

Town of Merton
Plan Commission Meeting
Minutes of January 17, 2024

- Meeting Called to Order by Chairman Klink at 5:40 p.m.
- Pledge of Allegiance led by Chairman Klink
- Minutes of the December 6th, 2023 Plan Commission Meeting. A motion to approve as printed was made by Commissioners Morris/Good. Motion carried.

Present: Chairman Klink, Commissioners Griffin, Jensen, Morris, and Good, Planner Haroldson, Deputy Clerk Claas

Absent: Commissioners Siepman and Queoff

Also Present: Jim Fleming, Don Herrick, Donna Hann, Nancy Hayden, Liz Tobolt, Susan Schneider, Adam Polczynski and Ted Polczynski

Old Business: None

New Business:

Modified Swimming Pool Ordinance 17.29 with a Recommendation to the Town Board – A motion to recommend ordinance 17.29 Swimming Pool was made by Commissioners Morris/Jensen. Motion carried.

Newly Created Recreational Chicken Activities Added to 17.44 with a Recommendation to the Town Board – A motion to approve the ordinance to the Town Board was made by Commissioners Good/Jensen. Motion carried.

Plan of Operation and Site Plan – To have Office Space for the Fredman Leasing Co., Business at W300N7784 Christine Lane #600 – Zoned M-1 Industrial – Requested by Susan Schneider on Behalf of Fredman Leasing Co – Tax Key MRTT0345-005-006 – Planner Haroldson stated the building owner is Newfield Properties, and the tenant will occupy a small office in unit 600 in the condo complex. Schneider said Fredman sold his business in Milwaukee, and he still needs a place to go to. His office hours are 4 hours one day a week. Planner Haroldson said she put down various days of week just in case. There is going to be no outside storage and no signage. Planner Haroldson said the Building Inspector at his option may go in to inspect and maybe have a fire inspection too.

A motion to approve the Plan of Operation, Site Plan for the Fredman Leasing business contingent upon the inspection by the fire and the Building Inspector was made by Commissioners Jensen/ Griffin. Motion carried.

Updated Plan of Operation and Site Plan – To Operate a Business for Retail Sales and to Warehouse Pallett Products for Future Sales at W335N6805 Stone Bank Road (Formerly Dottie's Bakery) Zoned B-2, Business – Requested by Adam Polczynski on Behalf of Hartland Liquidation LLC. Tax Key MRTT0362-986 – Planner Haroldson stated they have occupancy on Highway K but are now expanding to the building that was formerly a bakery for Dottie's. The building is about 7,100 square feet and they plan on using about half of it for retail sales and a little more than half for warehousing pallets for future use. They are required to have 2 parking spaces for 1-2 employees. Based on the square footage, they would need 21 spaces for retail. There are 10 spaces on site and the landlord who owns this building has offered them additional parking in the lot next door to it. Planner Haroldson informed them that any improvements or work inside may need approval by the Building Inspector. No outside storage or additional lighting is proposed. They would like a sign on the side of the building that would be 3' x 8' which meets the square

foot requirement. Chairman Klink questioned deliveries. Polczynski stated that all deliveries would be at their current location and sales and assembling would be inside. Polczynski was informed that once he finalizes the details of the sign, he would need to get a sign permit from the Building Inspector.

A motion to approve the updated Plan of Operation and Site Plan to operate a retail and warehouse pallet product on Stone Bank Road was made by Commissioners Morris/Jensen. Motion carried.

Certified Survey Map to Divide a 16.6 Acre Parcel into 2 Parcels – a 4 Acre Parcel and a 10.6 Acre Parcel that will Remain with the Church at N66W32690 CTH K – Requested by Liz Tobolt on Behalf of Kettle Moraine United Presbyterian Church – Tax Key MRTT0366-978 – Tobolt said the purpose of this land division is it's a revenue source to meet budget requirements for the church. There's a total of 16.6 acres and 10.6 acres would remain with the church and the parsonage and 4 acres would be sold for residential purposes which includes a 66' strip that runs to West Shore Drive. Planner Haroldson said one of the concerns from Waukesha County was the 66' strip actually had some restrictions on it, and she believes Tobolt's assistant went to the fire department and spoke to them and it is not needed for access to the church. The church is currently under a conditional use and the conditional use would need to be modified to accommodate the smaller lot size. The land is not being used for church activities and is just extra land.

Planner Haroldson said there are some concerns and a number of things that need to be taken care of on the certified survey map. The Town has the zoning as A-1 which would allow for the split and Waukesha County, which has some jurisdiction on this parcel, has it as public. The Land Use Plan has it as public and institutional, so before the final certified survey map could be recorded, the Land Use Plan would need to be amended by both Town and County to make the 4-acre lot residential.

Planner Haroldson asked if they addressed the septic system. Tobolt said she is trying not to have the church spend a ton of money until they have a nod in the right direction. They are aware that it would have to perc. Planner Haroldson said they may need a variance from Waukesha County for a flag lot. Many things need to be addressed. Chairman Klink stated no further division on the 4-acre flag lot.

A motion for a conditional approval for the land split with a recommendation to the Town Board for final approval and signatures after satisfying the conditions of the Town and Waukesha County and amending the land use plan was made by Commissioners Jensen/Morris. Motion carried.

Planner Report Marilyn Haroldson – Planner Haroldson stated they are going to be working on amending the stormwater Plan for the DNR. Also being worked on is a possible proposal for the Oconomowoc River Conservancy Park for a mini amphitheater.

County Board Supervisor Report Richard Morris – County Board Supervisor Morris stated he has a Park & Planning Meeting tomorrow, and the Spitz item the Town dealt with a couple of months ago on Lake Keesus with the retaining wall too close to the property line is on the agenda.

DPW Report Paul Griffin – DPW Director Griffin stated the Plan Commission talked about shipping containers a few meetings ago, and he thinks that is something that will need to be addressed.

A motion to adjourn was made by Morris/Griffin. Motion carried. Meeting adjourned at 6:10 p.m.

Respectfully submitted,

Holly R Claas
Deputy Clerk

