

TOWN OF BROOKFIELD
PLAN COMMISSION MINUTES
Tuesday May 27, 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 7:13p.m., with the following people present: Town Supervisor Ryan Stanelle, Plan Commissioners Dan Zuperku, Len Smeltzer, and Jeremy Watson and Town Planner Bryce Hembrook. Commissioners Tim Probst and Kevin Riordan were absent.

2) MEETING NOTICES.

Hembrook confirmed 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 Smeltzer.

Motion Passed Unanimously.

4) APPROVAL OF MINUTES.

a. Motion by Commissioner Watson to approve the April 28, 2025 regular Plan Commission Minutes as presented.

Seconded by Supervisor Stanelle.

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 approval for a conditional use permit for a new drive-thru restaurant on the property located at 21165 Highway 18 and parking on property to the east.

Town Planner Hembrook presented the item and mentioned that a certified survey map may be proposed soon to clean up the lot lines. Hembrook suggested the Town could place a time limit on when this could be accomplished without slowing the approval process. Commissioner Watson asked why there is a need to require at all. Planner Hembrook said this is a good time to make the lot line adjustment.

Hembrook also mentioned that the Architectural Review Committee (ARC) reviewed this proposal and recommended approval. The ARC also stated that they are in favor of the signage concepts and wanted to note that the cones on the building should be considered an architectural feature if the logo is not on the cone. Plan Commission agreed.

Motion by Watson to recommend approval to the Town Board for a conditional use permit request for a new drive-thru restaurant on the property located at 21165 Highway 18 and parking on property to the east subject to Town Engineer's approval, a certified survey map is recorded within 365 days of Town Board final approval, and the applicant shall submit a draft shared access and parking document to Town Board.

Seconded by Stanelle.

Further Discussion: The Commission discussed whether or not to keep the certified survey map condition for this item or the preliminary and final approval. Hembrook suggested it should be in the conditional use permit approval but that the Plan Commission can decide. The Committee decided to keep as proposed.

Motion carried unanimously.

- b. Jim Taylor (Oscar's) is requesting preliminary and final approval for a new drive-thru restaurant on the property located at 21165 Highway 18 and parking on property to the east.

Chairman Henderson commented on items that need to be updated such as the floor plan showing wrong north arrow and the elevation drawings showing incorrect directions.

The applicant, Jim Taylor, brought sample stones to show to the Commission. The Commission members were in agreement that the proposed building looks great.

Motion by Watson moved to grant preliminary and recommend final approval to the Town Board for a conditional use permit amendment for a new drive-thru restaurant on the property located at 21165 Highway 18 and parking on property to the east as presented.

Seconded by Smeltzer.

Further Discussion: None.

Motion carried unanimously.

- c. Lindsey Chiaverotti (Wisconsin Adult Center DBA Brookfield Adult Center) is requesting approval for 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 item. No further discussion occurred.

Motion by Watson to recommend the Town Board approve a conditional use permit amendment to allow the expansion of an adult daycare center in the B-3 Office and Professional Business District for Wisconsin Adult Center DBA Brookfield Adult Center, located at 20711 Watertown Road Suite V as presented.

Seconded by Stanelle.

Further Discussion: None.

Motion carried unanimously.

- d. Jordan Jackson (The Sandtrap LLC) is requesting to set a public hearing date to discuss a conditional use permit request for a golf simulator business located at 17800 West Bluemound Road.

Hembrook presented the item and mentioned that this may occur in two phases. The Commission asked about food and beverage options. Applicant stated he reached out to the Town Clerk regarding liquor licensing and the Planner recommended the applicant reach out to the building inspector regarding food plans.

The applicant also mentioned he would like to add a mural on the north side of the building. Currently, the ordinance does not address murals.

Motion by Watson to recommend the Town Board set a date for a public hearing to discuss a conditional use permit request for a golf simulator business located at 17800 West Bluemound Road.

Seconded by Zuperku.

Further Discussion: None.

Motion carried unanimously.

- e. Ryan Janssen (Avery & Birch) is requesting final approval of a new building consisting of a one-story salon suite facility, located at 21055 Crossroads Circle.

Hembrook presented the item. The Commission asked about trash enclosure location. Hembrook mentioned that the Town Engineer needs to still review and approve proposed plans.

Motion by Watson to **recommend** final approval of a new building consisting of a one-story salon suite facility, located at 21055 Crossroads Circle subject to Town Engineer approval.

Seconded by Smeltzer.

Further discussion: None.

Motion carried unanimously.

- f. Luke Sebald (Keller, Inc), representing Bancroft Engineering, is requesting preliminary and final approval for an addition to an existing manufacturing building, located at 21550 Doral Road.

Hembrook presented the item. The Commission discussed the loading dock and trucks backing up. The applicant stated that this addition will actually make it easier for trucks to get to the loading dock. Commission also discussed utility lines and stormwater management requirements. The planner said stormwater pond is not required according to the Town Engineer.

Motion by Watson to grant preliminary and recommend final approval for an addition to an existing manufacturing building, located at 21550 Doral Road as presented.

Seconded by Zuperku.

Further Discussion: None.

Motion carried unanimously.

8) COMMUNICATION AND ANNOUNCEMENTS.

Hembrook mentioned that the Town will have a new Town Planner starting in July and he thanked the Commission for their work the past few years.

Watson mentioned that he say the proposed plans for the Corners West End and is not supportive of the plans.

9) ADJOURN.

Motion by Watson to adjourn at 8:05pm.

Seconded by Stanelle.

Motion Passed Unanimously.

Respectfully submitted,

Bryce Hembrook – Town Planner