE**, in consideration of the premises set forth herein, and for other good and valuable consideration, the receipt whereof is hereby acknowledged, the Village hereby grants to Contractor and Contractor hereby accepts from Village, the exclusive right and obligation to collect and dispose of residential Solid Waste, Recyclables and Bulky Waste accumulating in the normal course within the legal boundary limits of the Village during the term hereof, subject to the following limitations and conditions set forth herein.

1. **Definitions:** The following terms and definitions shall apply in the interpretation of this Contract:
  - A. **"Automated Approved Container"** means a rollout receptacle for Residential Solid Waste or Recyclables with a capacity of 95 gallons, constructed of plastic and metal, having handles of adequate strength for lifting, and having a tight-fitting lid.
  - B. **"Bulky Waste"** means waste items that are larger than three (3) feet in any dimension, and/or heavier than fifty (50) pounds in weight, and/or otherwise will not fit within an Approved Container, thus too large or too bulky to be collected by Contractor as part of its normal collection. Such items include, but are not necessarily limited to mattresses and box springs, household furniture (couches, chairs, tables, cabinets, dressers, etc.), dismantled swing sets, plastic

swimming pools, large toys, bicycles, fish aquariums, sofas, chairs, tables, carpets (no longer than four feet in length and 12 inches in diameter), sinks, laundry tubs, windows, doors, lawn mowers and snow throwers with no gas and oil in them, lumber (if free of nails, bundled and tied and no larger than 4 feet long by 18-inches in diameter), and other similar items.

**C. “Village”** shall mean the Village of Summit, a Wisconsin municipality.

**D. “Contractor”** shall mean GFL Solid Waste Midwest, LLC, a Wisconsin limited liability company.

**E. “Customer”** shall mean an owner or occupant of a Household Unit.

**F. “Household Unit”** shall mean all single-family residences and multi-family residential dwelling units up to four (4) units (including apartments and condominiums). For purposes of this Contract, a single family dwelling shall be counted as one Household Unit, a two family dwelling shall be counted as two Household Units, and so on. Multi-family dwelling units of five (5) or more units, and businesses and other industrial structures shall not be included in this Contract, unless by written approval of Village.

**G. “Joint MRF”** shall mean the Waukesha County/Village of Milwaukee Joint Material Recovery Facility (MRF) located at 1401 W. Mt. Vernon Avenue, Milwaukee, Wisconsin.

**H. “Multi-Family Dwelling”** shall mean a residential dwelling unit consisting of five or more residential dwelling units. Multi-Family Dwelling Units shall not be subject to this Contract, unless by written approval of Village.

**I. “Recyclables”** shall mean single stream recyclable materials including plastics, glass containers, cardboard, newspaper, mixed paper, tin, steel and aluminum cans, or other recyclable items identified by Waukesha County.

**J. “Set-out Site”** means the location that is no greater than four (4) feet of the curb, paved surface of the public road, closest accessible public right-of-way, or other such location designated by the Contractor that will provide a safe and efficient accessibility to the Contractor’s personnel and vehicles for the placement of Approved Containers and Bulky Waste for collection pursuant to the terms of this Agreement. For purposes of this Agreement, public road or public right-of-way means a road owned and maintained by the Village or special district, or a road on private property for which an easement has been granted to the public and such road is constructed and maintained to a standard whereby access is available by the Contractor’s vehicles.

**K. “Solid Waste”** shall mean nonhazardous municipal solid waste materials generated in the normal and ordinary course by Household Units within the Village, including garbage, refuse, trash, rubbish, and other discarded or materials. The term “Solid Waste” specifically

excludes Unacceptable Waste or other types of materials which require special handling and disposal. Household Units shall dispose of all Solid Waste in Approved Containers.

**L. “Manual Collection Area”** means the area determined by Contractor where Collection of Solid Waste and Recyclables must be completed utilizing a vehicle that can be driven on roadways in areas where larger automated collection have limited access.

**M. “Unacceptable Waste”** means (a) waste and materials that are not part of the Services contemplated hereunder, (b) hazardous waste, biomedical waste, special waste, tires, paints, paint solvents, unemptied aerosol cans, compressed gas cylinders, large engine parts, small engines containing oils or fuels, chemicals, large glass panes, ammunition of any type, dead animals, and firearms, (c) yard waste such as tree debris, stumps, plants, cut grass, etc., (d) electronics, (e) waste of which the acceptance and handling by Contractor would cause a violation of any permit condition, legal or regulatory requirement, substantial damage to Contractor's vehicles, equipment or facilities, or present a substantial danger to the health or safety of the public or Contractor's employees, and (f) waste which is or may be prohibited from disposal at the applicable disposal site by local, federal or state law, regulation, rule, code, ordinance, order, permit or permit condition.

**N. “Yard Waste”** means brush, tree branches, grass clippings or other vegetative matter resulting from landscaping maintenance, excluding root ball systems.

**O. “Manual Collection Area-Approved Containers”** shall mean a container not to exceed thirty-two (32) gallons in capacity for the deposit of either Solid Waste or Recyclables subject to collection by Contractor pursuant to this Contract. Contractor shall supply one (1) container that is thirty-two (32) gallons in capacity for Recyclables to each Household Unit.

2. **Term:** The term of this Contract shall commence January 1, 2022, (the “Commencement Date”) and expire December 31, 2026 (the “Initial Term”). This Contract may be renewed upon mutual agreement of the parties for an additional successive renewal term of three (3) years (“Renewal Term”). Either party shall provide the other party with written notice via Certified Mail, of its intent not to renew at least ninety (90) days, but no sooner than one hundred fifty (150) days, prior to the expiration of the Initial Term. (The “Initial Term” and any “Renewal Term” are referred to herein as the “Term”).
3. **Scope of Work:** The work under this Contract shall consist of collection by Contractor of Solid Waste, Bulky Waste, Recyclables and Yard Waste generated in the normal and ordinary course by Household Units within the Village and the transportation and disposal of all such items in accordance with applicable State and Federal laws and regulations, Village ordinances and related

permit(s) issued to Contractor (collectively, the “Collection Services”). In the performance of the Services, Contractor shall also provide the supervision, materials, and equipment necessary to complete the Collection Services in accordance with the terms of this Contract. Collection of Solid Waste, Bulky Waste, Recyclables and Yard Waste by Contractor shall be mandatory for all Household Units in the Village, and all such Household Units shall be required by the Village to use the Collection Services to be provided exclusively by Contractor pursuant to this Contract. The scope of the Collection Services to be provided by Contractor hereunder shall not be amended or modified without the mutual consent of the parties hereto. The Village hereby grants to Contractor the right, and Contractor hereby accepts the obligation, to collect, transport and dispose of all Solid Waste and Recyclables generated by Household Units within the legal boundary limits of the Village as its legal limits may be modified from time to time by annexation during the term of this Contract (collectively the “Collection Services”). Other private or public refuse collectors shall not be permitted by the Village to provide Collection Services to Household Units within the legal boundary limits of the Village during the term of this Contract.

4. **Solid Waste and Bulky Waste Collection:** Contractor shall collect Solid Waste that is timely placed at the Set-out Site no later than 6:30 a.m. by Customers. Contractor shall not begin actual collection before 6:30 a.m. and not continue past 6:00 p.m. unless authorized by the Village. All Solid Waste subject to collection by Contractor pursuant to this Contract shall be placed in Automated Approved Container. Bulky Waste shall be placed at the Set-out Site for collection and Customer shall contact Contractor in advance to arrange for collection. Contractor shall not comingle Solid Waste from the Village with Solid Waste from other municipalities, nor shall Contractor comingle Solid Waste with Recyclables. Please see Exhibit B for further clarification as provided in the RFP documents. Any Contractor request to change collection day shall be provided in writing and will require written approval by the Village Administrator, which request shall not be unreasonably denied. Contractor shall be responsible for all costs necessary to adequately notify residents of any day change.

4A. The Collections provided in the Manual Collection Area shall be on a weekly basis. Customer shall place Solid Waste in Manual Collection Approved Containers. Customer shall be limited to three (3) Manual Collection Approved Containers per week.

4B. Village and Customers shall be allowed to deliver Bulky Waste or additional Solid Waste at the GFL Transfer Station located at 630 East Industrial Drive in Hartland, Wisconsin. Customer shall show proof of residency within the Village, and Contractor shall accept materials at no additional charge to the Customer. Disposal rates shall be charged per Exhibit A. Items accepted for disposal shall be limited to material that is accepted in a Wisconsin landfill.

5. **Equipment and Time of Pickup:** Solid Waste and Recyclables collection shall occur between 6:30a.m. and 6:00 p.m., on a weekly basis on the same day. Any change to the collection day shall be provided in writing and will require written approval by the Village, which shall not be unreasonably denied. Contractor shall be responsible for all costs related to informing Household Units of any change to collection day. Contractor's equipment shall be clearly marked with Contractor's name and shall be utilized in a manner specified by the manufacturer of such equipment to minimize or to prevent the blowing or scattering of any materials onto the public streets or properties adjacent thereto. Any collections that have to be cancelled due to inclement weather will be collected on the following business day. Any collections that were missed and were set out by 6:30 a.m. on day of collection shall be collected at no additional cost within one business day following notification of missed pick-up. When Contractor does not make a collection because of a violation of this Contract by the Customer, Contractor shall promptly inform Customer by means of a non-collection notice posted at the Customer's property when and why a collection was not made. Customer shall have the ability to reschedule a pickup for a cost of \$20, to be charged directly to the Customer. Contractor shall handle all containers with care and place them within 5 feet of the Set-out Site, upright and with lid on top.
  
6. **Disposal of Solid Waste:** Contractor shall deliver all Solid Waste and Bulky Items collected hereunder to a licensed landfill, including the Contractor's designated disposal site, that being either the GFL Emerald Park Landfill located in Muskego, Wisconsin; or the GFL Glacier Ridge Landfill located in Horicon, Wisconsin. Fees for disposal are included in the rates set forth in Exhibit A. In the event the Village designates a disposal facility other than those listed previously, then any increase in costs hereunder shall be the responsibility of the Village, and will be reimbursed to the Contractor by the Village as incurred.
  
7. **Recyclables Collection:** Contractor shall collect Recyclables that are timely placed at the Set-out Site no later than 6:30 a.m. by Customers on the day of collection on a bi-weekly basis. All Recyclables subject to collection by Contractor pursuant to this Contract shall be placed in Automated Approved Container. The Contractor shall comply with the provisions below, which are required to maintain eligibility for access to the Joint MRF, pursuant to an intergovernmental agreement (IGA) between the Village and Waukesha County. The purpose of the IGA is to provide County financial support to the Village, for recycling containers and the direct haul of Recyclables to the Joint Village/County MRF in Milwaukee ("Joint MRF"). Customers shall use the Approved Recyclables Containers only for the purpose for which they are intended and shall not make any

alterations or improvements thereto. Any Contractor request to change collection day shall be provided in writing and will require written approval by the Village Administrator, which request shall not be unreasonably denied. Contractor shall be responsible for all costs necessary to notify residents of any day change.

7A. The Collections provided in the Manual Collection Area shall be on a weekly basis. Customer shall place Recyclables in Manual Collection Approved Containers. Customer shall be limited to three (3) Manual Collection Approved Containers per week.

#### **A. Approved Recyclables Container Provisions**

- i. Container Standards. All Approved Recyclables Containers shall be for single sort recyclables and shall meet County standards for in-mold labeling, identifying recyclable and non-recyclable/hazardous materials. All containers shall have a ten (10) year warranty and shall remain the property of the Contractor.
- ii. Replacement Containers. In the event a Household Unit requires a replacement Approved Recyclables Container due to theft, negligence or damage beyond normal wear and tear, a fee of \$45 shall be charged to the Household Unit for the 32 gallon containers, and \$75 for the 95 gallon containers.
- iii. Distribution and Use of Approved Recyclables Containers. Contractor shall distribute one (1) 32 gallon or (1) 95 gallon Approved Recyclables Container to each Household Unit within the Village. If Contractor observes any misuse of an Approved Recyclables Container by a Customer then Contractor shall notify any such Customer at the time such misuse is observed by posting a notice at the property, and shall track and report a summary of non-compliance to the Village monthly.
- iv. Distribution of Educational Materials. Contractor shall attach educational materials to the top of each Approved Recyclables Container upon delivery as noted above. The educational materials will be provided to the Village by Contractor at no cost to the Village.
- v. Contractor Report on Containers. Contractor shall provide the County an annual (calendar year) report by February 1 each year during the Term consisting of the number and size(s) of Approved Recyclables Containers used within the Village, including the number of Household Units that were provided two (2) 32-gallon Approved Recyclables Containers.

#### **B. Direct Haul Provisions**

- i. Direct Haul. Contractor shall deliver all Recyclables collected by Contractor pursuant to this Contract to the Joint MRF.
- ii. Delivery Protocol. Contractor shall coordinate delivery times with the Joint MRF operator (i.e., Republic) to maximize efficiencies at the truck scale and tip floor and minimize traffic back-ups. For all Recyclable deliveries to the Joint MRF pursuant to this Contract, Contractor shall comply with County protocol, which is subject to periodic updates to meet the stated intent.
- iii. Record Keeping and Reports. Contractor shall keep records of its Recyclables collection pursuant to this Contract and provide all requested data and reports to the County as needed to administer the IGA and maintain compliance with applicable state or local codes, program rules, and the protocol for delivery of Recyclables to the Joint MRF. This includes, but is not limited to, providing up-to-date information on haul routes, collection days and times, and vehicles used to collect Recyclables.
- iv. Alternate Processing. In the event the Joint MRF is unable to accept Recyclables, the Contractor shall deliver Recyclable materials to an alternate location as directed by the County. Any additional transportation and processing costs will be paid to Contractor by the Village.

8. **Yard Waste Collection:** Contractor shall collect Yard Waste that is timely placed at the Set-out Site no later than 6:30 a.m. by Customers per schedule. Contractor shall not begin actual collection before 6:30 a.m. and not continue past 6:00 p.m. unless authorized by the Village. All Yard Waste subject to collection by Contractor pursuant to this Contract shall be placed in compostable bags or containers not to exceed thirty-two (32) gallons in capacity, and shall not have a gross weight of more than fifty (50) pounds. Tree limbs and branches shall be bundled, not to exceed four feet in length, and not to exceed twelve inches in diameter. Yard Waste shall be collected eleven (11) times on an annual basis.

9. **Rates:** The monthly rates shall be set forth in Exhibit A.

10. **Rate Adjustments:** In addition to the adjustments to the Service fees set forth in Exhibit A, the Service Fees shall also be increased annually on January 1 each calendar year beginning in 2023, by the greater of either (a) 1.5% or (b) the annual Consumer Price Index report as provided by the U.S. Bureau of Labor Statistics (CPI-U, Midwest, All Items; September release), but shall not exceed 4.5%. The rates charged by Contractor shall further be changed on a pro-rata basis to reflect any

changes in costs actually incurred by Contractor due to any change or interpretation in law, rule or regulation, which increases shall be evidenced by written documentation provided by Contractor to the Village on an annual basis at minimum. The rates set forth may be decreased on a pro-rata basis to reflect any decreased costs due to any change or interpretation in law, rule or regulation, which decreases shall be evidenced by written documentation provided by Contractor to the Village. The rates set forth herein are for Collection Services performed in the normal and ordinary course. If an event results in Solid Waste, Bulky Waste or Recyclables being generated in excess of the normal and ordinary course, then the Contractor and Village will negotiate in good faith the rates applicable to such additional services.

11. **Contractor Provided Approved Containers:**

A. Contractor shall provide one (1) Automated Approved Container for Solid Waste and one (1) Automated Approved Container for Recyclables to each Household Unit within the Automated Collection Areas. Contractor will replace, without cost, any Approved Container damaged by Contractor during the collection process. Any Approved Container damaged by a Customer beyond normal wear and tear, or lost, stolen, or otherwise rendered unusable, will be replaced by Contractor and the replacement cost will be charged to and paid by the Household Unit at a fee of \$75 per Automated Approved Container. All Automated Approved Containers furnished by Contractor for use by Customers shall, while in the possession and control of the Customer, remain the property of Contractor, and neither the Customer nor the Village shall have any ownership rights to such Automated Approved Containers. Customers shall use the Automated Approved Containers only for the purpose for which they are intended and shall not make any alterations or improvements thereto.

B. Contractor shall provide one (1) Manual Collection Area-Approved Container for Recyclables to each Household Unit within the Manual Collection Area. Contractor will replace, without cost, any Approved Container damaged by Contractor during the collection process. Any Approved Container damaged by a Customer beyond normal wear and tear, or lost, stolen, or otherwise rendered unusable, will be replaced by Contractor and the replacement cost will be charged to and paid by the Household Unit at a cost of forty-five dollars (\$45) per Manual Collection Area-Approved Container. All Manual Collection Area-Approved Containers furnished by Contractor for use by Customers shall, while in the possession and control of the Customer, remain the property of Contractor, and neither the Customer nor the Village shall have any ownership rights to such Manual Collection Area-Approved Containers. Customers shall use the Manual Collection Area-Approved

Containers only for the purpose for which they are intended and shall not make any alterations or improvements thereto.

12. **Payment to Contractor:** Contractor shall submit invoices directly to the Village on a monthly basis for services rendered hereunder for the prior month based on the number of Household Units and tonnage of Solid Waste collected and disposed of within the Village. On a monthly basis, the Village shall notify Contractor of any new or removed Household Units within the Village. At any time during the Term, either party may request a physical Household Unit Count (but no more frequent than once each calendar year) whereby representatives from both the Village and the Contractor shall jointly conduct a physical count of the number of Household Units and the number of Approved Containers in the Village. In the event of any dispute concerning the number of Household Units then a joint physical count of the number of Household Units shall prevail. All Household Unit Counts shall be effective prospectively and shall not be effective retroactively. The Village shall pay Contractor the full amount invoiced, regardless of the amount actually collected by the Contractor from the Household Units in the Village, within thirty (30) days after the date of Contractor's invoice. Additional services requested by a Customer (such as a call back collection, additional collection, collection of materials not included in this contract, or rental of a dumpster) shall be arranged and billed directly to the Customer and not to the Village.

13. **Service Issues:** The Contractor will answer complaints or questions from the public concerning service issues. As such, Contractor shall provide a live operator and telephone answering service from 7:30 a.m. until 4:30 p.m. Monday through Friday, excluding holidays, for the purpose of receiving complaints and other calls regarding Collection Services provided by Contractor. The location for the Call Center shall be Hartland, Wisconsin. The Contractor shall act upon all reasonable and valid complaints within forty-eight (48) hours of receipt of the complaint by Contractor.

Contractor shall clean up litter when caused by debris not being placed appropriately and securely within the Contractor's equipment. Contractor will prevent oil, hydraulic fluid, paint or other liquid from leaking out of vehicles. Contractor will, without undue delay, clean up leaked fluids with absorbent materials, remove same from the ground and apply cleaning agents to soiled surface. All solid waste and recyclable materials shall be collected and transported in such a manner as to avoid damage or destruction to any property and injury or death to any person and to prevent falling or spilling of material.

14. **Licenses and Taxes:** The Contractor shall obtain and keep current all licenses and permits required by applicable law for the performance of the services contemplated herein. Any increases in the costs of such licenses and permits, or the cost of any newly required license or permit during the course of this Contract will be the responsibility of the Village and will be billed by Contractor as incurred.
15. **Indemnification and Insurance:** The Contractor shall at all times during the Contract maintain in full force and effect Employer's Liability, Worker's Compensation, Automobile/Vehicle Liability, and Commercial General Liability insurance. The Contractor agrees to furnish the Village certificates of insurance and all required endorsements to reflect that such insurance has been procured and is in force upon request.

For the purpose of this Contract, the Contractor shall carry the following types of insurance in at least the limits specified below:

- a) Commercial general liability insurance with a limit of not less than the greater of (i) \$1,000,000 per occurrence and \$2,000,000 general aggregate.
- b) Vehicle liability insurance, including coverage for owned, non-owned and hired vehicles, with a combined single limit of not less than the greater of \$1,000,000 and containing the broad form pollution endorsement.
- c) Worker's compensation insurance in the amount of state and federal statutory requirements; and
- d) Employer's liability insurance with a limit of not less than \$1,000,000.
- e) Excess Liability coverage with a limit of not less than \$5,000,000.

Contractor shall cause the Village, its elected and appointed officials, officers, employees, and authorized representatives, to be named as an additional insured on the Commercial General Liability Policy, excess liability policy, and the Automobile/Vehicle Policy. All insurance contracts to be procured and maintained by Contractor pursuant to this Contract shall be written with a carrier whose A.M. Best rating is not less than A+. Prior to commencement of Contractor's Services, Contractor shall provide Village with certificates of insurance and endorsements evidencing the same. Coverage shall be written on a primary and non-contributory basis. Waivers of subrogation

in favor of the Village must be endorsed on the Contractor's coverages for all insurance required and provided to the Village. All insurance policies shall be endorsed to provide the Village with 30 days notice of cancellation of insurance and 10 days notice of non-renewal.

A. In any and all claims against an indemnified party, its elected and appointed officials, officers, employees or authorized representatives, or authorized volunteers by an employee of an indemnifying party, any subcontractor, or anyone for whose acts any of them may be liable, the indemnification obligation under this paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the indemnifying party or any subcontractor under worker's compensation, disability benefit, or other employee benefit laws.

No part of this Indemnity Provision shall give rise to any duties not otherwise provided for by this Contract or by operation of law. No part of this Indemnity Provision shall be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity that would otherwise exist under this Contract or any other contract. This clause is to be read in conjunction with all other indemnity provisions contained in this Contract. Any conflict or ambiguity arising between any indemnity provisions in this Contract shall be construed in favor of indemnified parties except when such interpretation would violate the laws of Wisconsin.

The indemnifying party shall reimburse the indemnified party, its elected and appointed officials, officers, employees, authorized representatives, and authorized volunteers for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. The indemnifying party's obligation to indemnify shall not be restricted to insurance proceeds, if any received by the indemnified party, its elected and appointed officials, officers, employees, authorized representatives, or authorized volunteers.

B. The Contractor will indemnify, defend and hold harmless the Village, its officers, agents, and employees from and against all claims, suits, damages and losses arising out of the negligent or intentional act(s) or failure(s) to act of the Contractor its officers, agents, and employees in the Contractor's performance of this Contract; provided however, nothing herein shall require Contractor to indemnify, defend or hold the Village harmless from any such damages that result from, are due to or arise solely from the acts of, or any failure to act by, the Village or its employee(s).

C. **Pollution Liability Coverage.** Contractor shall provide coverage for pollution conditions resulting from transported cargo, with annual limits of not less than \$2 million per occurrence and \$4 million aggregate, covering loss (including cleanup costs) that Contractor becomes legally obligated to pay as a result of claims for bodily injury, property damage, and cleanup costs, (including but not limited to, expenses required by environmental laws or incurred by Federal, State, or local governments or third parties) resulting from pollution conditions caused by transported cargo (including waste). For the purpose of this Subsection, "pollution conditions" includes the dispersal, discharge, release, or escape of any solid, liquid, gaseous or thermal irritant or contaminant (such as smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, medical waste, and waste materials) into or upon land, any structure on land, the atmosphere, or any watercourse or body of water (including groundwater), provided the conditions are not naturally present in the environment in the amounts or concentrations discovered. The pollution liability coverage must provide contractual liability coverage, by endorsement, if necessary, for Contractor's indemnification of the Village. Contractor's general liability policy may be endorsed to provide the required pollution liability coverage.

D. The Village shall be named as an "Additional Insured", and Contractor's insurance coverage shall be primary insurance with respect to the Village. Any insurance, self-insurance, or insurance pool coverage maintained by the Village shall be excess of Contractor's insurance and shall not contribute to it.

16. **Independent Contractor:** Contractor is in all respects an independent contractor and is in no respect an agent, servant, or employee of the Village.
  
17. **Legal Holidays:** The following legal holidays shall be observed by the Contractor ("Holiday"): New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. If a Holiday falls on the normally-scheduled collection day or falls on the same week prior to the normally-scheduled collection day, the Contractor shall provide Collection Services one day later for each of the normally-scheduled collection days remaining in that week, including Saturday. For example, if the normally-scheduled collection day is Friday during the week of Memorial Day, the collection day will be delayed to Saturday.
  
18. **Force Majeure:** If, and to the extent Contractor is precluded from performing its duties and obligations under this Contract as the result of an Act of God, authority of laws, riots, or other causes beyond its control (a "Force Majeure Event"), Contractor shall be excused to the extent that its performance continues to be precluded by such acts and shall not be considered in default. Contractor shall work with the Village to work around a Force Majeure Event and shall resume its duties and obligations as soon as possible following cessation of the Force Majeure Event.

19. **Amendments:** This Contract constitutes the entire agreement of the parties regarding the subject matter hereof and may be amended or modified only by written agreement signed by both parties.

Emergency Services may be needed during a natural disaster or man-made disaster. Should such services be required, Contractor agrees to provide Emergency Services as outlined in Exhibit C. Fees identified therein are subject to rate adjustments as identified above for the year services are provided.

20. **Notices:** All notices or other communication to be given hereunder shall be in writing and shall be deemed given when mailed by United States Certified Mail, addressed to:

If to the Village:

Village of Summit  
Village Administrator-Clerk/Treasurer  
37100 Delafield Road  
Summit, WI 53066

If to the Contractor:

GFL Environmental Services  
Attn: Municipal Market Manager or General Manager  
630 Industrial Drive  
Hartland, WI 53029

21. **Default:** The occurrence of any of the following shall constitute a default ("Default") by Contractor.

1. Contractor's failure to adequately and timely perform or deliver the required Collection Services;
2. Contractor becomes insolvent or does not or cannot pay or admits in writing to its inability to pay its debts as they mature;
3. Contractor makes an assignment for the benefit of creditors or to an agent authorized to liquidate any substantial amount of assets;
4. Contractor becomes the subject of an "order for relief" within the meaning of the United States Bankruptcy Code or files a petition in bankruptcy, for reorganization, or to affect a plan or other arrangement with creditors;
5. Contractor has a petition or application filed against it in bankruptcy or any similar proceeding or has such a proceeding commenced against it, and such petition, application, or proceeding shall remain undismitted for a period of ninety (90) days

or the Contractor files an answer to such petition or application, admitting the material allegations thereof;

6. Contractor applies to a court for the appointment of a receiver or custodian for any of its assets or properties or has a receiver or custodian appointed for any of its assets or properties, with or without consent, and such receiver shall not be discharged within ninety (90) days after his appointment;
7. Contractor adopts a plan of complete liquidation of its assets;
8. Contractor makes a material misrepresentation to Village;
9. Contractor fails to perform any material provision of this Contract.

The occurrence of any of the following shall constitute a default by Village:

1. Village makes a material misrepresentation to Contractor;
2. Village fails to perform any material provision of this Contract.

If either party Defaults in this Contract for thirty (30) days after the other party has given the party breaching or defaulting written notice of such breach or default, unless a longer period of time is required to cure such breach or default and the party breaching or defaulting shall have commenced to cure such breach or default within said period and pursues diligently to the completion thereof, any nonbreaching or defaulting party may: (i) terminate this Contract; (ii) bring an action for specific performance; or (iii) bring an action for money damages. No remedy is intended to be exclusive of any other remedy but each and every such remedy shall be cumulative. .

To ensure the performance of this Contract, Contractor will provide a performance bond (Bond) from an insurance company licensed to transact business in the State of Wisconsin. The surety instrument must authorize the beneficiary Village to draw, in one or more drawings, not more than three (3) months of the estimated service costs of the Village when there is a default by Contractor. This section shall survive the termination of the contract for one (1) year. The surety instrument must be transferable to any successor or assigns of the Village.

22. **Dispute Resolution.** The parties agree to participate in good faith to resolve any dispute, claim or controversy (“Disputes”) arising out of or relating to this Contract. If the Dispute is not resolved by negotiation it shall be resolved in Wisconsin Circuit Court, Waukesha County. The laws of the State of Wisconsin shall apply to any dispute and the parties stipulate that venue is appropriate in Waukesha County.
23. **Reports.** Contractor shall prepare and submit monthly reports consisting of a summation of the

amount of Solid Waste, Recyclables, and Bulky Wastes are collected pursuant to this Contract. Reports shall also include a Summary of Customer issues / complaints reported during the period along with the resolution of such issue.

24. **Miscellaneous:**

- A. **Applicable Law.** This Contract is to be construed according to the statutes and laws of the State of Wisconsin.
- B. **Severability.** If any term, covenant, condition or provision of this Contract shall be construed to be illegal, invalid or unenforceable, the Parties agree to meet and negotiate in good faith concerning substitute language to give effect to the Parties' intentions.
- C. **Assignment.** This contract is not assignable without the written consent of the other party.

25. **Hardship Services:** Contractor shall provide "Non-Curbside Service" to Disabled Persons as approved by Contractor who are physically unable to place the Approved Containers Curbside for collection by Contractor at the designated collection days contemplated by this Agreement. In no case will the quantity of persons receiving Non-Curbside Services exceed two percent (2%) of the total Household Units located in the Village. Contractor shall provide Non-Curbside Service at no additional charge than the Service Fees then in effect for those residents not physically able to take Approved Containers to Curbside, provided however, that such exemption will be granted only if there is no other occupant of the Residential Premises physically capable of placing the Approved Containers at Curbside. Prior to Contractor being required to provide such Non-Curbside Service to any person, any such person requesting Non-Curbside Service must obtain a physician's certificate certifying such disability and provide the physician's certificate to Contractor for approval. In no event will Non-Curbside Service be provided at a distance of more than 150 feet from the public roadway in Automated Collection Areas. Non-Curbside Services are not available for the collection of Bulky Waste and shall only be provided to Disabled Persons at Residential Premises.


IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed on the day and year first above written.

**The Village of Summit  
a Wisconsin municipality**

By , Village President

Date: 2/18/2022

Printed Jack Riley

ATTEST:  
,

Village Administrator-Clerk/Treasurer

Date: 2/18/2022

Printed Debra J. Michael

**GFL Solid Waste Midwest, LLC,  
a Wisconsin limited liability company**

By \_\_\_\_\_

Date: \_\_\_\_\_ Its \_\_\_\_\_

**EXHIBIT A**

**SCHEDULE A BASIC RESIDENTIAL CONTRACT SERVICES**

			Total Households/Units: estimated 2091
Contract Service Description	Service Day(s)	Automated Curbside Service Fee Per Unit Per Month (EOW Recycling Collection)	Disposal Fee (Cost per Ton) SEE SCHEDULE F
Weekly Refuse Collection (not including disposal or receptacle fee)		\$7.88	
Disposal of Refuse (Landfill fee \$/ton including the State tip fee)*			\$42.00
Single Stream Recyclables Collection & Delivery to Waukesha County/City of Milwaukee MRF (not including receptacle fees)		\$4.33	

\* State tip fee is not subject to annual CPI adjustments

**SCHEDULE B - ADDITIONAL RESIDENTIAL SERVICE CHARGES**

	\$/HH/Month	\$/Pull (Drop-off Site)
Bulky Item Collection (Weekly)	NO CHARGE (1 item weekly)	
Bulky Item Collection Fee (Freon Appliances)		
Drop off Bulk Event Held at specific location (30 Yard Dumpster)		\$200.00
Yard Waste Collection* (PRICING BASED ON 11 ANNUAL CURBSIDE COLLECTIONS)	\$ 1.90	\$235.00

**SCHEDULE D - PROVISION OF RECEPTACLES AND RELATED SERVICES\***

Receptacle (Recycling and Refuse) * Assume a 36 month contract period. Lease to own recycling receptacles	Recycling Receptacle		Refuse Receptacle	
	Lease Only \$/HH/Month (Contractor Owned)		Lease Only \$/HH/Month (Contractor Owned)	
96 gallon (Including Maintenance Cost, Not Retrieval Costs)	\$0.00		\$0.00	
Receptacle Retrieval charge	\$7.00		\$7.00	

**SCHEDULE E - MUNICIPAL and MULTI-UNIT COLLECTION & DISPOSAL (DUMPSTER) SERVICES**

Refuse Collection & Disposal and Recycling Collection	Refuse Size & Quantity	Refuse Collection Frequency	Recycle Size & Quantity	Recycle Collection Frequency	Total Annual Number of Picks
Village Hall at 37100 Delafield Road	1-2yd	weekly	1-2yd	weekly	52

**SCHEDULE F**

SOLID WASTE DISPOSAL					
Year	Amount Subject To CPI	County/Local Fees	State Tipping Fee	Total	
2022	\$21.50	\$7.50	\$13.00	\$42.00	
2023	TBD	\$7.89	\$13.00	TBD	
2024	TBD	\$8.30	\$13.00	TBD	
2025	TBD	\$8.73	\$13.00	TBD	
2026	TBD	\$9.19	\$13.00	TBD	
2027	TBD	\$9.66	\$13.00	TBD	
2028	TBD	\$10.17	\$13.00	TBD	

## **EXHIBIT C**

### **Emergency Services (as needed)**

Contractor shall provide 30 yard containers for either Solid Waste or Recyclables at the Village's Public Works Building or other areas in the Village upon request of the Village Public Works Director or other approved Village Staff. Fees for such service are as identified below and subject to rate adjustments identified in this contract:

- \$200 per haul; plus disposal fee

Extra personnel can be provided for collection and beyond in an Emergency for additional roadside collections (downed trees, floods, etc.) at the following rates and subject to rate adjustments identified in this contract:

- One man Crew \$200 /hr.
- Two man crew \$250/ hr.

In the event the Village would need to or elect to haul material directly to a landfill identified in this contract, disposal rate would be the rate identified per ton subject to rate adjustments identified in this contract.

## EXHIBIT D

### Subscription Up-the Drive Services

**Solid Waste Collection:** Contractor shall collect Solid Waste that is timely placed in a safe and efficient site accessible to the Contractor for the Customer's placement of Approved Containers for collection, with Approved containers generally located anywhere on the driveway, typically near the front of the garage or other easily identifiable area no later than 6:30 a.m. by Customers on the day of collection. Contractor shall not begin actual collection before 6:30 a.m. and not continue past 6:00 p.m. unless authorized by the Village. All Solid Waste subject to collection by Contractor pursuant to this Contract shall be placed in Customer-provided containers or plastic bags which shall not exceed thirty-two (32) gallons in volume or have a gross weight of greater than fifty (50) pounds.

**Recyclables Collection:** Contractor shall collect Recyclables that is timely placed in a safe and efficient site accessible to the Contractor for the Customer's placement of Approved Containers for collection, with Approved containers generally located anywhere on the driveway, typically near the front of the garage or other easily identifiable area no later than 6:30 a.m. by Customers on the day of collection. Contractor shall not begin actual collection before 6:30 a.m. and not continue past 6:00 p.m. unless authorized by the Village. All Recyclables subject to collection by Contractor pursuant to this Contract shall be placed in Contractor-provided Approved Container or containers clearly identifiable as Recyclables which shall not exceed thirty-two (32) gallons in volume or have a gross weight of greater than fifty (50) pounds.

Cost:

- Household Units located in Manual Collection Area shall be charged a rate of \$80 annually. This shall be paid by the Household Unit in advance, and the billing shall be recurring annually. The rate shall be adjusted on an annual basis per Rate Adjustment per section 10 Rate Adjustments.
- Household Units located in Automated Collection Area shall be charged a rate of \$120 annually. This shall be paid by the Household Unit in advance, and the billing shall be recurring annually. The rate shall be adjusted on an annual basis per Rate Adjustment per section 10. Rate Adjustments.



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

---

**MEMORANDUM**

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 4, 2026

Re: Discussion and Action on Consideration for Special Permission per Section 24-34(b)(2)(i)(a) of the Village of Summit Code to Allow for a Driveway Width Exceeding 24 feet at 1976 N Oak Grove Road

---

**PURPOSE:**

The property owner of 1976 N Oak Grove Rd has made a formal request to obtain special permission for a driveway width that exceeds the maximum allowable width at the outer edge of the road for single-family residential properties.

**BACKGROUND:**

Special Permission Approval Process

In early April 2024, the Village Board adopted ordinance changes related to private driveways. Section 24-34(b)(2)(i)(a) of the Code states the following:

*Single- and two-family residential.* A single- or two-family residential driveway shall not be less than 18 feet or exceed 24 feet in width at the outer or street edge unless special permission is obtained by the village board. The minimum width of the driving surface of the driveway shall be no less than 12 feet.

Property History

The property owners have an existing driveway to a single-family residence. The driveway opening width at the road is approximately 25' wide, and there is a parking pad "bump-out" connected to the south side of the driveway. The existing parking pad is on the property line and has existed in this location since at least 2010.



GIS Aerial Image: 2024 (existing conditions)



Google Street View: June 2024 (existing conditions)

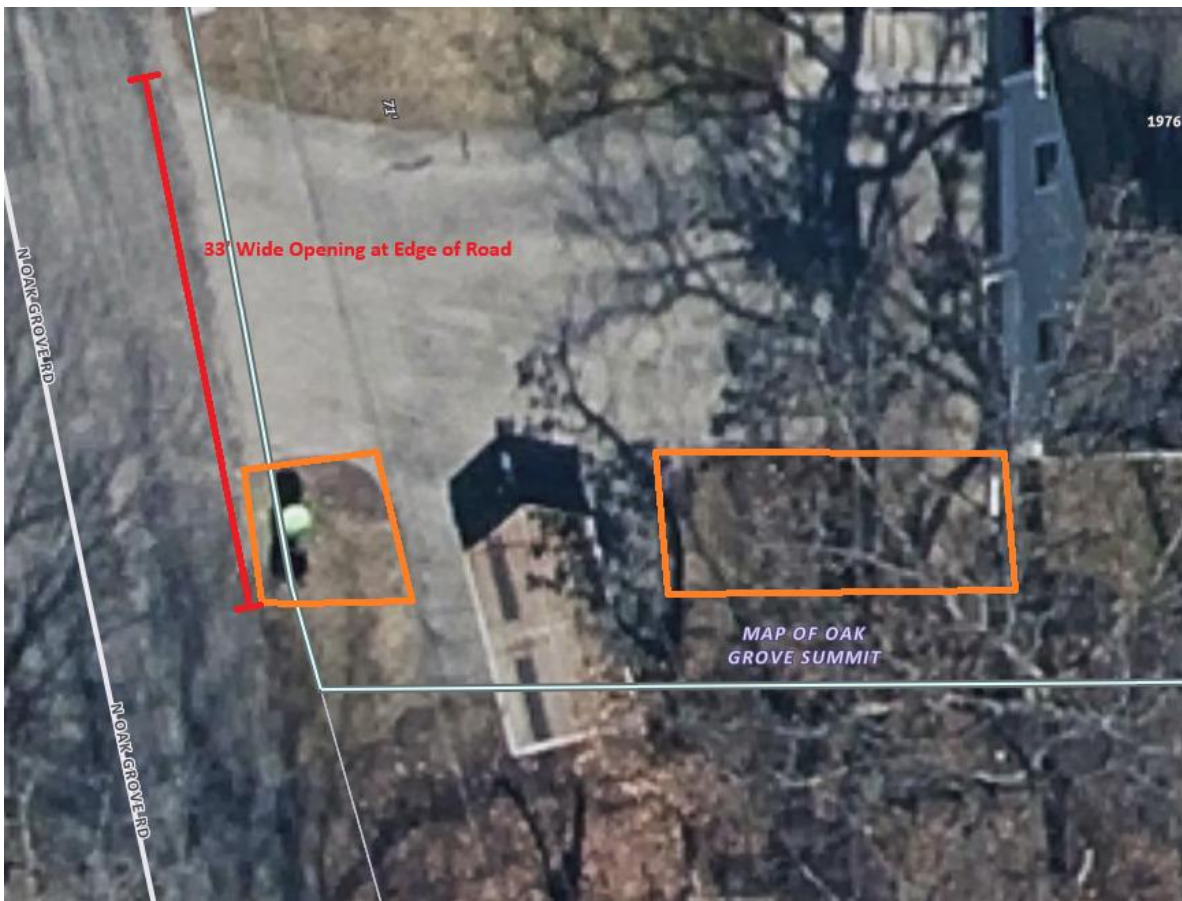


Google Street View: June 2024 (existing conditions)

### Special Permission Request

The property owner would like to pave two additional areas on the east and west side of the existing parking pad to create more parking space, effectively widening the driveway to a total width of approximately 38' at the edge of the road. The road is offset within the ROW to the east, and his property line is approximately 3' from the edge of the road. He would like to pave all the way to the road edge, if possible. A ROW Permit application was completed and submitted to the Village.

After speaking with the Village Planner and the Building Inspector, a setback of 5' would be required from the adjacent property line, reducing the width of the final driveway to approximately 33' at the edge of the road. The existing pavement may remain, but any new pavement must comply with current zoning code. The addition of the pavement will not exceed the maximum allowable impervious surface.



Requested New Pavement (Orange Outline)

#### RECOMMENDATION:

In the past, variance requests for driveway width generally have been evaluated using the following questions/criteria to make a determination:

#### **What length of time has the driveway existed in its current state?**

*If the driveway has existed prior to Village incorporation (pre-2010) and the answers to questions 2, 3, and 4 below are NO, consideration may be given to allow the driveway to remain in legal, non-conforming status until future improvements are made. If the driveway was installed in 2010 or later, the driveway should be replaced to comply with*

*current ordinance requirements unless the Board determines that an exception may be made.*

- The driveway and attached parking pad “bump-out” has existed in its current location since at least 2010.

2. **Is the driveway located in an area where hazardous conditions exist or does the driveway create any potential safety hazards in its current state (e.g., located on a curve, obstructed view of driveway from roadway, proximity to other driveways, narrow lot widths, volume of road traffic/speed limit)?**

*If YES, the driveway should be brought into compliance with existing ordinance requirements to mitigate safety concerns. If NO, and no additional criteria are met that would require a driveway retrofit to comply with ordinance requirements, consideration may be given to grant special permission for an exception.*

- The driveway is on low-volume, residential roadway. The driveway is on a straight segment of roadway with one driveway directly across from it.

3. **Is there any significant work outside of a simple asphalt overlay or mill and asphalt overlay required on the driveway (e.g., does the driveway base and/or culvert need to be replaced, is the driveway location or layout changing)?**

*If YES, ordinance language states that the driveway should be required to be brought into compliance with current ordinance requirements unless the Board determines that an exception may be made. If NO, and no additional criteria are met that would require a driveway retrofit to comply with ordinance requirements, consideration may be given to allow the driveway to remain in legal, non-conforming status until future improvements are made or a change in use occurs.*

- There are no drainage facilities or culverts along either side of the road in this area. Addition of the pavement at the road would remove a vegetated area, but there would not be any stormwater storage lost due to a lack of a swale.

4. **Has there been or will there be a change in use of the existing driveway (e.g., is the driveway no longer serving a structure or parking area, has the property type changed, is the number and/or type of vehicles changing)?**

*If YES, the driveway should be required to be brought into compliance with current ordinance requirements, including the potential removal of a driveway approach that no longer provides access for vehicles to something definite on private property as defined by ordinance. If NO, and no additional criteria are met that would require a driveway retrofit to comply with ordinance requirements, consideration may be given to allow the driveway to remain in legal, non-conforming status until future improvements are made or a change in use occurs.*

- No change in use has occurred or is planned in the future. The driveway will serve the existing residence and garage and will provide overflow parking for the residence.

**Staff Comments:**

The driveway as proposed does not appear to create any safety hazards. The property owner will need to work with the paving contractor to ensure that adverse drainage to neighboring properties is not created.

ATTACHMENTS: Email Correspondence from Patrick Swenson, Sr., RE: 1976 N Oak Grove Rd – Driveway Extension (*dated May 6 – June 3, 2026*)

FISCAL IMPACT: N/A

RECOMMENDED MOTION: To be determined, based on Village Board direction. If special permission is approved, it is recommended that approval is contingent upon revision of the submitted ROW Permit to maintain 5' setbacks from the property line.

## Kamron Nash

---

**From:** Kamron Nash  
**Sent:** Wednesday, June 3, 2026 3:42 PM  
**To:** 'Patrick Swenson Sr'  
**Cc:** Mike Sindorf; Amy Barrows  
**Subject:** RE: 1976 N Oak Grove Rd - Driveway Excavation

Thank you, Pat.

I don't believe I need anything further from you. I will work with the Building Inspector and the Village Planner to determine if there are any issues with setbacks, impervious surface totals on your property, etc.

You are welcome to attend the meeting, in the event that there are questions for you from the Board. You are also welcome to speak during public comment at the beginning of the meeting, if you wish. The meeting is Thursday, June 11<sup>th</sup> and begins at 6:30 p.m. There is a lot on the agenda, including a public hearing. You may be waiting a bit before we get to your item. I'm not trying to discourage you from attending, but I want to make sure you're prepared if you do choose to attend!

Thank you,

Kamron

---

**From:** Patrick Swenson Sr  
**Sent:** Wednesday, June 3, 2026 12:36 PM  
**To:** Kamron Nash <pwdirector@villageofsummitwi.gov>  
**Cc:** Mike Sindorf <bi@villageofsummitwi.gov>  
**Subject:** Re: 1976 N Oak Grove Rd - Driveway Excavation

Kamron,

I appreciate you getting back to me.

Attached you will find a copy of the aerial image you provided. I wrote the dimensions of the 2 areas on I'm looking to asphalt on the image. The part by the Road is 16 feet x 12 feet. The part closer to the house is 21 feet x 12 feet.

Attached you will also find a copy of the ROW Permit Application.

Let me know what else you need from me at this point, if anything. And, do I need to be at the Village Board meeting in-person?

Thank You In Advance,

Pat Swenson

---

**From:** Kamron Nash <[pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)>  
**Sent:** Tuesday, June 2, 2026 8:04 AM  
**To:** Patrick Swenson Sr  
**Cc:** Mike Sindorf <[bi@villageofsummitwi.gov](mailto:bi@villageofsummitwi.gov)>  
**Subject:** RE: 1976 N Oak Grove Rd - Driveway Excavation

Hi, Pat.

Thank you for the follow up. I will add this to the Village Board agenda for next Thursday. If you could provide me with the following, I would appreciate it:

- **Provide a plan/aerial image with dimensions of the area that will be paved.**
  - I have attached an image of your property from GIS, and you are welcome to mark the document up if you do not have a survey of your property.
- **Complete a ROW Permit application and send to me by email.**
  - A fillable document is located on our website at: <https://storage.googleapis.com/juniper-media-library/242/2025/04/ROW-Permit-Application-Master-Fillable-1.pdf>. You may hold off on making the \$75 payment until after the Village Board makes a determination on the width.

Once I receive these items, I'll work with the Planner and Building Inspector on the total impervious surface, and I'll use as an attachment to a ROW Permit. If there is any additional information that you would like to provide to reinforce your request to the Board, please feel free to forward on to me. I'd appreciate it if you could get me everything no later than Thursday morning.

Thank you!

Kamron

**From:** Patrick Swenson Sr  
**Sent:** Monday, June 1, 2026 3:01 PM  
**To:** Kamron Nash <[pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)>  
**Subject:** Re: 1976 N Oak Grove Rd - Driveway Excavation

Kamron,

Just touching base again. I'm still waiting for Diggers Hotline to come out. I had specified a "start-date" of June 4th, so they should be coming in the next couple days. That being said, once I know that's not an issue, I'll reach back out again. I also left you a voicemail.

If everything works out, I'd like to get on the Village Board Agenda for Thursday, June 11th.

Talk Soon,

Pat Swenson

---

**From:** Patrick Swenson Sr  
**Sent:** Monday, May 11, 2026 12:31 AM  
**To:** Kamron Nash <[pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)>  
**Subject:** Re: 1976 N Oak Grove Rd - Driveway Excavation

Kamron,

Yes, I'm looking to do (#2) and request special permission to asphalt all of the area highlighted in orange, along with the other side of the "bump-out" as well, if possible. By the time I saw this email it was too late, so let's shoot for the June 11<sup>th</sup> meeting. If approved, I'll have to do (#1) as well.

This is all assuming I don't have anything buried under ground that could be an issue, which is why I sent a request to diggers hotline.

I appreciate your help. Let me know what else I need to do at this point?

Please Advise,

Pat Swenson

---

**From:** Kamron Nash <[pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)>  
**Sent:** Thursday, May 7, 2026 9:16 AM  
**To:** Patrick Swenson Sr  
**Cc:** Mike Sindorf <[bi@villageofsummitwi.gov](mailto:bi@villageofsummitwi.gov)>; Summit DPW <[dpw@villageofsummitwi.gov](mailto:dpw@villageofsummitwi.gov)>  
**Subject:** RE: 1976 N Oak Grove Rd - Driveway Excavation

Hi, Pat.

Thanks for the info. Just to clarify, are you looking at paving all or part of the area highlighted orange below? Your property line begins approximately 3' from the edge of the road pavement.



There are two things that you will have to verify for this project before you move forward:

1. Ensure that you are not exceeding any impervious surface limits for your property and that you are maintaining proper setbacks from property lines. The Building Inspector and/or Village Planner can help you with this. They will need to know exactly how much asphalt you are looking to add (a plan/aerial image with dimensions should be sufficient) and how far away the edge will be from the property to the south.
2. If you intend to pave all the way to the edge of the roadway, you will need to request special permission from the Village Board to exceed a 24' width opening prior to obtaining a ROW Permit. Your property line is approximately 3' from the edge of the public right-of-way. If you pave only to the property line, you will not need special permission or a ROW Permit and can skip this step.

If you would like to request special permission (#2) for asphalt that extends past your property line, I can get you on the Village Board agenda for next week Thursday's meeting if you make the request to me by tomorrow morning. Any approval will be contingent upon you completing step 1 and obtaining any necessary permits, as well. If you are not in a rush, we can wait until the June 11<sup>th</sup> meeting.

Thank you,

Kamron

**From:** Patrick Swenson Sr <

**Sent:** Wednesday, May 6, 2026 10:07 PM

**To:** Kamron Nash <[pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)>

**Cc:** Mike Sindorf <[bi@villageofsummitwi.gov](mailto:bi@villageofsummitwi.gov)>; Summit DPW <[dpw@villageofsummitwi.gov](mailto:dpw@villageofsummitwi.gov)>

**Subject:** Re: 1976 N Oak Grove Rd - Driveway Excavation

Hello,

Attached you'll find some pictures of the area.

The driveway has a bump out. I'm looking to asphalt east & west of that. It would essentially widen out the driveway, if possible.

Please Advise,

Pat Swenson

Get [Outlook for Android](#)

---

**From:** Kamron Nash <[pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)>

**Sent:** Wednesday, May 6, 2026 9:48:04 AM

**To:**

**Cc:** Mike Sindorf <[bi@villageofsummitwi.gov](mailto:bi@villageofsummitwi.gov)>; Summit DPW <[dpw@villageofsummitwi.gov](mailto:dpw@villageofsummitwi.gov)>

**Subject:** 1976 N Oak Grove Rd - Driveway Excavation

Good morning, Patrick.

The Village was informed that you intend to expand your driveway. Any work that is completed within the public right-of-way must have a permit. In addition, there are limitations to how wide your driveway may be at the edge of the roadway.

Could you please provide additional information to us on your plan for driveway work?

Thank you,



Pop: 5,341

**KAMRON E. NASH, P.E.**

*Public Works Director  
She/Her*

📞 262.567.2757

📠 262.567.4115

✉ [pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)

📍 37100 Delafield Rd

Summit WI 53066

🌐 [villageofsummitwi.gov](http://villageofsummitwi.gov)

Hours: Monday - Friday 8:00am - 4:00 pm



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

---

**MEMORANDUM**

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 4, 2026

Re: Discussion and Action on Request from Genesee Lake Farms Homeowners Association for Decorative Hardware & Traffic Signage

---

**PURPOSE:**

To provide a request to the Village Board from the Genesee Lake Farms Homeowners Association (HOA) to cover the additional expense related to providing decorative hardware and signage for the planned replacement of all traffic signage throughout the subdivision in 2027.

**BACKGROUND:**

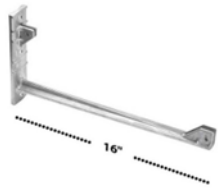
The Genesee Lake Farms HOA reached out to Village staff in April to ask various questions regarding landscaping, traffic sign replacement, and vegetation maintenance in their subdivision. Staff notified the HOA that the Village intends to replace all traffic signage in the subdivision in 2027 as part of our road maintenance program. Over the past several years, staff have proactively replaced signage in one to two subdivisions each year, in addition to roads that were paved the past year, in order to replace aging and faded signage.

When Genesee Lake Farms was developed, specialty posts and signage were installed. The decorative posts are black and have been repainted in the past. A few posts were damaged and had to be replaced with similar decorative posts, although they do not match the original design exactly. The stop signs and speed limits signs have black coatings or frames on their backs and are undersized based on current standards, and the street name signs are black with gold cursive text. Many of the speed limits signs and channels may be eliminated, which will save on replacement costs. The street name signs are not legal and must be replaced with signs that meet requirements of WMUTCD.

Staff were able to locate a letter from the developer, Bryce P. Styza Companies, that states that the cost above and beyond those costs that are normal and customary to the Town (now Village) for replacement of street poles and/or signs in the subdivision will be the responsibility of the HOA. Staff advised the HOA of this memo by email.

The HOA wishes to maintain the existing aesthetics of the posts and signs. Some of the duplicative signs (e.g., speed limit signs) may be removed, and posts will be reused if possible.

It is not yet clear if DPW staff will be able to retrofit the shorter posts in locations with stop signs and street name signage installed overhead. When possible, staff will reuse the existing materials. However, the black powder-coated traffic signs, brackets, and any new poles that are needed will cost significantly more to replace than the standard galvanized channels and anchors and raw metal-backed signage. To provide reference, cost differences for various standard bracket are listed below.

	Raw Metal	Black
<p>Metro Wing Bracket (24")</p> 	\$41.00	\$91.00
<p>2" Square Post Bracket</p> 	\$45.50	\$103.00
<p>24" Crosspiece Bracket</p> 	\$110.00	\$175.00

*Note that these costs are list prices on the TAPCO website. Actual costs will vary based on quantity, and any purchases will be competitively bid.*

**RECOMMENDATION:**

Staff are not aware of a situation where the Village has covered the costs for replacement of signs and hardware above and beyond the Village standard. Staff are looking for initial feedback from the Village Board on whether to consider this request. If there is interest in considering the request, staff can put more effort into determining actual costs for the entire subdivision.

ATTACHMENTS:

Email correspondence from Genesee Lake Farms HOA  
(dated April 28 – 29, 2026)

Letter correspondence from Bryce P. Styza RE: Genesee  
Lake Farms Street Poles & Signage (dated November 5,  
1998)

FISCAL IMPACT:

To be determined, based on Village Board direction.

RECOMMENDED MOTION:

To be determined, based on Village Board direction.

## Kamron Nash

---

**From:** Kamron Nash  
**Sent:** Wednesday, April 29, 2026 10:51 AM  
**To:** Pam  
**Cc:** Cindy Galvan; Margaret Schopf; Wein, Kami; David Brummel  
**Subject:** RE: Genesee Lake Farms Information

Hi, Pam.

I also hope that one of the speed limit posts would be able to be used for a stop sign installation, but we have to determine if we can get a bracket on top to hold the street name signs. We also have to determine if the existing stop sign posts will accommodate a new bracket. The existing brackets are too small for our signs, unfortunately. The existing signs undersized to our Village standard, which is 9" high and varies in length. We'll look into this more in depth and will follow up with you.

The stop sign post that was damaged by the bus was replaced with a standard channel and anchor, plus the decorative black cover that we discussed. You mentioned that residents weren't happy with the way it looked with the exposed aluminum channel on the back of the sign, and I assumed you would want something different installed. If we can reuse an existing post, we'll do so. We did find at least one other post style in the subdivision that must have been installed relatively recently, and I can do some research to see if we have record of where it was purchased and if it's still available.

I will get you on the agenda for June 11<sup>th</sup>. I'll follow up in the coming weeks as we get more details fine-tuned.

Thank you,

Kamron

**From:** Pam  
**Sent:** Wednesday, April 29, 2026 10:30 AM  
**To:** Kamron Nash <[pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)>  
**Cc:** Cindy Galvan; Margaret Schopf; Wein, Kami; David Brummel  
**subject:** Re: Genesee Lake Farms Information

Hi!

June 11 is great!

I'm not sure what you mean regarding decorative post purchases to better match the stop sign. Hoping one of the speed limit posts would be a good replacement?

If not, wouldn't doustan transport be responsible for replacing the stop sign post with the same that they damaged? I wasn't on the board when this happened.

Then we would only ask for cost of brackets. Assuming our current brackets would not be able to be used on the signs?

We may have discussed this, but can you remind me why the current brackets would not fit the signs?

Thanks!!

On Wed, Apr 29, 2026 at 10:22 AM Kamron Nash <[pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)> wrote:

Good morning, Pam.

I would be the person to contact to add to the agenda. If your intent is to ask the Board to cover the cost of any decorative post purchases to better match the stop sign, I would include it in your request with the brackets.

I will need to put together an estimate for the Village Board so that they understand the financial commitment you are requesting, which will take some time. I also want to have a better understanding of what we will be able to do in terms of reusing posts in other locations. Information for Village Board needs to be completed at least a week in advance, and I'd need to have it finalized by next Thursday if we put on the May agenda. If you wouldn't mind, I would prefer if you would wait until the June 11<sup>th</sup> meeting to make your formal request and to give me time to get this all together. I can certainly still let the Board know at the May meeting that you are intending on making the request so that they are aware – I generally include this information in my administrative report.

I did go through our files for the Genesee Lake Farms development, and I was able to find documentation that was completed regarding responsibility for replacement of street signs and poles. Per the letter, the developer advised the Village (then Town) that any costs for repair/replacement above the standard replacement cost would be the responsibility of the HOA. You can still make the request to the Village Board, but they may be hesitant to pass the cost on to the general taxpayer for amenities in a specific subdivision.

Please let me know if you would like me to move forward with adding this to a Village Board agenda. If so, please also let me know if the June 11<sup>th</sup> meeting would work for you.

Thank you!

Kamron

**From:** Pam

**Sent:** Wednesday, April 29, 2026 6:02 AM

**To:** Kamron Nash <[pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)>

**Cc:** Cindy Galvan ; Margaret Schopf ; Wein, Kami

; David Brummel

**Subject:** Re: Genesee Lake Farms Information

Good morning Kamron-

Thank you so much for the detailed email!

I discussed it with the board last night and we would definitely like to stay with our current posts. We will have them painted and minor repairs completed. Please tell us if this should be completed before or after sign replacement. Two of us will attend the village board meeting in May to request they approve covering the cost of the brackets. Can you please tell me who to contact to request they add us to the agenda?

Also- should we request the board provide a post that matches ours for the stop sign in the back? Unless one of the speed limit signs can be used to replace? The post there now definitely has to be replaced.

Thanks so much for all your help!

Pam

On Tue, Apr 28, 2026 at 11:48 AM Kamron Nash <[pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)> wrote:

Good morning, Pam.

Thank you for speaking with me on the phone yesterday afternoon. As discussed, I am summarizing our conversation and the next steps for pursuing the projects that you are interested in.

### **Cul-de-sac Landscaping**

You are free to perform the minor landscaping projects on the three cul-de-sacs without any formal permitting. If the project scope grows to include excavation or regrading, please reach out to let us know before you complete the work. We would also ask that you include us in discussions regarding placing any large landscaping rocks, as they may impact our plowing operations.

### **Traffic Sign Replacement**

We are looking at replacing all traffic signage in the subdivision in 2027. This will include all signage, as the majority is aged/faded. Those signs that are undersized will be replaced with larger, as well.

- **Street Name Signs**

- The existing street name signs are not [WMUTCD](#)-compliant and will need to be replaced with the standard Village sign. There are standard fonts and colors that must be used, as well as retro-reflectivity requirements for all signs. Note that we updated the signs a few years back to include the Village logo, making them appear a bit more “upscale.”



- **Duplicative Traffic Signage & Posts**

- We have been removing unneeded signage and channels throughout residential areas to minimize maintenance and clutter. This will include many of the speed limit signs through the subdivision, as the only signs that are needed are at the entrance to the subdivision on Wildwood Ln near N Dousman Rd. We will retain the extra posts in an effort to reuse them. Note that we still need to determine if we can use the speed limit posts for stop signs, as the stop sign posts will also need to accommodate brackets for street name signs. The existing speed limit posts have a capped end that does not accommodate a bracket.

- **Black Decorative Posts & Brackets**

- The existing decorative posts may remain in place, provided we are able to retrofit them with our sign name sign brackets.
- If any need to be replaced (and we are unable to reuse the posts that we remove), we'll have to work on finding something that looks similar to what you have. The additional cost above a standard aluminum channel and anchor system would be the responsibility of the HOA, unless you request special permission from the Village Board to cover the cost.
- We are able to get most of the brackets in a black color. However, they are much more expensive. For example, a 24” cross piece for street name signs may be \$50 - \$60 more per bracket. The difference in cost will have to be borne by the subdivision unless you wish to request special permission from the Village Board to cover the cost.

- **Dead Ends & Vegetation Clearing**

- I will ask DPW staff to clear out vegetation that is blocking the diamonds at the ends of the road. We will replace the existing signs and posts with new next year, if needed.

If you intend on coming to the Village Board to ask for consideration to cover additional costs related to the decorative posts and brackets, it would be good to do so no later than July. If approved, this will be need to be incorporated into our annual budget. I will need a bit of time to put together cost estimate for the work.

If you have any questions, please let me know!

Thank you,



Pop: 5,341

**KAMRON E. NASH, P.E.**

*Public Works Director*  
*She/Her*

☎ 262.567.2757

☎ 262.567.4115

✉ [pwdirector@villageofsummitwi.gov](mailto:pwdirector@villageofsummitwi.gov)

📍 37100 Delafield Rd

📍 Summit WI 53066

🌐 [villageofsummitwi.gov](http://villageofsummitwi.gov)

Hours: Monday - Friday 8:00am - 4:00 pm



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

---

**MEMORANDUM**

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 4, 2026

Re: Consideration and Action on a Proposed Resolution to Amend the Official Traffic Map to Prohibit Parking on N Cedar Ridge Road

---

**PURPOSE:**

To provide an update to the Village Board on a request to impose a parking restriction for N Cedar Ridge Road. In the event that the Board determines that a parking restriction is desired, staff will draft a resolution to update the Official Traffic Map for consideration at the July regular Village Board meeting.

**BACKGROUND:**

*The background information from the previous meeting is included in this memorandum, and new/updated information has been added in blue text.*

Village staff were requested to consider restricting parking along N Cedar Ridge Rd by a Village resident who resides along this roadway. The resident stated that there is a significant amount of parking that occurs by trucks and trailers who are accessing Upper Nashotah Lake via the private launch located at 34268 Valley Rd. In particular, companies that are installing piers, shoreland landscaping, etc. are parking their large equipment/barge trailers along the roadway. The congestion gets worse in the spring and fall when lake installation and removal is at its highest. At times, the trailers are extending out several feet into the driving lane due to their size. This road is 15' wide at its widest point, which is very narrow. There is one area on the west side of the road approximately 300' where this activity primarily occurs, as there are fewer trees and less of a drop off on the shoulder that accommodates vehicle parking.

The Police Department was consulted, and Chief Hartert and Captain Wraalstad agree that parking should be restricted throughout this roadway due to how narrow it is and visibility issues. If approved, the Public Works Department will have to install No Parking signage throughout the road. This was not budgeted for in 2026, and funds from the traffic sign maintenance and repair (road maintenance) operating budget may be used to cover the cost. Signs may be more widely spaced in areas where parking is not feasible due to the proximity of trees and/or topography to help save on costs.

This agenda item was first considered in March 2026. At that time, a determination was not made by the Board and the item was tabled. Direction was provided to Village staff to perform the following:

- Bring back a map of the public right-of-way and properties on N Cedar Ridge Rd (attached); and
- Obtain information from the Police Department regarding times that complaints have been made of if they have witnessed trailers parked in the area. *\*PD working on this information concurrently with summary preparation.*

In addition, staff have reached out proactively to survey residents/businesses along N Cedar Ridge Rd, N Dekoven Dr, the Lower and Upper Nashotah Lake Management Districts, and the Western Lakes Fire District to obtain feedback on this issue. Detailed feedback has been provided in a table as an attachment. A summary of the main points is below:

- Rogers Memorial Hospital and the sole property owner with access from N Cedar Ridge Rd are in favor of restricting parking on N Cedar Ridge Rd, citing concerns with safety.
- The property owners on N Dekoven Dr were asked whether they would be in favor or parking restrictions on N Cedar Ridge Rd, as well as if they had concerns about companies utilizing one of the “legs” of N Dekoven Dr as an alternative location if parking restrictions were enacted. Most of the feedback from these residents was against having parking occur on Dekoven in lieu of Cedar Ridge. There was support from one resident to restrict parking on Cedar Ridge.
- The Lower and Upper Nashotah Lake Associations both believe that there is limited alternative locations for contractors to park trailers and equipment after they have launched, and they do not wish to see parking restrictions impact service to the property owners on either lake.
- WLFDD is concerned with proper clearance on N Cedar Ridge Rd if parking continues to be allowed, as they need a minimum of 12’ of pavement to drive equipment down the road.
- PD and DPW have concerns with current parking conditions on the road, particularly with visibility and access. It is strongly recommended that parking is prohibited near the intersection with Valley Rd. However, there is opportunity to improve upon the area approximately 300’ to the south of Valley Rd.

#### RECOMMENDATION:

There are four (4) main options that the Village Board may consider:

- 1. Restrict parking near the intersection with Valley Rd, and direct staff to make improvements to the shoulder within the ROW on the west side of the road approximately 300’ south of Valley Rd to accommodate parking. **Staff Recommendation****

Staff will work with PD to determine the limits of the parking restriction and will bring back a resolution to amend the Official Traffic Map at the July Village Board meeting. This option may impact current construction activities at the Rogers facility if it is not available for their construction equipment. It is unlikely, but

not impossible, that vehicles will park in other areas on N Cedar Ridge Rd due to topography and tree proximity to the road.

**2. Restrict on N Cedar Ridge Rd with the exception of the area beginning approximately 300' south of Valley Rd, and direct staff to make improvements to the shoulder within the ROW in this area to accommodate parking.**

If this option is selected, staff will draft a resolution to amend the Official Traffic Map accordingly for consideration at the July Village Board meeting. This option may impact current construction activities at the Rogers facility if it is not available for their construction equipment. Restricting parking along the remainder of the roadway will cost more due to the need for No Parking signage, but it will also prevent parking in areas outside of the preferred parking zone.

**3. Restrict parking on the entirety of N Cedar Ridge Rd.**

If this option is selected, staff will draft a resolution to amend the Official Traffic Map accordingly for consideration at the July Village Board meeting. This option is the least desirable from property owners along N Dekoven Dr (where overflow parking may occur as a result), as well as the lake associations.

**4. Allow parking on the entirety of N Cedar Ridge Rd (status quo).**

This is the least desirable option from Village staff and WLF D's perspective, as it does not mitigate concerns regarding safety, access, and visibility. At a minimum, DPW and PD are recommending that parking is restricted at the intersection with Valley Rd to prevent parking on private property and to mitigate visibility/access issues.

**ATTACHMENTS:**

N Cedar Ridge Rd ROW Map

N Cedar Ridge Rd Parking Restrictions Survey Results (*dated June 4, 2026*)

**FISCAL IMPACT:**

To be determined based on Village Board direction. Signage and related hardware would utilize operating funds designated for traffic sign maintenance and repair. Mapping costs would be charged to the Village Engineering operating budget. Estimated costs are outlined for each option below:

Option 1: \$170 signs + \$300 shoulder + \$500 map update = **\$970**

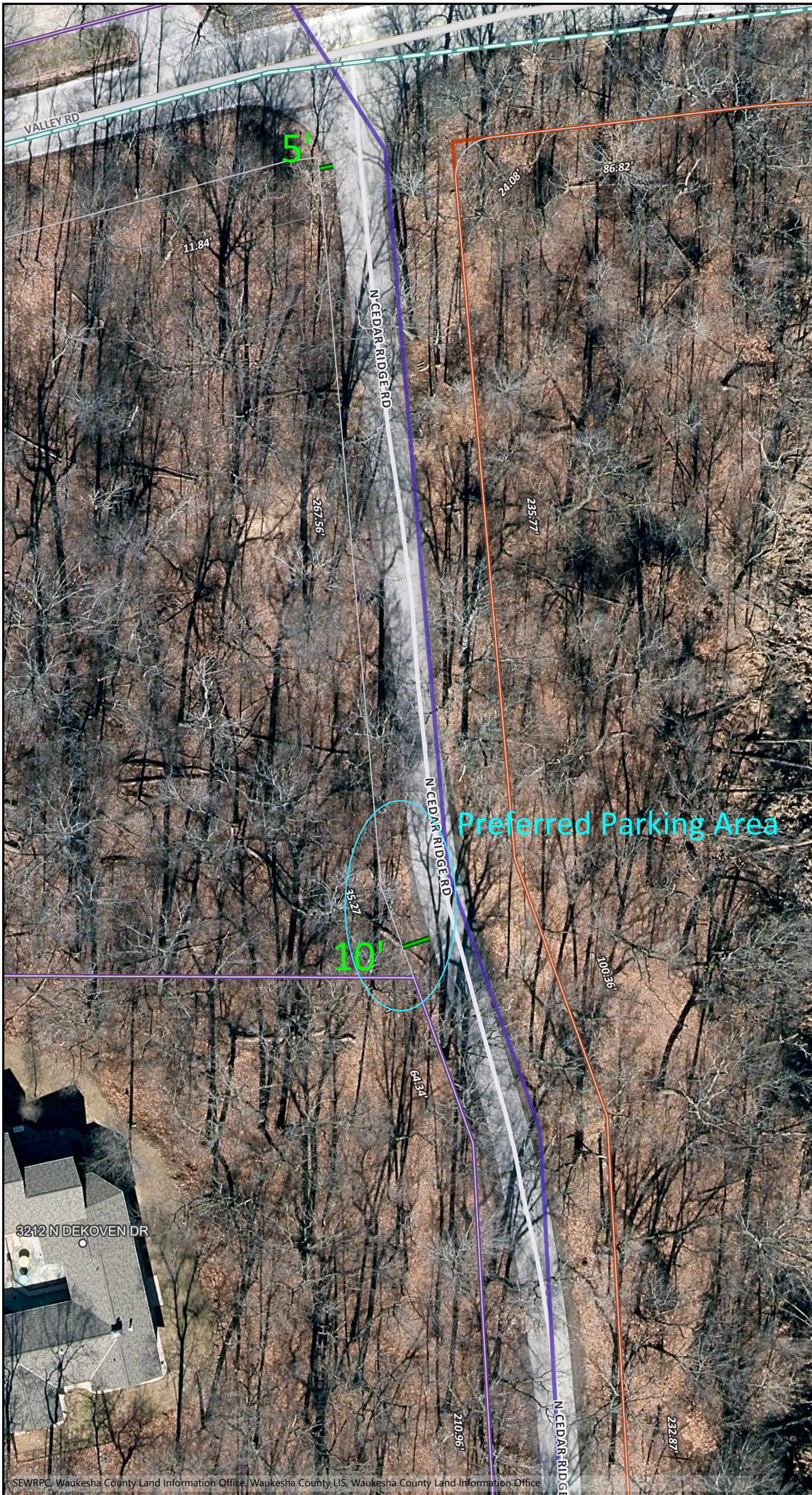
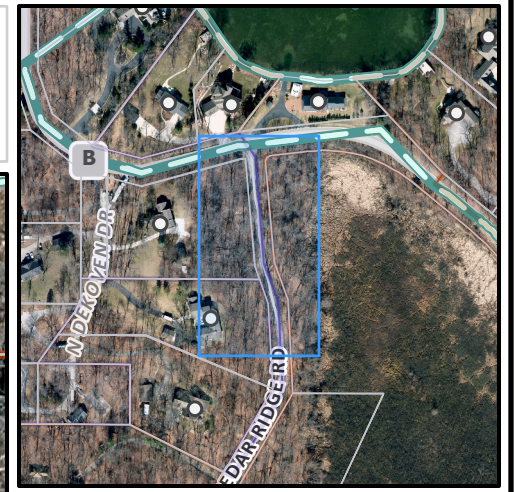
Option 2: \$2,200 signs + \$300 shoulder + \$500 map update = **\$3,000**

Option 3: \$2,000 signs + \$500 map update = **\$2,500**

Option 4: **No cost**

**RECOMMENDED MOTION:**

**Motion to direct staff to move forward with implementation of Option 1 and to draft a resolution to amend the Official Traffic Map for consideration at the July regular Village Board meeting.**

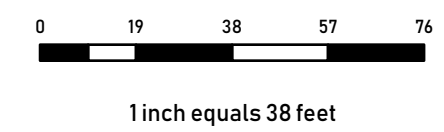


### Legend

- Site Address
- Site Address Units
- Tax Parcels
- Assessor Plat
- CSM
- Condominium
- Subdivision
- 📍 Focus Labels
- 📍 Focused Pushpins
- Focused Polygons
- Focused Polygons (Borders)
- Override 1
- Override 2

### Notes

Printed Date: 6/4/2026 12:11 PM



The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.

Stakeholder	Feedback/Comments
<p><b>N Cedar Ridge Property Owners</b> (with access off N Cedar Ridge Rd)</p>	<p><b>3011 N Cedar Ridge Rd (Rogers Memorial Hospital)</b> "Rogers would be in support of the parking restriction on N. Cedar Ridge Road. While we haven't reported issues with the parking, I have observed them in my travels to and from the site."</p>
	<p><b>3107 N Cedar Ridge Rd</b> "Desires parking restrictions along entire length of N Cedar Ridge Rd. States that they have had issues with restricted traffic flow due to parked trailers, especially with the increase in construction traffic due to ongoing projects at Rogers facility."</p>
<p><b>N Dekoven Dr Property Owners</b></p>	<p><b>3215 N Dekoven Dr</b> "(We) believe that company vehicles should not be permitted to use either of these residential roads for parking, particularly given their proximity to the highway curve. This curve already limits visibility, which is a significant concern considering the speeds permitted on that roadway. The addition of parked construction vehicles, along with intermittent recurring traffic from school buses and large delivery trucks (especially frequent food, medical and garbage services to Rodgers) serving DeKoven and Cedar Ridge Road properties, further constricts the available roadway. This creates generally unsafe conditions that are not only unsafe for pedestrians and residential cars but may also impede access for emergency vehicles. We feel restrictions on parking in this area, and in particular on both DeKoven and Cedar Ridge, are in the interest of public safety (especially the residential kids)."</p>
	<p><b>3211 N Dekoven Dr</b> "(We) do not think that having service trucks and trailers parked on the east fork of Dekoven is a safe idea. My daughter already was involved in an accident pulling out on to Valley road because there was a large construction sign blocking her vision as she pulled out. The cars are coming around the corners too fast to have your vision blocked."</p>
	<p><b>3197 N Dekoven Dr</b> "I have a few comments for your consideration. <span style="float: right;">1.</span> Landscape contractors that serve the homes along Valley Road on both sides of the launch park their trailers on Cedar Ridge on a weekly basis throughout the lawn mowing season. This would go beyond sporadic use. 2. Since the Village has already added two areas for vehicles and trailers to pull over on Cedar Ridge, wouldn't it make more sense to make these areas longer and post signage indicating that they are designated for short term parking? Some of the trees you mention might be dead or mostly dead from emerald ash borer, and should be removed anyway. 3. I have been walking my dog on Cedar Ridge every day since 2019 and I can't recall a single instance where a truck and trailer was parked obstructing the road. They have certainly sunk into the wet ground, but seem to always be able to pull out. Maybe the road's design width should be reconsidered as it originally served one residence and a resort, then retirement home, then/now a healthcare facility, Rogers. 4. Turning onto DeKoven while eastbound from Valley Road can be treacherous as the curve obscures your ability to see if a car has chosen the west fork, ready to enter onto Valley Rd. I have often had to bail out and enter DeKoven using the east fork, in this situation. If construction vehicles were parked on the east fork, I think it would likely cause cars to stop on Valley Rd. to wait for the car occupying the west fork to clear. Since almost nobody obeys the 25 mph limit on Valley Rd, accidents will arise."</p>
	<p><b>3147 N Dekoven Dr</b> "After a careful consideration, (we) are not in favor of allowing commercial parking on the fork on Dekoven. We concur with our neighbors and friends that our road already presents safety concerns and adding additional visual obstruction would not be in our best interest. We also have concerns about ensuring reliable emergency vehicle access. While we understand the need for parking for these vehicles, we do not feel that Dekoven is the best solution. We would encourage the Village to consider more suitable solutions."</p>
	<p><b>3180 N Dekoven Dr</b> (abuts N Cedar Ridge Rd) "We agree that it would be dangerous to have trucks and trailers parked on the east fork ( N Dekoven Dr). There are times when the vegetation by the mail boxes gets so tall that it is hard to see traffic coming from the east when using the west fork. If there are trucks parked on the east fork it would be very difficult to safely pull out of Dekoven."</p>
	<p><b>3212 N Dekoven Dr</b> (abuts N Cedar Ridge Rd) "We agree that all avoidance to parking on the fork (N Dekoven Dr) as well as Cedar Ridge Rd is best for all."</p>
	<p><b>34401 Valley Rd</b> (abuts N Cedar Ridge Rd, with access on N Dekoven Dr) "(We) agree that the east Fork (N Dekoven Dr) is the far safer alternative in exiting DeKoven Road. Unlike the west Fork, it is a bit further from the curve and has unobstructed views in both directions. In addition, DeKoven Road is used much more frequently throughout the day than is Cedar Ridge Road. Since we overlook Cedar Ridge Road right where the vehicles/trailers are parked, it appears to us that some of these are too long to fit on the west fork without partially obstructing either DeKoven Road or Valley Road. Finally, there are often multiple vehicles parked along Cedar Ridge Road, more than can be accommodated in the area of the east fork. Where would alternative parking be but all along DeKoven Road? That would certainly inhibit the residents and businesses serving the residents from free access. Please reconsider."</p>
<p><b>Lower Nashotah Lake Association</b></p>	<p><b>LNLA President</b> "Lower Nashotah Lake's marine service and other contractor trucks and trailers have been parking on Cedar Ridge Rd for many, many years, likely decades. Solving this parking challenge by moving it to DeKoven is the wrong decision, in my opinion. My sense is that you have had one resident complain, and moving the parking to DeKoven is likely to bring complaints from all 7 of its residents."</p>
<p><b>Upper Nashotah Lake Association</b></p>	<p><b>UNLA President</b> The UNLA President spoke with the main contractors who access the lake and park in this location. Their response, and his opinion, is that there really is not any alternative location to N Cedar Ridge Rd for parking trailers or other equipment. The UNLA's position is to not restrict parking on the roadway and to look at ways to improve the available parking on the roadway to mitigate issues/complaints.</p>

Stakeholder	Feedback/Comments
<b>Western Lakes Fire District</b>	<p><b>Deputy Chief May</b></p> <p>The WLFD does not have a significant number of calls to this facility. In the event that they do need to bring one of their large trucks to the facility, they require a minimum of 12' of pavement to be able to navigate the road. The road is currently 15' wide, and any vehicles or trailers that stick out into the driving lane more than 2 - 3' would make it difficult for them to pass. The soft ground conditions on either side of the road make it difficult/impossible to deviate from the roadway. They are in favor of restricting parking if driving lanes are blocked in excess of this amount.</p>
<b>Police Department</b>	<p><b>Chief Wraalstad</b></p> <p>The Chief believes that parking should be restricted throughout this roadway due to how narrow it is and visibility issues that may arise due to parking of vehicles that extends out into the driving lane more than 2 - 3'. If parking improvements are made to accomodate this parking, he would also be open to allowing temporary parking in specified areas. The preference would be to keep parked traffic away from the intersection with Valley Rd/CTH B.</p>
<b>Public Works Department</b>	<p><b>Director Nash</b></p> <p>There are two main areas where parking is feasible on N Cedar Ridge Rd: just south of the intersection with Valley Rd, and approximately 300' south of the intersection on the west side of the road where there are fewer trees and less of a drop off on the shoulder. The DPW has the following concerns about the current parking situation along N Cedar Ridge Rd:</p> <ol style="list-style-type: none"> <li>1. Parking by landscaping contractors servicing properties in the area often occurs near the intersection with Valley Rd. The road is offset through the ROW towards the west, and there is only approximately 5' between the pavement and the private property line with the abutting property. This means that trucks that pull off the roadway near the intersection will be partially on private property. They may also inhibit traffic turning at the intersection, particularly if there is traffic waiting at the intersection to turn onto Valley Rd.</li> <li>2. Parking by larger equipment and trailers from contractors utilizing the launch generally occurs in the area further south where there is a clearing of relatively flat ground on the west side. There is approximately 10' of ROW through this area. It appears that private property owners have placed dead trees along this area in the past when viewing Google Street View, likely to deter parking. The ground can be relatively soft, especially in the spring and after rainfall events, and vehicles parking in this area are prone to leaving ruts. As part of the construction at Rogers, approval was provided by the Village for a temporary pull-off to be constructed in this area to allow for construction traffic to temporarily stage. This may be expanded by the Village with the addition of more aggregate to provide a designated area for parking.</li> </ol>



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

---

### MEMORANDUM

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 4, 2026

Re: Discussion and Action on Waterville Lake Dam Ownership

---

#### PURPOSE:

To present an update to the Village Board on the status of the Waterville Lake Dam ownership. The Village Board may choose to provide direction to staff on the next steps on how to proceed with resolving this issue with the WDNR, the Waterville Lake HOA, and the Village. **To ensure that all background information is included from the August 8, 2025 Village Board meeting and beyond, updates will be printed in blue text on future memorandums addressing this topic.**

#### BACKGROUND:

Please refer to the attached memorandum dated July 3, 2023 that outlines background information and deadlines for various action items that the WDNR has mandated for the Waterville Lake Dam, as well as the concurrence letter originally submitted by the WDNR in April of 2024. A status update for each item has been summarized below:

**Dam Ownership Transfer Permits – originally due November 1, 2023 (extended to November 1, 2025 2027 by WDNR) *Not Completed***

Real estate law requires that a WDNR permit is required for transfer lands where a dam is physically located, and permits were never obtained when ownership of the structure and embankments. The WDNR is requiring the Village (current owner of the dam structure) and Rand Mikulecky (currently owner of dam embankment) to resolve the permit transfer issues.

The Waterville Lake HOA has expressed interest in taking over ownership of the dam, but they have not yet determined if they are willing or able to do so. Some issues that they have been investigating include liability and insurance coverage, funding for future improvements, ability to obtain grants that are traditionally only available to taxing agencies, etc. The Waterville Lake HOA was also considering formation of a lake management district, which would allow them to tax district membership for maintenance and improvement costs in the future if they ultimately take over ownership of the dam.

At the August 12, 2025 Village Board meeting, direction was given to staff to reach out to the DNR in support of the Waterville Lake HOA Board's request for a two-year extension to resolve the ownership issue with the dam. The DNR responded to the HOA's and the Village's request

for an extension in late August, granting an extension of the deadline for resolving the ownership until November 1, 2027.

6/4/2026 Update: The Waterville Lake HOA has been working with an attorney in an effort to move forward with forming a lake management district. They have reached out to the Village with several questions/requests:

- They wish to confirm that the Village still desires to relinquish ownership of the dam structure.
  - **Staff will request confirmation from the Village Board at the June 11<sup>th</sup> Village Board meeting that this is the case.**
- They wish to understand if the Village is willing to facilitate the formation of a lake management district rather than through Waukesha County.
  - Staff discussed at the June 1<sup>st</sup> Plan Staff meeting. Waukesha County has a significant amount of experience facilitating this process with other successfully created lake management districts, and the Village has not done so in the past. Based on this, it is recommended that the HOA work with the County.
- They wish to better understand how to implement tax rates to support the lake management district.
  - Staff will work with the HOA and their attorney to explain taxing authority.
- They would like to make sure that the Village (or County, depending on who ultimately facilitates the formation of the district) appoints a Waterville Lake homeowner as a Lake Management District commissioner.
  - Staff will work with the HOA and their attorney as the process moves forward.

**Emergency Action Plan (EAP) and Inspection, Operation, and Maintenance Plan (IOM) - due November 1, 2023 *Completed***

An updated EAP and an IOM were completed by General Engineering Company for the Waterville Lake Dam in October of 2023.

6/4/2026 Update: Per the results of the DFA, an updated EAP will need to be completed (see notes related to DFA approval below).

**Dam Failure Analysis - due March 1, 2025 *Completed***

A DFA was completed by Aqualis on behalf of the Waterville Lake HOA in early 2025. An updated DFA was one of the requirements included in the concurrence letter issued by the DNR in April of 2023. Aqualis gave the dam a high hazard rating in the DFA due to the impact on downstream properties if there was a failure or breach of any kind. Note that the rating was not due to the soundness of the spillway or the embankments. There has been a good amount of development downstream since the last DFA was completed in which the dam received a low hazard rating.

6/4/2026 Update: The DFA was formally approved by WDNR in November 2025, and the approval confirmed that the dam has a “High Hazard” rating. A copy of the approval letter dated November 12, 2025 is attached for reference. The Village and Waukesha County will have to adopt hydraulic shadow zoning downstream of the dam, which will be used in the development of the Emergency Action Plan (EAP) for the dam. EAP preparation will also

require a complete inventory of all structures within the dam hydraulic shadow. With the high hazard rating, the dam must be capable of passing the 1000-year flood without overtopping through its spillways as defined by NR333. It currently does not have sufficient capacity to safely pass the 100-year flood.

***Additional Action Items Identified in the DFA Not Completed***

With the “high risk” rating, the dam is required to withstand a 1,000-year rain event, and the WDNR advised that they are concerned it would not withstand a 50-year event. The dam will need to be brought into compliance within the next 5 years, and improvements are required to the auxiliary spillway (e.g., lowering, reinforcing, etc.).

- To determine the scope of work required, an engineer will need to analyze and make recommendations.
- There are grant opportunities through the WDNR (due in March/April annually) that may retroactively include costs related to evaluating and performing work to bring a dam into compliance. Only entities with taxing authority are eligible (e.g., municipalities, lake management districts, etc.).

The DNR advised the WLHOA Board in the fall of 2025 that there are still a few remaining comments on the DFA that are being addressed by the consultant who prepared the analysis, after which the hazard rating will be officially assigned and the DFA certified. The WLHOA Board expressed concern that the 5-year deadline for bringing the dam into compliance is not the 10-year timeframe that is included in the state regulations. The DNR responded that they have the authority to modify the NR333 10-year timeframe if they consider there to be a safety issue (e.g., if the dam has a hazard rating of High Hazard and the dam does not meet capacity requirements or is very undersized). They will work with the dam owners to complete the capacity analysis and any proposed modifications to achieve adequate capacity and can look at extending deadlines if factors warrant. The WLHOA Board has indicated that they planned on meeting in early September to discuss the hydrologic model and real-world data from the flood.

On September 2, 2025, the Village received a notice from the DNR that an inspection would be required on the dam. The purpose of this inspection is to ensure that there is no damage as a result of the recent heavy rainfalls and flooding. Since the Village is technically the owner of the dam structure, the Village is ultimately responsible for ensuring this inspection is completed. The notice was forwarded to the WLHOA Board to determine if they would be coordinating the inspection, and they will be discussing at their September 9<sup>th</sup> meeting. A copy of the notice has been included for reference.

6/4/2026 Update: A dam inspection was completed on October 7<sup>th</sup> by General Engineering Company, as required by the WNDNR. The overall integrity of the earthen embankments and gated concrete dam section were found to be in good condition. There were recommendations made for some general maintenance items, including tree/brush removal on the embankments and replacement of faded dam warning signage. A copy of the inspection report is attached for reference.

**RECOMMENDATION:**

Since there are two new Village Board members, staff believes it is important for the Board to determine if there is still a desire to relinquish ownership of the dam structure. The HOA will likely halt the pursuit of forming a lake management district if this has changed.

**ATTACHMENTS:**

Staff Memorandum from July 13, 2013 Village Board meeting RE: Discussion and Action on Waterville Lake Dam Ownership (dated July 3, 2023)

WNDR Notice of Dam Failure Analysis Approval (dated November 12, 2025)

GEC Dam Inspection Report (dated November 6, 2025)

**FISCAL IMPACT:**

Additional legal fees are anticipated if the Village Board determines that they wish to relinquish ownership of the Waterville Lake Dam. If the Village Board changes course and chooses to retain ownership, there may be additional financial impacts related to insurance, maintenance, and capital improvements related to the dam.

**RECOMMENDED MOTION:**

To be determined, based on Village Board direction. A motion may not be necessary at this time. Staff would like to understand if the current Village Board wishes to relinquish ownership of the Waterville Dam structure.



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Highway Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.summitvillage.org](http://www.summitvillage.org)

---

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

---

**MEMORANDUM**

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: July 3, 2023

Re: Discussion and Action on Waterville Lake Dam Ownership

---

**PURPOSE:**

To receive direction from the Village Board with regard to the ownership of the Waterville Lake Dam.

**BACKGROUND:**

The DNR received an inspection report that was performed in 2021 by General Engineering Company on behalf of the Waterville Lake HOA. There were several deficiencies identified in the DNR's concurrence letter that need to be addressed. A copy of the letter is attached for reference. A joint meeting between GEC, the landowners where the dam is physically located, and the DNR occurred on Monday, May 8<sup>th</sup> to discuss the next steps and timeline. The following action items were discussed:

Dam Ownership (November 1, 2023 deadline)

A DNR permit is required to transfer lands where a dam is physically located. Several transfers have occurred through the past several decades, and a permit was not properly obtained for any of these transactions. The DNR wants the Village and the current landowner to resolve the permit transfer issues and determine which ownership option to pursue. Currently, the Village owns the dam structure and the earthen embankments are owned by the private property owner, Rand Mikulecky. The following options are possible for ownership, if both parties agree:

- **Village retains ownership of dam structure and Mikulecky retains ownership of earthen embankments.** If this option is chosen, the private property owner would have to provide an easement to the Village for operation and maintenance of the dam. There currently is an informal agreement with the property owner to access.
- **Village retains ownership of dam structure and acquires ownership of the earthen embankments.** This option requires the property owner to agree to transfer ownership of the embankments and to provide an easement to the Village to access the dam for operation and maintenance. The property owner has indicated that he and the Waterville HOA wish to retain control of the operation of the dam, so this option may not be desirable. It also adds expense to the Village, as the Waterville Lake HOA currently funds and manages dam operation and maintenance activities.

- **Private property owner retains ownership of earthen embankments and acquires ownership of the dam structure from the Village.** This option is likely infeasible, as ownership of dams by private individuals creates a large amount of liability and is not encouraged by the DNR. The Village may not be allowed to transfer the dam back to the private property owner.
- **Village transfers ownership of the dam structure to the Waterville Lake HOA, eliminating any ownership of the dam by the Village.** This option is feasible, if the HOA is willing to take on ownership. The Village attorney directed staff to look into whether the DNR would allow for HOA ownership. The DNR's legal staff were asked if this option was possible, and they determined that the DNR would consider a transfer of the dam structure to the HOA if they were a willing and responsible party.

Dam Failure Analysis (March 1, 2025 deadline)

A new Dam Failure Analysis is required to be submitted to the DNR for review and approval no later than March 1, 2025. A DFA study typically costs between \$10,000 and \$15,000, although the costs could be higher. It is of the HOA engineer's opinion that the cost would be the responsibility of the Village. Once a new DFA is completed, Waukesha County would be required to modify the flood areas downstream of the dam. Any home impacted by the new flood information would need to deal with flood insurance.

Emergency Action Plan (EAP) & Inspection, Operation and Maintenance Plan (IOM) (November 1, 2023 deadline)

There is an existing EAP and IOM on file, but the DNR has updated their templates for each. They are requesting that both are updated. This should be a relatively low-cost update, as the documents already exist and simply need to be updated. The HOA's engineer would perform this work.

**RECOMMENDATION:**

At this time, Village staff is looking for direction from the Village Board with regard to ownership of the dam. It is recommended that staff reach out to the Waterville Lake HOA to determine if they would be willing to accept ownership of the dam structure. They desire to maintain control of the operation of the dam, so this option may be preferred. Future expense related to the dam would not be the responsibility of the Village, if this were to occur. In the event that they do not wish to obtain ownership, the Village should determine which of the remaining ownership options it would like to pursue. Additional legal opinions from the Village attorney may be required.

**ATTACHMENTS:**

Concurrence Letter from DNR to Rand Mikulecky and Village of Summit (dated April 14, 2023)

Email correspondence from General Engineering Company (HOA engineer) to Rand Mikulecky and Village of Summit (dated April 14, 2023)

Email correspondence from DNR to Village of Summit (dated May 25, 2023 – June 30, 2023)

**FISCAL IMPACT:**

\$10,000 - \$15,000+ for completion of a Dam Failure Analysis, in addition to miscellaneous Village attorney fees

RECOMMENDED MOTION: **Motion to direct Village staff to determine if the Waterville Lake HOA is open to the Village transferring ownership and responsibility of the Waterville Lake dam structure to the HOA.**



April 14, 2023

Rand Mikulecky  
Via email:

Village of Summit  
c/o Jared Beauchamp  
Via email:

SUBJECT: Dam Safety Inspection – Waterville Dam, Field File # 67.43, Waukesha County

Dear Rand Mikulecky and Jared Beauchamp:

The Department of Natural Resources (DNR) received an inspection report for the Waterville Dam dated March 21, 2021, submitted by General Engineering Company under the Professional Seal of Kent Fish, P.E.. The Waterville Dam was due for a 31.19 inspection in 2022. The report and recommendations meet the requirements of Ch. 31.19, Wis. Statutes for owner-responsible inspections of large dams.

The report did not identify any deficiencies that need to be addressed at this time. The DNR reviewed the historical dam files and have identified the following items which must be addressed.

### **DAM OWNERSHIP**

Our records indicate there have been several transfers of lands on which portions of the dams are physically located without a dam transfer permit from the DNR. Here is this history I could find in our files:

- July 15, 1960- A permit was issued to Ronald Siepmann authorizing the dam.
- March 4, 1969- The DNR denied an application by Ronald Siepmann to transfer ownership of the dam to Lawrence and Lucylie Wolf.
- Sometime in 1969 the property was transfer to the Wolfs without a permit.
- Sometime between 1969 and 1975 the property to the west of the creek was transferred to John Vincent.
- June 23, 1975- The spillway portion of the property (concrete structure) was recorded as transferred to the Town of Summit.
- June 26, 1975- Harvey and Mary Mikulecky recorded transfer of the lands to the west of the creek from John Vincent.
- November 3, 1981- Deed recorded at the register of deeds transferring the property east of the creek from the Wolfs to the Mikuleckys.
- April 11, 2022- Deed recorded as transferring the east and west portions of the property (excluding spillway) to Randall and Susan Mikulecky Living Trust.

Real estate law requires that certain provisions are met to consider the sale of the property is valid. ( [Wisconsin Legislature: 710.11](#) and [Wisconsin Legislature: 31.14\(4\)](#)). A DNR permit is required to transfer lands where a dam is physically located. [Dam Transfer of Ownership | Wisconsin DNR](#)

The DNR is requiring that the Mikuleckys and the Village resolve the permit transfer issues. There are options for ownership such as easements for operation/maintenance or a full transfer to another willing entity. Given the

complexity and history, the DNR is willing to work with you through the process. Please contact me to discuss details.

If the Mikuleckys and the Village would like to maintain ownership, **please submit a transfer permit application by November 1, 2023.**

**DAM FAILURE ANALYSIS**

A dam failure analysis was completed for the Waterville Dam in 1996. This study generated a dam failure map which showed the area downstream of the dam that would be inundated by a failure during the 100-year event. It appears that inundation map was never adopted by Waukesha County Zoning to prevent development within that area. In addition, a new study was completed for Scuppernong Creek in 2012 and is the FEMA adopted regulatory model, which revised the flows from the previous study. The updated study has revised flows which are significantly different from the previous study. A new dam failure analysis is required to be submitted to the DNR for review and approval. This analysis will determine the hazard rating of the structure as well as provide an updated inundation map for adoption into Waukesha County's Zoning Ordinance.

**Please submit a revised dam failure analysis by March 1, 2025.** It is recommended to have your consultant reach out to the DNR before completing the analysis.

**EMERGENCY ACTION PLAN (EAP) & INSPECTION, OPERATION AND MAINTENCE PLAN (IOM)**

The DNR has an EAP and IOM on file for the Waterville Dam from 2012. The DNR has since updated the EAP and IOM templates. [Emergency Action Plan \(EAP\) || Wisconsin DNR](#) and [Inspection, Operation and Maintenance plan \(IOM\) || Wisconsin DNR](#) It is important to keep the EAP and IOM updated with the most current contact information.

**Please submit an updated EAP and IOM to the DNR by November 1, 2023.**

It may be beneficial to have a meeting between all parties to discuss options moving forward for compliance with Chapter 31 and NR333. Please reach out if you would like to have a meeting to discuss these requirements.

Based on information from your inspection and the Department's file, I completed a Sufficiency Rating for the Waterville Dam. The Sufficiency Rating is a snapshot of the dam's physical condition and compliance with NR 333 requirements. The dam is classified as **Fair** because the dam ownership issues need to be resolved as well as a revised dam failure analysis and zoning are required. The Sufficiency Rating helps the Dam Safety Program track progress of the dam and whether the Program is meeting its goal of promoting safe dams. The rating has no direct consequence of enforcement.

If you have any questions, please contact me at \_\_\_\_\_ or \_\_\_\_\_

Sincerely,



Michelle Hase, P.E.  
Water Management Engineer

Cc: Kent Fish, General Engineering Company

**State of Wisconsin**  
**DEPARTMENT OF NATURAL RESOURCES**  
101 S Webster Street  
Madison WI 53703

**Tony Evers, Governor**  
**Karen Hyun, Ph.D., Secretary**

Telephone 608-266-2621  
Toll Free 1-888-936-7463  
TTY Access via relay - 711



August 27, 2025

Kamron Nash  
Village of Summit  
37100 DELAFIELD RD  
SUMMIT, WI 530669101

Expedited delivery via email: [pwdirector@summitvillage.org](mailto:pwdirector@summitvillage.org)

Subject: Dam Safety Inspection. Waterville Dam, Field File #: 67.43, DKSN = 221, Waukesha County.

Dear Dam Owner:

As you are aware, Wisconsin experienced extreme precipitation and subsequent extreme flooding this August. This has exposed dams in the affected areas to great stress. It is not possible to completely evaluate a dam to determine if or what damage was incurred until flood waters recede. Furthermore, due to the extent of the flood event it will be difficult for the Department of Natural Resources (DNR) to follow up on all dams impacted in a timely manner.

While the DNR is the state agency responsible for the regulation of dams, you as the dam owner have the ultimate responsibility for the safe operation and maintenance of the structure. Owners should conduct regular inspections of their dams, at least several times each year, as well as a thorough inspection after every significant flow event.

Due to the location of the Waterville Dam, it may have been impacted by the recent event, and we appreciate your attention to its condition. Therefore, we are requesting that you, as the owner of the Waterville Dam, inspect the dam (or have an engineer registered in the State of Wisconsin inspect the dam) in order to evaluate the need for repairs. Based on the findings of the inspection, the DNR will work with you to determine what repairs, if any, may be needed and whether submitting repair plans and specifications to the DNR for review and approval will be required.

Please send the findings of the inspection to Michelle Hase, the DNR Water Management Engineer (WME) assigned to Waukesha County, who can be reached at [michelle.hase@wisconsin.gov](mailto:michelle.hase@wisconsin.gov) or 262-282-0447. Your WME can assist you with any questions you have on how to proceed or for any information on repairing or removing your dam.

We appreciate your continued cooperation in maintaining safe dams in Wisconsin.

Sincerely,

A handwritten signature in black ink, appearing to read 'Uriah P. Monday'.

Uriah P. Monday, P. E.  
State Dam Safety Engineer  
Wisconsin Department of Natural Resources  
Madison office

cc: Michelle Hase - Wisconsin DNR, via [michelle.hase@wisconsin.gov](mailto:michelle.hase@wisconsin.gov)

**State of Wisconsin**  
**DEPARTMENT OF NATURAL RESOURCES**  
101 S Webster Street  
Madison WI 53703

**Tony Evers, Governor**  
**Karen Hyun, Ph.D., Secretary**  
Telephone 608-266-2621  
Toll Free 1-888-936-7463  
TTY Access via relay - 711



November 12, 2025

Ms. Kamron Nash P. E.  
Village of Summit  
37100 DELAFIELD RD  
SUMMIT WI 53066-9101

Expedited delivery via email: [pwdirector@summitvillage.org](mailto:pwdirector@summitvillage.org)

Subject: Dam failure analysis approval and hazard rating assignment for the Waterville Dam, Field File #: 67.43, Key Sequence #: 221, Waukesha County.

Dear Ms. Nash,

We are sending you this approval of the dam failure analysis and setting the hazard rating for the Waterville Dam. The hazard rating is being set as High Hazard due to the existing development in the Waterville Dam hydraulic shadow that may be inundated to a depth greater than 2 feet.

As a result of the study the Village of Summit and Waukesha County will have to adopt hydraulic shadow zoning downstream of the dam. The hydraulic shadow inundation area identified in the study must also be used in the development of the Emergency Action Plan (EAP) for your dam. Preparation of the EAP will require complete inventory of all structures within the dam hydraulic shadow. Michelle M. Hase in our Waukesha office will be assisting you in the adoption process and the development of the EAP.

As a dam having an assigned High Hazard rating, the Waterville Dam must be capable of passing the 1000-year flood without overtopping.

In its current configuration, the Waterville Dam does not have sufficient capacity to safely pass a 1000-year flood without overtopping through its spillways as defined by NR 333, for a high hazard dam.

If you have questions about this approval, please give me a call at 608-419-6531. If you have other questions pertaining to the operation and maintenance of your dam, please contact Michelle M. Hase at 262-282-0447, or via email at [michelle.hase@wisconsin.gov](mailto:michelle.hase@wisconsin.gov).

Thank you for your continued cooperation.

Sincerely,

Konstantin E. Margovsky, P. E.  
Dam Safety / Floodplain Engineer  
Wisconsin Department of Natural Resources  
Madison office

Copy to: Ms. Fiona Nutbeam, ENV SP - AQUALIS, via [fionanutbeam@aqualisco.com](mailto:fionanutbeam@aqualisco.com)  
Michelle M Hase, P. E. - Wisconsin DNR, via [michelle.hase@wisconsin.gov](mailto:michelle.hase@wisconsin.gov)

**BEFORE THE  
DEPARTMENT OF NATURAL RESOURCES**

**IN THE MATTER** of the approval of dam failure analysis and the assignment of the Hazard Rating for the Waterville Dam, located across the Scuppernong Creek, in Waukesha County. Field File #: 67.43

**FINDINGS OF FACT**

1. The Department of Natural Resources (Department) has examined the dam failure analysis, for the Waterville Dam, across Scuppernong Creek, in the SE 1/4 of the SW 1/4 of Section 36, Township 07N, Range 17E, Waukesha County, Wisconsin.
2. The Waterville Dam is owned and operated by the Village of Summit.
3. The dam failure analysis was performed by AQUALIS Company and the final version submitted to the Department on November 11, 2025, under the professional seal of Mr. James Zsebe, P. E.
4. AQUALIS Company has determined that a rating of High Hazard would be appropriate for the dam and the area downstream of the dam.
5. There is a habitable structure located within the dam failure floodplain (hydraulic shadow), immediately downstream of the dam's right (west) embankment. In the event of dam failure, this structure could be inundated to a depth exceeding 2 feet. Additionally, USH 18, approximately 550 feet downstream of the dam, may experience temporary inundation to a depth of about 1 foot, with maximum flow velocities approaching 7 ft/sec.
6. The current Flood Insurance Study (FIS) zoning in place downstream from the Waterville Dam is not adequate in providing sufficient protection of life, health and property.
7. In its current configuration the Waterville Dam does not have sufficient capacity to safely pass a 1000-year flood without overtopping through its spillways as defined by NR 333, for a high hazard dam.
8. The analysis was performed in compliance with Wisconsin Administrative Codes NR 333, and NR 116.
9. The hazard rating meets the standards of Section NR 333.06, Wisconsin Administrative Code.

**CONCLUSIONS OF LAW**

1. The review has been conducted in accordance with Chapter 31, Wisconsin Statutes, and Chapters NR 333 and NR 116, Wisconsin Administrative Codes.
2. The Department has authority under Chapter 31, Wisconsin Statutes, and Chapter NR 333, Wisconsin Administrative Code, to assign a hazard rating.

**ASSIGNMENT OF THE HAZARD RATING**

1. The hazard rating of High Hazard is hereby assigned to the dam.
2. Your consultant has provided the hereby approved study narrative report in electronic format to Michelle M. Hase in our Waukesha office. Relevant information of the approved analysis including: a) hydraulic shadow profile, b) dam failure floodway data table, and c) hydraulic shadow map will be sent to the Village of Summit and Waukesha County by Michelle M. Hase with the official letter requesting to adopt the study into the floodplain zoning ordinance.
3. The dam must be upgraded to pass the required flows within 10 years of the date of this approval letter.
4. An Emergency Action Plan (EAP) based on the approved dam failure analysis is required for your dam. Please submit an EAP to Michelle M. Hase for review and approval by June 1, 2026.

5. The Waterville Dam inspections schedule has been adjusted based on the assigned hazard rating. Please refer to the Inspection Schedule below for your next required "By Owner" inspection. You will need to hire a Professional Engineer to conduct the inspection and submit report to the Department at that time.

<b>Inspection Type</b>	<b>Scheduled Year</b>
By DNR	2027
By Owner	2029
By Owner	2031
By Owner	2033
By Owner	2035

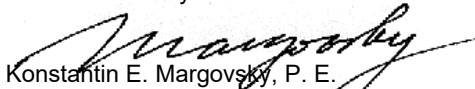
**NOTICE OF APPEAL RIGHTS**

If you believe that you have a right to challenge this decision, you should know that the Wisconsin statutes and administrative rules establish time periods within which requests to review Department decisions must be filed. For judicial review of a decision pursuant to sections 227.52 and 227.53, Wisconsin Statutes, you have 30 days after the decision is mailed, or otherwise served by the Department, to file your petition with the appropriate circuit court and serve the petition on the Department. Such a petition for judicial review must name the Department of Natural Resources as the respondent.

To request a contested case hearing pursuant to section 227.42, Wisconsin Statutes, you have 30 days after the decision is mailed, or otherwise served by the Department, to serve a petition for hearing on the Secretary of the Department of Natural Resources. All requests for contested case hearings must be made in accordance with section NR 2.05(5) and served on the Secretary in accordance with section NR 2.03, Wisconsin Administrative Code. The filing of a request for a contested case hearing does not extend the 30-day period for filing a petition for judicial review.

This Decision was emailed on November 12, 2025

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES  
For the Secretary



Konstantin E. Margovsky, P. E.  
Dam Safety / Floodplain Engineer  
Wisconsin Department of Natural Resources  
Madison office

General Engineering Company  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



608-742-2169 (Office)  
608-742-2592 (Fax)  
[gec@generalengineering.net](mailto:gec@generalengineering.net)  
[www.generalengineering.net](http://www.generalengineering.net)

*Engineers • Consultants • Inspectors*

November 6<sup>th</sup>, 2025

Waterville Home Owners Association  
Attn: Diane Rodgers  
34500 Sunset Dr.  
Oconomowoc, WI 53066

Re: 2025 Waterville Dam Inspection  
GEC # 04-25000-679

Dear Diane,

General Engineering Company inspected the Waterville Dam on October 7<sup>th</sup>, 2025; the results of our inspection are as follows:

**1.0 Background Information and Definitions:**

The purpose of this inspection was to satisfy the requirements of NR 333, which requires an engineer to inspect low hazard dams every ten years. However, the DNR requested an inspection to be completed out of the 10 year cycle this year after a 1000-year rain event occurred in the area in August of 2025. Wisconsin DNR requires the inspection to utilize the inspection checklist included with this report; which evaluates the individual components of the dam to note where deficiencies are found. Note that left and right are referenced by looking in the downstream direction.

This dam is accessed with permission through private property of 1038 South Waterville Road. Public pedestrian traffic is allowed on the structure. The Waterville Dam is comprised of an earthen embankment and a concrete spillway with a stoplog system. In this report, the dam structures will be distinguished as follows:

**1.1 Gated Concrete Dam Section:**

The Stoplog Concrete Dam Section is on the Southwest side of Waterville Millpond, formed on the Scuppernong Creek, and is constructed of cast in place concrete with wooden stoplogs. It has a spillway width of approximately 20'. A Wooden bridge spans the spillway section for access.



## **1.2 Earthen Embankments:**

Earthen embankments make up the rest of the structure. The upstream face and the toe of the earthen embankments are protected using rip rap. The cover of the embankments are well established grass.

## **2.0 Key Inspection and Repair Items:**

### **2.1 Gated Concrete Dam Section:**

The concrete structure of this dam appears to be in good condition. There is slight diagonal cracking along roughly the top half of the wall on the left side, however there is no separation or differential movement with the cracking which does not raise any concerns. There is also a slight diagonal crack noted at the middle of the right wall. There is no separation or differential movement between the edges of the crack which does not raise any concerns. The cracks don't appear to be any different than what was observed in the last inspection in April of 2021.

The existing dam warning sign is easily visible from both sides of the dam. The sign, however, is faded and may be hard to read at further distances. It is recommended to replace the sign.

### **2.2 Earthen Embankments**

The embankments of this dam are in good condition. There is generally well-established grass cover on the left embankment and newly planted grass on the right embankment. On the left embankment there is some rutting due to pedestrian traffic walking up the bank to the lake. There is one sparse patch of woody vegetation growing on the left embankment. It is recommended to remove the wooded vegetation fully. There are also a couple of old stumps on the right embankment. It is recommended to remove the stumps as the remaining roots provide a possible route for water to seep through and erode away the embankment.

### **2.3 EAP and IOM**

The EAP and IOM have been reviewed, however, it is the owner's responsibility to update the call lists.

## **3.0 Timeline for Recommended Repairs:**

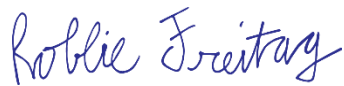
WI DNR requires us to provide recommended time frames for you to complete the above referenced repairs as spelled out in the "Suggested Time Frames for Follow-Up to Dam Inspection Directives" from the DNR website. A detailed schedule for your dam, as budgets allow, is as follows:

- Earthen Embankments:
  - Trees/brush Removal 6-12 Months  
(October 2026)
  
- Signing
  - Replace faded dam warning sign 30-90 Days  
(January 2026)

Please review this information and if you have any questions, please feel free to call.

Sincerely,

**GENERAL ENGINEERING COMPANY**



Robbie S. Freitag  
Registered Professional Engineer

cc: Michelle Hase, DNR (w/ enclosures)  
Diane Rodgers



*Engineers • Consultants • Inspectors*

---

## DAM INSPECTION REPORT



### **WATERVILLE DAM October 2025**

Prepared by:

**GENERAL ENGINEERING COMPANY**  
916 Silver Lake Drive  
P.O. Box 340  
Portage, WI 53901  
Phone: (608) 742-2169  
GEC No.: 04-25000-679

Owner:

**Waterville Home Owners Association**  
34500 Sunset Dr.  
Oconomowoc, WI 53066  
Phone: (414) 426-2650

## **FILE INFORMATION**

## Detailed Information for Dam Waterville

Seq No	221	Field File No	67.43
Size	LARGE	NID	223
Popular Name	Scuppernong Creek	Former Name	

### Location

County	Waukesha	Longitude	-88.436330
Latitude	43.021120		
Permitted PLSS	SESW3607N17E		

### Owners

Type	Village	Name	Village of Summit
------	---------	------	-------------------

### Waterbody

Drainage Basin (sq mi)	8.40		
<b>Stream</b>		<b>Impoundment</b>	
Local Name	SCUPPERNONG CREEK	Local Name	WATERVILLE MILLPOND
Row and Official Name	Scuppernong Creek	Row and Official Name	
Navigable?	navigable	Size (acres)	68.00
When was navigability determined?	1960	Maximum Depth (ft)	12.00

### Regulation

Regulatory Authority	Wisconsin	Legal Status	Authorized (31.04)
Physical Status	On Landscape	Hazard Rating	Low
Operational Status	Normal Operation	Low Head Dam Assessment	No
<b>Compliance Status</b>			
Ch. 31.19 Owner Inspection	Compliant	Ch 31.19 DNR Inspection	Compliant
NR 333 Standards	Required		
<b>NR 333 Compliance Items</b>			
EAP NR 333 Year	2024	IOM NR 333 Year	2012
Capacity NR 333 Year	1991	Stability NR 333 Year	
D/S NR 333 Year			

### Construction Characteristics

Normal Storage (acre-ft)	270.00	Max Storage (acre-ft)	350.00
Structural Height (ft)	16.00	Hydraulic Height (ft)	11.00
Crest Length (ft)	300.00	Spillway Type	Controlled
Discharge Through Principal Spillway (cfs)	435.00	Width/Diameter of Principal Spillway (ft)	16.00
Total Discharge Through All Spillways (cfs)	435.00	Total Width/Diameter of All Spillways (ft)	
Core Type	None	Core Position	None
Power Output (mW)	0.00		
Foundation Type	None	Foundation Certainty	
Structural Types	Gravity, Earth		
Structure Purposes	Recreation		

## Detailed Information for Dam Waterville

### Geomarks

Mark Seq No	Old Mark Id	Elevation	Datum	Status	Status Date	Location Description
15624	1077-A	99.6	Local	Verified (Surveyed)	7/10/1962	BM 1077-A IS A SQUARE NOTCH CHISELED IN THE TOP NW CORNER OF THE SE WINGWALL OF THE BRIDGE ON US HWY 18, 580 FT. S OF THE DAM. APPLICANT'S DATUM.
15625	1077-B	103.51	Local	Found	4/12/1994	BM 1077-B IS A PSC BRONZE TABLET LOCATED ON THE HIGHEST PART OF THE RIGHT ABUTMENT OF THE STRUCTURE. APPLICANT'S DATUM.

### Water Levels

	Normal	Winter
Minimum	Not established	Not established
Normal	101 ft Datum: Local	Not established
Maximum	101.5 ft Datum: Local	Not established

### Construction History

First Dam at Site 1962

Designer	Construction Firm	Completed (year)
RUEKERT AND MIELKE, INC		1962

### Outlet Gates

No data found.

### Inspection History

Inspection Date	Inspection Report Date	Inspection Type
4/29/2021	4/14/2023	Inspection by Owner/Engineering Consultant under Ch. 31.19(2)(ag)
5/10/2012	1/16/2013	Inspection by Owner/Engineering Consultant under Ch. 31.19(2)(ag)
8/24/2007		Informal Inspection to check on status or progress on work directives
10/1/1994	10/27/1994	Inspection conducted by DNR under Ch. 31.19(2)decennial
4/12/1994		Inspection conducted by DNR under Ch. 31.19(2)decennial
4/20/1981		Inspection for the purpose of setting or checking water levels
6/18/1980		Inspection for the purpose of setting or checking water levels
6/16/1980		General Dam Inspection (Usually prior to 1986)
7/2/1979		Inspection for the purpose of setting or checking water levels
4/25/1977		General Dam Inspection (Usually prior to 1986)
7/11/1969	7/20/1969	General Dam Inspection (Usually prior to 1986)
11/17/1965	11/22/1965	Inspection for the purpose of setting or checking water levels
7/10/1962	7/12/1962	General Dam Inspection (Usually prior to 1986)
7/3/1962		Inspection for the purpose of setting or checking water levels
6/15/1962	7/20/1962	Inspection for the purpose of setting or checking water levels

### Followups

Type of Followup	Due Date	Extension Date	Completion Date
Ownership transfer	11/01/2023	11/01/2027	

### Approvals

Approval Date	Approval Type
5/24/2024	Emergency Action Plan
12/1/2012	Emergency Action Plan
12/1/2012	Inspection, Operation and Maintenance Plan
3/1/2012	Plan Appr. Repair/Recon; Stat 31.18
3/19/1997	30-day (6-month) Letter for Zoning Adoption

10/22/1996	Dam Failure Analysis
3/1/1969	Dam Transfer; Stat 31.185B
7/15/1960	Permit to Construct on Nav Str; Stat 31.06

**Orders**

No data found.

**Inspection Schedule**

Inspection Year	Inspection Type
2032	Owner

**Analysis**

Analysis Seq No	Date	Type	Project	WIDNR Status	FEMA Status
6873	9/23/1996	Dam Failure Analysis	Waterville Dam DFA	Approved	NotRequired

# **DAM INSPECTION CHECKLIST**

**Consultant Inspection Process Form – for dam inspected by outside consultant**

Task	<input checked="" type="checkbox"/>	Date Completed	Responsible Party	
			Owner/ Consultant	DNR
Inspection Notification *Notify dam owner of DNR inspection date/time	✓	09/22/25	X	
File Research *Review last inspection report, photos, database, aerial photos, ownership information, etc.	✓	10/06/25	X	
Field Inspection *Physically inspect dam, conduct survey if required	✓	10/07/25	X	
Inspection Checklist *Fill out form documenting observations during inspection	✓	10/07/25	X	
Photo Documentation *Print and label photos, back up digital copies	✓	10/07/25	X	
Review Sufficiency Rating *Complete Sufficiency Rating questionnaire based on current condition of the dam.				X
Review Hazard Rating *Review downstream development for changes, check if downstream zoning is adopted	✓	10/07/25	X	
Review EAP *Review and update EAP, submit to DNR	✓	11/07/25	X	
Review IOM *Review and update IOM, submit to DNR	✓	11/07/25	X	
Inspection Report Submitted to DNR Regional Engineer	X	11/12/2025	X	
Inspection Report Submitted to DNR Central Office				X
Response Letter *DNR letter which outlines work needed to be completed on the dam based on consultant inspection				X
Update database *Update owner contact information, follow-up dates, inspection dates, etc. on DNR database				X
Notify DNR of planned work * Determine if plans and specs are needed for the proposed dam work, issue proper permits or plan approvals			X	
Complete Required Elements *Owner completes required items listed in inspection report			X	
Enforcement *Pursue enforcement action against the dam owner if the required elements are not completed by the appropriate deadlines				X

Dam Name: *Waterville Dam*

Field File #: *67.43*

Engineer Completing Form: *Hunter Moroni*

Key Sequence #: *221*

## Certification for Dam Inspection

Local Dam Name (PRINT): Water ville Dam

DNR Field File #: 67.43

**I certify that I have completed the checklist truthfully and factually:**

Certifier's Name (print): Robbie Freitag

Company Name: General Engineering Company

Signature: Robbie Freitag

Date: 11/06/2025

Multidisciplinary: I am experienced in the technical disciplines or I am working with other professionals experienced in the technical disciplines to properly inspect this dam and appurtenant works. Technical disciplines, in addition to general civil engineering, may include geotechnical, geological, hydrologic, structural, and mechanical:

Yes    No

Engineer's Wisconsin Registration Number: E-102103-6

Expiration Date: 7/31/2026

Engineer's Seal (optional):





**GENERAL (Cont.)**

**5 Hazard Section**

**A. D/S Development**

Density:    
 Distance:   
 Type (Residential, Commercial, Industrial):

1 residential house D/S with exposed basement  
 = 50 yards

**B. Channel Crossing**

Type:    
 Dimensions:   
 D/S distance:   
 Traffic Level (Local, CTH, Rail Road, STH, Interstate, etc):

Bridge, Ford, Culvert, Trestle, Other (Explain) (Circle One)  
 5' x 30'  
 150' D/S  
 Pedestrian Bridge, CTH Bridge

**C. Distance to nearest D/S community/impoundment:**

Name:

1 mile to Patchman Lake

**D. Anticipated Hazard (based on landuse and zoning):**

Low hazard

**E. Dam Failure Analysis**

Date Completed/Approved   
 Is map available?   
 Are map & profile adopted?   
 List adoption date:   
 Verify validity of failure mode:   
 Verify validity of DFA conclusions:

Nov 1946

**F. Emergency Action Plan**

Y N

**Comments, Explanation, and Description**

M I R

- 1. Current plan posted?
- 2. Understood by Operator?
- 3. Warning systems?
- 4. Certification of last test?
- 5. Remote operation?
- 6. Revision Date?
- 7. Habitable structures?
- 8. Recreation areas?
- 9. Changed hazard potential?
- 10. New development?
- 11. Other comments?

Sept. 2023

**Additional Comments:**

N= Noted; P= Photo; M= Monitor  
 I= Investigate; R= Repair  
 F.F.= Field File; RT = Right; LT = Left  
 U/S = Upstream; D/S = Downstream

**Action Suggestion** 1. Requires immediate action  
 2. Plan to do soon  
 3. Do when convenient

## EMBANKMENTS

Description:				Action		
Item	N	P	Location on Embankment and Deficiency	M	I	R
<b>1 Vegetation:</b>				No problem		
<b>A. Trees</b>						
Quantity (<5, sparse, dense):	None					
Diameter:						
Location:						
<b>B. Brush</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
Quantity (sparse, dense):	Sparse, 1 patch on left embankment of Dam Sparse, 2 stumps on Right embankment of Dam					
Location:						
<b>C. Ground cover</b>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
Type (grass, crown vetch, other):	Newly planted grass on right emb., Well established Prairie grass on left emb., Sparse on right emb., adequate on left					
Quantity (bare, sparse, adequate, dense):						
Appearance (too tall, too short, good):						
<b>2 Erosion</b>			No problem	Not applicable	Could not inspect	
<b>A. Wave erosion (Beaching):</b>						
Scarp: Length/ Width:	None					
Location:						
<b>B. Runoff Erosion (Gullies)</b>						
Quantity:	None					
Length/ Width/ Depth:						
Location:						
<b>3 Instabilities</b>			No problem	Not applicable	Could not inspect	
<b>A. Slides</b>						
Transverse:	None					
Longitudinal:						
Scarp: Length/ Width:						
Crack Length/ Width:						
<b>B. Cracks:</b>						
Transverse:	None					
Longitudinal:						
Length/ Width/ Depth:						
Location:						
Other:						
<b>C. Bulges/ Depressions</b>						
Size:	None					
Height/ Depth:						
<b>D. Slope (Too Steep)</b>						
U/S, D/S	Good					
N= Noted; P= Photo; M= Monitor I= Investigate; R= Repair F.F.= Field File; RT = Right; LT = Left U/S = Upstream; D/S = Downstream				<b>Action Suggestion</b> 1. Requires immediate action 2. Plan to do soon 3. Do when convenient		
<b>Additional Comments:</b>						



SPILLWAY--PRINCIPAL - FIXED CREST						Action		
Item	N	P	Notes/ Observations			M	I	R
<b>1 Fixed Crest</b>			No problem	Not applicable	Could not inspect			
<b>A. Dimensions</b> Top Width:			270'					
<b>B. Materials</b>			Concrete					
<b>C. Shape</b> (sharp-crested, broad-crested, ogee, chute, gated, overflow, morning glory, dropbox, labyrinth)			sharp crested on both sides w/ stop logs in the center					
<b>D. Debris</b> Prevention (racks, booms, etc.):			None					
<b>E. Concrete Condition *</b>			Good a few cracks w/ little to no separation in left abutment					
<b>F. Flashboards</b> (none, number): Type (Metal, wood): Dimensions: Operability:			None					
<b>G. Abutments</b> Condition: * Seepage/wetness:			Good					
<b>H. Drains</b> Type: Weep holes, Relief drains, Other: Flow Rate:			No problem	<input checked="" type="checkbox"/> Not applicable	Could not inspect			
<b>I. Other</b>								

N= Noted; P= Photo; M= Monitor

I= Investigate; R= Repair

F.F.= Field File; RT= Right; LT= Left

U/S = Upstream; D/S = Downstream

Action Suggestion

1. Requires immediate action

2. Plan to do soon

3. Do when convenient

Controlled = Gated

Uncontrolled = Overflow

Additional Comments:

\* Type of Concrete Problems: Spalling, cracks, exposed rebar, misalignment, joints, bug holes, efflorescence, popouts, honeycombing, scaling, craze/map cracks, isolated crack, disintegration, other

Dam Name: Waterville Dam F.F.#: 67.43 Date: 10/7/25 6 of 16

Dam Inspection Checklist

SPILLWAY-PRINCIPAL - GATES					Action					
Item	N	P	Notes/ Observations	Action						
				M	I	R				
<b>1 Gates</b>			No problem				Not applicable			Could not inspect
<b>A. Types</b> (lift/slide, tainter(radial), stoplogs, leaf, roller, flashboards, needles, other): Number and Size:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Good stop logs = 6 10" Deep							
<b>B. Stoplogs</b> Dimensions: Condition:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	10' x 5' Good							
<b>C. Abutments</b> Condition: * Seepage/wetness:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Good							
<b>D. Piers</b> (number, shape) Condition: *	<input type="checkbox"/>	<input type="checkbox"/>	1/1							
<b>E. Operability</b> Type of Operator: Condition(chain, cables,hoists): Security(locked?): Backup Operator:	<input type="checkbox"/>	<input type="checkbox"/>	↓							
<b>F. Access</b>	<input type="checkbox"/>	<input type="checkbox"/>	stop logs lift from Deck above spillway							
<b>G. Condition</b> Rust: Seals (leakage):	<input type="checkbox"/>	<input type="checkbox"/>	Good							
<b>H. Ice protection</b> Type (Heaters, Bubblers, Barriers, Other)	<input type="checkbox"/>	<input type="checkbox"/>	N/A							
<b>I. Debris</b> Prevention (Rack, boom, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	None							
<b>J. Condition of Flowway</b>	<input type="checkbox"/>	<input type="checkbox"/>	Good							
<b>K. Drains</b> Type (Weep holes/ Relief drains/ Other): Flow rate: Location:	<input type="checkbox"/>	<input type="checkbox"/>	Lock Drain rusted shut on right side of spillway							
<b>L. Other</b>	<input type="checkbox"/>	<input type="checkbox"/>								

N= Noted; P= Photo; M= Monitor

I= Investigate; R= Repair

F.F.= Field File; RT = Right; LT = Left

U/S = Upstream; D/S = Downstream

Action Suggestion

1. Requires immediate action

2. Plan to do soon

3. Do when convenient

Controlled = Gated

Uncontrolled = Overflow

Additional Comments and/or Sketch:

\* Type of Concrete Problems: Spalling, cracks, exposed rebar, misalignment, joints, bug holes, efflorescence, popouts, honeycombing, scaling, craze/map cracks, isolated crack, disintegration, other

Dam Name: Waterville Dam

Dam Inspection Checklist  
F.F.#: 67.43

Date: 10/7/25 Page 7 of 16









**LAKE DRAINS**

(Low level outlet, not a principle or aux. spillway)

Item	N	P	Notes/ Observations	Action		
				M	I	R
<b>1 General</b>			None found			
<b>A. Type of lake drain</b> (isolated control/intake tower, valve vault with outlet conduit valve in riser/drop inlet siphon): Size:			steel Gate in right side of concrete structure = 18" x 18"			
<b>B. Operated (Yes/ No)</b>			NO			
<b>2 Lake drain components</b>						
<b>A. Concrete structure</b> Location: Description: * Condition: *			Spillway Good			
<b>B. Valve control</b> (operating device): No operating device; No stem Bent/Broken Stem; Access Other: Operability:			N/A			
<b>C. Valve/Sluice gate</b> Quantity: a. Metal deterioration (surface rust, minor, moderate, extensive, other): Location: Flow rate: b. Misalignment c. Leakage - Flow rate						
<b>D. Outlet conduit</b> Size: Material: Condition:						
<b>E. Energy dissipater</b> Type (endwall, plunge pool impact basin, stilling basin, rock-lined channel, none): Condition: *						

N= Noted; P= Photo; M= Monitor  
I= Investigate; R= Repair  
F.F.= Field File; RT = Right; LT = Le:  
U/S = Upstream; D/S = Downstream

**Action Suggestion**

1. Requires immediate action
2. Plan to do soon
3. Do when convenient

**Additional Comments:**

\* **Type of Concrete Problems:** Spalling, cracks, exposed rebar, misalignment, joints bug holes, efflorescence, popouts, honeycombing, scaling, craze/map cracks, isolated crack, disintegration, other





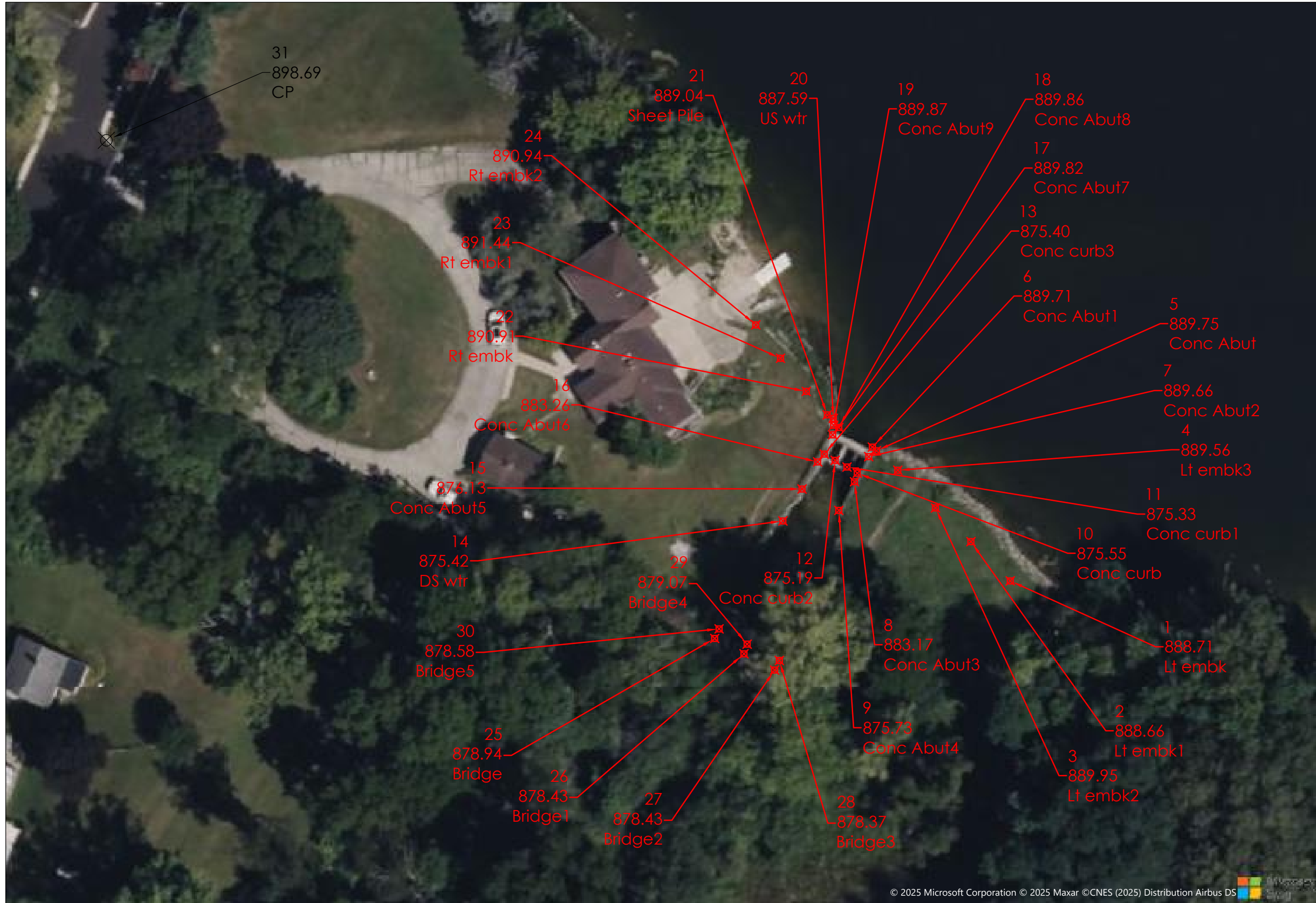


SKETCH

SEE ATTACHED  
MAP



## **LOCATION/SURVEY MAP**



**General Engineering Company**

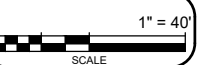
P.O. Box 340 • 916 Silver Lake Dr. • Portage, WI 53901  
608-742-2169 (Office) • 608-742-2592 (Fax)  
www.generalengineering.net

This document contains confidential information. It is the property of General Engineering Company. No part of this document may be reproduced, stored, distributed, disseminated, used or disclosed in any form or by any means without the prior written consent of General Engineering Company.

**DAM SURVEY PLAN VIEW**  
**2025 WATERVILLE DAM INSPECTION**  
**WATERVILLE HOME OWNERS ASSOCIATION**

TOWN OF SUMMIT  
Waukesha County, WI

REVISIONS	NO.	BY	DATE



DRAWN BY	HTM
REVIEWED BY	RSF
ISSUE DATE	11/03/2025
GEC FILE NO.	04-25000-679
SHEET NO.	

## **LIST OF PHOTOS**

**Inspection Of Waterville Dam (Field File #67.43)****November 6th, 2025**

<b>File Name</b>	<b>Description</b>
0022110072501.JPG	Dam From Left Embankment
0022110072502.JPG	Dam From Right Embankment
0022110072503.JPG	Stream Downstream Of Dam
0022110072504.JPG	Right Upstream Abutment
0022110072505.JPG	Right Downstream Abutment
0022110072506.JPG	Left Upstream Abutment
0022110072507.JPG	Left Downstream Abutment
0022110072508.JPG	Dam Stoplogs
0022110072509.JPG	Right Upstream Embankment
0022110072510.JPG	Right Downstream Embankment
0022110072511.JPG	Stump On Right Upstream Embankment
0022110072512.JPG	Left Upstream Embankment
0022110072513.JPG	Left Downstream Embankment
0022110072514.JPG	Rutting from Pedestrian Traffic On Left Downstream Embankment
0022110072515.JPG	Woody Vegetation On Left Downstream Embankment
0022110072516.JPG	Dam Warning Sign
0022110072517.JPG	Dam Benchmark
0022110072518.JPG	Staff Gage

General Engineering Company  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



608-742-2169 (Office)  
608-742-2592 (Fax)  
[gec@generalengineering.net](mailto:gec@generalengineering.net)  
[www.generalengineering.net](http://www.generalengineering.net)

*Engineers • Consultants • Inspectors*



Waterville Dam  
Dam From Left Embankment  
0022110072501.JPG



Waterville Dam  
Dam From Right Embankment  
0022110072502.JPG



Consulting Engineering • Structural Engineering • Building Design • Environmental Services  
Grant Procurement & Administration • Land Surveying • Zoning Administration • Building Inspection • GIS Services





Waterville Dam  
Stream Downstream Of Dam  
0022110072503.JPG



Waterville Dam  
Right Upstream Abutment  
0022110072504.JPG



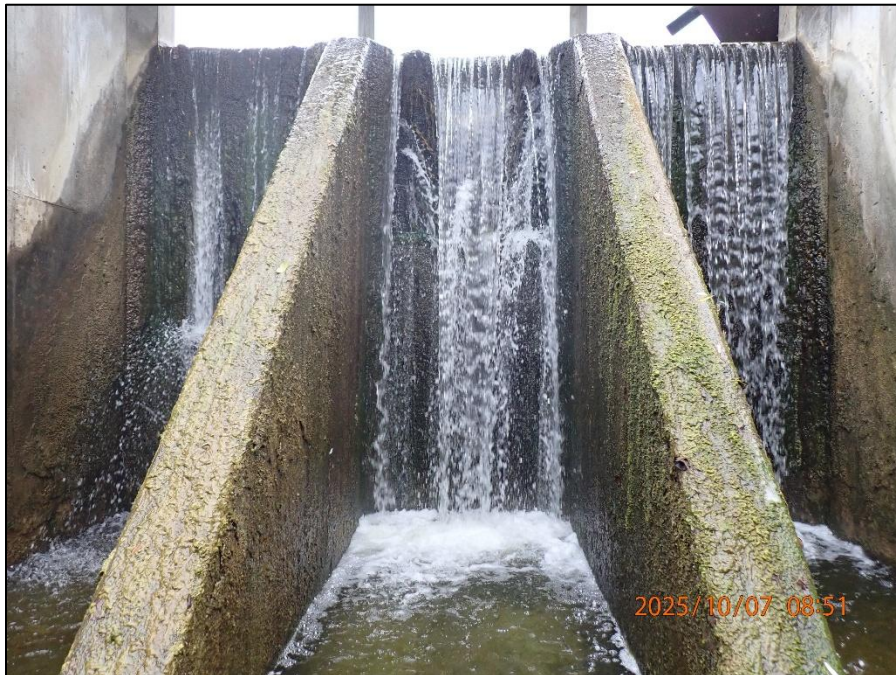
Waterville Dam  
Right Downstream Abutment  
0022110072505.JPG



Waterville Dam  
Left Upstream Abutment  
0022110072506.JPG



Waterville Dam  
Left Downstream Abutment  
0022110072507.JPG



Waterville Dam  
Dam Stoplogs  
0022110072508.JPG



Waterville Dam  
Right Upstream Embankment  
0022110072509.JPG



Waterville Dam  
Right Downstream Embankment  
0022110072510.JPG



Waterville Dam  
Stump On Right Upstream Embankment  
0022110072511.JPG



Waterville Dam  
Left Upstream Embankment  
0022110072512.JPG



Waterville Dam  
Left Downstream Embankment  
0022110072513.JPG



Waterville Dam  
Rutting from Pedestrian Traffic On Left Downstream Embankment  
0022110072514.JPG



Waterville Dam  
Woody Vegetation On Left Downstream Embankment  
0022110072515.JPG



Waterville Dam  
Dam Warning Sign  
0022110072516.JPG



Waterville Dam  
Dam Benchmark  
0022110072517.JPG



Waterville Dam  
Staff Gage  
0022110072518.JPG



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Highway Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

**MEMORANDUM**

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: June 3, 2026

Re: Appointment to the Zoning Board of Appeals

---

**BACKGROUND:** The Zoning Board of Appeals still needs to appoint/re-appoint 1 regular member and 2 alternate members.

Administrator Michael reached out to Nate Rice because he had not responded to prior inquiries from the Deputy Clerk. After speaking with Nate, he would like to continue his service on the ZBA. His biography form was submitted.

Following is the information from the Charter Ordinance:

*Zoning board of appeals.*

- a. The zoning board of appeals shall consist of five regular members and two alternate members appointed by the village board.
  - i. Four of the regular members and both alternates shall be appointed by the village board.
  - ii. The village president shall appoint the fifth regular member, with confirmation by the village board. The member appointed by the village president shall serve as chair of the zoning board of appeals.
  - iii. All of the members and alternates shall be residents of the village.
- b. Alternate members shall act only when a regular member is absent or wishes to refrain from voting because of a conflict of interest. Alternates shall be designated as "first alternate" or "second alternate," and shall be selected for service, as needed, accordingly.
- c. The zoning board of appeals shall have the powers and duties as prescribed in the Village Code.
- d. Members shall be appointed to staggered three-year terms. Initial appointments shall be staggered as determined by the village board.

e. The village board shall establish annually the compensation to be paid to members to defray expenses related to service on the board.

f. If the chair is absent from the zoning board of appeals, the village administrator or his/her designee shall call the meeting to order and the zoning board of appeals shall elect a chair for the meeting.

g. A majority of the members of the zoning board of appeals shall constitute a quorum. If there is not a quorum present, the fact shall be entered in the minutes, and the meeting shall be adjourned.

ATTACHMENTS:       Biography Form

FISCAL IMPACT:       Members receive \$50 per meeting

**RECOMMENDATION:   MOTION: to appoint Nate Rice as a regular member of the Zoning Board of Appeals for a term expiring May, 2029.**



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Highway Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

**MEMORANDUM**

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: June 3, 2026

Re: Appointments to the Board of Review

---

**BACKGROUND:** The Board of Review still needs to appoint 1 regular member and 2 alternate members.

This is an important task because the Village is currently in a market revaluation year so the potential for objections will be high. We need to have a full board and they will need to be trained prior to Board of Review scheduled for September 30.

Following is the information from the Charter Ordinance:

*Board of review.*

- a. The board of review shall consist of five members and two alternate members.
  - i. All of the members and alternate members shall be appointed by the village board.
  - ii. All of the members and alternates shall be residents of the village.
  - iii. The village president shall name a chair and vice-chair from those appointed by the village board.
- b. The village clerk or his/her designee shall act as clerk to the board.
- c. The chair and vice-chair of the board of review shall receive training as required by the Wisconsin Department of Revenue or its designee. Other members may receive training by the Wisconsin Department of Revenue or its designee.
- d. All members are appointed in April of odd numbered years, for a two-year term.
- e. The village board shall establish annually the compensation to be paid to members to defray expenses related to service on the board.

f. The board of review shall have the powers and duties as prescribed to it under Wis. Stats. § 70.46 and other applicable state laws.

g. Alternate members shall act when a regular member is absent, wishes to refrain from voting because of conflict of interest or is removed by an objector. Alternates shall be designated as "first alternate" or "second alternate," and shall be selected for service, as needed, accordingly.

h. If the chair is absent from the board of review, the vice-chair shall call the meeting to order and the board of review shall commence. If the chair and vice-chair are absent, the fact shall be entered in the minutes, and the meeting shall be adjourned.

ATTACHMENTS:       None

FISCAL IMPACT:       Members receive \$50 per meeting

**RECOMMENDATION:   MOTION: to task Village Board members to find candidates to be considered for the openings on the Board of Review and direct them to complete and submit the Biography for Non-Elected Village Positions.**



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

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

---

### MEMORANDUM

To: Village Board

From: Debbie Michael, Village Administrator-Clerk/Treasurer

Date: June 2, 2026

Re: Authorization to make application to the Board of Commissioners of Public Lands, State of Wisconsin, for a Municipal General Obligation Loan in the amount not to exceed \$502,500 with a 5-year term for the purpose of financing the 2026 capital improvements projects

---

**BACKGROUND:** The Village has historically used the BCPL to fund capital improvement budgets. The last borrowing was in 2025. Action is needed to begin the process.

**ATTACHMENTS:** Application.

**FISCAL IMPACT:** 5.5% interest on principal for 3 – 5 years.

**MOTION:** **Motion to approve the resolution and authorize application to the Board of Commissioners of Public Lands, State of Wisconsin, for a loan of \$502,500 with a term of 5 years for the purpose of financing 2026 Capital Improvement Projects.**

**\*\*\*NOTE: A BOARD MEMBER MUST  
READ INTO THE RECORD PAGE 4 OF  
THE RESOLUTION DOCUMENT.  
THEN ROLL CALL VOTE IS TAKEN\*\*\***



Sarah Godlewski, *Secretary of State*  
John Leiber, *State Treasurer*  
Joshua L. Kaul, *Attorney General*

101 E. Wilson Street  
2<sup>nd</sup> Floor  
PO Box 8943  
Madison, WI 53708-8943

(608) 266-1370 INFORMATION  
(608) 266-0034 LOANS  
(608) 267-2787 FAX  
bcpl.wisconsin.gov

Tia Nelson, *Executive Secretary*

May 21, 2026

Debra Michael  
Village of Summit  
37100 Delafield Rd  
Summit, WI 53066

ID# 05606293

Dear Debra Michael:

Thank you for requesting a loan application from the BCPL State Trust Fund Loan Program. Your application is attached, along with associated forms and directions. Please look through these documents and call us with any questions.

Please check your application to confirm the correct amount, rate, term, and purpose of the loan. The application interest rate should correspond to the current interest rates for BCPL General Obligation Trust Fund loans:

**General Obligation Loan Rates:**

2 Years	5.25%
3 – 5 Years	5.50%
6 – 10 Years	5.75%
11 – 20 Years	6.50%

Your interest rate is now locked at the above level for 60 days. To maintain that interest rate lock and prevent the possibility of needing to re-start the loan process from the beginning, BCPL needs to receive a properly completed loan application within 60 days from the date of this letter.

Following approval of the Application and Borrowing Resolution by your Board, the application must be completed and returned to BCPL along with the meeting minutes and the Anticipated Schedule of Disbursements. To provide enough time for internal reviews, loan processing, and assembling of our Board agenda materials, completed documents must be received a minimum of eight (8) calendar days before the next BCPL board meeting. The BCPL Board meets the first and third Tuesdays of each month.

BCPL requests that all Borrowers provide digital photographs of the projects that we finance (if applicable). We use these photos for promotional materials regarding the BCPL State Trust Fund Loan Program. Please remember to email a few high-resolution digital photographs, and be sure to include photographer credit information. We thank you in advance.

If you have questions regarding any of the documentation required by BCPL, the application process or the status of your application, please call me at 608-266-0034 or email me at [richard.sneider@wisconsin.gov](mailto:richard.sneider@wisconsin.gov).

Sincerely,

Richard Sneider, CFA, CIPM  
Chief Investment Officer

Enclosures: 1) Application Form – Village 20 Year Maximum  
2) Checklist for Application Review  
3) Anticipated Schedule of Disbursements

121.doc

STATE OF WISCONSIN  
BOARD OF COMMISSIONERS OF PUBLIC LANDS  
101 EAST WILSON STREET, 2<sup>ND</sup> FLOOR  
POST OFFICE BOX 8943  
MADISON, WISCONSIN 53708-8943  
APPLICATION FOR STATE TRUST FUND LOAN  
VILLAGE - 20 YEAR MAXIMUM

Chapter 24 Wisconsin Statutes

VILLAGE OF SUMMIT

Date sent: May 21, 2026

Received and filed in Madison, Wisconsin:

---

ID # 05606293

RAS

RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY

**RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY**

TO: BOARD OF COMMISSIONERS OF PUBLIC LANDS

We, the undersigned president and clerk of the Village of **Summit**, in the County(ies) of **Waukesha**, Wisconsin, in accordance with the provisions of Chapter 24 of the Wisconsin Statutes, do hereby make application for a loan of **Five Hundred Two Thousand Five Hundred And 00/100 Dollars (\$502,500.00)** from the Trust Funds of the State of Wisconsin for the purpose of **financing 2026 Capital Improvement Projects**.

The loan is to be continued for a term of **5** years from the 15th day of March preceding the date the loan is made. The loan is to be repaid in annual installments, as provided by law, with interest at the rate of **5.25** percent per annum.

We agree to the execution and signing of such certificates of indebtedness as the Board may prepare and submit, all in accordance with Chapter 24, Wisconsin Statutes.

The application is based upon compliance on the part of the Village with the provisions and regulations of the statutes above referred to, as set forth by the following statements which we do hereby certify to be correct and true.

The meeting of the village board of the Village of **Summit**, in the County(ies) of **Waukesha**, Wisconsin, which approved and authorized this application for a loan was a regularly called meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, **2026**.

At the aforesaid meeting a resolution was passed by a vote of not less than a majority of the members of the village board approving and authorizing an application to the Board of Commissioners of Public Lands, State of Wisconsin, for a loan of **Five Hundred Two Thousand Five Hundred And 00/100 Dollars (\$502,500.00)** from the Trust Funds of the State of Wisconsin to the Village of **Summit**, in the County(ies) of **Waukesha**, Wisconsin, for the purpose of **financing 2026 Capital Improvement Projects**. That at the same time and place, the village board of the Village of **Summit** by a majority vote of the members, adopted a resolution levying upon all the taxable property in the Village, a direct annual tax sufficient in amount to pay the annual installments of principal and interest, as they fall due, all in accordance with Article XI, Sec. 3 of the Constitution and Sec. 24.66(5), Wisconsin Statutes.

A copy of the aforesaid resolutions, certified to by the village clerk, as adopted at the meeting, and as recorded in the minutes of the meeting, accompanies this application.

A statement of the equalized valuation of all the taxable property within the Village of **Summit**, certified to by the president and clerk, accompanies this application.

Given under our hands in the Village of **Summit**, County(ies) of **Waukesha**, Wisconsin, this \_\_\_\_ day of \_\_\_\_\_, **2026**.

\_\_\_\_\_  
President, Village of **Summit**

\_\_\_\_\_  
Clerk, Village of **Summit**

**RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY**

FORM OF RECORD

The following preamble and resolutions were presented by Trustee \_\_\_\_\_ and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the Village of **Summit**, in the County(ies) of **Waukesha**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Five Hundred Two Thousand Five Hundred And 00/100 Dollars (\$502,500.00)** for the purpose of **financing 2026 Capital Improvement Projects** and for no other purpose.

The loan is to be payable within **5** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **5.25** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the Village of **Summit**, in the County(ies) of **Waukesha**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the Village of **Summit** by such loan from the state be applied or paid out for any purpose except **financing 2026 Capital Improvement Projects** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the president and clerk of the Village of **Summit**, in the County(ies) of **Waukesha**, Wisconsin, are authorized and empowered, in the name of the Village to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the Village pursuant to this resolution. The president and clerk of the Village will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this Village forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

**RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY**

Trustee \_\_\_\_\_ moved adoption of the foregoing preamble and resolutions.

The question being upon the adoption of the foregoing preamble and resolutions, a vote was taken by ayes and noes, which resulted as follows:

- 1. Trustee Kraig Arenz, Sr. voted \_\_\_\_\_
- 2. Trustee Justin Phillips voted \_\_\_\_\_
- 3. Trustee Hethe Hennickson voted \_\_\_\_\_
- 4. Trustee Lisa Mellone voted \_\_\_\_\_
- 5. ~~Trustee~~ President Jack Riley voted \_\_\_\_\_
- 6. Trustee \_\_\_\_\_ voted \_\_\_\_\_
- 7. Trustee \_\_\_\_\_ voted \_\_\_\_\_
- 8. Trustee \_\_\_\_\_ voted \_\_\_\_\_
- 9. Trustee \_\_\_\_\_ voted \_\_\_\_\_
- 10. Trustee \_\_\_\_\_ voted \_\_\_\_\_

A majority of the members of the village board of the Village of **Summit**, in the County(ies) of **Waukesha**, State of Wisconsin, having voted in favor of the preamble and resolutions, they were declared adopted.

**RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY**

STATE OF WISCONSIN

Village of **Summit**

County(ies) of **Waukesha**

I, Debra Michael, Clerk of the Village of **Summit**, County(ies) of **Waukesha**, State of Wisconsin, do hereby certify that the foregoing is a true copy of the record of the proceedings of the village board of the Village of **Summit** at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2026 relating to a loan from the State Trust Funds. I further certify that I have compared the same with the original record thereof in my custody as clerk and that the same is a true copy thereof, and the whole of such original record.

I further certify that the village board of the Village of **Summit** is constituted by law to have 5 members, and that the original of said preamble and resolutions was adopted at the meeting of the village board by a vote of \_\_\_\_\_ ayes to \_\_\_\_\_ noes and that the vote was taken in the manner provided by law and that the proceedings are fully recorded in the records of the Village.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the Village of **Summit** this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Clerk (Signature)

Village of **Summit**

County(ies) of **Waukesha**

State of Wisconsin

**RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY**

STATE OF WISCONSIN  
 VILLAGE OF **Summit**  
 COUNTY(IES) OF **Waukesha**  
 TO: THE BOARD OF COMMISSIONERS OF PUBLIC LANDS

I, Debra Michael, Clerk of the Village of **Summit**, County(ies) of **Waukesha**, State of Wisconsin, do hereby certify that it appears by the books, files and records in my office that the valuation of all taxable property in the Village of **Summit** is as follows:

EQUALIZED VALUATION FOR THE YEAR 2025 \* \$ 2,151,654,600  
 \* Latest year available

I further certify that the whole existing indebtedness of the Village of **Summit**, in the County(ies) of **Waukesha**, State of Wisconsin, is as follows: (list each item of indebtedness):

NAME OF CREDITOR	PRINCIPAL BALANCE (EXCLUDING INTEREST)
<u>Chase - D.T.C.</u>	\$ <u>785,000.00</u>
<u>Chase - D.T.G.</u>	\$ <u>4,135,000.00</u>
<u>BCPL - STFL</u>	\$ <u>100,754.01</u>
<u>BCPL - STFL</u>	\$ <u>80,591.07</u>
<u>BCPL - STFL</u>	\$ <u>219,327.58</u>
<u>BCPL - STFL</u>	\$ <u>229,886.44</u>
<u>BCPL - STFL</u>	\$ <u>583,116.67</u>
<u>BCPL - STFL</u>	\$ <u>801,460.81</u>
TOTAL INDEBTEDNESS:	\$ <u>6,935,136.58</u>

\_\_\_\_\_  
 Clerk (Signature)

Debra J. Michael  
 Clerk (Print or type name)

Village of **Summit**

County(ies) of **Waukesha**

State of Wisconsin

\_\_\_\_\_, 2026  
 Date

FOR OFFICE USE ONLY		
Confirmation of equalized value <input type="checkbox"/>		
5% debt limit = \$		
Shared	20____ =	\$
Revenue:	20____ =	\$
Application approved by:		

THE TOTAL INDEBTEDNESS, INCLUDING THE TRUST FUND LOAN APPLIED FOR, MAY NOT EXCEED 5% OF THE VALUATION OF THE TAXABLE PROPERTY AS EQUALIZED FOR STATE PURPOSES. (Sec. 24.63(1), Wis. Stats., 1989-90)

**RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY**

2025 Equalized Value Information

WAUKESHA COUNTY

<u>CoMun Code</u>	<u>Tax Dist #</u>	<u>TVC Type</u>	<u>Municipal Name</u>	<u>TID OUT Equalized Value</u>	<u>TID IN Equalized Value</u>	<u>Debt Limit</u>
67002	1809	T	BROOKFIELD	1,507,938,600	1,808,275,900	90,413,795
67004	1810	T	DELAFIELD	2,682,197,600	2,682,197,600	134,109,880
67006	1811	T	EAGLE	887,500,900	887,500,900	44,375,045
67008	1812	T	GENESEE	1,600,535,500	1,600,535,500	80,026,775
67014	1814	T	MERTON	3,032,449,600	3,032,449,600	151,622,480
67016	1815	T	MUKWONAGO	1,573,545,000	1,573,545,000	78,677,250
67022	1816	T	OCONOMOWOC	3,214,519,200	3,236,011,700	161,800,585
67024	1817	T	OTTAWA	885,229,900	885,229,900	44,261,495
67106	1822	V	BIG BEND	284,297,700	288,280,000	14,414,000
67107	1823	V	BUTLER	360,596,100	360,596,100	18,029,805
67111	1824	V	CHENEQUA	791,128,600	791,128,600	39,556,430
67116	1825	V	DOUSMAN	331,189,700	332,229,800	16,611,490
67121	1826	V	EAGLE	338,170,100	338,170,100	16,908,505
67122	1827	V	ELM GROVE	1,783,180,000	1,919,757,200	95,987,860
67136	1828	V	HARTLAND	2,320,843,300	2,342,784,500	117,139,225
67146	1829	V	LAC LA BELLE	212,114,100	212,114,100	10,605,705
67147	1830	V	LANNON	224,922,800	394,458,300	19,722,915
67149	1813	V	LISBON	2,289,099,600	2,344,457,500	117,222,875
67151	1831	V	MENOMONEE FALLS	8,256,550,700	8,931,733,700	446,586,685
67152	1832	V	MERTON	800,194,300	800,194,300	40,009,715
67153	1833	V	MUKWONAGO	1,408,343,300	1,497,890,100	74,894,505
67158	1834	V	NASHOTAH	322,900,200	322,900,200	16,145,010
67161	1835	V	NORTH PRAIRIE	417,685,400	417,685,400	20,884,270
67166	1836	V	OCONOMOWOC LAKE	649,304,500	649,304,500	32,465,225
67171	1837	V	PEWAUKEE	1,477,625,000	1,528,269,500	76,413,475
67172	1819	V	SUMMIT	2,151,654,600	2,151,654,600	107,582,730
67181	1838	V	SUSSEX	2,413,827,600	2,583,781,500	129,189,075
67186	1820	V	VERNON	1,587,716,000	1,587,716,000	79,385,800
67191	1839	V	WALES	606,177,500	668,685,000	33,434,250
67195	1821	V	WAUKESHA	1,791,220,200	1,796,340,600	89,817,030
67206	1840	C	BROOKFIELD	10,432,335,700	10,537,904,200	526,895,210
67216	1841	C	DELAFIELD	2,667,384,100	2,667,384,100	133,369,205
67250	1842	C	MILWAUKEE	13,266,700	13,266,700	663,335
67251	1843	C	MUSKEGO	5,423,777,200	5,572,749,500	278,637,475
67261	1844	C	NEW BERLIN	8,259,983,700	8,404,437,700	420,221,885
67265	1845	C	OCONOMOWOC	4,112,435,700	4,394,385,000	219,719,250
67270	1818	C	PEWAUKEE	5,228,633,000	5,228,633,000	261,431,650
67291	1846	C	WAUKESHA	10,498,558,100	10,941,341,200	547,067,060



Village Hall, 262-567-2757  
Fax, 262-567-4115  
Public Works Dept., 262-567-2422  
Police Dept., 262-567-1134  
Building Inspector, 262-490-4141  
[www.villageofsummitwi.gov](http://www.villageofsummitwi.gov)

---

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

---

**MEMORANDUM**

To: Village Board

From: Kamron Nash, P.E., Village Public Works Director

Date: June 4, 2026

Re: Discussion and Action on Proactive Outreach to Lyte Fiber to Provide Service to Residential Properties in the Village of Summit

---

**PURPOSE:**

To receive approval to proactively reach out to Lyte to encourage them to provide service to residential properties in the Summit area.

**BACKGROUND:**

Director Nash met with a representative of Lyte Fiber on March 18<sup>th</sup>. Lyte Fiber is a Houston-based company that is just over a year old. They are looking to expand fiber throughout the southern part of Wisconsin, targeting primarily residential properties. The purpose of the meeting was to determine whether there would be interest from the communities in this area to expand the fiber network, as well as to determine if there are other large fiber projects that we are aware of. Lyte Fiber is privately funded and does not rely on public funding sources to install their infrastructure. If this area proves to have the customer base, they are willing to present briefly at a future public meeting to provide more information to elected officials and the public.

To date, Lyte has not reached back out to the Village with an update. Trustee Arenz would like to get permission from the Village Board to proactively reach out to Lyte to encourage them to pursue fiber service for residences in the Village, as there remain areas that are underserved. He has requested that this item is placed on the Village Board agenda for consideration.

**RECOMMENDATION:**

Trustee Arenz and staff recommend that the Village Board provide direction to reach out to Lyte Fiber proactively.

ATTACHMENTS: N/A

FISCAL IMPACT: N/A

**RECOMMENDED MOTION:** Motion to direct Trustee Arenz and Village staff to proactively reach out to Lyte Fiber to encourage them to provide fiber service to residential properties in the Village of Summit.