

TOWN OF BROOKFIELD
PLAN COMMISSION MINUTES
Monday, April 28, 2025

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.

Town Chairman Keith Henderson called the meeting to order at 7:00p.m., with the following people present: Town Supervisor Ryan Stanelle; Plan Commission members Kevin Riordan, Tim Probst, and Len Smeltzer; and Town Planner Bryce Hembrook. Plan Commission members Jeremy Watson and Daniel Zuperku were absent and excused.

2) MEETING NOTICES.

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 March 25, 2025 regular Plan Commission Minutes as presented.

Seconded by Probst.

Motion Passed Unanimously.

5) CITIZEN COMMENTS; Three-minute limit.

None.

6) OLD BUSINESS:

a. None.

7) NEW BUSINESS:

a. Jim Taylor (Oscar's) is requesting to set a public hearing date to discuss a conditional use permit approval for a new drive-thru restaurant on the property located at 21165 Highway 18 and parking on property to the east.

Hembrook reported that the main change from the previous proposal is that the applicant is no longer considering the 7-Brew Coffee location on the east side of the parcel. That space would now be used for parking and traffic circulation area. The proposed building is 4,750 square feet with two drive-thru lanes. Setbacks are meeting requirements. The sum total floor area is smaller than required, but is larger than the previous building. Henderson asked if the outdoor seating area is included in the 4,750 square footage. Hembrook responded that outdoor seating is not included in that number, and a rough calculation including outdoor brings that number to slightly over 6,000 square feet.

Motion by Riordan to **recommend** Town Board set a date for a public hearing to discuss a conditional use permit approval for a new drive-thru restaurant on the property located at 21165 Highway 18 and parking on property to the east.

Seconded by Stanelle.

Further Discussion:

None.

Motion carried unanimously.

- b. Lindsey Chiaverotti (Wisconsin Adult Center DBA Brookfield Adult Center) is requesting to set a public hearing date to discuss a conditional use permit amendment to allow the expansion of an adult day care center in the B-3 Office and Professional Business District, located at 20711 Watertown Road Suite V.
Hembrook presented the proposal as follows: The applicant is proposing to expand to an adjacent tenant space within the current building. The conditional use permit approved in 2022 at the subject property states that any addition or expansion of the use requires the conditional use permit to be amended and approved following the Town's conditional use permit procedures.

Motion by Stanelle to **recommend** Town Board set a date for a public hearing to discuss a conditional use permit amendment to allow the expansion of an adult day care center in the B-3 Office and Professional Business district for Wisconsin Adult Center DBA Brookfield Adult Center located at 20711 Watertown Road.

Seconded by Probst.

Further Discussion:
None.

Motion carried unanimously.

- c. Ryan Janssen (Avery & Birch) is requesting preliminary/ final approval of a new building consisting of a one-story salon suite facility, located at 21055 Crossroads Circle.
Hembrook reviewed the proposal as outlined in the SEH staff report, and reported that a change was made to an island in the parking lot to meet turning radius requirements. Parking, setbacks, and sum total of floor area all meet requirements. The Development Review Team (DRV) has evaluated the proposed, and most items have been addressed, with the town engineer still reviewing the proposal. Hembrook noted that a landscaping plan was provided, and town engineer will have to review. The lighting submitted only showed the parking area, so the applicant will have to provide lighting details for the rest of the property, to include foot-candles at the property line. Smeltzer asked if this building was closer than the first proposal last year to the residential area. Hembrook responded that it is slightly closer because the one-story building is spread out more; however, the consensus at the conceptual approval was that a one-story building was preferred over the previous three-story building. Hembrook added that the landscaping on the west side of the property would remain. Hembrook stated that having one access drive has been determined to not be a concern. Henderson mentioned that he did not see electric, gas, or fiber connections for the building, nor dumpster enclosure renderings; and noted that on the lighting diagram, the sign (monument) is physically in the driveway. Henderson opined that he does not think the applicant is ready for final approval considering those details are missing. Smeltzer concurred.

Motion by Smeltzer to grant preliminary approval of a new building consisting of a one-story salon suite facility, located at 21055 Crossroads Circle, and recommendation for final approval contingent on lighting, trash enclosure rendering, gas, utility, and fiber connections; and signage plans.

Seconded by Stanelle.

Further Discussion:
None.

Motion carried unanimously.

- d. David Wimmer and Nick Wimmer (Wimmer Communities) are requesting review and approval for an amended site plan for the Town Center building (building#2 in the Poplar Creek Town Center development) for the property located at 20200 West Bluemound Road & 20500 Crosstown Avenue.

Hembrook described the changes as outlined in the SEH staff report, including the following: originally planned for 99 residential apartments, proposed change is for 80 apartments; 12,200 square feet of retail space to 6,794 square feet; 170 enclosed parking stalls to 183; and 44 surface parking stalls to 52. Hembrook reported that the Architectural Review Committee (ARC) reviewed for architectural changes and recommended approval. Nick Wimmer was present and described reasoning for the changes. The main residential entry for the underground garage was across from the Marriott Center on the west off Brooktown Boulevard. Proposed change is to move residential access to the northeast portion of the building. There are two levels of underground parking, and there is another access to the upper level from Brooktown Boulevard, directly across from the Marriott Center parking access. The southern half of Crosstown Avenue has changed from parallel to angled parking to pick up a few more spaces. Probst asked if both entries to the underground parking accessed both levels, or if each entry was exclusive to one level. Wimmer clarified that each entry was for one level, not both. The loss of residential apartments is due to changing the building from an enclosed courtyard in the center (doughnut shape) to a more open courtyard (horseshoe shape). Landscaping adjustments are minimal. The result of the changes are that a few residential units were lost, and a few parking stalls were gained.

Motion by Smeltzer to **recommend** approval for an amended site plan for the Town Center building (building #2 in the Poplar Creek Town Center development) for the property located at 20200 West Bluemound Road & 20500 Crosstown Avenue.

Seconded by Riordan.

Further Discussion:

Motion carried unanimously.

- e. Thomas Kafkes (Corners of Brookfield; IM Property investments (USA) LLC) is requesting site plan amendment approval for the reconfiguration of Market Street located on the east side of the Corners of Brookfield.

Hembrook reviewed the proposal as outlined in the SEH staff report, including the following: proposed number of parking spaces is 11 (up from 9), there are 4 parking spaces on the east side and 7 spaces on the west side, including 2 ADA compliant stalls. The town engineer reviewed the plans and did not have any concerns with proposed changes. Robert Gould was present and stated that Market Street is the last to build out. The Corners wants to give it a fresh look and more appropriate for new retail tenants. On the south end, they are putting in a speed table, and planters by Margeaux. More visuals will be sent before the Town Board meeting.

Motion by Stanelle to **recommend** site plan amendment approval for the reconfiguration of Market Street located on the east side of the Corners of Brookfield.

Seconded by Probst.

Further discussion:

None.

Motion carried unanimously.

- f. Discussion /action to set a public hearing date to discuss the proposed Zoning Code Update draft. Hembrook reported that the town attorney is working on the final draft. The consensus is that a final draft is desired 2 weeks prior to the public hearing.

Motion by Probst to **recommend** the Town Board set a date for a public hearing for the proposed Zoning Code Update draft.

Seconded by Smeltzer.

Further Discussion:
None.

Motion carried unanimously.

8) COMMUNICATION AND ANNOUNCEMENTS.

Henderson asked about #8 from the last meeting, where he mention the brightness of the streetlights at Poplar Creek. The Wimmers were still in attendance and will take a look at it. They did mention that the residents of Poplar Creek have not voiced a concern, and brighter lights help with safety.

9) ADJOURN.

Motion by Stanelle to adjourn at 7:53pm.

Seconded by Riordan.

Motion Passed Unanimously.

Respectfully submitted,
Bryce Hembrook – Town Planner

BH/lr