

**TOWN OF BROOKFIELD  
PLAN COMMISSION MINUTES  
SEPTEMBER 27, 2022**

Town Chairman Keith Henderson called the meeting for the public hearing to order at 7:00pm on Tuesday, September 27, 2022, at the Town of Brookfield Town Hall, 645 North Janacek Road, Brookfield, Wisconsin. Also present at the meeting was Supervisors Mike Schmitt, Steve Kohlmann, and Ryan Stanelle, Commissioners Gordon Gaeth, Jeremy Watson, William Neville, and Town Planner Bryce Hembrook. Supervisor John Schatzman and Commissioners Kevin Riordan and Len Smeltzer were absent.

**CONFIRMATION OF MEETING NOTICE**

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

**PUBLIC HEARING TO RECEIVE PUBLIC COMMENT REGARDING A PROPOSED ZONING CODE TEXT AMENDMENT TO SECTION 17.02(14)(G)1 RELATED TO ACCESSORY STRUCTURES**

Town Planner Hembrook presented the proposed changes to the zoning code ordinance related to accessory structures. There were no public comments provided at the meeting, but one person did send an email in support of the changes. Supervisor Stanelle expressed his support for the changes and added that he thought additional leniency could be added to the regulations.

**PUBLIC HEARING TO RECEIVE PUBLIC COMMENT REGARDING A PROPOSED ZONING CODE TEXT AMENDMENT TO SECTION 17.02(14)(G)1 RELATED TO FENCE**

Town Planner Hembrook presented the proposed changes to the zoning code ordinance related to fences. There were no public comments provided at the meeting, but one person did send an email in support of the changes.

**ADJOURNMENT OF PUBLIC HEARING**

Town Chairman Henderson declared the meeting was adjourned at 7:28pm.

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Town Chairman Keith Henderson called the meeting to order at 7:30pm, with the following people present: Supervisor Mike Schmitt, Commissioners Gordon Gaeth, Jeremy Watson, and William Neville, Town Planner Bryce Hembrook, and applicants. Supervisor John Schatzman and Commissioners Kevin Riordan and Len Smeltzer were absent.

**MINUTES – REGULAR MEETING**

Commissioner Watson moved to approve the minutes of the regular meeting at the August 23, 2022 Plan Commission meeting as presented. The motion was seconded by Commissioner Gaeth and motion carried unanimously.

**MINUTES – SPECIAL MEETING**

Commissioner Watson moved to approve the minutes of the special meeting at the September 13, 2022 Plan Commission meeting as presented. The motion was seconded by Commissioner Gaeth and motion carried unanimously.

**TOWN OF BROOKFIELD FOR A RECOMMENDATION OF APPROVAL FOR A ZONING CODE TEXT AMENDMENT TO SECTION 17.02(14)(G)1 RELATED TO ACCESSORY STRUCTURES**

Town Planner Hembrook informed the Commission of potential changes to the zoning code regarding accessory structures. Hembrook provided a redline version of the proposed changes. The Commission had concerns about increasing the number of accessory structures allowed per lot and wanted to be able to review and approve second or third structures.

Commissioner Watson moved to recommend approving the proposed text amendment regarding accessory structures, as presented, to the Town Board. The motion was seconded by Commissioner Gaeth and carried unanimously.

**TOWN OF BROOKFIELD FOR A RECOMMENDATION OF APPROVAL FOR A ZONING CODE TEXT AMENDMENT TO SECTION 17.02(14)(G)1 RELATED TO FENCE**

Town Planner Hembrook informed the Commission of potential changes to the zoning code regarding fences. The Commission members stated that they want a survey to be required when proposing to construct a fence near a property line. The Commission also preferred to require a permit for any new fence and potentially make changes to include prohibited fence materials.

Commissioner Neville moved to table the request until Town Planner can provide additional information on fence requirements. The motion was seconded by Supervisor Schmitt and carried unanimously.

**DISCUSSION AND REVIEW ON THE 2022-2042 COMPREHENSIVE PLAN CHAPTERS 5-7 (DRAFT)**

Town Planner Hembrook provided a draft copy of Chapters 5-7 of the Comprehensive Plan to Commission members prior to the meeting. The Commission reviewed the proposed chapters and provided some feedback for potential changes to the content and the goals section. Hembrook will make those changes and present the final changes during a later Plan Commission date.

**CORRESPONDENCE AND ANNOUNCEMENTS**

No comment.

**ADJOURN**

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There being no further business, Commissioner Neville made a motion to adjourn the meeting. The motion was seconded by Commissioner Watson, voted on, and carried unanimously. Chairman Henderson closed the meeting at 8:46pm.

Respectfully submitted,  
Bryce Hembrook