

Town of West Bend Plan Commission Minutes
Thursday October 23, 2025 6:30 PM
Town of West Bend Town Hall

1. Order of Business.

A. Call Meeting to Order.

Chairman Holz called the meeting to order at the Town of West Bend Town Hall at 6:30 PM, accessed via Zoom and telephone.

B. Roll Call.

Present were commission members Michael Holz, Julie Ihlenfeld, Jeff Kenkel, Brad Kopp, Dave Moore, Donna Schneider, Mark Wagor, and Zoning Administrators Ben Greenberg and Kristen Hoss.

C. Approval of Minutes from July 24, 2025 meeting.

Moore made a motion to approve the minutes. The motion was seconded by Kenkel and passed unanimously.

2. NEW BUSINESS

A. One lot Certified Survey Map (CSM) for property located at 5026 Lake Dr (T13_1730700); Alok and Zia Maskara, owner, Victory Homes of Wisconsin-Rebecca Kirst, applicant; (application 2025- 08)

Zoning Administrator Hoss summarized the request. The owner is redeveloping the lot and cleaning up the interior lot lines to create a conforming building envelope for a new single-family residence. Kenkel made a motion to recommend approval of the CSM with conditions from staff report dated 10/15/25. The motion was seconded by Wagor. Motion carried unanimously.

B. Conditional Use Permit to allow the reconstruction of a non-conforming residence at the property located at 5615 Peters Drive, (T13_1890500); John and Donna Lobaito, owner; Joseph Douglas Homes LLC, applicant; (application 2025-10)

Motion by Holz to open the public hearing. The motion was seconded by Schneider. Zoning Administrator Hoss summarized the request. The street-yard setback was approved at the Zoning Board of Appeals meeting today. The owner is maintaining existing non-conformity and needs to make sure there will be a suitable fire wall. Motion by Holz to close the public hearing. Seconded by Schneider. Motion carried unanimously. Schneider made a motion to recommend approval of the CSM with the conditions from staff report dated 10/15/25 and for the findings in the report. The motion was seconded by Wagor. Motion carried unanimously.

C. Conditional Use Permit for an addition to an existing single-family residence located at 4968 Lake Drive, (T13_1720100) Douglas Riesop, owner; Chakera Jones, applicant; (application 2025-09)

Motion by Holz to open the public hearing. The motion was seconded by Kenkel. Zoning Administrator Hoss summarized the request and explained the non-conforming structure triggers the CUP. Motion by Holz to close the public hearing. Seconded by Kenkel. Motion carried unanimously. Moore made a motion to recommend approval of the CSM with conditions from staff report dated 10/15/25. The motion was seconded by Kenkel. Motion carried unanimously.

D. Amend Appendix A of the Town's Zoning Code to permit non-residential fences in the P-1 Public and Private Park District (P-1 District); Town of West Bend, applicant (application 2025-07)

Motion by Holz to open the public hearing. The motion was seconded by Schneider. Zoning Administrator Greenberg summarized the request. Motion by Holz to close the public hearing. Seconded by Moore. Motion carried unanimously. Holz made a motion to recommend approval to amend Appendix A of the Town's Zoning Code to permit non-residential fences in the P-1 Public and Private Park District from staff report dated 10/15/25. The motion was seconded by Moore. Motion carried unanimously.

3. OLD BUSINESS

A. None

4. CORRESPONDENCES (none)

5. Comments from the public for items not on the agenda

None

6. Report from Zoning Administrator (no packet materials)

7. Adjournment

Next meeting is December 4, 2025. Schneider made a motion to adjourn at 7:03 PM. The motion was seconded by Ihlenfeld and passed unanimously.

Respectfully submitted,

Julie Ihlenfeld, Plan Commission Secretary

10/24/2025