

Town of Merton
Plan Commission Meeting
Minutes of September 18, 2019

- Meeting Called to Order by Chairman Klink at 5:30 p.m.
- Pledge of Allegiance led by Chairman Klink
- Minutes of the September 4th, 2019 Plan Commission Meeting.

Present: Chairman Klink, Commissioners Morris, Siepmann, and Good, Attorney Chapman, Planner Haroldson and Deputy Clerk Claas

Absent: Commissioners Griffin, Fleming, and Jensen

Also Present: Susan Buchanan

Old Business: None

New Business:

Presentation to Construct the Memorial Observation Deck in the Oconomowoc River Conservancy Park – Presented by Susan Buchanan, Executive Director, Tall Pines Conservancy – Buchanan presented plans for a deck and an extended deck. The deck will not be at the highest point and the area is flagged off where the overlook is going to be located. The deck will hold approximately 29 people. The extended deck would be 15' x 12 and will be level with the ground. The contractor, Oliver Construction, said he could get to it in October.

The legal details will be worked out with Haroldson and Attorney Chapman. There was discussion on vandalism and insurance. The insurance would be through the Town's policy. The contractor will need to provide certificate of insurance and he will need to obtain a building permit.

A motion to recommend to the Town Board approval of the plans as submitted was made by Morris/Siepmann. Motion carried.

Request of North Lake Veterinary Clinic to Extend the Expiration of the Conditional Use Permit for the Plan of Business Operation, Site Plan, Floor Plan and Elevation Plan to 2021 – Requested by Dr. Tom Gilligan – MRTT0345-001 – Haroldson stated that the Plan Commission had amended the original conditional use permit in 2017. An elaborate plan was submitted to remodel the inside and have a facility in the garage and expand the parking lot. Dr Gilligan would like to extend the conditional use permit for two years.

A motion to extend the North Lake Veterinary Clinic Conditional Use Permit two years with any changes to come back to the Plan Commission was made by Good/Siepmann. Motion carried.

Plan of Operation for Full-Service Realty LLC – N78W31401 Kilbourne Rd – Requested by Ted Polczynski – MRTT0349-993 – Haroldson stated Polczynski has been at this location for three years. Someone alerted him that he needs a Plan of Operation. Polczynski has an 800 sq. ft. office/warehouse space located in the back corner of the building. The Town hasn't received any complaints on this operation. Morris questioned if signage is needed.

A motion for approval as presented with a sign on the door or a location sign was made by Siepmann/Morris. Motion carried.

Updated Plan of Operation for the Stone Bank Farm Market – N68W33208 CTH K – Presented by Michelle Relford – MRTT0361-977 – Stone Bank Farm Market will be building a pavilion for outside seating and were asked to update their Plan of Operation. There was discussion on the events and classes that take place at the market, the live music, and their hours of operation.

A motion for clarification of the music, hours of operation, events, classes and obtaining a building permit was made by Morris/Good. Motion carried.

Recommended Changes for Chapter 8 Public Works Ordinance Section 8.02(3) (c) and (d) Regarding the Number of Approaches Limited – Haroldson stated Griffin has not reviewed the changes to this ordinance yet. Haroldson questioned if the appeals to the ordinance could go to the Board of Adjustment for a variance. Chapman stated it would go to the Plan Commission for appeal.

A motion to recommend the ordinance to the Town Board subject to staff review was made by Siepmann/Morris. Motion carried.

Planner Report/Updates

The Preserve at Beaver Lake Updates – There is a meeting scheduled for September 24th with the engineers, the developer, Waukesha County, the Planner and the Highway Superintendent.

Land Use Matrix – No report

Park Status – No report

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

Respectfully submitted,

Holly R Claas
Deputy Clerk