

**TOWN OF BROOKFIELD
PLAN COMMISSION MINUTES
MAY 24, 2022**

Town Chairman Keith Henderson called the meeting for the public hearing to order at 7:00pm on Tuesday, May 24, 2022, at the Town of Brookfield Town Hall, 645 North Janacek Road, Brookfield, Wisconsin. Also present at the meeting were Supervisors Mike Schmitt, Steve Kohlmann, Ryan Stanelle, and John Schatzman; Commissioners Gordon Gaeth, William Neville, Kevin Riordan, Len Smeltzer, and Jeremy Watson; and Town Planner Bryce Hembrook. The applicant was also in attendance.

CONFIRMATION OF MEETING NOTICE

Town Planner Bryce Hembrook reported that the agenda was noticed and posted as required.

PUBLIC HEARING TO RECEIVE COMMENT ON A REQUEST FOR A CONDITIONAL USE PERMIT FOR A SECOND DETACHED ACCESSORY BUILDING LOCATED AT 20705 BROOK PARK DRIVE

Town Chairman Keith Henderson read the public hearing item into record and Town Planner Hembrook presented the project and stated that the applicant intends to build a gazebo on his deck and, according to the zoning code, is required to receive a conditional use permit in order to have 2 detached accessory building on the property. There were no public comments.

ADJOURNMENT OF THE PUBLIC HEARING

Commissioner Watson made a motion to adjourn the public hearing. The motion was seconded by Commissioner Gaeth, voted on, and carried unanimously. Chairman Henderson closed the public hearing at 7:03pm.

Town Chairman Keith Henderson called the meeting to order at 7:03pm, with the following people present: Supervisors Mike Schmitt, Commissioners Gordon Gaeth, William Neville, Kevin Riordan, Len Smeltzer, and Jeremy Watson, and Town Planner Bryce Hembrook. The applicant was also in attendance.

MINUTES

Commissioner Neville moved to approve the minutes of the regular April 26, 2022 Plan Commission meeting as presented. The motion was seconded by Commissioner Watson and motion carried unanimously.

DONALD HAFFNER ON REQUEST FOR A CONDITIONAL USE PERMIT FOR A SECOND DETACHED ACCESSORY BUILDING LOCATED AT 20705 BROOK PARK DRIVE

Town Planner Hembrook presented the item and stated that the applicant intends to build a gazebo on his deck and, according to the zoning code, is required to receive a conditional use permit in order to have 2 detached accessory building on the property. Commissioner Smeltzer asked about setbacks and whether this gazebo will meet the required setbacks. Hembrook explained that this gazebo is still required to meet any setback and any other requirements listed in the zoning code. Hembrook stated that this conditional use permit is simply to allow two detached accessory structures on a single property.

Town Planner Hembrook provided recommended conditions in the staff report, which include:

1. Applicant is permitted to construct a second detached accessory building on the subject property.
2. The second detached accessory building is limited to 240 square feet in size.
3. All other building codes and zoning codes must be met prior to building permit issuance.

Commissioner Watson moved to recommend approval of the conditional use permit with the conditions stated in the staff report. The motion was seconded by Commission Neville and carried. Commissioner Gaeth abstained.

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CORRESPONDENCE AND ANNOUNCEMENTS

Town Planner Hembrook mentioned that town staff will likely discuss potential code amendments with the Commission in upcoming months. One of those topics will be regarding accessory structures, similar to the discussion on the gazebo earlier in the meeting. Plan Commissioners also mentioned that the following topics should be discussed: parking surface requirements, food trucks, and beer gardens.

ADJOURN

There being no further business, Commissioner Watson made a motion to adjourn the meeting. The motion was seconded by Commissioner Riordan, voted on, and carried unanimously. Chairman Henderson closed the meeting at 7:15pm.

Respectfully submitted,
Bryce Hembrook