

TOWN OF BROOKFIELD  
PLAN COMMISSION MINUTES  
August 27, 2024

**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 7:06 p.m. with the following people present: Town Supervisor Ryan Stanelle; Plan Commission members William Neville, Tim Probst, Len Smeltzer, and Jeremy Watson; Town Planner Bryce Hembrook; and Town Clerk Deanna Alexander to record the minutes. Kevin Riordan was absent.

2) MEETING NOTICES.

The Town Clerk confirmed the meeting was noticed in accordance with Open Meeting Law.

3) APPROVAL OF AGENDA

Motion by Stanelle to approve the agenda.

Seconded by Watson.

*Motion Passed Unanimously.*

4) APPROVAL OF MINUTES.

a. Motion by Watson to approve the July 23, 2024 Plan Commission Minutes as presented.

Seconded by Stanelle.

*Motion Passed Unanimously.*

5) CITIZEN COMMENTS; Three-minute limit.

None.

6) OLD BUSINESS:

a. None.

7) NEW BUSINESS:

a. Ken Krahe – MSI General Corp, representing Silgan Containers, for review and recommendation of preliminary and final approval for a boiler room and warehouse/mechanical room addition for the property located at 21027 Crossroads Circle.

Planner Hembrook reviewed the proposed addition to the existing building as follows: The boiler room is proposed at 368 square feet, and the warehouse & mechanical room is proposed at 4,095 square feet. The location of the addition is proposed to be on the backside of the existing building. Setbacks and parking area requirements are met. Lighting and landscaping plans have not been submitted because there are no plans to alter either. Landscaping will be kept along the west property line. Signage is included in this submittal, and a garbage enclosure on the south side of the building. Mr. Krahe reported there is one tree close to the parking lot that will have to be removed for the addition. Henderson inquired about door location on the boiler room being on the west side as opposed to the north side, and in the event of an explosion of some kind, the residential area may be better protected. Krahe responded it was oriented this way to utilize wall space. The doors for the dumpster enclosure were questioned and whether chain link is code approved. Hembrook verified there is not a restriction of chain link doors on a dumpster enclosure. Smeltzer emphasized the importance of maintaining the trees on the west property line. Hembrook reported that the Architectural Review Committee (ARC) recommended both preliminary and final approval.

Motion by Smeltzer to **grant** preliminary approval and **recommend** final approval for a boiler room and warehouse/mechanical room addition for the property located at 21027 Crossroads Circle as presented.

Seconded by Watson.

Further Discussion:

Henderson suggested the applicant look at the door location on the boiler room.

*Motion passed unanimously.*

- b. Katelynn Zingsheim – Ryzing Fitness, for recommendation for approval of a conditional use permit for a fitness center in the M-1 Limited Manufacturing District, located at 21975 Doral Road.

Motion by Watson to **recommend** approval of a conditional use permit for a fitness center in the M-1 Limited Manufacturing District, located at 21975 Doral Road.

Seconded by Smeltzer.

*Motion passed unanimously.*

- c. Adrian Deasey, representing Octane Coffee, is requesting review and recommendation of conceptual approval to allow a drive-thru coffee business, located at 19555 West Bluemound Road.

Hembrook reported that a drive-thru coffee shop would require a conditional use permit, and a potential variance may be required as well. This is strictly a drive-thru; there are no interior amenities, such as tables and seating. The proposal was described as a “kiosk”, with no human employees. It is fully automated. It would be open 24 hours a day, 7 days a week. Hembrook noted three points, a CUP, a variance, and square footage. Deasey described in more detail the nature of the proposal as follows: there is another location in Pewaukee. The owners of the business stop by for about an hour a day to restock, clean, etc. Besides coffee, they also offer juices, teas, sodas, and are adding food items, such as bakery. Pick up times move very fast, there is never a huge line. The Pewaukee location is a 20 feet long shipping container. This proposed location in the town would be 30 feet long. Bottom to top the building is less than 18 feet. The building is comprised of a bottom container that is approximately 9½ feet tall, and a top container is approximately 8 feet tall. The containers are repurposed, one time use. Water, sewer and electric will be proposed in the plans. Smeltzer inquired whether there would still be enough parking for the existing businesses, since this will be in the parking lot and taking up spaces. Hembrook responded that parking calculations would need to be checked on. The proposal has been discussed with the property owner, and he felt concept number one was the best location. Henderson suggested checking to see if the state has a setback requirement, since Bluemound Road is a state road. Henderson also suggested an alternate location, such as the Eble Park lot. Stanelle raised concerns with traffic circulation for the other businesses in the commercial property. Probst suggested turning the building 180 degrees to make the drive-thru from west to east for better traffic flow, on the first concept.

Motion by Watson to **recommend** conceptual approval to allow a drive-thru coffee business, located at 19555 West Bluemound Road.

Seconded by Smeltzer.

Further discussion: Hembrook asked if there is a one concept that is generally more acceptable than the others, and some members prefer concept one, except possibly turn the building 180 degrees to put the drive-thru on the other side for better traffic flow, as suggested by Probst, and move it further west. One member preferred concept two.

*Motion carried unanimously.*

8) COMMUNICATION AND ANNOUNCEMENTS.

Town Clerk Alexander announced that the town is working on hiring a deputy clerk, and as soon as they do, the person hired or Deanna will be clerking these meetings going forward.

9) ADJOURN.

Motion by Probst to adjourn at 7:57pm.

Seconded by Stanelle.

*Motion Passed Unanimously.*

Respectfully submitted,

Bryce Hembrook – Town Planner

BH/lr