

Town of Merton  
Plan Commission Meeting  
Minutes of August 20<sup>th</sup>, 2025

- Meeting Called to Order by Chairman Klink at 5:50 p.m.
- Pledge of Allegiance led by Chairman Klink
- Minutes of July 2nd, 2025, Plan Commission Meeting. A motion to approve the minutes as presented was made by Commissioners Siepmann/Olson. Motion carried.

Present: Chairman Klink, Commissioners Griffin, Olson, Siepmann, Good, and Caliendo, Planner Haroldson, Waukesha County Representative Hoier, and Deputy Clerk Claas

Absent: Commissioner Queoff

Also Present: Rob Davy, Andy & Michelle Miner, Dave & Anne Hartleip, Matt Spude, David Woyak, and Andrew Hettwer

New Business:

Request for a Conditional Use Permit for Land Altering Activities Associated With the Construction of a Single-Family Residence at W329N6579 Forest Drive – Requested by Miller Marriottt Construction on Behalf of Andrew and Michelle Miner. Tax Key MRTT 0367-009-001 – Planner Haroldson said they met the conditions of the Town's conditional use permit requirements. Leif Hauge from Waukesha County reviewed the plans they submitted, and they meet the ordinance site drainage requirements. They submitted grading and erosion control plans and landscaping plans.

Waukesha County Representative Hoier stated they have worked with them for a while now and any comments and concerns that Waukesha County had, they've addressed pretty quickly.

Commissioner Siepmann stated they've discussed the amount of fill that's being removed from the site and questioned if everybody was okay with moving the six feet across the ridge. Waukesha County Representative Hoier responded yes, they went out for a site visit to try to get a better understanding of how much was being taken off. They saw that to get that better angle on the driveway to make it not so steep, they're going to have to take some off both the top and do some of the fill down by the wetlands and then on by the north property line to get not so dramatic of a steep slope for the driveway. They're comfortable with that. Commissioner Siepmann said that's a lot of dirt to remove and he's okay with it, but it's just going to leave a big opening there. The Town doesn't have a tree protection ordinance, and he hopes that they are protecting them and preserving them.

Davy commented that the County does have a viewing corridor ordinance within the first 30' of the lake where there is only 30% of the trees that can be removed. The Miners intend to go just from where they need to grade. They want to keep all the trees in the front for more of the north woods look when coming in from the lake, so all the cedar trees won't be coming out. Pretty much everything along the lake within 45' to 50' of it are going to stay, and they're really only taking out what they need to, to get the house in.

Commissioner Caliendo clarified that the grade matches the property to the south and stated they're cutting down, but they don't need to impact the grade of the property to the south, just a little knoll on the property to the north. Davy said he was correct.

A motion to make a recommendation of approval to Waukesha County to approve the conditional use permit for the ground altering activities as outlined in the petition was made by Commissioners Caliendo/Olson. Motion carried.

Educational Interpretive Sign of the Watershed for the Oconomowoc River Conservancy Park - 25.51 Acres Owned by the Town of Merton – as Proposed by Erik Joost – Funded by a Grant from Oconomowoc Area Foundation and the Kettle Moraine Garden Club – Tax Key MRTT0327-997-004 – Planner Haroldson stated that Eric Joost from the Oconomowoc Watershed Protection Plan in the City of Oconomowoc received a grant to put a sign up in the park showing the trails, and also the other sign that he's going to put side by side is the community of the watershed. The Planner and the DPW Director are going to work with Joost to find a location for the sign to be installed.

A motion to approve the installation of this sign was made by Commissioners Good/Siepmann. Motion carried.

Plan of Operation and Site Plan -Requested by Andrew Hettwer – Mechanic Business for Forestry Equipment – Located at W315N7848 Hwy 83 – Tax Key MRTT 0349-956 – Planner Haroldson stated he has one full-time employee and one part-time employee and has the parking spaces that he needs for employee parking. Hettwer stated he has a van and the other employee has a F150, but he's only there two hours a day. No outside storage or outdoor lighting is proposed. Planner Haroldson said Hettwer is not proposing new signage, but the sign ordinance says he has to have something identifying his business either on the sign or on the building, so if there is a fire or something happens, they know where to go. Hettwer said he will need something in writing, so he knows how big it needs to be, etc.

Planner Haroldson said Waukesha County has jurisdiction over the building so a Plan of Operation needs to be submitted to Waukesha County Parks and Planning. Hettwer responded that he emailed them twice with no return. Waukesha County Representative Hoier will check into it. The whole building is in shoreland jurisdiction.

The petitioner shall allow the Building Inspector and the Fire Inspector access to the building for purposes of conducting inspections. Hettwer said the fire department has been there twice already. Planner Haroldson responded the Town will have to get a report from them. Chairman Klink questioned how many tenants Mr. Lund has in the building currently. Planner Haroldson responded Hettwer is subletting from JT Arborist. Hettwer said Krantz design is on the other side. 4D Water is in the other building.

Hettwer stated he is a mechanic for forestry equipment. The machinery that he works on is in the building. Commissioner Siepmann clarified that there is no outside storage and everything is inside. Commissioner Good said he keeps all the small tree services in the area on the road. Hettwer stated he has about 40 different companies he deals with right now.

A motion to approve as presented subject to staff and County Parks and Land Use approval was made by Commissioners Siepmann/Good. Motion carried.

Request/Recommendation to the Town Board to Hold a Joint Public Hearing for the Proposed New Shipping Container (Cargo) Ordinance as an Amendment to 17.22 (4) (h) of the Municipal Zoning Code – Planner Haroldson reviewed the steps that were taken and the steps that need to be taken to get this ordinance amendment to a public hearing.

A motion to recommend to the Town Board to schedule a joint public hearing with the Plan Commission was made by Commissioners Siepmann/Good. Motion carried.

Planner Report – Marilyn Haroldson – had nothing to report.

DPW Director Report – Paul Griffin – stated they were getting caught up on the flooding. The Town has two roads that still have water on them – Northwoods and Reddelien. The DPW had to close Petersen Road for a little while, and they are working on getting the shoulders repaired.

A motion to adjourn was made by Commissioners Siepmann/Olson. Motion carried.  
Meeting adjourned at 6:14 p.m.

Respectfully submitted,

Holly R Claas,  
Deputy Clerk