



**TOWN OF LISBON
MEETING MINUTES
PLAN COMMISSION**

*Town Chairperson: Joseph Osterman, Chair
Supervisors: Mark Meyer, Ed Nelson, Bryan Oelhafen, Rebecca Plotecher, Chad Samanske, Jane Stadler*

Thursday, September 10, 2020

6:34 p.m.

Town Hall, Board Room
W234N8676 Woodside Rd.

Regular Meeting

1. Call to Order

Chairman Osterman called the Plan Commission meeting to order at 6:34 p.m.

2. Roll Call

Commissioners present: Bryan Oelhafen
Becky Plotecher
Jane Stadler
Joe Osterman, Town Chair

Commissioners absent: Ed Nelson
Mark Meyer
Chad Samanske

Also present: Kathy Nickolaus, Administrator
Steven Braatz, Jr., Interim Clerk-Treasurer
Mary Elsner, Deputy Clerk-Treasurer
Rachel Holloway, Town Planner
Josh Langen, Town Planner
Mitch Leisses, Town Engineer (via Zoom)
Michael Van Kleunen, Town Attorney

3. Comments from citizens present

None

4. Minutes

A. Approval of the May 14, 2020 and August 13, 2020 Plan Commission meeting minutes

Motion by Commissioner Oelhafen, seconded by Commissioner Plotecher, to approve the minutes of the May 14, 2020 and August 13, 2020 Plan Commission meeting minutes. Motion carried 4-0.

5. New Business

Discussion and possible action on the following items

A. Request by owner Tomasini Family Limited Partnership and applicant Steve Kron (Backdraft LLC) for a Site Plan and Plan of Operation (SPPO) located at N70W25156 Indian Grass Lane, Lisbon, WI, 53089, LSBT 0225.999.004

Steven Kron, 231 2nd Street, Pewaukee, was present.

Langen stated the proposed request to utilize a stall in the existing industrial tenant building to customize and design aerodynamic fairings for semi-trailers. The stall will house a semi-trailer test vehicle, pallet rack, CNC router, table saw and fiberglass composites. The current zoning of the property is compatible with neighboring properties. The proposed hours of operation are Monday thru Saturday, 7:00 a.m. to 7:00 p.m. and proposed office hours are Monday thru Sunday, 6:00 a.m. to 10:00 p.m. On-site garbage, only, will be utilized. The applicant has stated that the proposal includes no auto repair or running motors, molds will be made and bearings will not be produced on site.

Stadler asked if a fire inspection has been completed. The Fire Inspector has been alerted since the application was submitted and requested to determine what type of inspection needs to be done.

Motion by Commissioner Ploetcher to approve the Site Plan and Plan of Operation (SPPO) located at N70W25156 Indian Grass Lane, Lisbon, WI, 53089, LSBT 0225.999.004, subject to conditions in the Planner's report and those of the Fire Inspector:

- 1. The Fire Chief shall inspect the premises to ensure the site is in compliance with the respective fire codes. Non-objection from the Fire Department and correction of any deficiencies prior to issuance of occupancy permits.*
- 2. The Building Inspector shall inspect the premises to ensure the site is in compliance with the respective building codes. Non-objection from the Building Inspector and correction of any deficiencies prior to issuance of occupancy permit.*
- 3. There shall be no permanent outdoor storage of materials. Except that a customer or tenant semi-trailer may be stored in the parking and/or loading area on a limited basis in compliance with property owner rules and restrictions.*
- 4. Commercial trash and recycling shall use business center facilities.*
- 5. The hours and days of operation shall be as proposed, with operations Monday through Saturday 7:00 am to 7:00 pm and office hours Monday through Sunday 6:00 am to 10:00 pm.*

6. The Waukesha County Environmental Health Division may review and approve of the uses on the subject property, prior to the issuance of any permits.

7. The applicant should obtain all necessary State and County permits and provide a copy of permit approvals to the Town for their records.

8. An up-to-date Site Plan and Plan of Operation must be on file at all times with the Town of Lisbon.

9. The approval is granted for the express conditions stated herein. Changes or alterations including, but not limited to, a change in use, premises, lands, or ownership of the property in question shall require a new Site Plan/Plan of Operation permit, as applicable, with all the zoning procedures at the time of being followed. Any use not specifically listed as permitted for this M-2 General Commercial zoning district, shall be considered to be prohibited, except as otherwise specified herein.

10. The Town reserves the right to review any condition imposed as part of this Site Plan and Plan of Operation if said use becomes a problem in the area. The Town Plan Commission may modify, change, delete, add, etc. any conditions, through the Site Plan and Plan of Operation process, which they feel may be reasonable in order to allow this use and ensure it does not become detrimental to the surrounding area. Any major change, as determined by the Town Plan Commission may require modification to the SPPOO Permit or termination of the use.

Seconded by Commissioner Stadler. Motion carried 4-0.

B. Request for owner Kathleen Savorias and applicant Anthony Savorias, for a Certified Survey Map (CSM) for the property located at W244N8883 Cordell Lane, Lisbon, WI 53089, LSBT 0156.018, and recommendation to the Town Board

Holloway stated that the applicant submitted a revised Certified Survey Map after the meeting packet was sent out. She displayed a site map of the subject property and stated that the proposed Lot 1 aligns with the R-2 district and the proposed Lot 2 aligns with the A-5 district. They are consistent with the current zoning districts and recommended Land Use Plan. There will be no change to the zoning. Both lots have access to Cordell Lane. Holloway stated that a 1985 survey shows a 66' wide road Right-of-Way reservation along the east end of unplatted parcel for the future extension of Cordell Lane. The town could allow the existing driveway to remain in the Right-of-Way reservation and dedication could occur in the future.

Discussion followed on whether or not there is a need to keep the 66' ROW as a reservation, would there ever be future development to the north and if so should a cul-de-sac be installed, should the driveway be moved from the adjacent lot upon sale. The general consensus of the Commission is to not require a reservation based on the long timeline anticipated for development to the north and the fact that there are other options for road connections if that land is developed. Kron stated he is willing to move the driveway encroaching from Lot 2 onto Lot 1, but would prefer to keep the driveway from Lot 1 in place

until the lot gets sold, if that occurs. The Commission decided to table this item to allow time to review the revised Certified Survey Map and direct the fire department to review the CSM and make recommendation on the dead-end area to the north.

Motion by Commissioner Ploetcher, seconded by Commission Oelhafen to postpone a Certified Survey Map (CSM) for the property located at W244N8883 Cordell Lane, Lisbon, WI 53089, LSBT 0156.018 until the next regularly scheduled Plan Commission Meeting. Motion Carried 4-0.

C. Discussion on content of meeting minutes

Interim Clerk-Treasurer Braatz stated that there were concerns presented at the last meeting regarding content of minutes. According to WI State Statutes, motions are the only required record. He offered the suggestion to use resolutions as formal motions. The general consensus of the Commission is to include summaries in the minutes.

6. Request from members to request items on future agendas

None

7. Adjournment

Motion by Commissioner Oelhafen, seconded by Commissioner Ploetcher, to adjourn the meeting at 8:09 p.m. Motion carried 4-0.

Respectfully Submitted,

Mary Elsner
Deputy Clerk-Treasurer