

TOWN OF BROOKFIELD
PLAN COMMISSION MINUTES
May 28, 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 7:00 p.m. with the following people present: Town Supervisor Ryan Stanelle; Plan Commission members William Neville, Len Smeltzer, Jeremy Watson; and Town Planner Bryce Hembrook. Plan Commission members Gordon Gaeth and Kevin Riordan were absent.

2) MEETING NOTICES.

Planner Hembrook 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 April 23, 2024 Plan Commission Minutes as presented.

Seconded by Smeltzer.

Motion Passed Unanimously.

5) CITIZEN COMMENTS; Three-minute limit.

None.

6) OLD BUSINESS:

a. None.

7) NEW BUSINESS:

a. Keith Hueffner, representing Master Spa Warehouse, for review and recommendation of final approval for a new warehouse building for the property located at 21675 Doral Rd.

Planner Hembrook presented the item as outlined in the staff report provided in tonight's packet. Hembrook asked the applicant about garbage enclosures. The applicant responded that they would most likely have a dumpster enclosure outside. Hembrook informed the applicant that this information must be included on the final plans to be shown at the Town Board meeting, if the Plan Commission approves. Hembrook noted that a change to the landscaping on the south side of the building, based on recommendations from the Architectural Review Committee (ARC). Sign locations were also noted. Elevations and turning radii were reviewed. Hembrook further noted concerns from the ARC Chairman, Dean Pearson, regarding potential glare from proposed lighting on the building. The town engineer was consulted, and the suggestion was made to have a fixture schedule submitted, which is not necessarily a requirement based on the ordinance. It would however, help to determine whether the fixtures are meeting requirements. Chairman Dean Pearson (ARC), 870 Golden Meadow Lane, Town of Brookfield, was present and requested to speak on the matter, which was approved by Chairman Henderson. Pearson referred to his comment on the May 28, 2024 letter from Strand & Associates, Page 2 Item #5, that he would reject fixtures A, A2, and B. Pearson has concerns with the optic, and feels the town engineer is missing the details. He went on to say the proposed fixtures appear to be direct downward, but if looked at from a distance, you can look right under the fixture and see the bright LED's. Glare is a concern on the south side of the building in relation to traffic on I-94, and Pearson opined that it does not look good either. The proposed building is 50 feet from the highway. Applicant described the location of the fixtures on the building as being underneath a metal panel and not very high up. The light levels do not leave the property. Pearson stated the photometric data shows the light level on the ground at the property line, which meets all of the requirements, however because the bright element from the fixture can be seen is what is concerning.

Hembrook clarified that ARC did recommend approval at their last meeting with the condition that landscaping would be added to the south side as indicated earlier. Henderson inquired about the demolition plan relating to culverts and asphalt, and how the current building on the site will have access. Applicant assured that that building will have access. ADA parking spots were discussed. A water line will run across Doral Road. The road will be cut and restored. Applicant indicated this should be a one-day project. Notifications and coordination with DPW will be implemented. Henderson opined that perhaps there should be some landscaping along the fence line on the south side, adjacent to I-94. Sign location was reviewed. Applicant will work with the Fire Department for addressing. Hembrook mentioned the protocol for addressing, with applicant suggestion, and checking with Police, Fire, Waukesha County and the Post Office for recommendations or concerns. Henderson referred to the letter from Strand & Associates dated May 28, 2024. Henderson noted that there are a number of comments that say, "it's not in the ordinance". Henderson stated that currently, Chapter 17 of the ordinance is being redone. (Confirmed by Hembrook.) Henderson suggested adding the lighting concerns to Chapter 17. Hembrook responded that lighting was not being considered, but now will look into amending the lighting code for zoning code rewrite. Applicant said they would address glare concern. It was clarified that both monument signs are gone. There is no plan to add them back in, according to the applicant. Retail location is on Bluemound near Home Depot, while this location is for warehousing, not retail. Stanelle opined that the finished look is appreciated.

Motion by Stanelle to recommend final approval for a new warehouse building for the property located at 21675 Doral Road as presented, with the following contingencies:

- Send the lighting plan back to ARC for review;
- Dumpster location and enclosure added to plans for Town Board meeting;
- Landscaping plan additions as recommended by ARC.

Seconded by Watson.

Further Discussion:

Henderson clarified that the proposal would go to Town Board, with the recommendation from the Plan Commission to send it to ARC to clarify the lighting. The grass between the pavement and the fence on the south side will be maintained. If the grass is destroyed in the building/ paving process, it will be replaced.

Motion passed unanimously.

8) COMMUNICATION AND ANNOUNCEMENTS.

Hembrook informed the Plan Commission that he is working with the town attorney to amend Chapter 17, and will address lighting and hopes to have recommended changes in the next few months. Henderson suggested the ARC looks at the changes as well.

9) ADJOURN.

Motion by Neville to adjourn at 7:41pm.

Seconded by Watson.

Motion Passed Unanimously.

Respectfully submitted,

Bryce Hembrook – Town Planner