

TOWN OF BROOKFIELD  
PLAN COMMISSION MINUTES  
SEPTEMBER 26, 2023

**The regular meeting of the Plan Commission was held in the Erich Gnant Room of the Town Hall, 645 N Janacek Road, Brookfield, WI.**

1) CALL TO ORDER.

Chairman Keith Henderson called the meeting to order at 7:08 p.m. with the following people present: Town Planner Bryce Hembrook, Town Supervisor Ryan Stanelle, Plan Commission members Gordon Gaeth, Kevin Riordan, and Len Smeltzer. William Neville was absent and excused. Jeremy Watson was absent.

2) MEETING NOTICES.

The meeting was noticed in accordance with Open Meeting Law.

3) APPROVAL OF AGENDA

Motion by Supervisor Stanelle to approve the agenda.

Seconded by Commissioner Riordan.

*Motion Passed Unanimously.*

4) APPROVAL OF MINUTES.

- a. Motion by Supervisor Stanelle to approve the August 22, 2023 regular Plan Commission minutes with the following corrections: adjust date in the header on pages 2 and 3; in the citizen comments portion, specify that the comment stated by a resident as having to “close up” refers to having to close windows due to neighbors burning materials.

Seconded by Commissioner Gaeth.

*Motion Passed Unanimously.*

- b. Motion by Supervisor Stanelle to approve the August 22, 2023 Joint Public Hearing minutes as presented.

Seconded by Commissioner Gaeth.

*Motion Passed Unanimously.*

5) **Citizen Comments: Three-minute limit.**

None.

6) **Old Business: Town of Brookfield for a recommendation to set a public hearing date to discuss a Zoning Code Text Amendment to Section 17.02(14)(g)11 related to fences.**

Motion was made by Supervisor Stanelle to **recommend** to the Town Board to set a date for a public hearing to discuss a Zoning Code Text Amendment to Section 17.02(14)(g)11 related to fences.

Seconded by Commissioner Smeltzer.

*Motion Passed Unanimously*

7) **New Business:**

- a. **David Wimmer for a recommendation to set a public hearing date to consider a Conditional Use Permit Amendment to Northbrook Apartment Building to increase the number of proposed dwelling units by 3 units, located at 700 North Barker Road (BKFT1122993005).**

Mr. Nick Wimmer was present and described the changes. The number of units would increase from 32 units to 35 units. The units are replacing a courtyard, which does not fit the project as originally planned. The footprint of the building has not changed, nor has parking. There has been a slight shift in the siting of the building, due to additional wetlands studies, and feedback from Waukesha County regarding Barker Road. The new plan was brought before the County, and the town engineer (Strand) for review. Both the county DOT, and Parks and Land Use have approved the new plan.

Strand identified that there is negligible impact, provided some review comments, and will provide technical comments. Mr. Wimmer further stated that Barker Road improvements are ongoing, with power lines being buried. We Energies completed their portion over the summer; however, AT&T and Spectrum have yet to commit to getting their lines buried. The poles will be down this fall, but the paving project on Barker Road will have to wait until spring. There was additional information from Mr. Wimmer regarding the rest of the project, but not relating to this agenda item.

Motion made by Commissioner Smeltzer to **recommend** the Town Board set a date to consider a Conditional Use Permit Amendment to Northbrook Apartment Building to increase the number of proposed dwelling units by 3 units, located at 700 North Barker Road (BKFT1122993005).

Seconded by Supervisor Stanelle.

Additional discussion: Supervisor Stanelle asked for further clarification regarding units per acre. Planner Hembrook will follow up on the inquiry.

*Motion Passed Unanimously.*

**b. Aaron Tesch (Adult Day Services of Southeast Wisconsin) for a Conditional Use Permit request to allow an Adult Day Care in the B-2 Limited General Business District, located at 20875 Crossroads Circle (BKFT112999004).**

Aaron Tesch was present and stated that he sees great potential in the Town of Brookfield, and is eager to help in the community. It is important that the participants stay active and engaged. They serve ages 18 – 84. The goal is to keep participants from going to nursing homes. They serve over 100 adults per day between their four facilities. Commissioner Smeltzer inquired about those needing wheelchairs, and how that is handled for outings. Mr. Tesch explained that they do have one full size wheelchair van, and they schedule accordingly. Currently, one participant is in a wheelchair. Commissioner Riordan inquired about ratio. Mr. Tesch stated that the ratio is 1 to 8, which is regulated by the state. There is never less than two employees in the building. A calendar can be sent to illustrate the outings that are planned for the participants. This location could accommodate up to 50 participants well.

Motion made by Commissioner Riordan to **recommend** approval for a Conditional Use request to allow an Adult Day Care in the B-2 Limited General Business District, located at 20875 Crossroads Circle (BKFT112999004).

Seconded by Commissioner Smeltzer.

*Motion Passed Unanimously.*

**8) COMMUNICATION AND ANNOUNCEMENTS.**

Halloween (Trick or Treat) is on the 31<sup>st</sup> of October.

**9) ADJOURN.**

Motion by Commissioner Gaeth to adjourn at 7:37pm.

Seconded by Supervisor Stanelle.

*Motion Passed Unanimously.*

Respectfully submitted,  
Bryce Hembrook, Town Planner