

TOWN OF BROOKFIELD
PLAN COMMISSION MINUTES
July 23, 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, Kevin Riordan; and Town Planner Bryce Hembrook. Plan Commission members Len Smeltzer and Jeremy Watson 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 Riordan.

Motion Passed Unanimously.

4) APPROVAL OF MINUTES.

a. Motion by Stanelle to approve the May 28, 2024 Plan Commission Minutes as presented.

Seconded by Neville.

Motion Passed 3-0-1, with Riordan voting present.

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 conceptual approval for a boiler room and warehouse/mechanical room addition for the property located at 21027 Crossroads Circle.

Planner Hembrook described the project as follows:

- The applicant is proposing two addition areas: a 23' x 16' (368 square feet) boiler room addition, and a 35' x 117' (4,095 square feet) warehouse and mechanical room addition. The proposed additions will be to the existing 128,632 square foot 2-story building on site.
- Proposed Size = 4,463 square feet – it is unclear if both areas are 1 or 2 story additions.
- Zoning District = B-2 Limited General Business District.
- Lot Size = 8.5 acres.
- Proposed Use (for addition area) = HVAC expansion, warehousing, and mechanical expansion.
- Use for rest of building: Office and light warehousing.
- Proposed setbacks:
 - Street = 50'
 - Side and rear = 15'
 - All building setbacks will meet code requirements.
- Maximum building height:
 - Principal = 45'
 - Accessory = 15'
 - Addition heights meet code requirements, assuming they match the current building height.

- Sum total of floor area:
 - Existing = 34.7%
 - Proposed = 37.1%
 - Required = The sum total of the floor area of the principal building and all accessory buildings shall be not less than 6,000 square feet or 15% of the lot area, whichever is less. Also, the sum total of the floor area of the principal building and all accessory buildings shall not exceed 50% of the lot area
 - Requirement is met
- Parking
 - There are 350 existing parking stalls
 - Code requirement:
 - Office : 1 space per 250 sf of space
 - 304 required
 - Warehousing: 1 space per employee, plus one space per 5,000sf of gross floor area.
 - The application did not specify number of employees, so there is not enough information to determine of the parking requirement is met at this time, but can be addressed during preliminary and final review.
- Lighting and landscaping are not required for conceptual approval.

The proposal was sent to the Development Review team for comment, and neither the Fire Department of Town Engineer had any concerns at this point. There will be no stormwater requirements for this project because of the size. For conceptual approval, Plan Commission will consider the proposed land use and its compatibility with adjacent land uses. The Plan Commission should consider ingress and egress, off-street parking, and internal traffic patterns. Chairman Henderson asked about the dumpster outside, and Mr. Krahe (applicant) responded that it is from the current occupant moving out. Henderson stressed to be sure a dumpster enclosure is shown, unless keeping it inside of the building. Henderson would like the large tree at the northwest corner kept. Noise control for the boiler room was addressed, with Krahe reporting that it will be masonry with brick to match, with a focus on sound control. Stanelle commented that the tree line on the west portion of the parcel should remain intact. Krahe inquired about the possibility of combining preliminary and final approvals. Henderson responded that the proposal would have to have all final renderings and information, including signage. Henderson mentioned looking at stop signs on the property, one is completely faded.

Motion by Stanelle to **recommend** to the Town Board conceptual approval for a boiler room and warehouse/mechanical room addition for the property located at 21027 Crossroads Circle as presented.

Seconded by Riordan.

Further Discussion:
None.

Motion passed unanimously.

- b. Katelynn Zingsheim – Ryzing Fitness, for recommendation to set a public hearing date to consider a conditional use permit for a fitness center in the M-1 Limited Manufacturing District, located at 21975 Doral Road.

The subject property is located in the M-1 Limited Manufacturing District and commercial recreational use (fitness centers) are permitted by conditional use in this district. Prior to the applicant's occupancy, there was a fitness center occupying a portion of the building and this fitness center later expanded. Staff originally thought the original fitness center received proper approvals but upon reviewing the property files, it appears that a conditional use permit was not approved. Staff originally informed the applicant that the use was fine since it was existing but reached out to the applicant to inform them that a conditional use permit was not approved. The applicant immediately submitted an application to attempt correct this matter.

The property is located in the M-1 Limited Manufacturing District, is intended to provide for manufacturing, industrial and related uses of a limited nature and size, which on the basis of actual physical and operational characteristics would not be detrimental to the surrounding area or to the Town as a whole by reason of smoke, noise, dust, odor, traffic, physical appearance or other similar factors. However, commercial recreational facilities may be appropriate in the district depending on the specific property. There is a gymnastics center across the street that is technically considered the same use.

Motion by Stanelle to **recommend** the Town Board set a date for a public hearing to consider a conditional use permit for a fitness center in the M-1 Limited Manufacturing District, located at 21975 Doral Road.

Seconded by Neville.

Motion passed unanimously.

- c. Corroboration of interpretation regarding allowing pickleball courts, or other similar sport courts, on non-residential properties.

Planner Hembrook inquired whether the Plan Commission would consider this a site plan change, and therefore want to review the proposal; or if there should be a text amendment for sport courts (on-site company amenities). In comparing this item to the WAC (Wisconsin Athletic Club), the WAC is already considered recreational. This inquiry is for office buildings or other commercial properties not considered recreational. This type of use is not listed in accessory uses for commercial properties. The consensus of the Plan Commission was to review a site plan, on a case-by-case basis.

- d. Discuss setting a public hearing date for a Zoning Code Amendment to address sport courts and on-site company amenities on non-residential properties.

Due to the discussion in the previous item c., this item is canceled.

8) COMMUNICATION AND ANNOUNCEMENTS.

None.

9) ADJOURN.

Motion by Neville to adjourn at 7:32pm.

Seconded by Stanelle.

Motion Passed Unanimously.

Respectfully submitted,

Bryce Hembrook – Town Planner