Town of Merton
Plan Commission Meeting
Minutes of October 21st, 2026

- Meeting Called to Order by Chairman Klink at 5:30 p.m.
- Pledge of Allegiance led by Chairman Klink
- Minutes September 16th, 2026 Plan Commission Meeting. A motion to approve the minutes as written was made by Commissioners Good/Queoff. Motion carried.

Present: Chairman Klink, Commissioners Griffin, Queoff, Olson, and Good, Attorney Van Kleunen, Planner Haroldson, and Deputy Clerk Claas
Absent: Commissioners Siepmann and Caliendo
Also Present: Mike Duffek, Erik Semb, Dan Groskopf, Chad Lindmark, Shan Amin, Joe Lindmark, Marty Iverson & others

Old Business: None

New Business:

Request to Update the Plan of Operation and to Build an 11,000 SF Addition to Their Existing Building with a Site Plan - Requested by Duffek Construction – on Behalf of Chad and Joe Lindmark – Hartland Overhead Door – County Road Vv – MRTT0346-993-003 – Planner Haroldson stated they are proposing an addition to the existing building that is 11,995 sq. ft. They are zoned B-3 district, they have 1.9 acres, and they are under the 50% allowable Floor Area Ratio. They meet all the criteria for the zoning district. No new sign is requested and downward lights will be on the building.

Conditions for this addition are:

- They need to have plans for the addition submitted to the Building Inspector and approved for a permit
- They will need an updated Preliminary Site Evaluation
- They need a stormwater permit and erosion control
- They will need to pay the Fire Impact Fee
- They will need to allow the Fire Inspector to inspect the property after it's constructed

Chairman Klink asked if the shipping containers will be removed. Chad Lindmark responded yes. Commissioner Good asked if they are removing asphalt for stormwater. Chad Lindmark responded yes.

A motion to approve this subject to the conditions was made by Commissioners Griffin/Olson. Motion carried.

Plan of Operation and Site Plan for a New Building for Residential and Offices – Zoned B-2, as Requested by Dan Groskopf – Groskopf Construction – on Behalf of the Wenthur Law Group LLP, CTH K, MRTT0361-982-001 – Planner Haroldson is zoned B-2 Business District which allows for mixed use. It's 20,000 sq. ft lot. The building is 5,334 sq. ft., the garage is 1,263 sq. ft., and the one-bedroom studio over the garage is 1,208 sq. ft. They will have office hours from 9 to 5 every day, Monday through Friday with two full-time employees and two seasonal employees.

Groskopf said it's a family law office. They are based out of California, but the owner is from this area. The owner's hope is some of his kids, who are also attorneys, will live there and occasionally bring some of the California workers here to Wisconsin and have a spot to work.

Planner Haroldson stated if they have a sign, they will need to get a sign permit and supply the Town with details about that sign. Planner Haroldson questioned if he got approval from Waukesha County for moving the access to the building. Groskopf responded that he submitted an access permit to Waukesha County. Groskopf said they had to put in a new septic, and they have the sanitary permit. Planner Haroldson said if they plan to construct an in-law suite, they will need a conditional use permit.

Planner Haroldson said they have to allow the Fire Inspector to inspect the property. Chairman Klink questioned signage and parking. Groskopf stated he thought it would be a stand-alone sign but there are no details yet, and they don't anticipate any walk in traffic. It's mostly a remote location. Planner Haroldson clarified with Groskopf that he is aware that they need a certified survey map to convey that road right-of-way per legal opinion. Planner Haroldson said they have 60 days to submit that and 90 days for approval to get the certified survey map recorded. They can start the project without the certified survey map after the approval of the Building Inspector.

A motion to approve this building application based on all comments and conditions from the staff including a certified survey map was made by Commissioners Good/Queoff. Motion carried.

Certified Survey Map – to Divide Combine 2.25 Acres – Zoned R-1 – into Two (2) Parcels – County Road KC (Merton Avenue), Requested by Jahnke and Jahnke Associates LLC – on Behalf of E Villarreal Properties – MRTT0425-996-001 – The property is zoned R-2 and it requires a minimum lot size of 30,000 sq. ft. They have a 2.25-acre lot, and they want to divide it into two parcels. Lot 1 will be 1.20 acres and Lot 2 will be 1.08 acres. They meet the minimum average width and the size requirements. They have to have a shared access on the asphalt driveway because the County won't let them have another access to Merton Avenue. Planner Haroldson said the survey will need to show the shared access, Waukesha County can be deleted from sheet 5, topographical lines need to be on the survey per the checklist, and any new house on lot 2 will need to pay a Park Impact Fee and the Fire Impact Fee.

Chairman Klink questioned if they should have an agreement for the shared easement. Planner Haroldson agreed that they should have an easement agreement. Attorney Van Kleunen asked if lot 2 is going to be developed right away. Planner Haroldson responded that she has no idea. Attorney Van Kleunen said he would add that if and when a building permit is pulled for Lot 2 there needs to be an easement agreement for access. Commissioner Griffin said there's a lot going on, and he thinks they should bring the certified survey back.

Chairman Klink requested Planner Haroldson to notify the owners that the certified survey map is on hold.

Request by the Town DPW Director to Recommend Approval of a Driveway that is Less than 6 ft from the Side Lot Line – Hasslinger Drive – MRTT0405-008 – Commissioner Griffin stated the owner has only 35' of access on Hasslinger Drive and he asked if DPW Director Griffin could approve it. Commissioner Griffin wanted this to come before the Plan Commission for approval and stated that there are numerous driveways on that road that are not 6' from the lot line. DPW Director Griffin doesn't have a problem with it, but he thought it needed to come to the Plan Commission for approval.

A motion to approve the request of the Town DPW Director recommending approval of locating a driveway less than 6 ft. from the property line on Hasslinger Drive was made by Commissioners Queoff/Good. Motion carried.

Update with the President of Milwaukee Wave – Shan Amini – Regarding the Soccer Lease and Responsibilities on the Merton Soccer Field Park - Champion Drive – MRTT0347-051 – Amini stated that the soccer park is not being heavily utilized. This year they put in a bunch of smaller fields, and they had eight U8 teams playing and two U10 teams. Those teams will slowly age up and being taken over to some of the bigger fields. This is the first year they made Merton an actual offering to try to create a community club instead of asking people to come out to Merton and play.

Their spring season basically goes from April 1st until June 15th, and the fall season is August 1st to November 15th, but it's usually done by Halloween. They are part of the Milwaukee Wave Organization Profession Indoor Team. They had 30 camps at various locations in southeastern Wisconsin. They will host two of them in Merton to try to bring people in the community in to get them interested in soccer. This is typically for ages 4 years old through 13 years old. At this time the fields are underutilized, but they are hoping the steps they are taking will get them back to the utilization the Town needs.

Chairman Klink mentioned the neighbors had concerns. Amini said if there are any issues whatsoever, to reach out to him, and they will make sure it gets addressed right away. If anything looks in disrepair, let him know. There are port-a-johns and a dumpster out there.

Commissioner Griffin said the weeds that have taken the place over. Amini said they try to mow as short as possible because they have a lot of parents that are concerned about the toxins that are put onto the chemicals on the fields. They know it's not as aesthetically pleasing. Commissioner Griffin asked if their first session is April to June, could they do it right after their first session. They have camps during the summer, so Amini asked if they could do it beforehand or late in the year when everyone is done. Commissioner Griffin said once it's dry, it should be fine and stated if they could treat it right after the last session, he thinks that might help a little bit. Commissioner Griffin said he would talk to Frontier Supply about how good it would be if they treat it the first week of November. Amini asked if they could look into early, early spring too and stated they could push back the Spring session a little bit if they had to.

Recommendation to the Town Board – Request from Marty Iverson – on Behalf of Monches Rec Club – For New Playground Equipment for the Monches Park – County Road E – MRTT0297-976-001 – Planner Haroldson passed out information for the playground equipment and Iverson would like this to be recommended to the Town Board for safety reasons. Planner Haroldson said he's not applying for any impact fees; he's just asking the Park Committee to recommend this to the Town Board. The impact fees cannot be used to repair swing sets per the accountant.

Commissioner Griffin asked if Iverson is asking to repair it or replace it all. Planner Haroldson said the information has numbers to repair it and he has the same numbers available to replace it. Commissioner Griffin asked if any of the Plan Commissioners have gone to Monches Park and said he did. Commissioner Griffin said there is about six pieces of playground equipment there and the red swing should be totally replaced. The slide that goes down the pole could be replaced, but the rest of it is fine. There are probably 4 or 5 posts that have got water in them and are cracked and should be replaced. He walked through that whole playground twice, and its way better than the stuff at North Lake Park or the stuff that's in Stone Bank, and it's newer. He would not spend the money to replace it all. He would fix what's there.

Chairman Klink asked Iverson if they were planning to replace everything. Iverson responded that all of the equipment is 20 years old, there are posts in the ground that are failing, and the big center piece of that whole playground is starting to fall apart and break. Iverson referred to the pictures of the tire apparatus and stated the steel treads in the tire are starting to come through, and they had one person get injured on posts. It was recommended by the three people that they brought out to look that the playground be torn out and started over and all the equipment should be replaced. The average life they said is 15 to 20 years.

Commissioner Griffin asked if they can't just replace that slide. Iverson said there's more than just the slide that's broken. Commissioner Griffin agreed that some of the equipment needs to be replaced, but he wouldn't think they would need to rip the whole thing out. Iverson said this is a liability issue for them and for the Town. Chairman Klink asked if there was any talk about possibly fixing some of the equipment and replacing others. Iverson responded that the original number they looked at was repairing some of the pieces was quoted at around $100,000, and that was before they found the big piece of equipment damaged.

Chairman Klink said he would prefer they have a committee meet out there with them to go over stuff. The Plan Commission agreed. Iverson said Dawn and Earl Cull have been the heads in this, and they met with every contractor out there. Commissioners Good and Griffin and Chairman Klink will be the committee. Iverson will contact Dawn and Earl Cull to set a date and time.

Planner Report – Marilyn Haroldson – stated on November 18th the Plan Commission would have a joint public hearing with Waukesha County to address a rezone for Halquist Stone.

DPW Report – Paul Griffin – had nothing to report.

A motion to adjourn was made by Commissioners Olson/Queoff. Motion carried. Meeting adjourned at 6:17 p.m.

Respectfully submitted,
Holly R Claas

Deputy Clerk