

**City of Oconomowoc
Plan Commission Meeting Minutes
May 4, 2022**

Chairman Magnus called the meeting to order at 6:00 pm and welcomed Alderman Ellis who was chosen by the Council to be the representative to Plan Commission.

Members Present: Commissioners Ellis, Vande Zande, Gross, Brotheridge, Chairman Magnus, Valley and Frederick

Others Present: Gallo, Atty. Riffle, Frye, Ald. Aultman Kloth and Dehnert

2. Approve Minutes of April 6, 2022: Motion by Ellis to approve the April 6, 2022 minutes; second by Frederick. Motion carried 7-0.

3. Comments from citizens specific to item on the agenda: None.

4a. Consider / recommend Ordinance 22-O1031 for rezoning of 102.49 acres from Urban Reserve to Suburban Residential located south of CTH K and west of Prairie Ridge Addition #5, Tax Key Numbers OCOC 0517.993; 0517.992; and 0519.999.006: Gallo explained the applicant is requesting this zoning change for the future expansion of an existing subdivision. The proposed zoning is consistent with the City's land use plan and with surrounding properties. Gallo recommends approval of the proposed ordinance to change the zoning to Suburban Residential. Members asked if there was any negative impact to the City or developer by the nearby cellular tower and are there any issues with water or water flow? Gallo noted there is a cellular tower located near the property, and it does not affect the zoning request. The water utility is putting in a lift station in this area, and everything has been designed to accommodate a subdivision. Chairman Magnus noted an email was given to the members on this item expressing concerns on the rate of development in the City. The person was not present in the audience. Motion by Vande Zande to recommend to Council the rezoning of 102.49 acres to Suburban Residential located south of CTH K and west of Prairie Creek Ridge Addition #5; second by Frederick. Motion carried 7-0.

4b. Consider / recommend the Conditional Use Permit for US Cellular for the construction of a cellular tower located at 965 Cannon Gate Road: Gallo reported the applicant intends to replace (2) 12' tall towers which are located on the 160' tall ski hill. The conditional use permit from 2001 approved wood poles for the towers and any changes to the towers would require further review. The applicant intends to change out the wood poles on both the east and west side units for a steel frame that antennas would be attached to. The applicant has an access easement to the site for maintenance of the units. There are no issues for utilities; the site will not be lit; and the poles will be painted in earth tones and landscaped. Gallo recommends approval of this request. Members questioned the location of antennas for GPS and if these are part of the plan; noted it appears from the plans that they will be installing a fence around the units; questioned if there was a time limitation on the permit; and suggested adding a condition that the timeline for installation and maintenance of the fence be defined. Gallo noted that conditional use permits run with the land and once approved, they may not be back for a while. David Lyshek of Edge Consulting Engineers explained once the graffiti is cleaned up, they will be adding the fence and will maintain it. Motion by Frederick to recommend to Council the Conditional Use Permit for US Cellular to allow the construction of (2) 12' cellular towers for cellular antennas and include painting and fencing of the site at 965 Cannon Gate Road; second by Gross. Motion carried 7-0.

4c. Consider / act on the Major Design Review Plans for Lake Area Insurance Agency located at 606

Summit Avenue: Gallo explained this is for approval of the plans for a new 1134 sf office building. The property is zoned General Commercial, and the use conforms with zoning and the City's land use plan. The existing building is vacant and will be razed. The new building's peak will be 23' tall along Summit and 30' on the rear elevation because it's being constructed into a hill. Parking will be in the rear for both employees and customers, and access will be from Lyman Street. Parking, landscaping, stormwater and drainage all meet code requirements. Lighting includes fixtures which give a softer light because of the residential properties around it, and staff will make sure lighting in the parking lot is sufficient at night. The architectural design, color and materials were approved earlier tonight, and the only concern was that the AC condenser unit should be located in the rear back corner of the building. The Fire District is requesting a Knox box and fire extinguishers in the building. Gallo recommended approval with considerations listed in the staff report. The applicant, Lauren Vertz, said everyone has been very helpful. Members questioned ADA accessibility and any drainage issues. Vertz will make sure the building is ADA compliant, will work with the contractor on the location of the condenser unit and downspouts, and make sure the parking lot is pitched for drainage. Members welcomed her new business and said this will be a great addition to the community. Motion by Magnus to approve the major design review plans for the Lake Area Insurance Agency located at 606 Summit Avenue subject to final adjustments per the City Staff Report and Architectural Commission; second by Ellis. Motion carried 7-0.

5. Planning Department Correspondence – March 2022: Gallo reported in the month of March there was 1 temporary use permit, 2 zoning determination letters and 4 zoning approvals for new businesses issued.

Chairman Magnus introduced newly elected Alderman Aultman Kloth who was in the audience.

6. Adjourn: Motion by Ellis to adjourn at 6:40 pm; second by Frederick. Motion carried 7-0.

Chris Dehnert, Deputy City Clerk