



## PLAN COMMISSION AGENDA

March 11, 2021 – 7:00pm

Meeting Available on Zoom.us at the following meeting number:

<https://us02web.zoom.us/j/87896179445>

In lieu of participating via the Zoom website, the alternative telephone only dial-in is:

Dial in: 312-626-6799 878 9617 9445

"Due to the COVID-19 Pandemic and in recognition of the declaration of states of emergency by the President, the Governor and the Village President, this meeting will not be open to the public in an in-person capacity. Those wishing to observe may do so by downloading the ZOOM app to your personal computer, tablet or smart phone and utilizing the above information to join via either computer or telephone. If you wish to communicate in written format with the Commission you may send written comments to the Village Clerk at 235 Hickory St. Pewaukee, WI 53072 or you may email the Clerk at [csmith@villageofpewaukee.com](mailto:csmith@villageofpewaukee.com)."

1. Call to Order and Roll Call
2. Public Hearings.
  - a. To utilize the second floor space as an "indoor entertainment facility" through "mixing of multiple principal uses" at the Chiropractic & Wellness on Pewaukee Lake building located at 221 W. Wisconsin Avenue. The applicant is Dr. Tad Diciaula and Sarah Diciaula d/b/a The Loft on the Lake. The property owner is Jade Reef Properties LLC. The property is Zoned B-2 Downtown Business District. NO ACTION WILL BE TAKEN AT THIS MEETING.
  - b. To utilize the space at 1463 Capitol Drive-Suite A for a tropical smoothies and sandwich's type dine-in and fast food restaurant. The applicant is Danijela Milic d/b/a Tropical Smoothie Cafe. The property owner is REI Equity Partners 6 LLC. The property is Zoned B-1 Community Business District with Planned Unit Development (PUD) Overlay. NO ACTION WILL BE TAKEN AT THIS MEETING.
3. Citizen Comments – *This is an opportunity for citizens to share their opinions with Board Members on any topic they choose. However, due to Wisconsin Open Meeting laws, the Board is not able to answer questions or respond to your comments. All comments should be directed to the Board. Comments are limited to 3 minutes per speaker. Speakers are asked to use the podium and state their name and address.*
4. Approval of the Minutes:
  - a. Regular Plan Commission Meeting – February 11, 2021
  - b. Special Plan Commission Meeting – February 16, 2021
5. Old Business
  - a. Review, discussion and feedback to staff regarding portions of the Village of Pewaukee Comprehensive Plan update in progress – i.e. Chapter 7-Land Use. There may also be discussion regarding the relationship(s)/connectivity of the material in these chapters to the recently completed Village of Pewaukee Strategic Plan Update.
6. New Business
  - a. Discussion and Possible Action on Concurring with Sale of Future Village Property at 449 W. Wisconsin Avenue
  - b. Review, discussion and possible recommendation to the Village Board of a certified survey map proposed to consolidate and reconfigure the existing 8 contiguous lots at and surrounding 449 W. Wisconsin Avenue into 2 lots plus 1 outlet. The applicant/property owner is Village of Pewaukee on behalf of Queen of Apostles

Congregation respectively. The property is *currently* zoned IPS, Institutional and Public Service District and R-5, Single Family Detached Residential District.

- c. Review, discussion and consultative feedback to applicant John Wahlen of Cornerstone Development (d/b/a The Glen at Pewaukee Lake) regarding his concept plan to develop 46 single family detached condominium homes on the sites of and surrounding old St. Mary School and Rectory properties at approximately 449 W. Wisconsin Avenue and west of 359 Evergreen Lane respectively. The properties are *currently* zoned IPS, Institutional and Public Service District and R-5, Single Family Detached Residential District. The property owner is Queen of Apostles.
- d. Review and discussion regarding the Conditional Use Grant application to utilize the second floor space as an “indoor entertainment facility” through “mixing of multiple principal uses” at the Chiropractic & Wellness on Pewaukee Lake building located at 221 W. Wisconsin Avenue. The applicant is Dr. Tad Diciaula and Sarah Diciaula d/b/a The Loft on the Lake. The property owner is Jade Reef Properties LLC. The property is Zoned B-2 Downtown Business District. **NO ACTION WILL BE TAKEN AT THIS MEETING.**
- e. Review, discussion and possible recommendation to the Village Board of a certified survey map proposed to combine a vacant ~2.08 acre “land locked” lot which is located in the City of Pewaukee with an 11.43 acre developed parcel of land in the Village of Pewaukee. The applicant and property owner of both lots is Anthony Bryant d/b/a Century Fence. The Village of Pewaukee parcel located at 1300 Hickory Street, is zoned B-5 Light Industrial District.
- f. Review, discussion and possible approval of a Sign Code waiver to permit a second freestanding sign (i.e. a cross) in the streetyard of their Holy Apostles Anglican Church located at 142 Lake Street. The applicants are Susan Caveney and Fr. John Armstrong on behalf of property owner Anglican Church of the Apostles. The property is zoned IPS Institutional and Public Service District.
- g. Consultative review, discussion and feedback on concept plans received from WCTC (in c/o Jeffrey Leverenz as Director, Facilities & Operations) to construct a new fire training building in the southwest area of campus near the existing fire training building. The property is located at 800 Main Street and it is zoned IPS Institutional and Public Service District.
- h. Review and discussion regarding the Conditional Use Grant application to utilize the space at 1463 Capitol Drive-Suite A for a tropical smoothies and sandwich’s type dine-in and fast food restaurant. The applicant is Danijela Milic d/b/a Tropical Smoothie Cafe. The property owner is REI Equity Partners 6 LLC. The property is Zoned B-1 Community Business District with Planned Unit Development (PUD) Overlay. **NO ACTION WILL BE TAKEN AT THIS MEETING.**
- i. Consultative review, discussion and feedback on concept plans received from property owners Jeffrey and Suzanne Ellington (in c/o Jim Pfeifer of Espire Homes) to replace the existing single-family residence at 433 Park Avenue with a new single family residence at lesser offsets and setback than the Code requires using Conditional Use Grant request. The property is zoned R-5 Single Family Detached Residential District with (LO) Lakefront Overlay.
- j. Discussion and Possible Action on Scheduling a Special Meeting for Possible Action on Conditional Use Grant Application Items

7. Citizen Comments. – *This is an opportunity for citizens to share their opinions with Board Members on any topic they choose. However, due to Wisconsin Open Meeting laws, the Board is not able to answer questions or respond to your comments. All comments should be directed to the Board. Comments are limited to 3 minutes per speaker. Speakers are asked to use the podium and state their name and address.*

## 8. Adjournment

Note: It is possible that members and/or possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; action will not be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in the notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. To request such assistance, contact the Village Clerk at 262-691-5660.

Dated: March 5, 2021

**VILLAGE OF PEWAUKEE  
PLAN COMMISSION MINUTES  
February 11, 2021**

**DRAFT - DRAFT - DRAFT - DRAFT - DRAFT - DRAFT - DRAFT - DRAFT**

**1. Call to Order and Roll Call**

President Knutson called the meeting to order at approximately 7:00 p.m.

Plan Commission members present: Comm. Joe Zompa, Comm. Jim Grabowski, Comm. Cheryl Mantz, Comm. Eric Rogers, Trustee Craig Roberts and President Jeff Knutson. Comm. Ryan Lange was excused. Also present: Village Attorney Mark Blum, Village Planner Mary Censky, Village Administrator Scott Gosse and Deputy Clerk-Treasurer Jackie Schuh.

**2. Public Hearings**

**a. Proposed Project Plan and Boundary for Tax Incremental District No. 3 in the Village of Pewaukee.**  
None.

**b. Conditional Use Grant Amendment request to increase the permitted size of vehicles for a portion of the 80-van fleet currently approved to operate in/out of the AMW Transport site located at 462 Hickory Street. The applicant is Waleed Adoud d/b/a AMW Transport. The property owner is Babi LB Venture LLC and Jelco WI Inc in c/o Matthew Quest. The property is Zoned B-5 Light Industrial District.**  
Waleed Adoud @ N63W23347 Main St Apt 107, Sussex - Mr. Adoud spoke of improvements they have made to the property as well as changes to the access points that employees use and/or vans use to enter and exit the property. Currently, all employees enter through the back of the property in the industrial area instead of the residential area so as not to disturb the neighbors. Per Adoud, they have minimized the reverse beeping alarms and they have been responsive to neighbor comments as they arise. The traffic issues are being addressed. He wants to ensure the Village that he is willing to work with them to ensure neighbors are happy.

**c. To modify, extend, terminate or make permanent, the Temporary Conditional Use Grant Amendment changes approved by the Planning Commission on 10/13/20 as to the specific permitted hours and pattern of use/operation for the existing AMW Transport use located at 462 Hickory Street. The applicant is Waleed Adoud d/b/a AMW Transport. The property owner is Babi LB Venture LLC and Jelco WI Inc in c/o Matthew Quest. The property is Zoned B-5 Light Industrial District.**  
Waleed Adoud @ N63W23347 Main St Apt 107, Sussex - Mr. Adoud thanked the Commission for their assistance with establishing a temporary time adjustment for them during the busy holiday season. Per Adoud, coming April or May of 2021 they will not need the time pattern adjustment as Amazon has worked with them to change the times to later in the day vs early morning.

**3. Citizen Comments - None.**

**4. Approval of the Minutes:**

**a. Regular Plan Commission Meeting – December 10, 2020**

Comm. Mantz motioned, seconded by Comm. Rogers to approve the minutes of the December 10, 2020 Regular Plan Commission Meeting as presented.  
Motion carried by roll call vote 6-0.

**b. Regular Plan Commission Meeting – January 14, 2021**

Comm. Grabowski motioned, seconded by Comm. Mantz to approve the minutes of the January 14, 2021

**Regular Plan Commission Meeting as presented.  
Motion carried by roll call vote 6-0.**

## **5. Old Business**

**a. Review and possible action on the request to amend the current conditional use “cemetery per existing conditions” on the west side of Burroughs Drive at Evergreen Lane through the addition of a new accessory storage shed, 120 square feet in area, to be located at a setback less than the 50 feet typically required in the IPS Institutional and Public Service District. The applicant/property owner is Queen of Apostles Congregation.**

Planner Mary Censky briefly reviewed the details of the proposed 120 sq ft/8 ft tall shed including a 16 ft setback from their existing east lot line along Evergreen Lane at Burroughs Dr. Materials discussed included wood siding and asphalt shingles and a door opening that faces west. Underground utilities were not confirmed by WE-Energies per Censky. As there are no plans for lighting or plumbing the Commission felt it unnecessary to address electricity at this time.

**Comm. Grabowski motioned, seconded by Comm. Zompa to approve the request to amend the current conditional use "cemetery per existing conditions" on the west side of Burroughs Drive at Evergreen Lane through the addition of a new accessory storage shed to be located at a 15 foot setback (or greater) with the following recommendations:**

- 1) Village Staff review/approval of the color scheme for all exterior materials prior to issuance of a building permit for this shed;**
- 2) Applicant to secure a building permit prior to construction of the shed;**
- 3) Applicant to install at least five medium height shrubs/trees along the south, east and north sides of the shed in order to screen it from the surrounding view – the final plan for planting type and locations to be approved by Village Staff prior to the issuance of a building permit for this shed.**
- 4) Village Staff, at their discretion, may modify/increase the terms of the setbacks once information is obtained regarding the WE Energies lines buried at the proposed site.**
- 5) No plumbing to be allowed.**

**Motion carried by roll call vote 6-0.**

**b. Review, discussion and feedback to staff regarding portions of the Village of Pewaukee Comprehensive Plan update in progress – i.e. Chapter 7-Land Use. There may also be discussion regarding the relationship(s)/connectivity of the material in these chapters to the recently completed Village of Pewaukee Strategic Plan Update.**

Planner Censky guided the Commission through discussions on 5 areas of the Village in regards to the Comprehensive Plan.

**1. Downtown Village Center** - Planner Censky walked the Commission through the boundaries of the downtown area as it currently stands. The Commission discussed their visions for this area. Items of discussion included making the downtown area pedestrian friendly with more sidewalks, parks and street modifications, debate on including multi-family, mixed-use commercial/residential buildings, possibly rezoning parcels to meet the vision they hold or allow changes to happen organically and possible target parcels for redevelopment. Working with UWM on a downtown design plan, possibly as capstone or Center for Design projects was suggested as was working with professionals on traffic flow studies. General consensus was to leave the land use as it is currently designated.

**2. Traskside (South) at Capitol Dr/Oakton Ave and Clark St** – This site/area was discussed in tandem with item 6.h, below.

The following items were postponed until a later meeting:

1. W Wisconsin Ave between High St and Quinlan Dr
2. Farmland on both sides of Sussex St at Ole Dairy Rd
3. Riverside Dr at Ridgeway Dr

## **6. New Business**

### **a. Discussion and possible action on Plan Commission Resolution No. 2021-01, a Resolution formally adopting the Proposed Project Plan and Boundary for Tax Incremental District No. 3.**

Administrator Gosse introduced the Commission to Brian Ruechel of Baird who walked the them briefly through the project plan for the blight elimination TID. Administrator Gosse followed up with details contained in the report as well as types of projects and their proposed costs which include the purchase of St. Mary's property, offsite sanitary sewer line upsizing from 8" to 12", Evergreen Lane Watermain relay, the razing of the school/gym and rectory and environmental remediation, financing and interest costs, administrative/organizational fees and cost of issuance. The cost of the items discussed totaled \$3,240,000.00. Main points reviewed supporting the need of a TID included: 1) the district as blighted due to the fact the redevelopment would not occur or would not occur in the manner, at the value, or within the timeframe desired by the Village, 2) the redevelopment areas current stormwater management system would not accommodate the density and type of development desired by the Village, 3) there is inadequate vehicular access to support a wholesale redevelopment of the area, 4) the area contains an abandoned, unoccupied church and school, 5) the condition of the church and school has deteriorated to the point of dilapidation, 6) the area is an in-fill area contained within a mature, developed, single-family residential subdivision, 7) there are irregularly shaped parcels, large open spaces, unused church and school structures which have been rejected by previous developers due to their incompatibility with surrounding neighborhoods, 8) current structures will further deteriorate, 9) the Village will have to make substantial investments to pay for the costs of property, right-of-way and easement acquisition, site preparation, installation and construction of utilities, installation streets and related streetscape items, environmental mediation, grants and loans. Also reviewed was a map of proposed projects which must fall within one half mile from TID boundary. Attorney Blum reviewed the definition of blight and how it relates to TIF districts and development. He spoke of the proposed infrastructure changes, access drives to the property and the villages desire to develop this property to be more in line with the surroundings.

**Comm. Roberts motioned, seconded by Comm. Mantz to the approve the Plan Commission Resolution No. 2021-01, a Resolution formally adopting the Proposed Project Plan and Boundary for Tax Incremental District No. 3 with the following recommendations:**

#### **1) Reference of a blight designation**

**Motion carried by roll call vote 6-0.**

**b. Review and discussion on the Conditional Use Grant Amendment request to increase the permitted size of vehicles for a portion of the 80-van fleet currently approved to operate in/out of the AMW Transport site located at 462 Hickory Street. The applicant is Waleed Adoud d/b/a AMW Transport. The property owner is Babi LB Venture LLC and Jelco WI Inc in c/o Matthew Quest. The property is Zoned B-5 Light Industrial District. NO ACTION WILL BE TAKEN AT THIS MEETING.**

Per Planner Censky, the applicant is requesting to increase the size of 15 of the 80 current vans used to operate at that location, but not the number of vehicles itself. Proposed vans would be 18 feet long, 8 feet wide and 7 feet tall. Photos depicting the vehicle comparisons were reviewed. Censky confirmed that the number of vehicles will fit the same stall sizes although the vehicles will be more visible than the original trucks because they are taller. Discussion followed regarding screening, whether they are gas or diesel trucks and whether they are louder than the previous trucks. Mr. Adoud of AMW Transport confirmed that the 15 trucks have V8 engines, are not diesel, have softer back-up noises as well as 360-degree cameras. He also stated he is willing to work with neighbors and the Village as/if problems arise and assured the Commission that only his best drivers are assigned to these larger trucks.

No action was taken at this meeting.

**c. Review and discussion whether to modify, extend, terminate or make permanent, the Temporary Conditional Use Grant Amendment changes approved by the Planning Commission on 10/13/20 as to the specific permitted hours and pattern of use/operation for the existing AMW Transport use located at 462 Hickory Street. The applicant is Waleed Adoud d/b/a AMW Transport. The property owner is Babi LB Venture LLC and Jelco WI Inc in c/o Matthew Quest. The property is Zoned B-5 Light Industrial District. NO ACTION WILL BE TAKEN AT THIS MEETING.**

Planner Censky reviewed the temporary CUG sought by the applicant in late 2020 so as to help reduce the traffic on the residential streets surrounding 462 Hickory St. Per Censky, the time restrictions that were granted to AMW may not be needed in the coming months as the applicant has made changes at the corporate level and they might be getting later start times. They will, however, need the update in order to continue to operate until that point. Discussion followed regarding the possible need of hour adjustments in the future and whether it would be beneficial to leave the hours where they are in case they are needed in the future. The Commission was in agreement to continue the hours as long as there are no complaints from the community.

No action was taken at this meeting.

**d. Review, discussion and possible recommendation to the Village Board on the Land Use Plan Amendment request of applicant/property owner Queen of Apostles Congregation to change a portion of their property from existing Institutional land use classification to Single-Family Residential (4 units/acre max. density) land use classification and a portion of their property from existing Single-Family Residential (4 units/acre max. density) classification to Institutional classification. The property is located at and surrounding 449 W. Wisconsin Avenue.**

Planner Censky reviewed the current land use map with the Commission and emphasized that zoning should be in line with land use as a rule. She outlined the proposed changes that will adjust the land use classification boundaries to properly align with the planned future residential use of the property and ongoing institutional uses of the property.

**Comm. Grabowski motioned, seconded by Comm. Zompa to approve recommendation to the Village Board on the Land Use Plan Amendment request of applicant/property owner Queen of Apostles Congregation to change a portion of their property at 449 W. Wisconsin Avenue from existing Institutional land use classification to Single-Family Residential (4 units/acre max. density) land use classification and a portion of their property from existing Single-Family Residential (4 units/acre max. density) classification to Institutional classification with the following recommendations:**

**Motion carried by roll call vote 6-0.**

**e. Review, discussion and possible recommendation to the Village Board on the Rezoning request of applicant/property owner Queen of Apostles Congregation to change a portion of their property from existing Institutional District zoning to R-5 Single-Family Residential District zoning. The property is located at and surrounding 449 W. Wisconsin Avenue.**

Planner Censky walked the Commission through proposed changes to the Zoning which will allow for the planned future residential use of the property and the ongoing institutional uses of the property. Administrator Gosse clarified that the map shown was inaccurate and that the backward 7 property would be included in the overlay district.

**Comm. Mantz motioned, seconded by Comm. Grabowski to the approve to the Village Board on the Rezoning request of applicant/property owner Queen of Apostles Congregation to change a portion of their property at 449 W. Wisconsin Avenue from existing Institutional District zoning to R-5 Single-Family Residential District zoning with the following recommendations:**

**1. Include the backward 7 parcel and the two rectory properties in the district**

**2. That the Land Use Plan first be amended to reflect the proper underlying classifications necessary to ensure that this proposed zoning change is consistent with the Land Use Plan.**

**Motion carried by roll call vote 6-0.**

**f. Discussion and possible action on the Sign Code waiver request of Rising Health Chiropractic Wellness in c/o Dr. James Hauke, to place a 38 sq. ft. wall sign where Code provides for up to 30 sq. ft., at 617**

**Ryan Street-Unit#240. The property owner is Lake Country Plaza LLC and the property is zoned B-1 Community Business District.**

Planner Censky briefly explained that the facade of the multi-tenant building is difficult to view from any public streets and/or the shared private drive/parking area onsite. The proposed sign is 38 sq. ft. and Planner Censky's belief is that it is a good fit within the building façade at that size.

**Comm. Zompa motioned, seconded by Comm. Rogers to the approve the Sign Code waiver request of Rising Health Chiropractic Wellness in c/o Dr. James Hauke, to place a 38 sq. ft. wall sign at 617 Ryan Street-Unit#240 with the following recommendations:**

**1. Applicant to secure all necessary permits, such as but not limited to Sign Permit, Electrical Permit,...prior to placement/installation at the site.**

**Motion carried by roll call vote 6-0.**

**g. Review, discussion and consultative feedback to applicant/property owner Martin P. Heise Trust, in c/o Robert and Mike Heise, regarding possible redevelopment of the property located at 101 W. Wisconsin Avenue which is zoned B-2 Downtown Business District.**

Planner Censky reviewed predictable issues for the site in question, including parking... i.e. to what extent will the code minimum parking standard be attached. President Knutson requested the applicant give a brief rundown on what they have in mind. Applicant Mr. Robert Heise stated that they are leaning towards a mixed-use commercial/residential development. The first floor would be 1200 sq. ft. commercial office/retail space, floors 2-4 would be upscale 1-2 bedroom apartments and there would be 25 parking spaces at grade. He believes this is in line with the Comprehensive Land Use Plan and Zoning. He also spoke of doing something special at the corner to benefit the Village – he referenced the clock in the right of way across the street for instance. Discussion followed regarding the concerns about multi-family housing, concern for the height of a 3-4 story building, parking issues, and water/foundation issues. The Commission was generally in favor of the mixed-use type development. It was confirmed that this is not currently designated as a historical building.

**h. Review, discussion and consultative feedback to applicant/property owner Anna E. Heise Trust, in c/o Robert and Mike Heise, regarding possible redevelopment of the property located at 430/440 Oakton Avenue which is zoned B-5 Light Industrial District.**

President Knutson turned discussion over to Applicant Michael Heise. Ideas for this location include smaller buildings that would be 2000-3000 sq. ft. and would house small contractor-type businesses. They envision electricians/plumbers/hvac contractors, light manufacturing. It would be a small complex with 12 buildings with high ceilings and tall garage doors. They would not be normal industrial-style buildings and would not house residential due to the increased costs associated with fire codes. The Commission responded favorably to the initial discussion. Discussion followed regarding screening at the side that faces residential homes, razing of existing buildings and the Commission's desire to have the applicant consider whether living quarters above or behind the commercial spaces could be feasible.

**7. Citizen Comments - None.**

**8. Adjournment**

**Comm. Rogers motioned, seconded by Comm. Grabowski to the adjourn the February 11, 2021 Regular Plan Commission meeting at approximately 10:05 p.m.**

**Motion carried by roll call vote 6-0.**

Respectfully submitted,

Jackie Schuh  
Deputy Clerk-Treasurer

**VILLAGE OF PEWAUKEE  
SPECIAL PLAN COMMISSION MEETING MINUTES  
FEBRUARY 16, 2021**

**DRAFT - DRAFT - DRAFT - DRAFT - DRAFT - DRAFT - DRAFT**

**1. Call to Order and Roll Call**

President Knutson called the meeting to order at approximately 6:31 p.m.

Plan Commission members present: Comm. Jim Grabowski, Comm. Cheryl Mantz, Comm. Eric Rogers, Trustee Craig Roberts and President Jeff Knutson. Comm. Joe Zompa and Comm. Ryan Lange were excused.

Also present: Village Planner Mary Censky and Village Administrator Scott Gosse

**2. Old Business**

**a. Review and possible action on the Conditional Use Grant Amendment request to increase the permitted size of vehicles for a portion of the 80 van fleet currently approved to operate in/out of the AMW Transport site located at 462 Hickory Street. The applicant is Waleed Adoud d/b/a AMW Transport. The property owner is Babi LB Venture LLC and Jelco WI Inc in c/o Matthew Quest. The property is Zoned B-5 Light Industrial District.**

Planner Censky had no other information to add from the discussion at the February 11, 2021 meeting.

**Comm. Rogers motioned, seconded by Comm. Grabowski to approve the Conditional Use Grant Amendment request to increase the permitted size of vehicles for a portion of the 80 van fleet currently approved to operate in/out of the AMW Transport site located at 462 Hickory Street with the following recommendation:**

**1) Provision in the Conditional Use Grant document that any substantiated adverse impacts upon the surrounding neighbors or the Village as a whole which arise as a result of this use shall be the responsibility of the owner to correct timely upon notice from the Village and the owner acknowledges that failure to do so may result in action toward modification and/or termination of the Conditional Use approval.**

**Motion carried by roll call vote 5-0.**

**b. Review and possible action on whether to modify, extend, terminate or make permanent, the Temporary Conditional Use Grant Amendment changes approved by the Planning Commission on 10/13/20 as to the specific permitted hours and pattern of use/operation for the existing AMW Transport use located at 462 Hickory Street. The applicant is Waleed Adoud d/b/a AMW Transport. The property owner is Babi LB Venture LLC and Jelco WI Inc in c/o Matthew Quest. The property is Zoned B-5 Light Industrial District.**

Planner Censky stated no details have changed since the February 11, 2021 meeting. Comm. Rogers indicated that he would like to give them as much flexibility as possible so they will not need to come back to the Plan Commission for minor changes.

**Comm. Rogers motioned, seconded by Comm. Mantz to make permanent, the Temporary Conditional Use Grant Amendment changes approved by the Planning Commission on**



**10/13/20 as to the specific permitted hours and pattern of use/operation for the existing AMW Transport use located at 462 Hickory Street with the following recommendation:**  
**1) Provision in the Conditional Use Grant Amendment document that any substantiated adverse impacts upon the surrounding neighbors or the Village as a whole which arise as a result of this use shall be the responsibility of the owner to correct timely upon notice from the Village and the owner acknowledges that failure to do so may result in action toward modification and/or termination of the Conditional Use approval.**

**Motion carried by roll call vote 5-0.**

### **3. Adjournment**

**Comm. Rogers motioned, seconded by Comm. Mantz to the adjourn the February 16, 2021 Special Plan Commission meeting at approximately 6:36 p.m.**

**Motion carried by roll call vote 5-0.**

Respectfully Submitted,

Scott Gosse  
Village Administrator

## STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: March 11, 2021

### **General Information:**

**Agenda Item:** 5.a.

**Applicant:**

N/A

**Status of Applicant:**

Village initiated item

**Requested Action:**

Review and discussion regarding portions of the Village of Pewaukee Comprehensive Plan update in progress – i/e Chapter 7-Land Use. There may also be discussion regarding the relationship(s)/connectivity of this chapter to the recently completed Village of Pewaukee Strategic Plan Update.

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### **Discussion:**

Specific study areas intended for detailed discussion include:

- Farmland on both sides of Sussex St. at Ole Dairy Road;

among others possibly.



To: Jeff Knutson, President  
Plan Commission

From: Scott A. Gosse  
Village Administrator

Date: March 5, 2021

Re: Agenda Items 6A, Discussion and Possible Action on Concurring with Sale of Future Village Property at 449 W. Wisconsin Avenue

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**BACKGROUND**

The Plan Commission is aware that the Village Board is in the process of acquiring the St. Mary's property from the Queen of Apostles Congregation with the intent to sell approximately 14 acres of the property to Cornerstone Development for a proposed 46 lot single-family subdivision. A consultation for the proposed subdivision is on this same agenda. As part of this process, Wisconsin Statutes Section 62.23(5) indicates that the Village Board shall refer to the Plan Commission the sale of the property "for its consideration and report before final action is taken" by the Village Board.

**ACTION REQUESTED**

The action requested of the Plan Commission is to concur with the sale of approximately 14 acres of land to be owned by the Village after closing on the purchase of the St. Mary's property to Cornerstone Development.

## STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: March 11, 2021

### General Information:

Agenda Item: **6.b.**

**Applicant / Property Owner:**

Village of Pewaukee / Queen of Apostles Congregation

**Requested Action:**

Review, discussion and possible recommendation to the Village Board of Certified Survey Map.

**Current Zoning:**

IPS Institutional and Public Service District and R-5 Single-Family Residential District

**Current Master Plan Classification:**

Institutional and Single-Family Residential

**Requested Master Plan Classification:**

Institutional and Single Family Residential

**Surrounding Zoning/Land Use:**

North: R-5 Single Family Residential  
South: R-5 Single Family Residential  
East: R-5 Single Family Residential  
West: R-5 Single Family Residential

**Lot Size:**

N/A

**Location:**

Multiple land areas within the Queen of Apostles Congregation contiguous ownership at and adjacent to 449 W. Wisconsin Avenue

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### Discussion:

The certified survey map is proposed in order to consolidate and reconfigure the existing 8 contiguous lots into 2 lots plus one outlot. Each of these Lots/Outlot has direct public road frontage as well as access via a proposed ingress/egress easements – one entering off of W. Wisconsin Ave. as will permit the continuation of existing/customary access routes to the existing church and cemetery uses on Lot 2 and Outlot 1 respectively, and one extending north from Evergreen Drive next to the east side of the cemetery and benefitting Outlot 1 only.

Each of the lots is Code compliant as to minimum size and width. Lot one will have 2 principal buildings on it at the recording of this map.

### Recommendation:

The Planner supports favorable recommendation of the Certified Survey Map as presented but

recommends the following conditions be considered for attachment:

- 1) In order to comply with Sec. 40.418 of the Village Code, a provision should be noted on the map or a similar commitment memorialized, agreeing that at least one of the two existing principal buildings located on Lot 1 will be razed/removed within 12 months of recording the CSM;
- 2) Village Attorney review and approval of the easement documents prior to recording the CSM and related easements;
- 3) Village Engineer review and approval as to the technical accuracy of the CSM and closure in it's legal description.

## Planning Commission Report for March 11, 2021

### **Queen of Apostles Certified Survey Map**

Applicant: Village of Pewaukee, agent; Queen of Apostles Congregation, owner

Project: Land split

Requested Action: Approval of a Certified Survey Map (CSM)

Location: 449 W. Wisconsin Ave.

### **Report**

The proposed CSM creates 2 lots and one Outlot. The Outlot (1.85 ac.) encompasses the cemetery, Lot 2 (1.66 ac.) encompasses the existing church and part of the existing parking lot and Lot 1 (14.06) is created for residential development. The CSM dated March 2, 2021 has been reviewed for technical compliance with the Village Code and is acceptable. At the request of the cemetery owners, an access easement is provided north of Evergreen Lane in order to access the east side of the cemetery. There is also a parking and access easement that is located west of the church for parking and access to the cemetery.

The southerly boundary of Lot 1 extends to W. Wisconsin Avenue. Access to the church (Lot 2) and to the westerly side of the cemetery (Outlot 1) is provided via a 50-foot wide access easement. Details of the easement will need to be developed as part of a separate document that is recorded at the same time as the CSM is recorded (and the easement document number inserted on the CSM).

### **Staff Recommendation:**

I recommend approval of the CSM dated March 2, 2021, with the acknowledgement that the access easement document(s) must be prepared and recorded with the CSM.

Tim Barbeau  
March 2, 2021

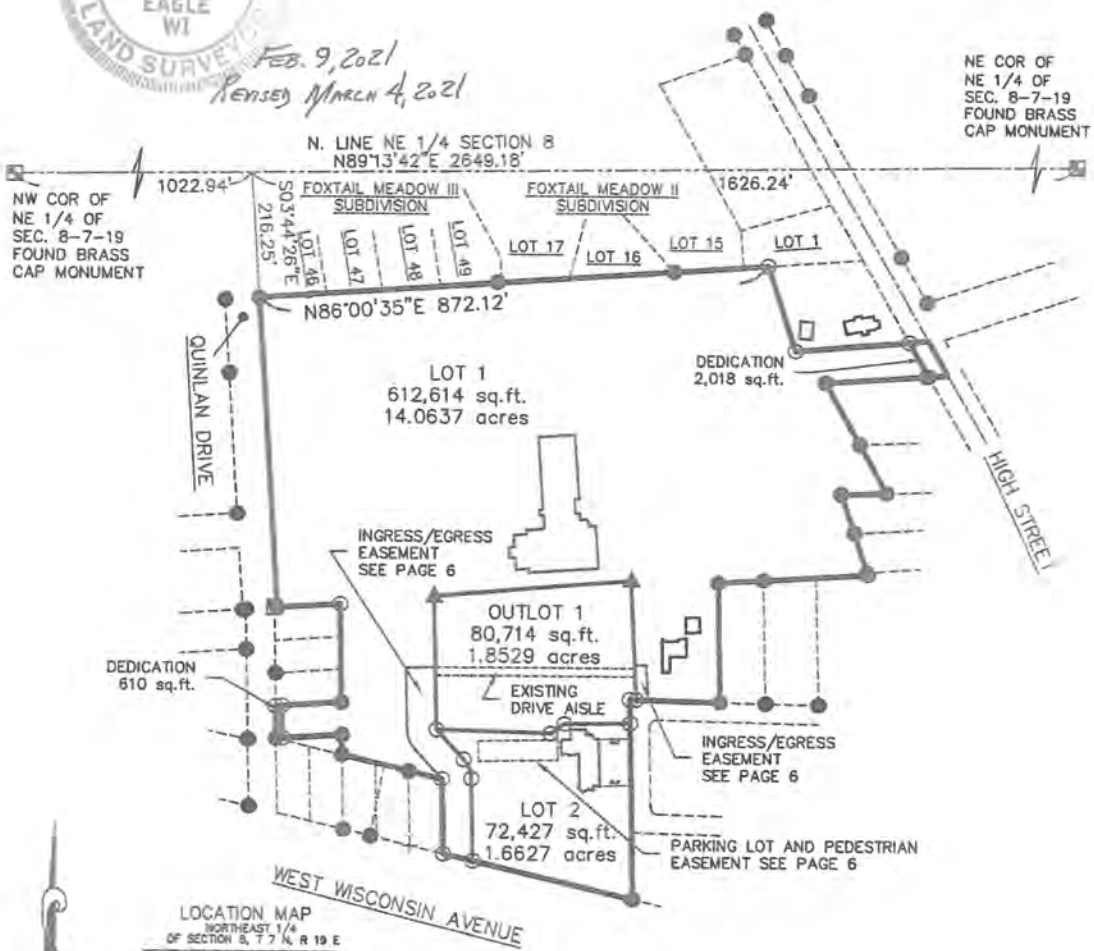
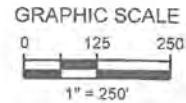
# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A division of Lot 10 and part of Lot 4 in Block B of Quinlan's Addition and Lands, all being a part of the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 8, Township 7 North, Range 19 East, in the Village of Pewaukee, Waukesha County, Wisconsin.

- INDICATES 1" IRON PIPE (FOUND), UNLESS NOTED
- INDICATES SET 1.315" O.D. IRON PIPE AT LEAST 18" IN LENGTH, 1.68 LBS. PER LINEAL FOOT.
- ▲ INDICATES SET MAG NAIL

ALL DIMENSIONS SHOWN ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT.  
 ALL BEARINGS ARE REFERENCED TO THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 8, T 7 N, R 19 E, WHICH BEARS N89°13'42"E. WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.

SEE SHEETS 2 THRU 5 FOR LOT DETAILS.  
 OUTLOT 1 IS A CEMETERY.



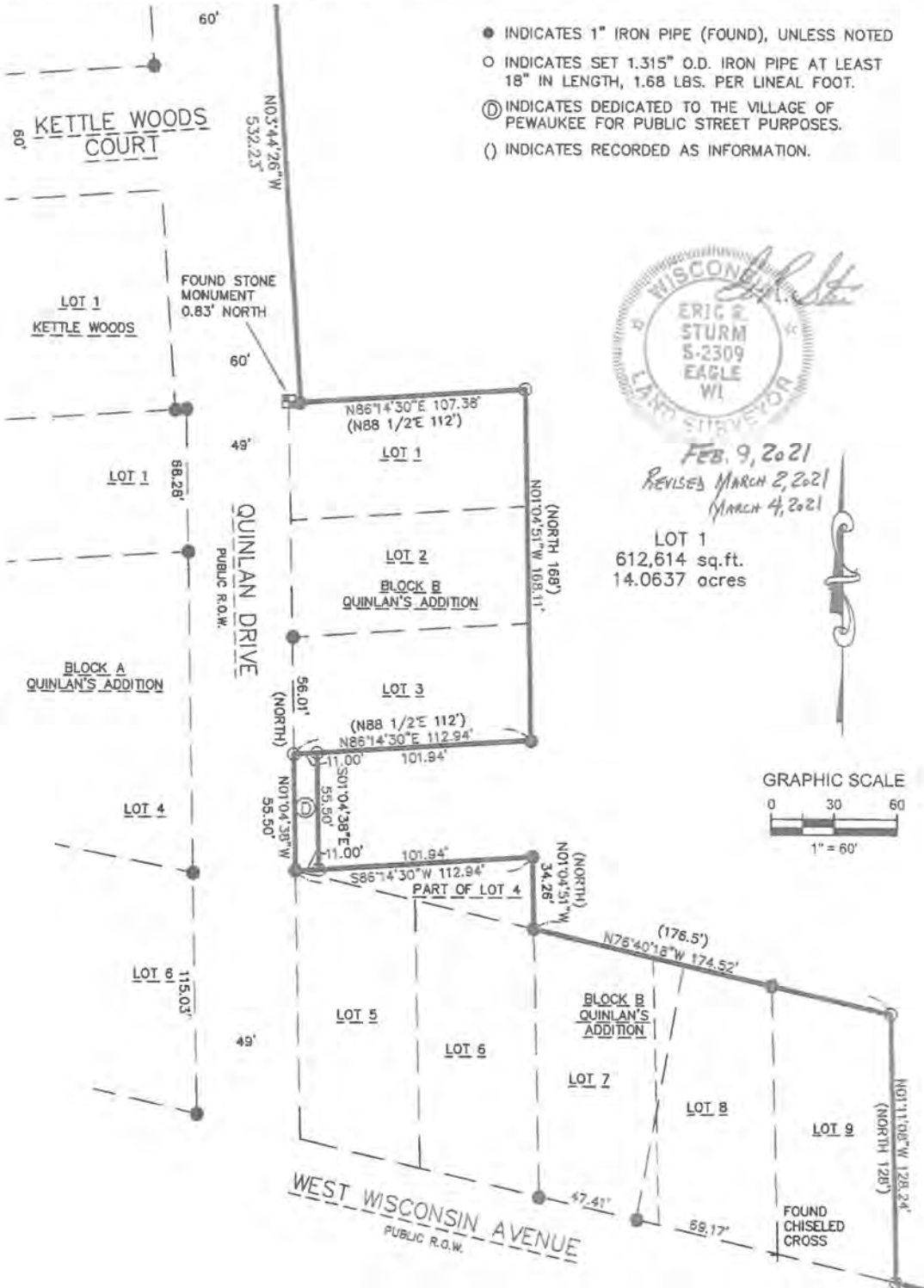
OWNER/SUBDIVIDER:  
 QUEEN OF APOSTLES CONGREGATION  
 N35 W23360 CAPITOL DR.  
 PEWAUKEE, WI 53072

**raSmith**  
 CREATIVITY BEYOND ENGINEERING  
 16745 W Blarwood Road  
 Brookfield, WI 53005-5938  
 (262) 781-1000  
 raSmith.com

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- Ⓢ INDICATES DEDICATED TO THE VILLAGE OF PEWAUKEE FOR PUBLIC STREET PURPOSES.
- ( ) INDICATES RECORDED AS INFORMATION.

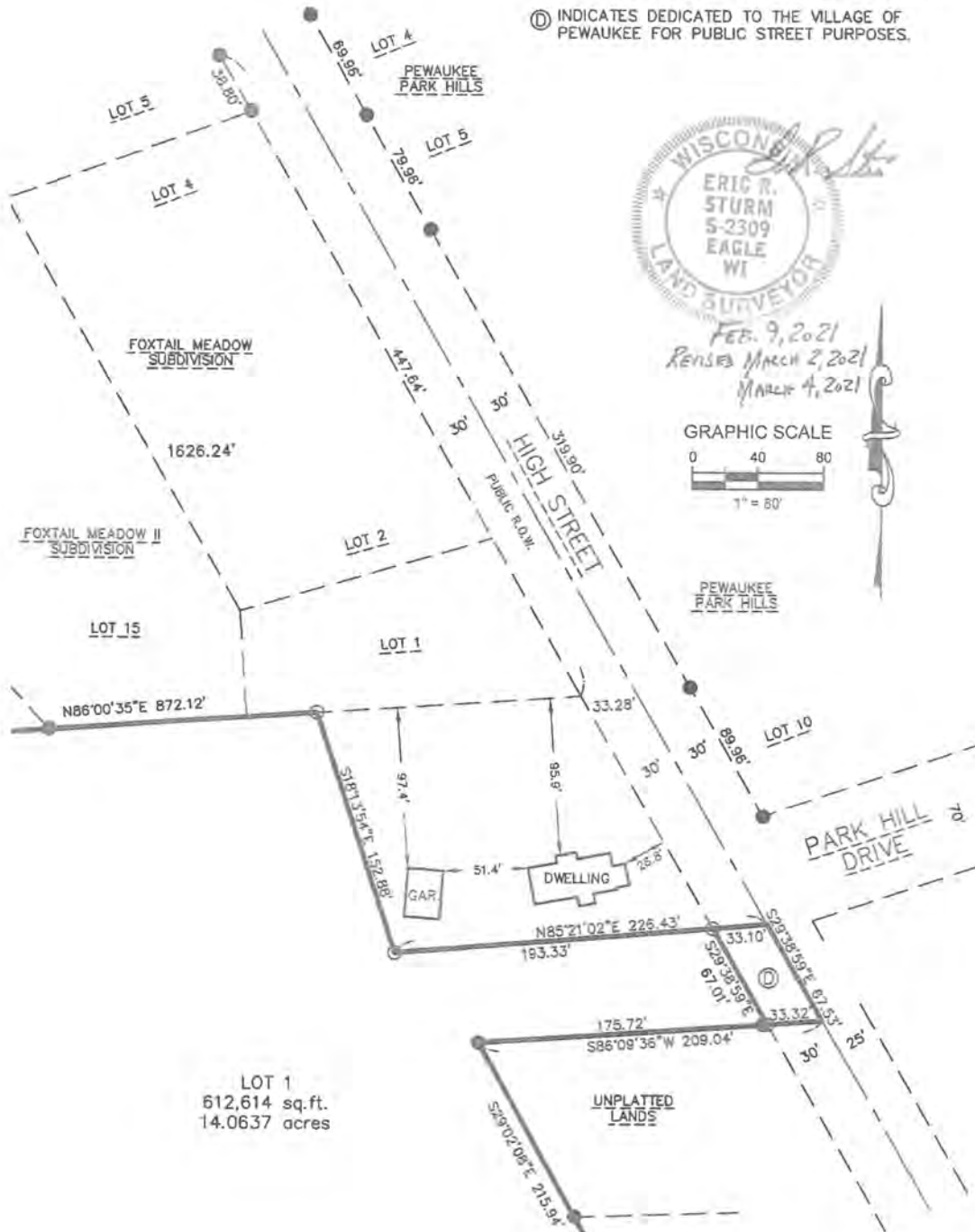




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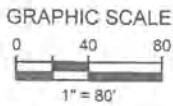


LOT 1  
612,614 sq.ft.  
14.0637 acres

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LOT 1  
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14.0637 AC.



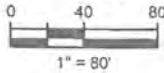
*Eric R. Sturm*  
FEB 9, 2021  
REVISED MARCH 2, 2021  
MARCH 4, 2021

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

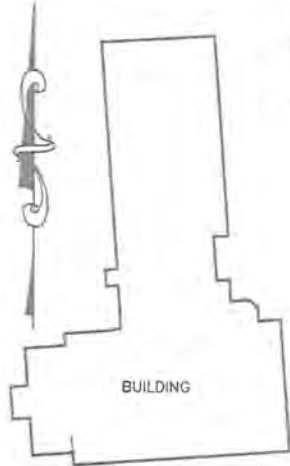
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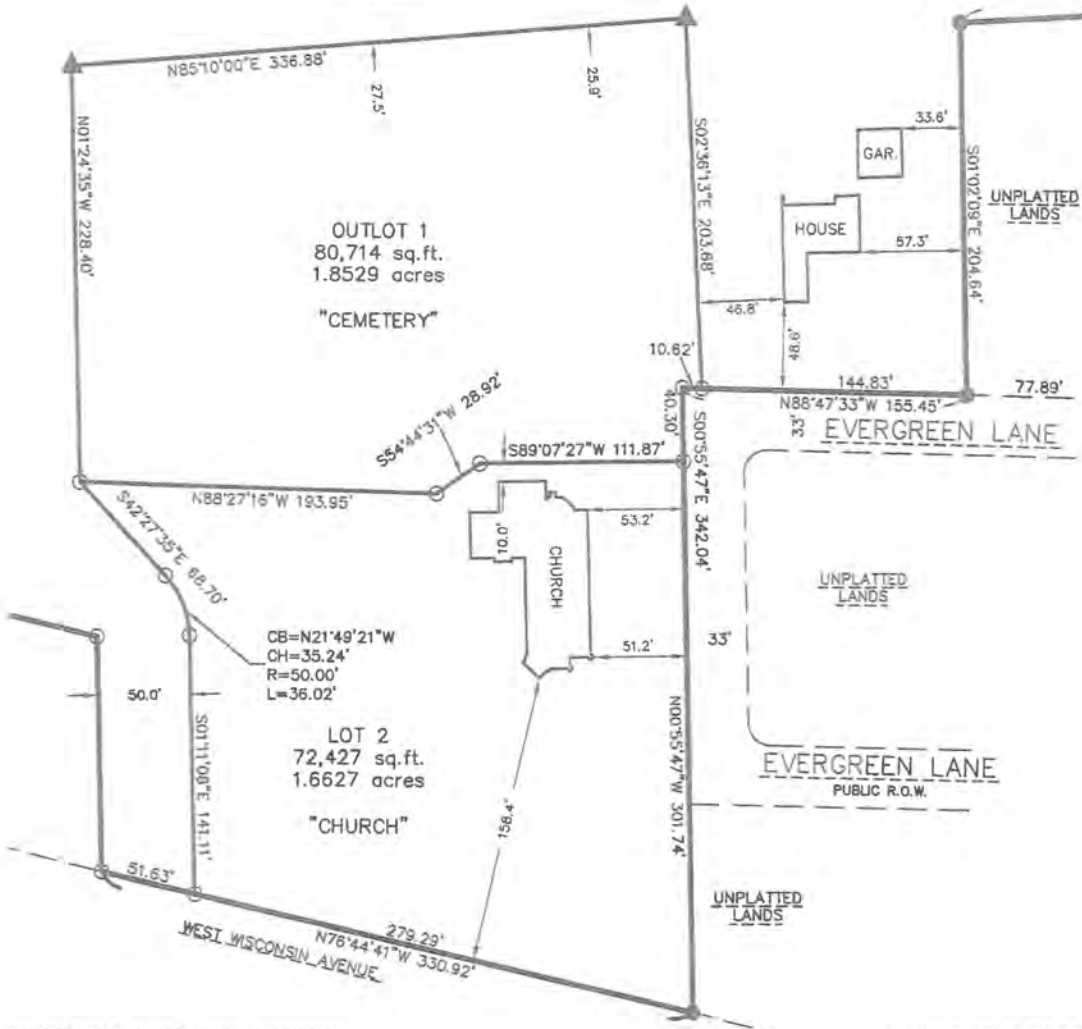
GRAPHIC SCALE



LOT 1  
612,614 sq. ft.  
14.0637 acres



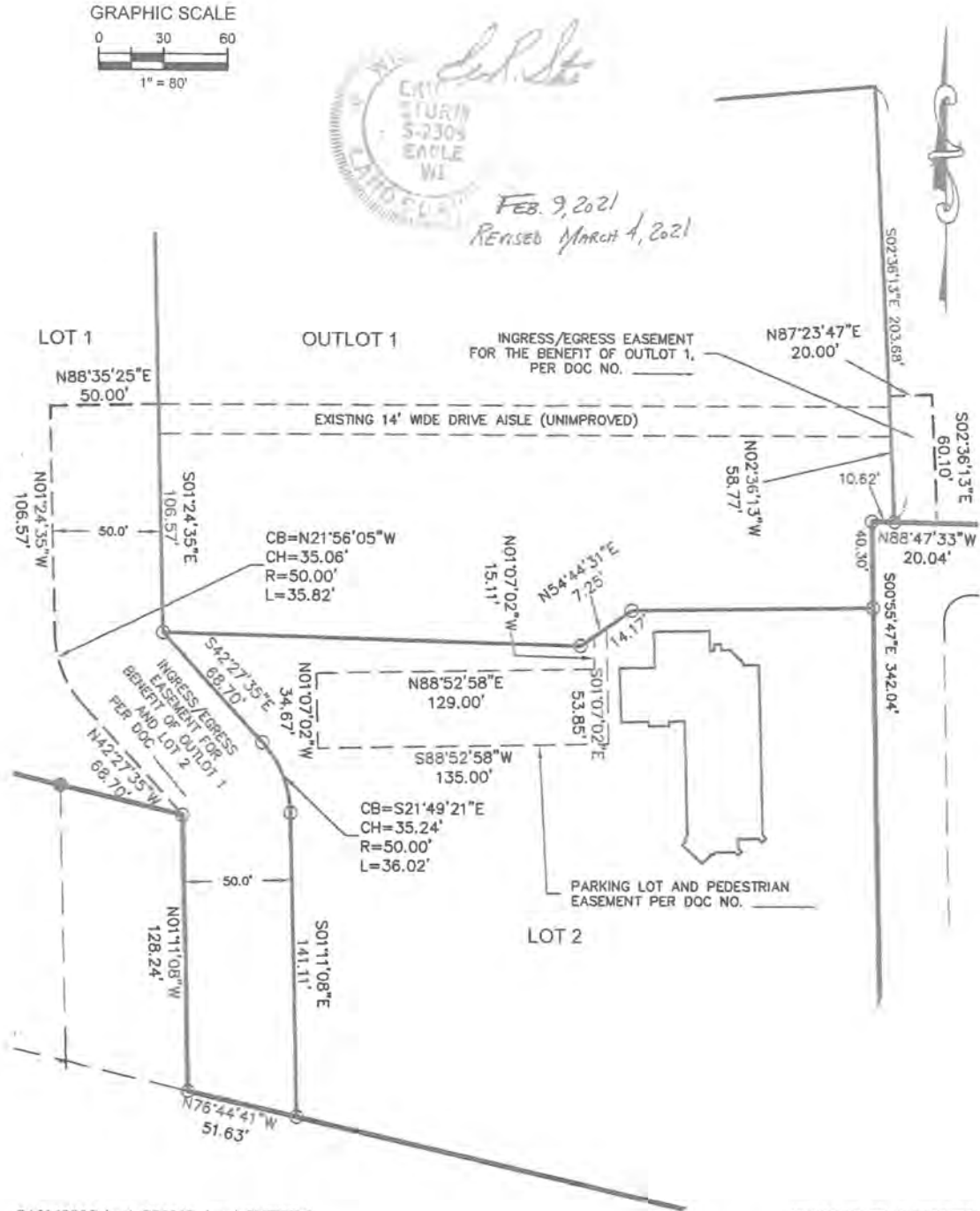
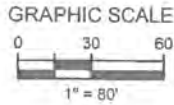
*FEB. 9, 2021*  
*RENSES MARCH 2, 2021*  
*MARCH 4, 2021*



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

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INGRESS/EGRESS EASEMENT DETAIL SHEET



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

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SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN }  
:SS  
WAUKESHA COUNTY }

I, ERIC R. STURM, Professional Land Surveyor, do hereby certify:

That I have surveyed, divided and mapped a division of Lot 10 and part of Lot 4 in Block B of Quinlan's Addition and Lands, all being a part of the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 8, Township 7 North, Range 19 East, in the Village of Pewaukee, Waukesha County, Wisconsin, bounded and described as follows:

Commencing at the Northwest corner of said Northeast 1/4 Section; thence North 89° 13' 42" East along the North line of said 1/4 Section a distance of 1022.94 feet to a point; thence South 03° 44' 26" East 216.25 feet to a point in the East line of Quinlan Drive and the South line of Foxtail Meadow III Subdivision, said point also the point of beginning of lands to be described; thence North 86° 00' 35" East along the South line of Foxtail Meadow II and Foxtail Meadow III a distance of 872.12 feet to a point; thence South 18° 13' 54" East 152.88 feet to a point; thence North 85° 21' 02" East 226.43 feet to the centerline of High Street; thence South 29° 38' 59" East along said centerline 67.53 feet to a point; thence South 86° 09' 36" West 209.04 feet to a point; thence South 29° 02' 08" East 215.94 feet to a point; thence South 88° 09' 19" West 77.04 feet to a point; thence South 18° 24' 25" East 144.54 feet to a point; thence South 86° 29' 04" West 254.80 feet to a point; thence South 01° 02' 09" East 204.64 feet to a point in the North line of Evergreen Lane; thence North 88° 47' 33" West along said North line 155.45 feet to a point in the West line of Evergreen Lane; thence South 00° 55' 47" East along said West line and its extension 342.04 feet to a point in the North line of West Wisconsin Avenue; thence North 76° 44' 41" West along said North line 330.92 feet to the Southeast corner of Lot 9, Block B in Quinlan's Addition; thence North 01° 11' 08" West along the East line of said Lot 9 for a distance of 128.24 feet to the Northeast corner of said Lot 9; thence North 76° 40' 18" West along the North line of Lots 9, 8, and 7, Block B in Quinlan's Addition for a distance of 174.52 feet to the Southeast corner of Lot 4, Block B, in Quinlan's Addition; thence North 01° 04' 51" West along the East line of said Lot 4 for a distance of 34.26 feet to a point; thence South 86° 14' 30" West along the North line of said Lot 4 for a distance of 112.94 feet to a point in the East line of Quinlan Drive; thence North 01° 04' 38" West along said East line 55.50 feet to the Southwest corner of Lot 3, Block B, in Quinlan's Addition; thence North 86° 14' 30" East along the South line of said Lot 3 for a distance of 112.94 feet to the Southeast corner of said Lot; thence North 01° 04' 51" West along the East line of Lots 3, 2, and 1, Block B in Quinlan's Addition for a distance of 168.11 feet to a point; thence South 86° 14' 30" West along the North line of said Lot 1 for a distance of 107.38 feet to a point on the East line of Quinlan Drive; thence North 03° 44' 26" West along said East line 532.23 feet to the point of beginning.

Said lands contains 768,383 square feet or 17.6396 acres.

THAT I have made this survey, land division and map by the direction of QUEEN OF APOSTLES CONGREGATION, owner of said lands.

THAT such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

THAT I have fully complied with the provisions of Chapter 236 of the Statutes of the State of Wisconsin and the Land Division and Platting Regulations of the Village of Pewaukee in surveying, dividing and mapping the same.

DATE FEBRUARY 9, 2021 (SEAL)  
REVISED  
MARCH 2, 2021  
MARCH 4, 2021  
ERIC R. STURM  
PROFESSIONAL LAND SURVEYOR S-2309



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

A division of Lot 10 and part of Lot 4 in Block B of Quinlan's Addition and Lands, all being a part of the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 8, Township 7 North, Range 19 East, in the Village of Pewaukee, Waukesha County, Wisconsin.

OWNER'S CERTIFICATE

QUEEN OF APOSTLES CONGREGATION, as owners, certify that they caused the land described on this map to be surveyed, divided, dedicated, and mapped as represented on this map in accordance with the provisions of Chapter 236 of the Wisconsin Statutes and Village of Pewaukee.

QUEEN OF APOSTLES CONGREGATION, also certify that this map is required by S.236.10 or 236.12 to be submitted to the following for approval or objection: Village of Pewaukee.

WITNESS the hand and seal of QUEEN OF APOSTLES CONGREGATION,

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_

STATE OF WISCONSIN }  
\_\_\_\_\_ COUNTY } :SS

PERSONALLY came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_ and acknowledged that they executed the foregoing instrument.

\_\_\_\_\_

NOTARY PUBLIC, STATE OF WISCONSIN  
MY COMMISSION EXPIRES \_\_\_\_\_

  
*Eric R. Sturm*  
FEB. 9, 2021  
Renewed MARCH 2, 2021  
March 4, 2021

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

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VILLAGE BOARD CERTIFICATE OF APPROVAL

RESOLVED that the Certified Survey Map which has been filed for approval, be and is hereby approved as required by the Village Subdivision Regulations and Chapter 236 of the Wisconsin State Statutes relating to Certified Survey Maps.

I HEREBY certify that the foregoing is a true and correct copy of a Resolution accepted by the Village Board of the Village of Pewaukee on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
JEFF KNUTSON, VILLAGE PRESIDENT

\_\_\_\_\_  
CASSIE SMITH, VILLAGE CLERK

PLAN COMMISSION APPROVAL

APPROVED by the Planning Commission of the Village of Pewaukee on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
JEFF KNUTSON, CHAIRPERSON

\_\_\_\_\_  
JACKIE SCHUH, SECRETARY



*FEB. 9, 2021*  
*REVISED MARCH 2, 2021 MARCH 4, 2021*

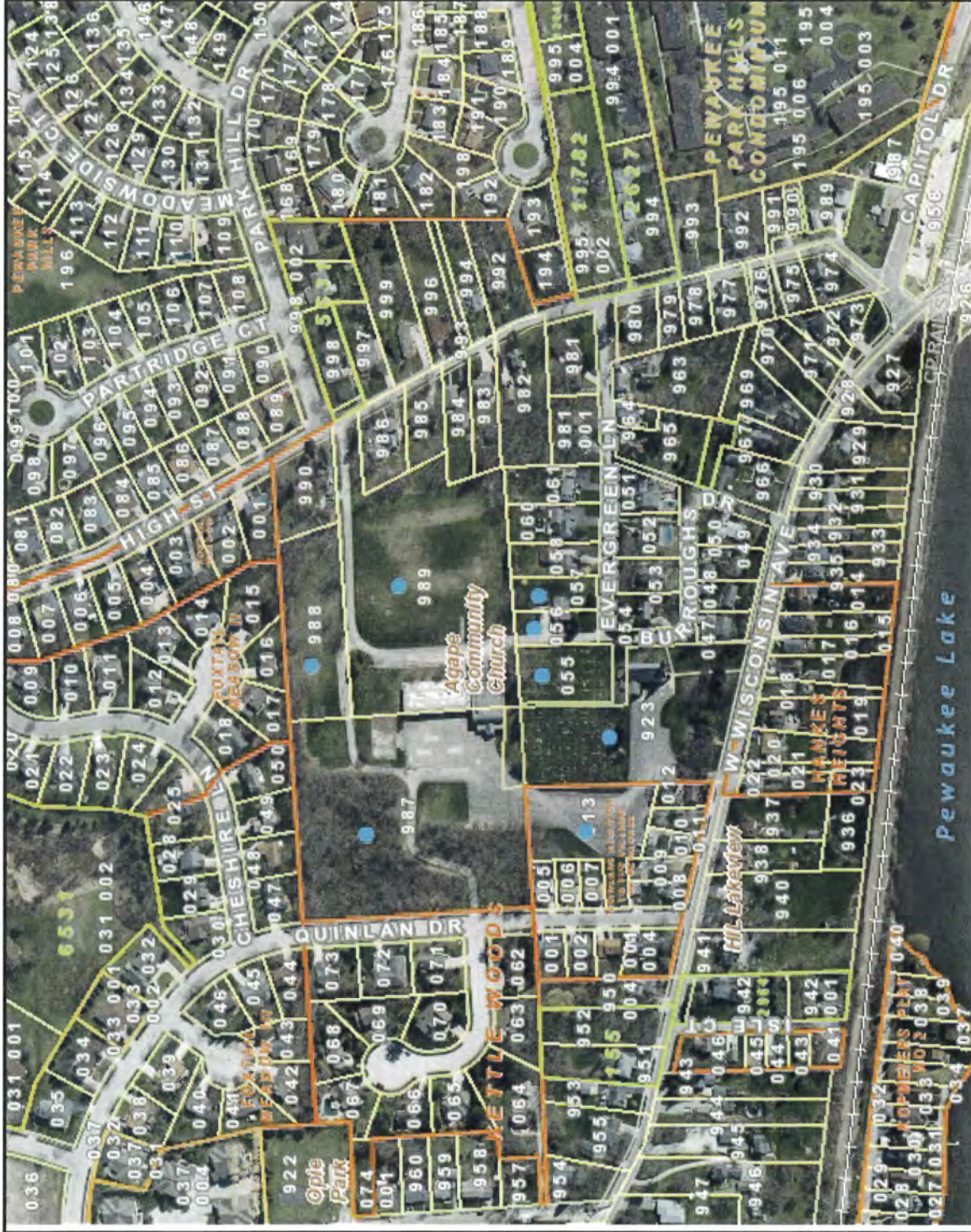
THIS INSTRUMENT WAS DRAFTED BY ERIC R. STURM,  
PROFESSIONAL LAND SURVEYOR S-2309

Sheet 9 of 9 Sheets



LAND INFORMATION SYSTEMS DIVISION

# Queen of Apostles sites



- Legend**
- Municipal Boundary\_2K
  - FacilitySites\_2K\_Labels
  - Lots\_2K
  - Lot
  - Unit
  - General Common Element
  - Outlot
  - SimultaneousConveyance
  - Assessor Plat
  - CSM
  - Condominium
  - Subdivision
  - Cartoline\_2K
  - <all other values>
  - EA-Easement\_Line
  - PL-DA
  - PL-Extended\_Tie\_line
  - PL-Meander\_Line
  - PL-Note
  - PL-Tie
  - PL-Tie\_Line
  - Road Centerlines\_2K
  - Railroad\_2K
  - TaxParcel\_2K
  - Waterbodies\_2K\_Labels
  - Waterlines\_2K\_Labels

**Notes:**

The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.

0 357.30 Feet



## STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: March 11, 2021

### General Information:

Agenda Item: **6.C.**

**Applicant:**

John Wahlen of Cornerstone Development (d/b/a The Glen at Pewaukee Lake)

**Property Owner:**

Queen of Apostles

**Requested Action:**

Review, discussion and consultative feedback.

**Current Zoning:**

IPS Institutional and Public Service District and R-5 Single-Family Residential District

**Current Master Plan Classification:**

Institutional and Single-Family Residential

**Requested Master Plan Classification:**

Single Family Residential

**Surrounding Zoning/Land Use:**

North: R-5 Single Family Residential  
South: R-5 Single Family Residential  
East: R-5 Single Family Residential  
West: R-5 Single Family Residential

**Lot Size:**

14.06 acres

**Location:**

Near 449 W. Wisconsin Avenue

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**Discussion:**

The applicant will present their conceptual plans and details in support of a 46 unit single-family- detached residential project they are proposing for this site. At this time they and the Village Staff are looking for general discussion and feedback from the Commission.

Application is due three weeks prior to meeting date.



Planning Commission Consultation Application Form

Address/Parcel No. of Property Involved: ST. MARY'S CHURCH / 449 W WISCONSIN AVE

Zoning of Property: IPS INSTITUTIONAL & PUBLIC SERVICE

Current Owner of Property: QUEEN OF APOSTLES / VILLAGE OF PEWAUKEE

Applicant - Name: JOHN WAHLEN

Address: N63 W23849 MAIN ST, SUSSEX, WI 53089

Phone: (262) 932-4188

Fax: N/A

Email: JWC CORNERSTONE DEVELOPMENT.COM

Name of Business that Consultation is for: THE GLEN AT PEWAUKEE LAKE, LLC

Describe Nature of Business (Restaurant, Retail, Office, etc.):

RESIDENTIAL REDEVELOPMENT

Signature of Property Owner as listed on this Application:

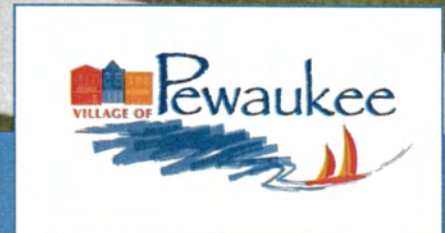
Application will not be processed without the Owner's Signature regardless of who is listed as the Applicant. This signature authorizes the Village of Pewaukee to process the Consultation Application proposed for my property and further authorizes the Village or its representatives to conduct reasonable and routine inspections of my property for the purposes of evaluating this application.

Signature of Applicant (if different than Owner):

[Handwritten signature]

\* For Consultation Purposes, an Engineering Review will not take place. Engineering Reviews will begin if and when an Application for Final Approval is processed.

\*Please submit eleven sets of any applicable attachments as well as a digital copy of any attachments submitted.



# The Glen at Pewaukee Lake

## Village of Pewaukee

**Crafted By:**

**Cornerstone Development**  
[cornerstonedevelopment.com](http://cornerstonedevelopment.com)

**February 24, 2021**



February 24, 2021

Scott Gosse | Village Administrator  
Village of Pewaukee  
235 Hickory Street  
Pewaukee, WI 53072

Subject: Plan Commission | Conceptual Discussion  
The Glen at Pewaukee Lake

Dear Mr. Gosse:

It is with great pleasure that I submit our conceptual application for the Glen at Pewaukee Lake. This redevelopment project will be a ranch style single family neighborhood that respects the Villages heritage while creating new residential housing that adds value and shoppers for the broader community.

We've developed wonderful neighborhoods throughout metro Milwaukee area for the past fifteen years and we are honored to work with the Village and local stakeholders to craft a legacy community in the heart of Pewaukee that amplifies true quality and craftsmanship.

We look forward to working with the Village to create a project that engages with the neighborhood while enhancing value for the greater community!

Respectfully,

John Wahlen  
Cornerstone Development  
(262) 932-4188

The Glen at Pewaukee Lake

# Neighborhood Concept

Below is a conceptual rendering of 46 single family homes, plus club house that would be crafted in the location of St. Mary's existing footprint.



## Overview

- Additional 46 single family homes added to the Village's tax base.
- Build a clubhouse to act as the heart of the neighborhood
- Existing church is a separate parcel and ownership.
- Preserved the large trees along Wisconsin Avenue.
- Main traffic pattern enters via Wisconsin Avenue; thus, minimizing impacts to the side streets.
- Ample areas for stormwater.
- Angle parking along the existing cemetery to accommodate those parking needs.

# Examples of Homes



# Interior Details

We craft the interior finishes for today's lifestyle to include open concept floor plans, lots of windows for natural light, gourmet kitchens, and outdoor private spaces.







## Home Owners Association

This is a residential neighborhood that will be managed by a homeowner's association. The association will ensure all the landscaping is cared for, snow removal is professionally handled, and the amenities are activated.

### Amenities

This neighborhood will have a club house to activate and encourage social connections and events. It will include a pickleball court, bocce ball court and gathering space.

## Timing

It is our goal to gain conceptual approval of this layout and concept this evening so we can return very soon with a Preliminary Plat. We would like to finalize our approvals this spring with the goal of starting construction in the summer of 2021. The market remains strong and interest rates are at historic lows, so we anticipate the market to continue its momentum.

## Collaboration

This is a team effort, and we look forward to your input and feedback. We approach each project as a partnership with the community, so we encourage your collaboration.

## Thank You!



## STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: March 11, 2021

### General Information:

Agenda Item: **6.d.**

**Applicant and Property Owner:**

Dr. Tad Diciaula and Sarah Diciaula d/b/a The Loft on the Lake

**Property Owner:**

Jade Reef Properties LLC

**Requested Action:**

Conditional Use Grant approval "indoor entertainment facility" through "mixing of multiple principal uses" to use the second floor area of the recently approved chiropractic office building for private gatherings, up to 49 people maximum, with no food or beverage service provided onsite.

**Existing Zoning:**

B-2 Downtown Business District

**Surrounding Zoning/Land Use:**

North: Railroad tracks/right-of-way  
South: B-2 Downtown Business District  
East: Railroad tracks/right-of-way  
West: Pewaukee Lake

**Master Plan Classification:**

Community Commercial

**Project area:**

Approximately .25 acres (10,881 sq.ft.)

**Location:**

221 West Wisconsin Avenue

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### Discussion:

The Loft use is proposed to occur only when the chiropractic uses previously approved for this building are not in session. Hours of operation requested are daily until midnight with a goal of ending by 9 pm on weeknights and 10 pm on weekends.

There is no food or beverage service proposed to be included as a part of this use, but rather private gatherings may bring their own food and beverages or have it catered in.

There are 13 parking stalls on the approved site plan plus 3 on-street stalls directly in front of the business. Using the standard of 1/300 sq.ft. gross floor area, applied to the apparently useable area of the second floor 4+/- stalls should be provided. The applicant indicates that, at the time of booking they would encourage larger groups to carpool as much as possible.

There are no other changes proposed to the building or site as a part of this request - such as signage, lighting, landscaping and similar.

**Recommendation:**

The Planner does not raise any specific objections to this request as presented but recommends the following conditions be considered for attachment to any approval the Commission may inclined toward:

1. The Loft use shall not overlap it's gatherings with any other use(s) in the building simultaneously;
2. Any signage proposed in support of the Loft use shall require proper permits in advance of placement at the site;
3. Recording of the Conditional Use Grant prior to the start of occupancy for the Loft.



**Conditional Use Grant  
Application Form**

Address/Parcel No. of Property Involved: 221 W. WISCONSIN AVE

Zoning of Property: Commercial

Current Owner of Property: DR TAD DILIAULA + SARAH DILIAULA

Applicant – Name: DR. TAD + SARAH DILIAULA

Address: 221 W. WISCONSIN AVE

Phone: 262 695 0032

Fax: 262 695 0011

Email: CHIRO@DR-TAD.NET

Nature of Request (If Requesting Approval for a New Business, Please Attach a Business Summary):

PLEASE SEE ATTACHED

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Provide detailed information with your application that addresses the following:

1. Development Plans of the proposed use in sufficient detail to enable the Commission to evaluate the suitability of architectural & landscape treatment, proper placement of the building(s) on the lot, traffic generation & circulation, provision for parking, drainage, exterior lighting, control devices (when necessary) to eliminate noise, dust, odor, smoke or other objectionable operating conditions & general compatibility of the proposed use with the area in which it is located.

2. It is the responsibility of the applicant/owner to ensure that the proposed project meets the Village's Land Development Code. It is also highly recommended that the applicant/owner review the Village's adopted Land Use Plan.

Signature of Property Owner as listed on this Application:



**Application will not be processed without the Owner's Signature regardless of who is listed as the Applicant. This signature authorizes the Village of Pewaukee to process the Conditional Use Approval Application proposed for my property and further authorizes the Village or its representatives to conduct reasonable and routine inspections of my property for the purposes of evaluating this application.**

Signature of Applicant (if different than Owner):



Please return Completed Application Forms along with required attachments and the \$100 Application Fee to Pewaukee Village Hall, 235 Hickory Street, Pewaukee, WI 53072. If you have any questions, please call Village Hall at (262) 691-5660.

**\*\*Please submit eleven sets of any applicable attachments as well as a digital copy of any attachments submitted.**

February 14, 2021

Dear Pewaukee Village Administrators and Planning Commission,

We are blessed to be a part of a beautiful and supportive community. It is our mission at Chiropractic & Wellness on Pewaukee Lake to improve the quality of life with chiropractic and holistic living for people of all ages. After almost 14 years of providing health and wellness, we were approved for our new building to create a lasting presence in the Village of Pewaukee. Construction is expected to be completed in March 2021. Our vision is to educate and enhance people's well-being while also providing a center for community growth.

Within our new location, we wanted to expand our vision at Chiropractic and Wellness by creating and providing a community room, and give this space an identity, The Loft on the Lake. We hope to have this available for non-profit groups, workshops, gatherings and rental space for special occasions. The community desires a multifunctional purpose area so all can enjoy the precious moments of family and friends within the Village of Pewaukee as there are not many options like this currently.

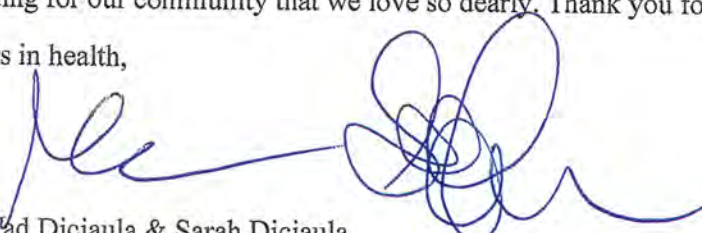
The Loft space would be utilized when providers are not taking appointments and when our office portion is not in use. Hours of operation would be available to use Monday-Sunday (Available till midnight however, we would aim for most to end by 9pm on weekdays and by 10pm on the weekends). We have adequate on-site parking available for use with 18 spots. However, we will encourage larger groups to carpool during the summer months. Per our conditional approval from the State of Wisconsin listed in the Key Item(s) category- IBC 303.1.2 states that Room 208 shall not have an occupancy load greater than 49. The building is ADA compliant with emergency exits clearly marked and provides a safe place to gather with 24/7 video monitoring both inside and outside the building.

Our goal is to help support our local community and businesses within the Village. We want to utilize and cross promote catering options along with increase local shopping. When renting The Loft guests are allowed to bring in food and beverages with rental agreement but are not permitted to sell alcohol. Alcohol consumption will fall within local guidelines.

The Loft will provide the community with additional employment opportunities, as per our agreement with the Village TIF and WEDC grant to increase employment in the area. At this time, no outside signage is being asked for as this would be supported by marketing within Chiropractic and Wellness. The Loft will be managed by both Dr. Tad and Sarah Diciaula.

Approval of our conditional use amendment is our next step in completing our vision for our new building for our community that we love so dearly. Thank you for your consideration.

Yours in health,

  
Dr. Tad Diciaula & Sarah Diciaula

*Conditional approval from the State of Wisconsin listed in Key Item(s) category- IBC 303.1.2 and IBC 1004.3. Document attached for reference.*



December 21, 2020

CUST ID No. 935098

*ATTN: Buildings & Structures Building Inspector*

DANIEL P GLAZEWSKI  
THE CUSTOM HOUSE  
1506 S 58TH ST  
WEST ALLIS WI 53214

MUNICIPAL CLERK  
VILLAGE OF PEWAUKEE  
235 HICKORY ST  
PEWAUKEE WI 53072

## CONDITIONAL APPROVAL

*(Please forward a copy of this letter to the fire department conducting inspections of this project.)*

**PLAN APPROVAL EXPIRES: 12/21/2022**

### SITE:

Chiropractic & Wellness Center  
221 W Wisconsin Ave  
Village of Pewaukee, 53072  
Waukesha County

Identification Numbers
Transaction ID No. 3342633
Site ID No. 857982
Please refer to both identification numbers, above, in all correspondence with the agency.

### FOR:

Object Type: Building ICC Regulated Object ID No.: 1863588 Code Applies Date: 11/18/20  
Revision; Major Occupancy: Business; Type VB Combustible Unprotected class of construction; New plan; 4,640 project sq ft;  
Occupancy: B Business

Facility: 799207 CHIROPRACTIC & WELLNESS CENTER  
221 W WISCONSIN AVE  
PEWAUKEE 53072

Object Type: Truss, Floor Regulated Object ID No.: 1863589 Code Applies Date: 11/18/20  
Revision

Object Type: Truss, Roof Regulated Object ID No.: 1863590 Code Applies Date: 11/18/20  
Revision

## SITE REQUIREMENTS

- Contact both the State Inspector and the local municipality PRIOR to the start of construction.
- A full size copy of the approved plans, specifications and this letter shall be on-site during construction and open to inspection by authorized representatives of the Department, which may include local inspectors. If plan index sheets were submitted in lieu of additional full plan sets, a copy of this approval letter and index sheet shall be attached to plans that correspond with the copy on file with the Department. If these plans were submitted in an electronic form, the designer is responsible to download, print, and bind the full size set of plans along with our approval letter. A department electronic stamp and signature shall be on the plans which are used at the job site for construction.

**The following conditions shall be met during construction or installation and prior to occupancy or use:**

### KEY ITEM(S)

- **IBC 303.1.2** - A room or space used for assembly purposes with an occupant load of less than 50 persons or less than 750 square feet in area and accessory to another occupancy shall be classified as a group B occupancy. *Room 208 shall not have an occupancy load greater than 49 unless the building is submitted for change of use to assembly and required sprinkler system is provided as the room is located on a floor other than a level of exit discharge serving its occupants. Owner to be made aware of requirements.*

- **IBC 1004.3** - Every room or space that is an assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. Posted signs shall be of an approved legible permanent design and shall be maintained by the owner or owner's authorized agent. *Post maximum occupant load of 49 in Room 208.*
- **IBC 707.5** - Fire barriers shall extend from the top of the floor/ceiling assembly below to the underside of the floor or roof slab or deck above and shall be securely attached thereto. Such fire barriers shall be continuous through concealed spaces, such as the space above a suspended ceiling. Shaft enclosures shall be permitted to terminate at a top enclosure complying with Section 713.12

**SUBMIT** – The following systems require submittal for review and approval prior to construction.

- **SPS 361.30(3)** - This approval does not include heating, ventilating or air conditioning. The owner should be reminded that HVAC plans, calculations, and appropriate fees are required to be submitted for review and approval prior to installation in the field. The HVAC plans shall be directed to the office where building plans were originally submitted and conditionally approved (as appropriate). Building Designer should coordinate with HVAC design to avoid problems with clearance to combustibles, dampers etc. The submitted HVAC plans and calculations shall match the approved building plans. Building Designer is requested to provide a complete set of plans, Energy Calculations and the Building plan review Transaction I.D. number to the HVAC Designer to help coordinate review. **Note as per SPS 302.10 installation of HVAC without approved plans could result in double plan review fees.**

#### ADDRESS

- **ICC/ANSI A117.1 Sec. 404.2.3** - Maneuvering clearances at doors shall be provided per the requirements of this code section and Table 404.2.3.2 and Table 404.2.3.3.

#### REMINDERS

- **SPS 361.36(1)(a) & (b)** - The building shell shall be closed within two years of the initial approval date of this project. Also, this approval will expire three years after the date of initial approval of this project if the work covered by this approval is not completed and the building ready for occupancy within those three years.
- **IBC 2304.12** - Protection from decay and termites shall be provided by the use of naturally durable or preservative-treated wood at all locations required by this section.
- **IBC 718.2** - Fireblocking shall be securely installed to cut off both vertical and horizontal concealed draft openings.
- **ICC/ANSI A117.1 Sec. 904.3** - Sales and service counters required to be accessible shall be located adjacent to a walking surface and shall have a counter 36 inches maximum above the floor, with a 36 inch minimum length for a parallel approach, or 30 inch minimum length for a forward approach.
- **IBC 1015.1/IBC 1607.8/IMC 304.11/IFGC 306.6** - Guards shall be located along open-sided walking surfaces, mezzanines, industrial equipment platforms, stairways, ramps and landings that are located more than 30 inches above the floor or grade below at any point within 36" horizontally to the edge of the open side. Guards shall be adequate in strength and attachment in accordance with Section 1607.8.
- **IBC 906.1/IBC 906.2** - Provide fire extinguishers per this code section. Fire extinguishers shall be selected, installed and maintained in accordance with IFC 906 and NFPA 10.
- **ICC/ANSI A117.1 Sec. 309** - Operable parts and controls shall be operable with the use of one hand and not require tight grasping, pinching or twisting of the wrist. These parts or controls shall be operable with no more than 5 pounds required to activate them. Clear floor space and reach ranges shall comply with Sections 305 and 308.
- The submittal described above has been reviewed for conformance with applicable Wisconsin Administrative Codes and Wisconsin Statutes. The submittal has been **CONDITIONALLY APPROVED**. The owner, as defined in chapter 101.01(10), Wisconsin Statutes, is responsible for compliance with all code requirements. Only those object types listed above have been approved; other submittals such as plumbing and those listed above under **REQUIRED SUBMITTAL(S)**, may also be required.
- All permits required by the state or the local municipality shall be obtained prior to commencement of construction/installation/operation. You are responsible for complying with state and federal laws concerning construction near or on wetlands, lakes, and streams.
- This plan has not been reviewed for compliance with fire code requirements, including those for fire lanes and fire protection water supply, so contact the local fire department for further information.
- In granting this approval, the Division of Industry Services reserves the right to require changes or additions, should conditions arise making them necessary for code compliance. As per state stats 101.12(2), nothing in this review shall relieve the designer of the responsibility for designing a safe building, structure, or component. The Division does not take responsibility for the design or construction of the reviewed items.



- Per s. SPS 361.40(4), projects for buildings of over 50,000 cubic feet total volume shall have supervising professionals who file compliance statements with this agency and the local code officials prior to occupancy of the project. The compliance statement is available on our website. <http://verification.dsp.wi.gov/IndustryServices/Commercial-Buildings-Compliance/DSPSMainForm.aspx>

Inquiries concerning this correspondence may be made to me at the telephone number listed below, or at the address on this letterhead.

Sincerely,

Fee Required \$ 450.00

This Amount Will Be Invoiced. When You Receive That Invoice, Please Include a Copy With Your Payment Submittal.



Philip S Behling  
Engineering Consultant Bldgs , Division of Industry Services  
(715)634-5035 , Mon-Fri, 7:45 a.m. - 4:30 p.m.  
philips.behling@wi.gov

cc: John Gibbs, State Building Inspector, (414) 852-3694, Mon-fri, 7:30 A.M. - 4:30 P.M.  
Tad & Sarah Dicaula, Chiropractic & Wellness Assoc

VILLAGE OF PEWAUKEE PLANNING  
 REVIEW ONLY DATE: 6/21/2018

**CHIROPRACTIC &  
 WELLNESS**

on Pewaukee Lake

**TAD & SARAH DICIAULA, OWNER**  
 (262) 617-5082

**GUNDERSEN**  
 ARCHITECTURE & STRUCTURES

WI Architectural License No. 10716-5  
 E-MAIL : roaldgundersen1@gmail.com  
 Cell : 608-317-2427  
 Office: 608-317-2427  
 OFFICE & WORKSHOP:  
 E2890 LORENZ RD. STODDARD, WI 54658



**DESCRIPTION:**  
 4872 SF New commercial type  
 V construction of a  
 chiropractic clinic and  
 wellness center.

**DEVELOPER/BUILDER**  
 Prairie Building LLC  
 frichter@wi.rr.com  
 Phone/text (262) 691-7500

**BUILDING LOCATION:**  
 221 west wisconsin avenue, pewaukee, wi

**CONSTRUCTION BUDGET:**  
 To be determined

**CODE:** Wisconsin Commercial Building Code (WCBC) & The  
 2015 International Building Code (IBC)  
**OCCUPANCY:** A2,

**FROST DEPTH:** 42"  
**SNOW LOAD:** 40 P.S.F. (TDC)  
**WIND LOAD:** 90 P.S.F. LATERAL, UPLIFT 50 P.S.F.  
**SIESMIC:** DESIGN CATEGORY A

**BUILDING SQUARE FEET:** FIRST FLOOR: 48'x 58'= 2,784 SF;  
 SECOND FLOOR: 36'x 58'= 2,088 SF. BUILDING  
 TOTAL= 4,872 SF.

**PARKING REQUIREMENTS:** OFFICES : ONE STALL PER 300  
 SF: 4,872/300SF/STALL= 16.24 STALLS. ACTUAL= 16  
 STALLS.

**LANDSCAPING REQUIREMENTS:**  
 LOT AREA = 10,881 SF x 5% Green space= 545 SF MIN.  
 REQUIRE; ACTUAL GREEN SPACE = +/- 2000 SF

**PLANNING SETBACK:** 15', ACTUAL: 4' VARRIANCE  
 REQUESTED  
**PLANNING OFFSETT:** 10', ACTUAL: 5' VARRIANCE  
 REQUESTED

**DRAWING INDEX:**  
 A0 PROJECT INFO., VICINITY MAP, DRAWING INDEX  
 A1 FLOOR PLAN  
 A2 WEST / EAST ELEVATIONS  
 A3 NORTH / SOUTH ELEVATIONS  
 A4 EAST / WEST / NORTH / SOUTH SECTIONS  
 A5 DETAIL SECTIONS  
 A6 GRADING PLAN  
 A7 EXTERIOR LIGHTNING PLAN  
 A8 LANDSCAPING

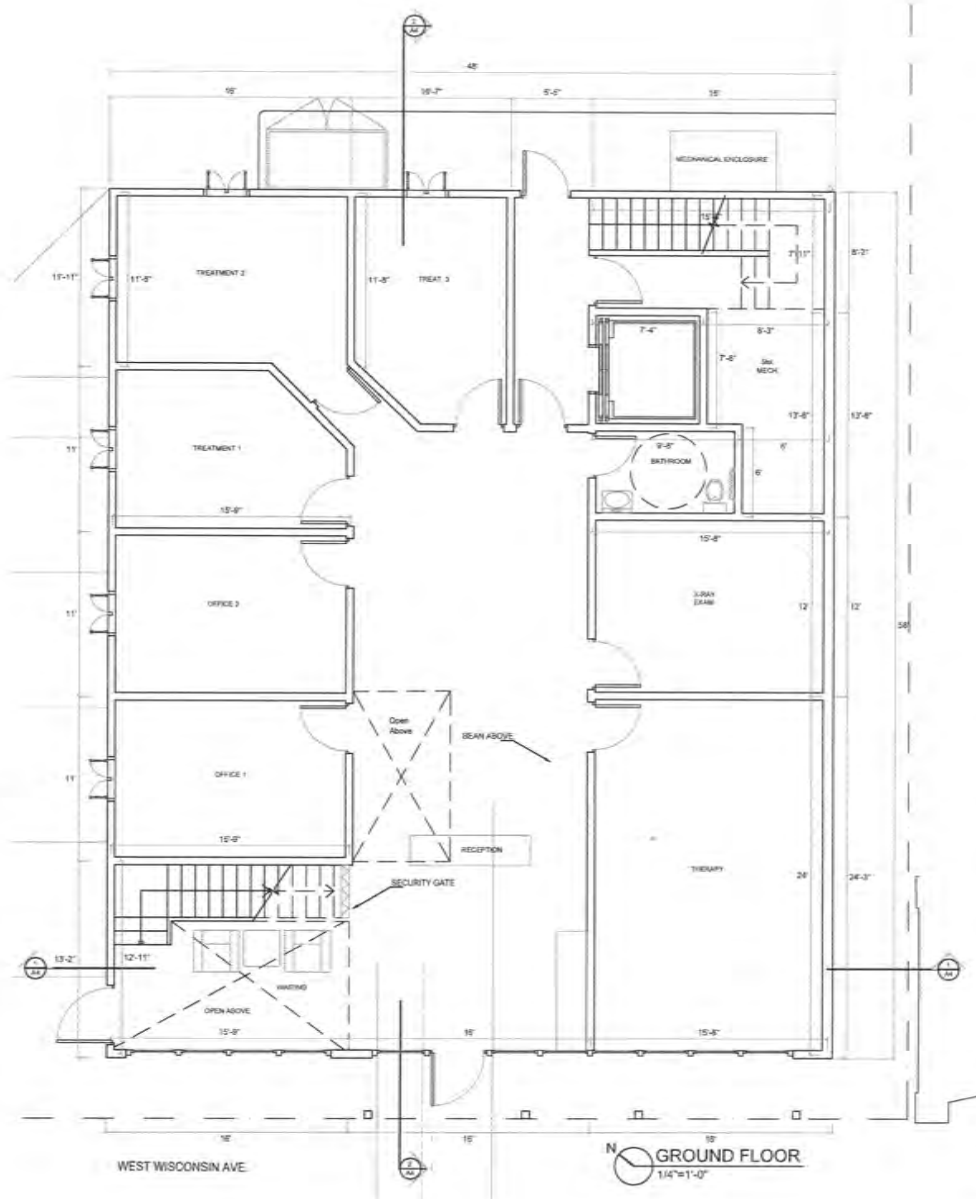
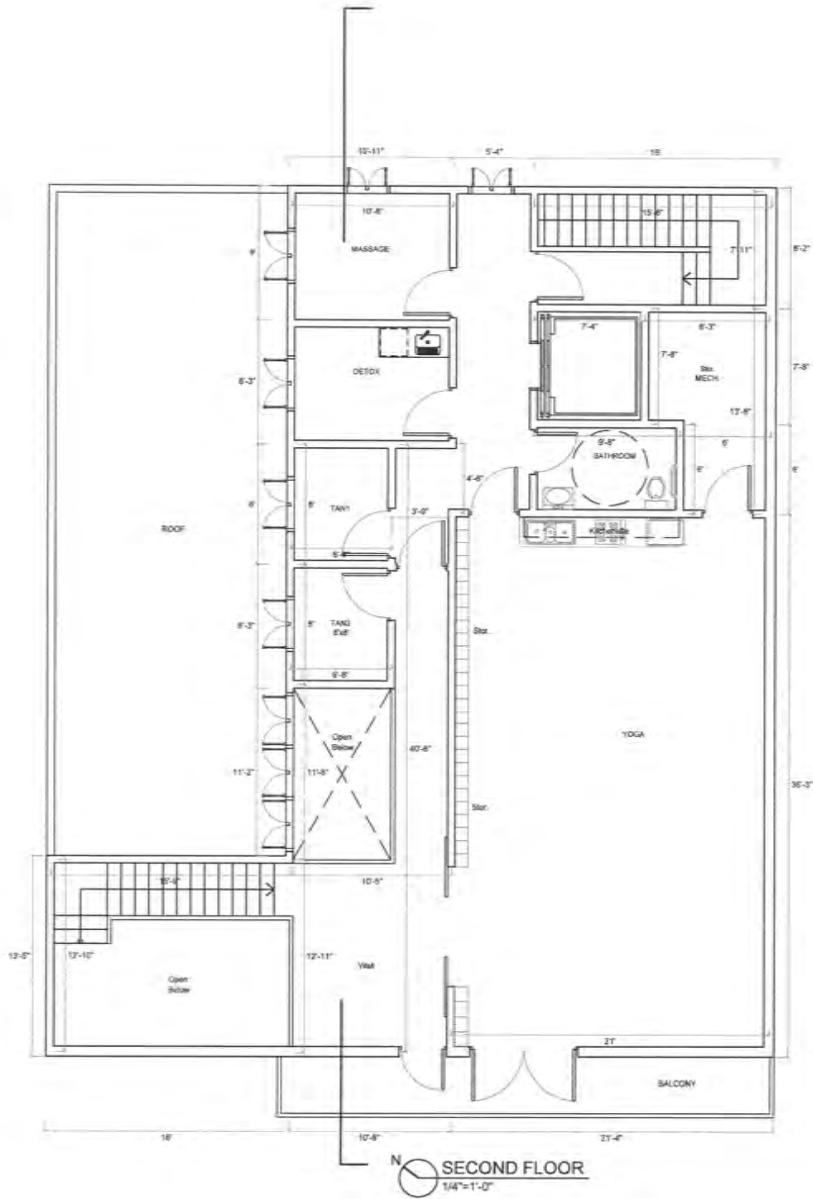
PO PLAT OF SURVEY (BY CSE)

**EXTERIOR COLORS:**  
 Metal roofing: Gallery (Blue), 26ga steel, 1.60mil Thickness, Prime type  
 Siding: Light french gray SW0055 "hardy plank"  
 Balcony guardrails window & door frames windows: Caviar Black  
 SW6990  
 Trim: Alabaster white SW7008  
 Brick: Riviera (white wash champion brick)  
 Mortar: Aspen cream  
 Frieze: Light french gray colored metal

**GUNDERSEN**  
 ARCHITECTURE & STRUCTURES  
 6288 Lanes Road, Racine, WI 53408  
 608-317-2427

**CHIROPRACTIC & WELLNESS**  
 NEW CONSTRUCTION  
 221 W. Wisconsin Ave., Pewaukee, Wisconsin

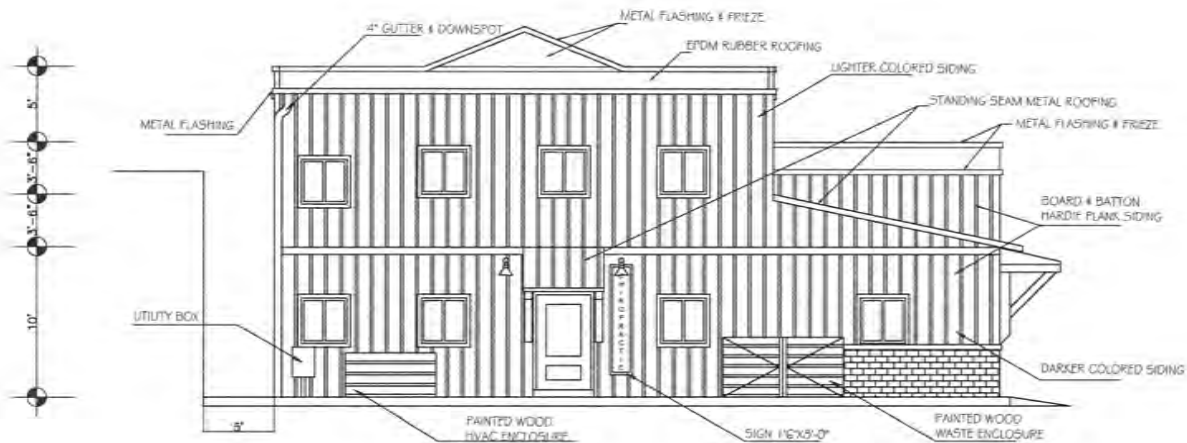
REVISIONS	
SCALE	
PROJECT NUMBER	
SET TYPE	
DATE	3/30/19
SHEET NUMBER	A-0



<b>GUNDERSEN</b> <small>ARCHITECTURE &amp; INTERIORS</small> <small>1000 EAST WISCONSIN AVENUE, SUITE 200, MILWAUKEE, WI 53212</small>	
<b>CHIROPRACTIC &amp; WELLNESS</b> <small>NEW CONSTRUCTION</small> <small>231 W. Wisconsin Ave., Penthouse, Milwaukee</small>	
<b>REVISIONS</b>	
SCALE	1/4"=1'-0"
PROJECT NUMBER	
SET	1-999
DATE	8/30/24
SHEET NUMBER	A-1

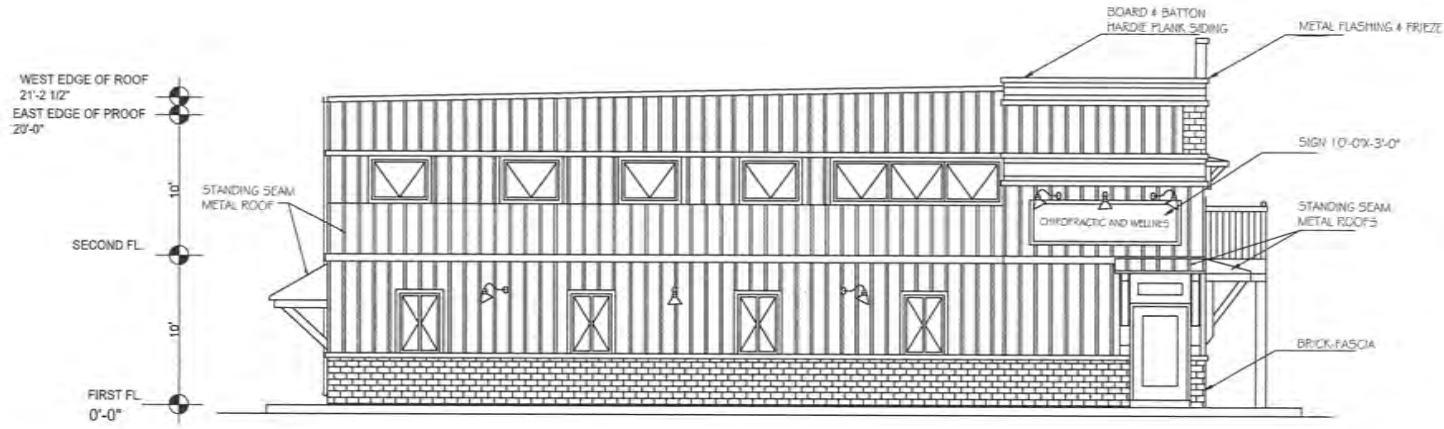


**WEST ELEVATION WISCONSIN AVE.**  
1/4"=1'-0"

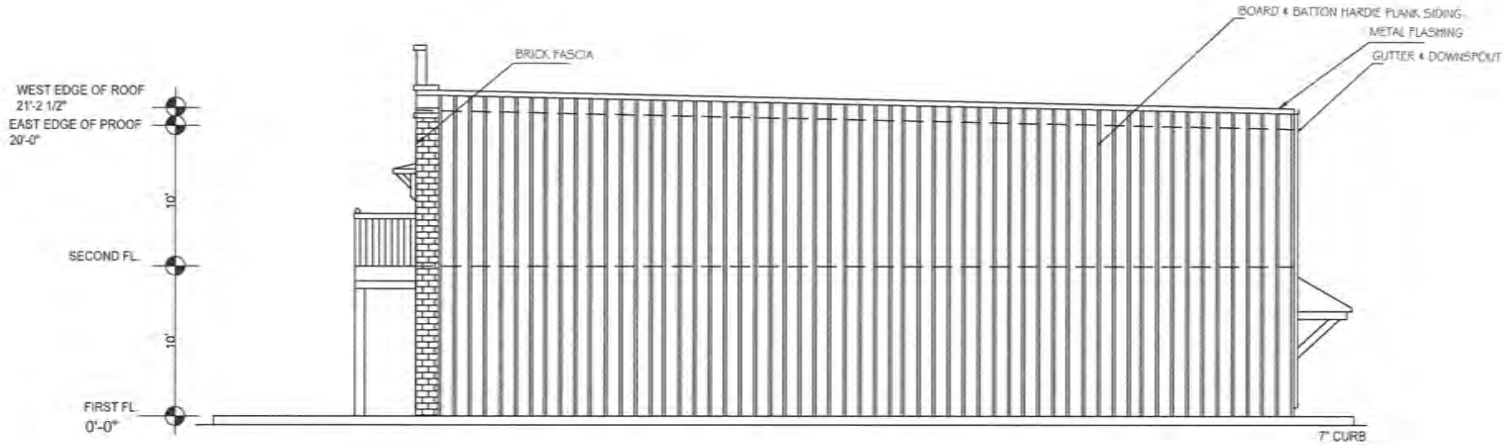


**EAST ELEVATION**  
1/4"=1'-0"

REVISIONS	
SCALE	1/4"=1'-0"
PROJECT NUMBER	
SET TITLE	
DATE	04/20/19
SHEET NUMBER	A-2



**NORTH ELEVATION**  
1/4"=1'-0"



**SOUTH ELEVATION**  
1/4"=1'-0"

**GUNDERSEN**  
ARCHITECTURE & INTERIORS  
1400 1st St. West  
Wichita, KS 67203

**CHIROPRACTIC & WELLNESS**  
NEW CONSTRUCTION  
221 W. Wisconsin Ave., Peabody, Wisconsin

REVISIONS:

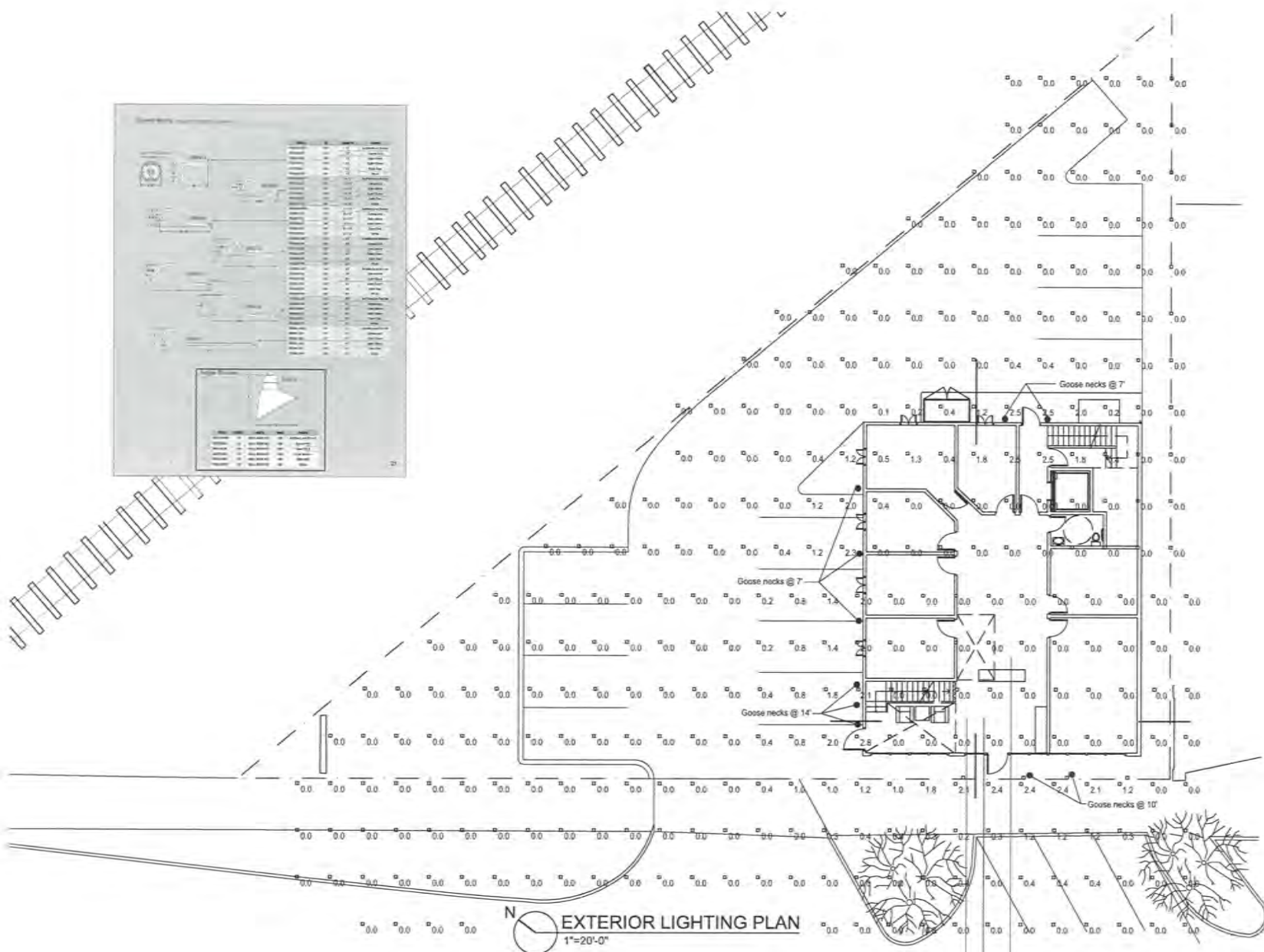
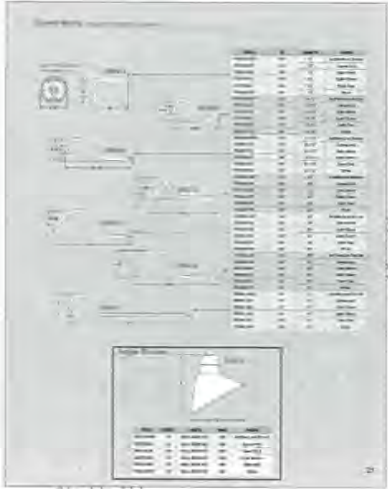
SCALE:	1/4"=1'-0"
PROJECT NUMBER:	
SET:	
DATE:	AND19
SHEET NUMBER:	A-3











N  
 EXTERIOR LIGHTING PLAN  
 1"=20'-0"

**GUNDRSEN**  
 CONSULTING ENGINEERS  
 15001 Lake Shore Drive  
 Wauwatosa, WI 53226

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**CHIROPRACTIC & WELLNESS**  
 NEW CONSTRUCTION  
 211 W. Wisconsin Ave., Pewaukee, Wisconsin

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REVISIONS

SCALE	1/8"=1'-0"
PROJECT	
DATE	08/09/14
SHEET	A-7







# Chiropractic & Wellness/The Loft site



**Legend**

- Municipal Boundary\_2K
- FacilitySites\_2K\_Labels
- Lots\_2K**
  - Lot
  - Unit
  - General Common Element
  - Outlot
- SimultaneousConveyance**
  - Assessor Plat
  - CSM
  - Condominium
  - Subdivision
- Cartoline\_2K**
  - <all other values>
  - EA-Easement\_Line
  - PL-DA
  - PL-Extended\_Tie\_line
  - PL-Meander\_Line
  - PL-Note
  - PL-Tie
  - PL-Tie\_Line
- Road Centerlines\_2K
- Railroad\_2K
- TaxParcel\_2K
- Waterbodies\_2K\_Labels
- Waterlines\_2K\_Labels



The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.

**Notes:**

Printed: 3/5/2021



## STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: March 11, 2021

### General Information:

Agenda Item: **6.e.**

**Applicant / Property Owner:**

Anthony Bryant, d/b/a Century Fence

**Requested Action:**

Certified Survey Map recommendation to the Village Board.

**Current Zoning:**

Village of Pewaukee portion = B-5 Light Industrial District

**Current Master Plan Classification:**

Industrial-Business Park and Environmental

**Surrounding Zoning/Land Use:**

North: Railroad tracks

South: City of Pewaukee

East: City of Pewaukee

West: B-5 Light Industrial

**Lot Size:**

Currently 11.43 acres

Proposed ~13.5 acres

**Location:**

1300 Hickory Street

---

### Background:

The applicant wants to combine these parcels. The new parcel meets the Villages required minimum lot size and width requirements for the B-5 District (i.e. 1 acre and 100 feet respectively).

Because the only public road and public services (such as sewer, water,...) access available to serve any future use/development of this City portion of the proposed new lot would be through and using Village of Pewaukee roads/services, it may be advisable to ensure that the Village's infrastructure can support the proposed uses of this City portion now and in the future.

The Planner defers to the Village Attorney for advice as to any agreement that might be both permissible and advisable to ensure that the adequacy of public infrastructure/services can be evaluated by the Village when/whenever the now vacant City portion of the lot is developed into use or changes in use, even if only for outdoor storage purposes. The Village may also want to review the impacts of any use of the City portion of the proposed new lot on the approved site plan which controls the Village portion. The City will remain in control as far as zoning and processing for use approvals over the City portion of the lot.

Taxation between the jurisdictions over one lot will be resolved with guidance from the Dept. of Revenue and Wisconsin Statutes.

**Recommendation:**

As a condition of any favorable recommendation that the Commission may be inclined to give in this matter, the Planner recommends the following condition(s) be considered for attachment thereto:

- 1) Village Engineer review and approval as to the technical accuracy of the map and it's closure in the legal description;
- 2) Village Attorney review and approval of any other documents/agreements/restrictions he may recommend as a condition of this Certified Survey Map approval request.

# Planning Commission Report for March 11, 2021

## **Bryant Certified Survey Map**

Applicant:	Anthony Bryant, owner
Project:	Addition of land to property at 1300 Hickory Street
Requested Action:	Approval of a Certified Survey Map (CSM)
Zoning:	B-5 Light Industrial
Location:	1300 Hickory Street

### **Report**

The proposed CSM adds a 180' x 504' parcel of land located in the City of Pewaukee to the lands located at 1300 Hickory Street. The updated CSM received March 2, 2021 has been reviewed for technical compliance with the Village Code and is acceptable.

### **Staff Recommendation:**

I recommend approval of the CSM as presented.

Tim Barbeau  
March 2, 2021

# CERTIFIED SURVEY MAP NO.

BEING A REDIVISION OF LOT 1 CSM 10469 AND OUTLOT 1 CSM 11133 BEING A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 10 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 15, TOWN 7 NORTH, RANGE 19 EAST, IN THE VILLAGE OF PEWAUKEE AND CITY OF PEWAUKEE, WAUKESHA COUNTY, STATE OF WISCONSIN.

**CJ**  
**engineering**  
 civil design and consulting  
 9205 W. Center Street  
 Suite 214  
 Milwaukee, WI 53222  
 PH. (414) 443-1312  
 www.cj-engineering.com

- INDICATES IRON PIPE FOUND
- ⊙ INDICATES 1 INCH DIA. IRON PIPE, 18 INCHES IN LENGTH, WEIGHING 1.13 LBS PER LINEAL FOOT, SET.

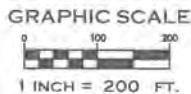
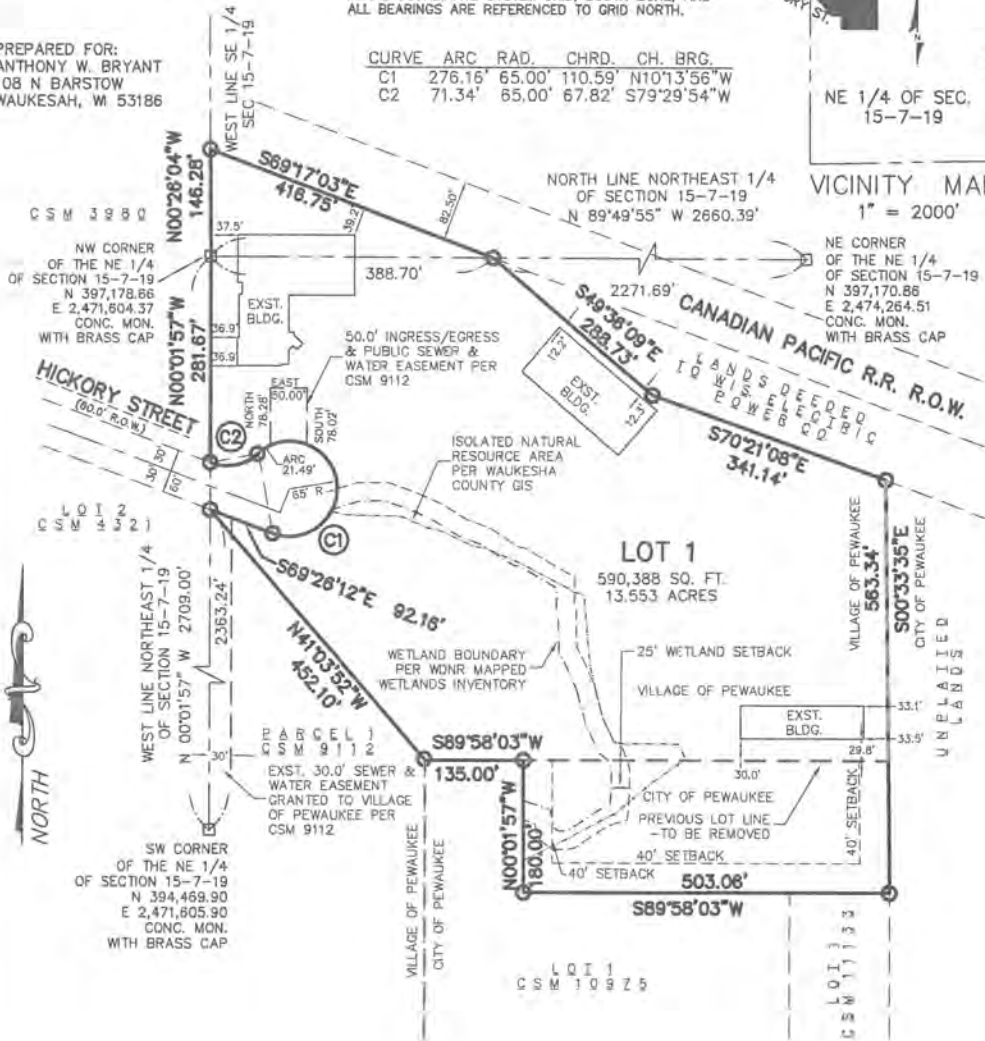
ALL DIMENSIONS SHOWN ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT.

ALL BEARINGS SHOWN ARE REFERENCED TO THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 15-07-19 AS N 89°49'55" W, WISCONSIN STATE PLANE COORDINATE SYSTEM GRID, SOUTH ZONE, AND ALL BEARINGS ARE REFERENCED TO GRID NORTH.



PREPARED FOR:  
 ANTHONY W. BRYANT  
 108 N BARSTOW  
 WAUKESHA, WI 53186

CURVE	ARC	RAD.	CHRD.	CH. BRG.
C1	276.16'	65.00'	110.59'	N10°13'56"W
C2	71.34'	65.00'	67.82'	S79°29'54"W





# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A REDIVISION OF LOT 1 CSM 10469 AND OUTLOT 1 CSM 11133 BEING A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 10 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 15, TOWN 7 NORTH, RANGE 19 EAST, IN THE VILLAGE OF PEWAUKEE AND CITY OF PEWAUKEE, WAUKESHA COUNTY, STATE OF WISCONSIN.

## SURVEYOR'S CERTIFICATE

I, CHRISTOPHER JACKSON, A PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY:

THAT I HAVE SURVEYED AND MAPPED A REDIVISION OF LOT 1 CSM 10469 AND OUTLOT 1 CSM 11133 BEING A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 10 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 15, TOWN 7 NORTH, RANGE 19 EAST, IN THE VILLAGE OF PEWAUKEE AND CITY OF PEWAUKEE, WAUKESHA COUNTY, STATE OF WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID NORTHEAST 1/4 OF SECTION 15; THENCE N 00°26'04" W ALONG THE WEST LINE OF THE SOUTHEAST 1/4 OF SECTION 10, 146.28 FEET TO A POINT ON THE SOUTH LINE OF THE CANADIAN PACIFIC RAILROAD RIGHT OF WAY; THENCE S 69°17'03" E ALONG SAID SOUTH LINE, 416.75 FEET TO A POINT ON THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 15, SAID POINT BEING S 89°49'55" E, 388.70 FEET FROM THE NORTHWEST CORNER OF SAID 1/4 SECTION 15; THENCE S 49°36'09" E, 288.73 FEET; THENCE S 70°21'08" E, 341.14 FEET; THENCE S 00°33'35" E, 563.34 FEET; THENCE S 89°58'03" W, 503.06 FEET; THENCE N 00°01'57" W, 180.00 FEET; THENCE S 89°58'03" W, 135.00 FEET; THENCE N 41°03'52" W, 452.10 FEET TO A POINT ON THE WEST LINE OF SAID NORTHEAST 1/4 OF SECTION 15, SAID POINT BEING N 00°01'57" W, 2363.24 FEET NORTH OF THE SOUTHWEST CORNER OF SAID NORTHEAST 1/4 OF SECTION 15 AND THE SOUTHERLY LINE OF HICKORY STREET; THENCE S 69°26'12" W ALONG SAID SOUTHERLY LINE, 92.16 FEET; THENCE NORTHWESTERLY 276.16 FEET ALONG THE ARC OF A CURVE WHOSE CENTER LIES TO THE WEST, WHOSE RADIUS IS 65.00 FEET, AND WHOSE CHORD BEARS N 10°13'56" W, 110.59 FEET; THENCE SOUTHWESTERLY 71.34 FEET ALONG THE ARC OF A CURVE WHOSE CENTER LIES TO THE NORTH, WHOSE RADIUS IS 65.00 FEET, AND WHOSE CHORD BEARS S 79°29'54" W, 67.82 FEET TO A POINT ON THE WEST LINE OF SAID 1/4 SECTION; THENCE N 00°01'57" W ALONG SAID WEST LINE, 281.67 FEET TO THE NORTHWEST CORNER OF SAID NORTHEAST 1/4 OF SECTION 15 AND THE POINT OF BEGINNING.

CONTAINING 590,388 SQUARE FEET OR 13.553 ACRES MORE OR LESS

THAT I HAVE MADE SUCH SURVEY AND MAP BY THE DIRECTION OF ANTHONY BRYANT, OWNER OF SAID LAND.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236 OF THE STATUTES OF THE STATE OF WISCONSIN, THE REGULATIONS OF THE CITY OF PEWAUKEE AND THE REGULATIONS OF THE VILLAGE OF PEWAUKEE IN SURVEYING, DIVIDING, MAPPING AND DEDICATING THE SAME.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
CHRISTOPHER A. JACKSON  
REGISTERED LAND SURVEYOR, S-2851  
STATE OF WISCONSIN

**CERTIFIED SURVEY MAP NO.** \_\_\_\_\_

BEING A REDIVISION OF LOT 1 CSM 10469 AND OUTLOT 1 CSM 11133 BEING A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 10 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 15, TOWN 7 NORTH, RANGE 19 EAST, IN THE VILLAGE OF PEWAUKEE AND CITY OF PEWAUKEE, WAUKESHA COUNTY, STATE OF WISCONSIN.

**OWNER'S CERTIFICATE**

ANTHONY W. BRYANT, AS OWNER OF SAID LANDS, DOES HEREBY CERTIFY THAT SAID OWNER CAUSED THE LAND DESCRIBED ON THIS MAP TO BE SURVEYED AND MAPPED IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 236 OF THE STATUTES OF THE STATE OF WISCONSIN AND THE REGULATIONS OF THE VILLAGE OF PEWAUKEE AND THE CITY OF PEWAUKEE IN SURVEYING, MAPPING AND DEDICATING THE SAME.

THIS AGREEMENT SHALL BE BINDING ON THE UNDERSIGNED AND ASSIGNS ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
ANTHONY W. BRYANT, OWNER

STATE OF WISCONSIN)  
WAUKESHA COUNTY) SS

PERSONALLY CAME BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, THE ABOVE ANTHONY W. BRYANT, TO ME KNOWN TO BE THE OWNER OF SAID LANDS AND THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF WISCONSIN  
MY COMMISSION EXPIRES \_\_\_\_\_, 20\_\_\_\_

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A REDIVISION OF LOT 1 CSM 10469 AND OUTLOT 1 CSM 11133 BEING A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 10 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 15, TOWN 7 NORTH, RANGE 19 EAST, IN THE VILLAGE OF PEWAUKEE AND CITY OF PEWAUKEE, WAUKESHA COUNTY, STATE OF WISCONSIN.

## CITY OF PEWAUKEE PLANNING COMMISSION APPROVAL

APPROVED BY THE PLANNING COMMISSION OF THE CITY OF PEWAUKEE ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
STEVE BIERCE, CHAIRMAN

\_\_\_\_\_  
BRANDON BERGMAN, PLAN COMMISSION SECRETARY

## CITY OF PEWAUKEE COMMON COUNCIL APPROVAL

APPROVED BY THE COMMON COUNCIL OF THE CITY OF PEWAUKEE ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
STEVE BIERCE, MAYOR  
CITY OF PEWAUKEE

\_\_\_\_\_  
KELLY TARCZEWSKI, CITY CLERK/TREASURER  
CITY OF PEWAUKEE

## VILLAGE OF PEWAUKEE PLAN COMMISSION APPROVAL

APPROVED, THAT THE CERTIFIED SURVEY MAP, IN THE VILLAGE OF PEWAUKEE, IS HEREBY APPROVED BY THE PLAN COMMISSION.

APPROVED AS OF THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
JEFF KNUTSON, CHAIRPERSON

\_\_\_\_\_  
JACKIE SCHUH, SECRETARY OF PLAN COMMISSION

## VILLAGE OF PEWAUKEE BOARD APPROVAL CERTIFICATE

RESOLVED THAT THE CERTIFIED SURVEY MAP, IN THE VILLAGE OF PEWAUKEE, IS HEREBY APPROVED BY THE VILLAGE BOARD.

ALL CONDITIONS HAVE BEEN MET AS OF THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
JEFF KNUTSON, VILLAGE PRESIDENT

I HEREBY CERTIFY THAT THE FOREGOING IS TRUE AND CORRECT COPY OF A RESOLUTION ADOPTED BY THE VILLAGE BOARD OF THE VILLAGE OF PEWAUKEE.

\_\_\_\_\_  
CASANDRA SMITH, VILLAGE CLERK

Application is due 3 weeks prior to the Meeting Date.



**Planning Commission  
Miscellaneous Approval Application Form**

*Return Completed Form along with 13 copies of all materials to be reviewed as well as a digital copy of any attachments submitted.*

Address/Parcel No. of Property Involved: 1300 Hickory Street, Pewaukee, WI 53072

Zoning of Property: M-6

Current Owner of Property: A W Bryant

Applicant – Name: Century Fence Company

Address: 1300 Hickory Street, Pewaukee, WI 53072

Phone: 262-547-3331

Fax: 262-691-3487

Email: sales@centuryfence.com

Type of Request: Check All That Apply

Sign Plan Approval:

Final Plat Approval:

Certified Survey Map:

Other (Describe Below):

Prelim. Plat Approval:

Developer's Agreement:

Signature of Property Owner as listed on this Application:

A W Bryant A W Bryant, Owner

**Application will not be processed without the Owner's Signature regardless of who is listed as the Applicant. This signature authorizes the Village of Pewaukee to process the Application as it pertains to my property and further authorizes the Village or its representatives to conduct reasonable and routine inspections of my property for the purposes of evaluating this Application.**

Signature of Applicant (if different than Owner):

John Connell John Connell, President



February 10, 2021

Mary Censky  
Village of Pewaukee  
235 Hickory Street  
Pewaukee, WI 53072

[mcensky@villageofpewaukee.com](mailto:mcensky@villageofpewaukee.com)

Subject: Century Fence Company Property

The following items are attached for your review as we would like to submit them for discussion at the March Plan Commission meeting.

- A copy of the CSM combining our Village and City properties. This has been finalized and executed by the City Officials.
- A written business plan of operations, including to request a zoning change on the City property to M-1.
- A preliminary site plan from CJ Engineering.
- The storm water detention pond certification, which will capture and contain all run off to City property.
- Waukesha County GIS map.

Thank you for your help and assistance with our request.

Sincerely,

Century Fence Company



John Connell,  
President

1300 HICKORY ST.  
P.O. BOX 727  
PEWAUKEE, WISCONSIN 53072-0727  
TEL (262) 547-3331  
(800) 558-0507  
FAX (262) 691-3463  
(262) 691-3487  
[www.centuryfence.com](http://www.centuryfence.com)

## Century Fence Company Business Plan of Operation

### **BACKGROUND**

Century Fence Company has owned 2.07 acres of property in the City of Pewaukee contiguous to our facility in the Village, for the last eight years.

We petitioned the City for detachment in 2016. This request was denied.

The two parcels have now been combined on one CSM and approved by the City of Pewaukee Plan Commission and Common Council.

### **PLAN OF OPERATION**

This expansion is solely to increase our square footage of outdoor storage to be utilized by our Fence division. It will not result in any increase in traffic into our property. We do not plan on any structure being built or utilities servicing this property.

Our civil engineer, CJ Engineering, has recommended minimal grading, capturing storm run off in a catch basin and carrying it to the detention pond with an underground pipe.

The finished surface, less setbacks, will be 8" of compacted gravel. We do not foresee this development having any impact on the infrastructure in the Village of Pewaukee.

Sincerely,

Century Fence Company



John Connell,  
President

# CERTIFIED SURVEY MAP NO.

BEING A REDIVISION OF LOT 1 CSM 10469 AND OUTLOT 1 CSM 11133 BEING A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 10 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 15, TOWN 7 NORTH, RANGE 19 EAST, IN THE VILLAGE OF PEWAUKEE AND CITY OF PEWAUKEE, WAUKESHA COUNTY, STATE OF WISCONSIN.

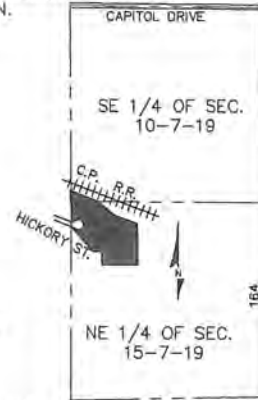
**CJ**  
**engineering**  
 civil design and consulting  
 9205 W. Center Street  
 Suite 214  
 Milwaukee, WI 53222  
 PH: (414) 443-1312  
 www.cj-engineering.com

- INDICATES IRON PIPE FOUND
- ⊙ INDICATES 1 INCH DIA. IRON PIPE, 18 INCHES IN LENGTH, WEIGHING 1.13 LBS PER LINEAL FOOT, SET.

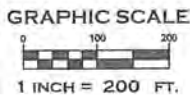
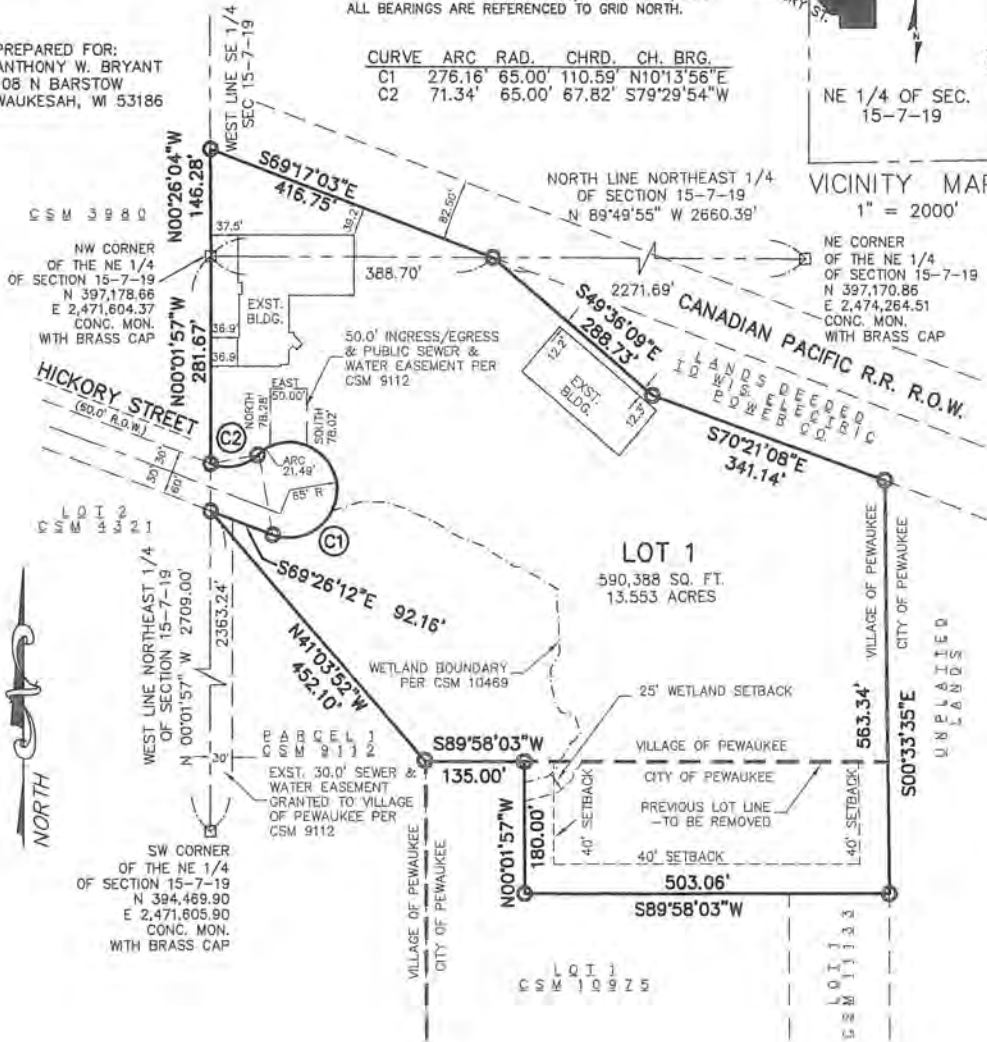
ALL DIMENSIONS SHOWN ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT.

ALL BEARINGS SHOWN ARE REFERENCED TO THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 15-07-19 AS N 89°49'55" W, WISCONSIN STATE PLANE COORDINATE SYSTEM GRID, SOUTH ZONE, AND ALL BEARINGS ARE REFERENCED TO GRID NORTH.

CURVE	ARC	RAD.	CHRD.	CH.	BRG.
C1	276.16'	65.00'	110.59'	N10°13'56"E	
C2	71.34'	65.00'	67.82'	S79°29'54"W	



PREPARED FOR:  
 ANTHONY W. BRYANT  
 108 N BARSTOW  
 WAUKESHA, WI 53186



# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A REDIVISION OF LOT 1 CSM 10469 AND OUTLOT 1 CSM 11133 BEING A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 10 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 15, TOWN 7 NORTH, RANGE 19 EAST, IN THE VILLAGE OF PEWAUKEE AND CITY OF PEWAUKEE, WAUKESHA COUNTY, STATE OF WISCONSIN.

## SURVEYOR'S CERTIFICATE

I, CHRISTOPHER JACKSON, A PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY:

THAT I HAVE SURVEYED AND MAPPED A REDIVISION OF LOT 1 CSM 10469 AND OUTLOT 1 CSM 11133 BEING A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 10 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 15, TOWN 7 NORTH, RANGE 19 EAST, IN THE VILLAGE OF PEWAUKEE AND CITY OF PEWAUKEE, WAUKESHA COUNTY, STATE OF WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID NORTHEAST 1/4 OF SECTION 15; THENCE N 00°26'04" W ALONG THE WEST LINE OF THE SOUTHEAST 1/4 OF SECTION 10, 146.28 FEET TO A POINT ON THE SOUTH LINE OF THE CANADIAN PACIFIC RAILROAD RIGHT OF WAY; THENCE S 69°17'03" E ALONG SAID SOUTH LINE, 416.75 FEET TO A POINT ON THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 15, SAID POINT BEING S 89°49'55" E, 388.70 FEET FROM THE NORTHWEST CORNER OF SAID 1/4 SECTION 15; THENCE S 49°36'09" E, 288.73 FEET; THENCE S 70°21'08" E, 341.14 FEET; THENCE S 00°33'35" E, 563.34 FEET; THENCE S 89°58'03" W, 503.06 FEET; THENCE N 00°01'57" W, 180.00 FEET; THENCE S 89°58'03" W, 135.00 FEET; THENCE N 41°03'52" W, 452.10 FEET TO A POINT ON THE WEST LINE OF SAID NORTHEAST 1/4 OF SECTION 15, SAID POINT BEING N 00°01'57" W, 2363.24 FEET NORTH OF THE SOUTHWEST CORNER OF SAID NORTHEAST 1/4 OF SECTION 15 AND THE SOUTHERLY LINE OF HICKORY STREET; THENCE S 69°26'12" W ALONG SAID SOUTHERLY LINE, 92.16 FEET; THENCE NORTHWESTERLY 276.16 FEET ALONG THE ARC OF A CURVE WHOSE CENTER LIES TO THE WEST, WHOSE RADIUS IS 65.00 FEET, AND WHOSE CHORD BEARS N 10°13'56" W, 110.59 FEET; THENCE SOUTHWESTERLY 71.34 FEET ALONG THE ARC OF A CURVE WHOSE CENTER LIES TO THE NORTH, WHOSE RADIUS IS 65.00 FEET, AND WHOSE CHORD BEARS S 79°29'54" W, 67.82 FEET TO A POINT ON THE WEST LINE OF SAID 1/4 SECTION; THENCE N 00°01'57" W ALONG SAID WEST LINE, 281.67 FEET TO THE NORTHWEST CORNER OF SAID NORTHEAST 1/4 OF SECTION 15 AND THE POINT OF BEGINNING.

CONTAINING 590,388 SQUARE FEET OR 13.553 ACRES MORE OR LESS

THAT I HAVE MADE SUCH SURVEY AND MAP BY THE DIRECTION OF ANTHONY BRYANT, OWNER OF SAID LAND.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236 OF THE STATUTES OF THE STATE OF WISCONSIN, THE REGULATIONS OF THE CITY OF PEWAUKEE AND THE REGULATIONS OF THE VILLAGE OF PEWAUKEE IN SURVEYING, DIVIDING, MAPPING AND DEDICATING THE SAME.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

CHRISTOPHER A. JACKSON  
REGISTERED LAND SURVEYOR, S-2851  
STATE OF WISCONSIN



BEING A REDIVISION OF LOT 4 CSM 10469 AND OUTLOT 1 CSM 11133 BEING A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 10 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 15, TOWN 7 NORTH, RANGE 19 EAST, IN THE VILLAGE OF PEWAUKEE AND CITY OF PEWAUKEE, WAUKESHA COUNTY, STATE OF WISCONSIN.

**OWNER'S CERTIFICATE**

ANTHONY W. BRYANT, AS OWNER OF SAID LANDS, DOES HEREBY CERTIFY THAT SAID OWNER CAUSED THE LAND DESCRIBED ON THIS MAP TO BE SURVEYED AND MAPPED IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 236 OF THE STATUTES OF THE STATE OF WISCONSIN AND THE REGULATIONS OF THE VILLAGE OF PEWAUKEE AND THE CITY OF PEWAUKEE IN SURVEYING, MAPPING AND DEDICATING THE SAME.

THIS AGREEMENT SHALL BE BINDING ON THE UNDERSIGNED AND ASSIGNS ON THIS 21 DAY OF January, 2021.

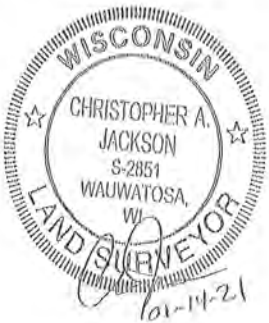
[Signature]  
ANTHONY W. BRYANT, OWNER



STATE OF WISCONSIN)  
WAUKESHA COUNTY) SS

PERSONALLY CAME BEFORE ME THIS 21st DAY OF January, 2021, THE ABOVE ANTHONY W. BRYANT, TO ME KNOWN TO BE THE OWNER OF SAID LANDS AND THE PERSONS WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

[Signature] Molly Alanas  
NOTARY PUBLIC, STATE OF WISCONSIN  
MY COMMISSION EXPIRES February 20, 2022.



# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

BEING A REDIVISION OF LOT 1 CSM 10469 AND OUTLOT 1 CSM 11133 BEING A PART OF THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 10 AND THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 15, TOWN 7 NORTH, RANGE 19 EAST, IN THE VILLAGE OF PEWAUKEE AND CITY OF PEWAUKEE, WAUKESHA COUNTY, STATE OF WISCONSIN.

## CITY OF PEWAUKEE PLANNING COMMISSION APPROVAL

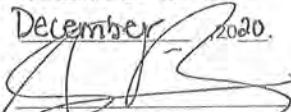
APPROVED BY THE PLANNING COMMISSION OF THE CITY OF PEWAUKEE ON THE 17<sup>th</sup> DAY OF December, 2020.

  
STEVE BIERCE, CHAIRMAN

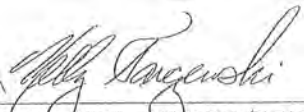
  
BRANDON BERGMAN, PLAN COMMISSION SECRETARY

## CITY OF PEWAUKEE COMMON COUNCIL APPROVAL

APPROVED BY THE COMMON COUNCIL OF THE CITY OF PEWAUKEE ON THE 21<sup>st</sup> DAY OF December, 2020.

  
STEVE BIERCE, MAYOR  
CITY OF PEWAUKEE



  
KELLY TARCEWSKI, CITY CLERK/TREASURER  
CITY OF PEWAUKEE

## VILLAGE OF PEWAUKEE PLAN COMMISSION APPROVAL

APPROVED, THAT THE CERTIFIED SURVEY MAP, IN THE VILLAGE OF PEWAUKEE, IS HEREBY APPROVED BY THE PLAN COMMISSION.

APPROVED AS OF THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
JEFF KNUTSON, CHAIRPERSON

\_\_\_\_\_  
JACKIE SCHUH, SECRETARY OF PLAN COMMISSION

## VILLAGE OF PEWAUKEE BOARD APPROVAL CERTIFICATE

RESOLVED THAT THE CERTIFIED SURVEY MAP, IN THE VILLAGE OF PEWAUKEE, IS HEREBY APPROVED BY THE VILLAGE BOARD.

ALL CONDITIONS HAVE BEEN MET AS OF THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
JEFF KNUTSON, VILLAGE PRESIDENT

I HEREBY CERTIFY THAT THE FOREGOING IS TRUE AND CORRECT COPY OF A RESOLUTION ADOPTED BY THE VILLAGE BOARD OF THE VILLAGE OF PEWAUKEE.

\_\_\_\_\_  
CASANDRA SMITH, VILLAGE CLERK



**In attendance:**

Mayor S. Bierce, Alderman B. Bergman, D. Kiser, D. Linsmeier, S. Sullivan and C. Wunder.

**Also in attendance:**

City Planner & Community Development Director N. Fuchs, Administrator S. Klein, Department of Public Works Director M. Wagner and Deputy Clerk A. Hurd.

1. Call to Order and Pledge of Allegiance
2. Discussion and Action Regarding the Site and Building Plans for Waukesha Gun Club Located at N22 W23170 Watertown Road for the Purpose of Building a Five-Stand Shooting Structure (PWC 0920997, PWC 0920998, PWC 0920999)
3. Discussion and Action Regarding a Certified Survey Map for the Century Fence Company Located at Approximately 1300 Hickory Street in Order to Combine 2.07 Acres of City of Pewaukee Vacant Land With an 11.43 Acre Parcel in the Village of Pewaukee (PWC 0921997003 & PWV 0921995)

Mr. Fuchs stated the applicant was looking to combine the two properties with a total acreage of 13.55 acres. The larger parcel contains the Century Fence building and main office within the Village of Pewaukee, and the smaller outlot is within City. The CSM will require both City and Village approval.

The proposed use for the City portion of the land will be outdoor storage. They have no current plans for buildings, although that could change in the future.

Mr. Fuchs recommended approval, noting there were three conditions in the staff report. The previous lot line must be labeled as the lot line to be removed, the 25-foot wetland setback must be accurately depicted, and the name of the Plan Commission Secretary must be changed.

Ms. Wagner added that the legal description has errors on page 2, paragraph 3, line 5. It is listed as 388.7 feet from the northeast corner, but it should be the northwest corner. In Line 7, it lists south 89 degrees, 58 minutes, but it should be north 89 degrees, 58 minutes.

John Connell of Century Fence stated the 11.5 acre parcel in the Village has 52 percent green space, and he questioned if this was looked at as one parcel to get to the required 40 percent. Mr. Fuchs stated the City would be applying its standards to the portion of the property within the City.

A brief discussion took place regarding items to be discussed when a site plan is submitted.

A motion was made and seconded (B. Bergman, D. Kiser) to approve the Certified Survey Map combining the two properties, including staff comments and corrections. Passed: 6-For, 0-Against.

## WISales

---

**From:** Hurd, Ami <hurd@pewaukee.wi.us>  
**Sent:** Thursday, February 04, 2021 11:08 AM  
**To:** chris@cj-engineering.com; WISales; pat@cj-engineering.com  
**Subject:** Century Fence CSM

This email is from an external source. Use caution with opens/clicks. – SSR's Cyber Security Team

Good morning,

The CSM for Century Fence has been approved and signed and is ready to be picked up. City Hall is open Monday thru Friday from 8am to 4:30pm. Your CSM must then be filed with the Waukesha County Register of Deeds and the City will need a copy of the filed document.

Please let me know if you have any questions. Thanks!

### **Ami Hurd, WCMC**

Deputy Clerk  
City of Pewaukee  
W240 N3065 Pewaukee Rd.  
Pewaukee, WI 53072  
(262) 691-0770  
[hurd@pewaukee.wi.us](mailto:hurd@pewaukee.wi.us)  
[www.cityofpewaukee.us](http://www.cityofpewaukee.us)



 Go Green! Consider the environment before printing this e-mail.

*This message originates from the City of Pewaukee. It contains information that may be confidential or privileged and is intended only for the individual named above. It is prohibited for anyone to disclose, copy, distribute, or use the contents of this message without permission, except as allowed by the Wisconsin Public Record Law. If this message is sent to a quorum of a governmental body, my intent is the same as though it were sent by regular mail and further e-mail distribution is prohibited. All personal messages express views solely of the sender, which are not attributed to the municipality I represent and may not be copied or distributed with this disclaimer. If you have received this message in error please notify me immediately.*

### **Disclaimer**

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# Century Fence/Bryant sites



**Legend**

- Municipal Boundary\_2K
- FacilitySites\_2K\_Labels
- Lots\_2K
  - Lot
  - Unit
  - General Common Element
  - Outlot
- SimultaneousConveyance
  - Assessor Plat
  - CSM
  - Condominium
  - Subdivision
- Cartoline\_2K
  - <all other values>
  - EA-Easement\_Line
  - PL-DA
  - PL-Extended\_Tie\_line
  - PL-Meander\_Line
  - PL-Note
  - PL-Tie
  - PL-Tie\_Line
- Road Centerlines\_2K
- Railroad\_2K
- TaxParcel\_2K
- Waterbodies\_2K\_Labels
- Waterlines\_2K\_Labels

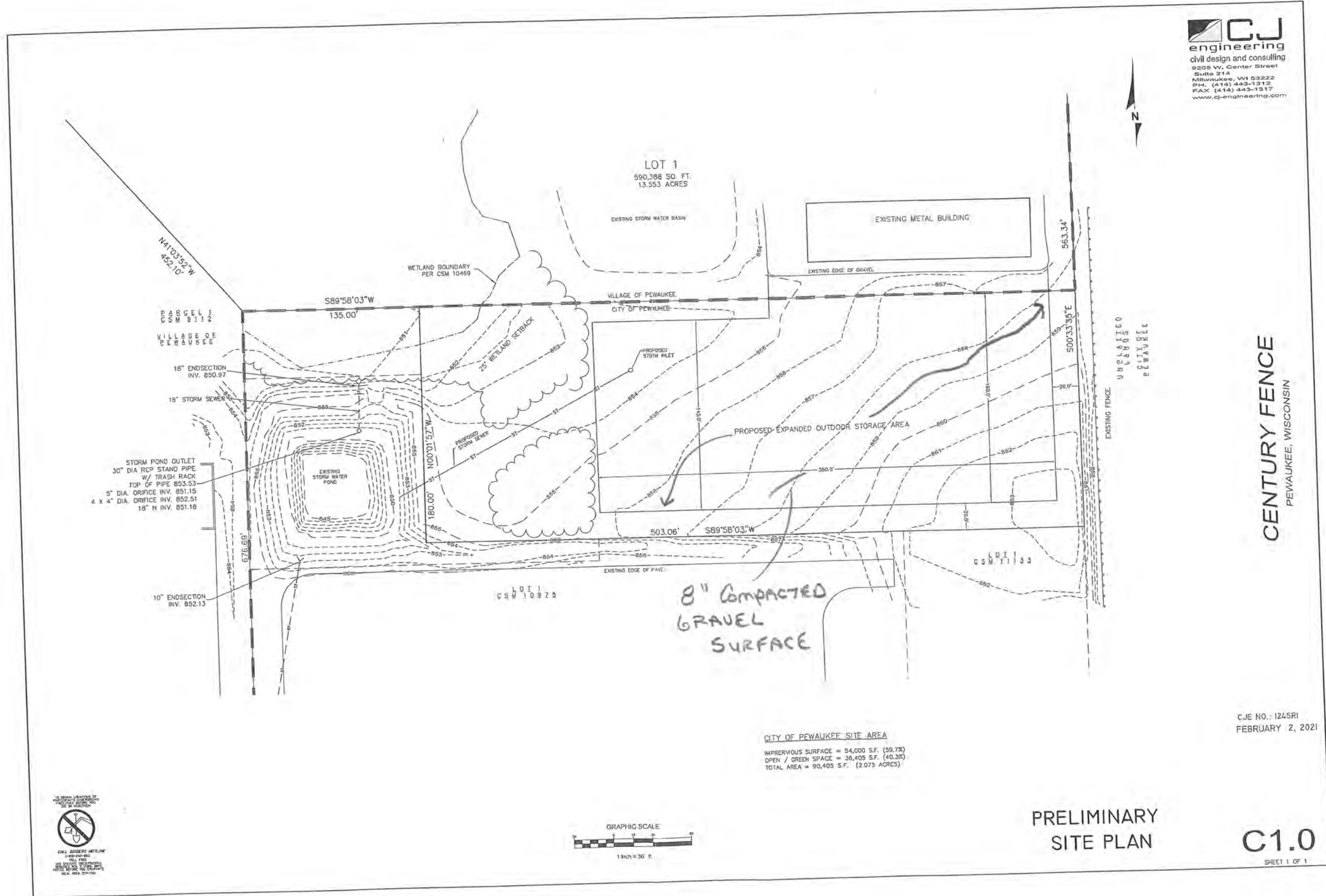
0 357.30 Feet

The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.

**Notes:**

Printed: 3/5/2021





**CENTURY FENCE**  
 PEWAUKEE, WISCONSIN

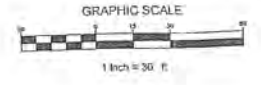
8" COMPACTED  
 GRAVEL  
 SURFACE

**CITY OF PEWAUKEE SITE AREA**  
 IMPERVIOUS SURFACE = 54,000 S.F. (59.7%)  
 OPEN / GREEN SPACE = 36,405 S.F. (40.3%)  
 TOTAL AREA = 90,405 S.F. (2.075 ACRES)

CJE NO.: 1245R1  
 FEBRUARY 2, 2021

**PRELIMINARY  
 SITE PLAN**

**C1.0**  
 SHEET 1 OF 1





**Legend**

- Parcels
- Plats
- Retired Parcels
- Retired Plats

**Notes:**

Printed: 6/5/2019

0 252.42 Feet

The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.



## STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: March 11, 2021

### General Information:

Agenda Item: **6.f.**

#### **Applicant/Property Owner:**

Susan Caveney and Fr. John Armstrong  
on behalf of property owner Anglican  
Church of the Apostles.

#### **Requested Action:**

Sign Code waiver approval to allow  
a second freestanding sign (i.e. a  
cross) in the streetyard.

#### **Current Zoning:**

IPS Institutional & Public Service  
District

#### **Current Master Plan Classification:**

Institutional

#### **Surrounding Zoning/Land Use:**

North: R-5 Single-Family Detached  
Residential

South: R-5 Single-Family Detached  
Residential

East: R-5 Single-Family Detached  
Residential

West: R-5 Single-Family Detached  
Residential

#### **Project Area:**

.42 acres

#### **Property Location:**

142 Lake Street

---

### Discussion:

The applicant has an existing, Code compliant freestanding sign at this site. It is less than the maximum square footage permitted. They would like to add a second freestanding sign ( a cross) to the site as well. Section 70.115 (2) a. limits IPS properties to 1 freestanding sign per street frontage. The total face area of the cross is 8 sq.ft. The existing freestanding sign (and including the proposed Code compliant enlargement thereof) is 32 sq.ft. in area where the Code would permit the sign to be up to 50 sq.ft. in area

Sec. 70.103 of the Villages Sign Code provides as follows:

Appeals. The planning commission may, in its judgment, waive or modify the provisions of this chapter where it would further the public interest and uphold the purpose of this chapter as put forth in section 70.100. Such waiver or modification may be based on, among other things, site-specific hardships such as topographic aberrations, traffic safety, accessibility and visual encumbrances.

Section Sec. 70.100 of the Villages Sign Code provides as follows:



Purpose. The purpose of this chapter shall be to:

- (1) Regulate the size, type, construction standards, maintenance and placement of signs situated within the boundaries of the Village of Pewaukee, Wisconsin.
- (2) Promote the public health, safety, welfare and comfort of the general public by:
  - a. Reducing distractions and obstructions from signs which would adversely effect traffic safety and alleviate hazards caused by signs projecting over or encroaching upon the public right-of-way;
  - b. Discouraging excessive visual competition in signage and ensuring that signs aid orientation and adequately identify uses and activities to the public; and
  - c. Preserving or enhancing the natural beauty and unique physical characteristics of the village as a community in which to live and work by requiring new and replacement signage which is:
    1. Harmonious with the building, surrounding neighborhood aesthetics and other signs in the area;
    2. Appropriate to the type of activity to which it pertains;
    3. Expressive of the village's identity in a manner which will not diminish property values; and
    4. Complementary to the village's architectural character and unobtrusive commercial developments.

**Recommendation:**

If the Planning Commission is inclined toward an approval in this case, the Planner recommends the following conditions be considered for attachment thereto:

- 1) No new lighting is proposed or approved as a part of this request. If any is desired in the future it shall be subject to the applicable Code requirements;
- 2) Applicant to secure all necessary permits, such as but not limited to Sign Permit, Building Permit,... prior to placement/installation at the site.

Application is due 3 weeks prior to the Meeting Date.



**Village of Pewaukee – Planning Commission  
Miscellaneous Approval Application Form – Return Completed Form along  
with 11 copies of all materials to be reviewed.**

Address/Parcel No. of Property Involved: 142 Lake Street Pewaukee, WI 5317

Zoning of Property: \_\_\_\_\_

Current Owner of Property: Holy Apostles Anglican Chu

Applicant – Name: Susan Caveney email: tag31@abrasive1.com  
Address: N59 W24755 Quail Run Lane Sussex, WI 53089  
Phone: 414-581-9790  
Fax: 414-463-0463

Type of Request: Check All That Apply

Sign Plan Approval:   
Final Plat Approval:   
Certified Survey Map:   
Other (Describe Below):

Prelim. Plat Approval:   
Developer's Agreement:

We desire to place a Cross in front of our church and would like it to be considere

Signature of Property Owner as listed on this Application:

*John D. Anthony Feb 14, 2021*

**Application will not be processed without the Owner's Signature regardless of who is listed as the Applicant. This signature authorizes the Village of Pewaukee to process the Application as it pertains to my property and further authorizes the Village or its representatives to conduct reasonable and routine inspections of my property for the purposes of evaluating this Application.**

Signature of Applicant (if different than Owner):

*Susan Caveney*

## **Miscellaneous Application**

To summarize, we would like to place a Cross in the front, center of our church as a sign, which is central to our Christian faith. Please see corresponding details (attached) and as follows:

- Misc. Permit Application
- Professional Services Reimbursement Form
- Addendum to the miscellaneous application
- Picture of Cross
- Picture of Holy Apostles Anglican Church

## Addendum to the Misc. Application

Anglican Church of the Apostles  
dba Holy Apostles Anglican Church  
142 Lake Street  
Pewaukee, WI 53172  
Tax key # PWV 0896 009

We would like to place a wooden Cross in the front of the church to be considered as a sign. This cross is central to the existence of our church and faith.

### Measurements:

Height: 12' overall, cemented 2' Ft below ground, 10' Ft above ground.

Width: 6' Ft

Construction: Cedar, stained brown

Design: Pictures submitted

Our church building is 21' feet from the lot line. We would like to install a cross, very nearly an actual part of the building itself, but a mere 3' in front of it, which would then be 18' feet from the lot line. The dimensions of the cross are 10' feet high above ground, and 2' installed/cemented below ground.



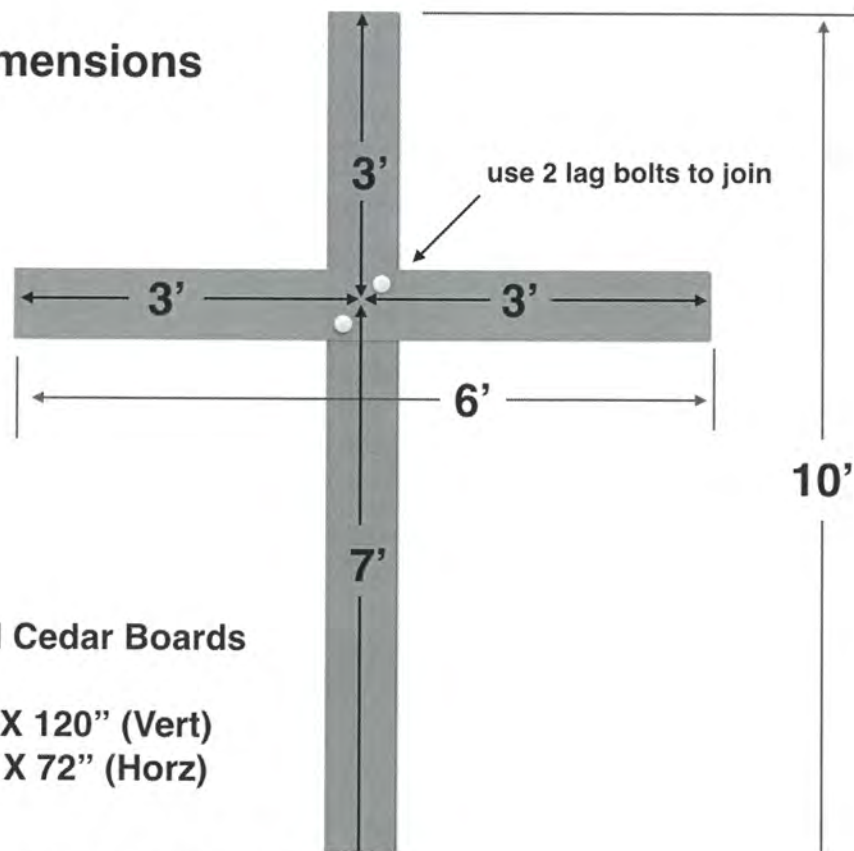


### Step 1 — Choose the wood

I used Western Red Cedar because it's lightweight, strong, and resistant to decay. And it's very easy to work.

You may have to special order western red cedar boards. Check with your local home improvement stores or building supply stores. You could also use another wood like pine.

### Cross Dimensions



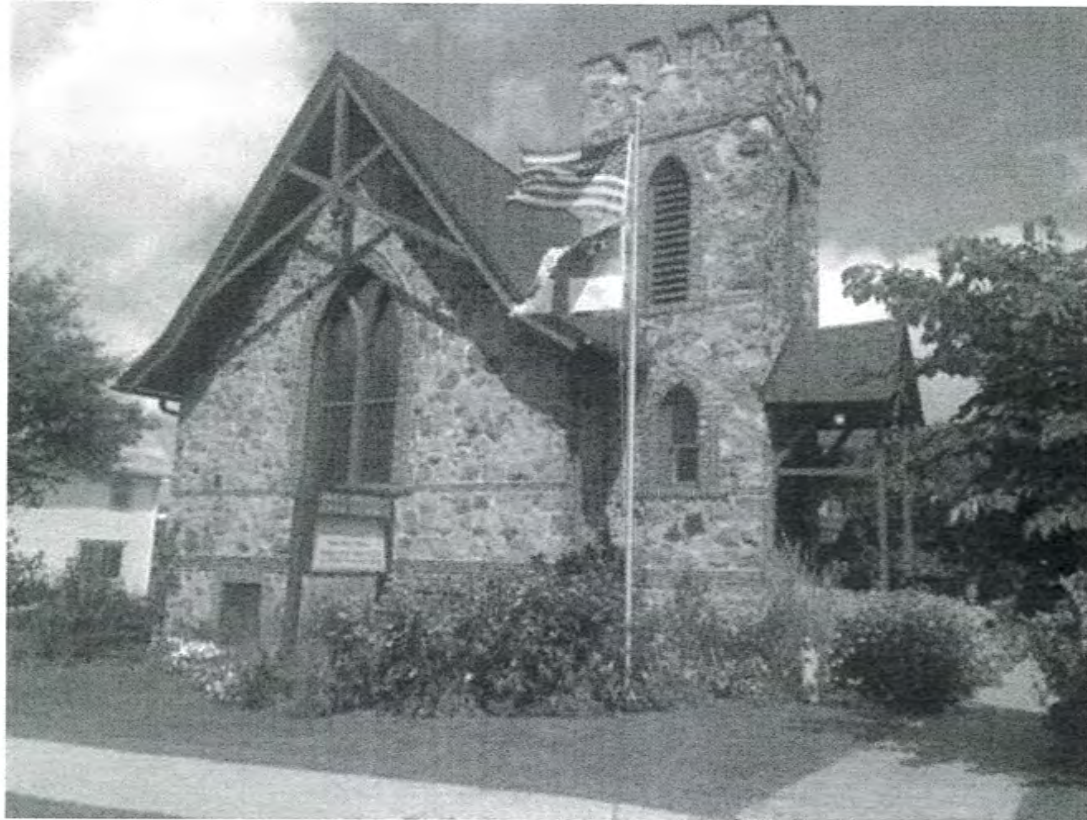
### Western Red Cedar Boards

1 - 4" X 6" X 120" (Vert)

1 - 4" X 6" X 72" (Horz)

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To find out more, including how to control cookies, see here: [Privacy Policy](#)

Close and accept



F. 7.6.2021

235 Hickory Street, Pewaukee Phone: (262) 691-5660 Fax: (262) 691-5664	<b>SIGN PERMIT APPLICATION</b> Village of Pewaukee	Permit# _____
Sign Location Address: 142 Lake Street Pewaukee WI 53172		Parcel# 142 Lake St
Owner Name: Anglican Church of the Apostles	Email Address: armstrong4d@yahoo.com	Telephone#: 262-691-9691
Mailing Address: 142 Lake Street Pewaukee WI 53172		Cell#: 414-581-9790
Tenant Name: Same as above	Email Address:	Telephone#:
Mailing Address:		Cell#:
Sign Company Name: Frank Vindmar	Email Address:	Telephone#: 414-234-1865
Mailing Address:		Cell#: 414-234-1865
<b>TYPE OF SIGN</b>		
<input checked="" type="checkbox"/> Freestanding Ground <input type="checkbox"/> Projecting <input type="checkbox"/> Wall <input type="checkbox"/> Awning or Canopy <input type="checkbox"/> Marquee <input type="checkbox"/> Other <small>Same size, only 3' FT longer</small>		
Illuminated / Non-Illuminate Brief Description of Sign: Illuminated		Temporary: -
DISTANCE FROM SIGN TO LOT LINES: _____ FRONT _____ REAR _____ RIGHT _____ LEFT		
If repairs or replacement contemplated, is the current sign, etc., non-conforming? <input type="radio"/> YES <input checked="" type="radio"/> NO		
NAME OF SURETY BOND OR INSURANCE COMPANY ON CERTIFICATE OF ISSUANCE (attach bond or certificate with hold harmless clause to the Village on this application)		<b>Acuity Insurance</b>
DATE SIGN TO BE ERECTED	SIGN SQUARE FOOTAGE	SIGN HEIGHT (above grade)
04/01/2021		80"
ESTIMATED COST		
tbd		
<p>Application is hereby made for a permit to erect / alter a sign as described herein or shown in accompanying plans or specifications where sign is to be located as shown on the accompanying plan. The information which follows and the accompanying plan and specifications with the representations contained herein are made part of this application in reliance upon which the building inspector is requested to issue a building permit.</p> <p>It is understood and agreed by this applicant that any error, misstatement or misrepresentation of material fact, either with or without intention on the part of this application such as would operate to cause a refusal of this application or any material alteration or changed in the accompanying plans, specifications or structure made subsequent to the issuance of a permit in accordance without the written approval of the building inspector shall constitute sufficient grounds for the revocation of such permit.</p>		
SIGNATURE OF APPLICANT	PRINTED NAME OF APPLICANT	DATE
	Fr. John Armstrong	02/15/2021
PLEASE SUBMIT THE FOLLOWING DOCUMENTS WITH THIS APPLICATION:		
<input checked="" type="checkbox"/> SITE SURVEY (must detail location and setbacks to lot lines) <input checked="" type="checkbox"/> COLOR RENDERING <input type="checkbox"/> SURETY BOND OR INSURANCE COMPANY ON CERTIFICATE OF ISSUANCE <input type="checkbox"/> (IF APPLICANT IS A TENANT) NOTARIZED DOCUMENT FROM PROPERTY OWNER AUTHORIZING PROPOSED USE OF PROPERTY		
APPROVAL CONDITIONS	This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. <input type="checkbox"/> See attached for conditions of approval. Building & Electrical Permits may be applied for through the Building Services Department located at the Pewaukee City Hall, W240N3065 Pewaukee Road.	
OFFICE USE ONLY	DATE RECEIVED:	STAFF INITIALS: .
(AREA x \$2.50/sq ft) \$ _____ + \$50.00 (BASE FEE) = \$ _____	DATE PAID _____	RECEIPT# _____
FAILURE TO OBTAIN PERMIT WILL RESULT IN THE TOTAL FEES DOUBLING TEMPORARY SIGN EXPIRATION DATE: _____		
PERMIT APPROVED/DENIED BY: _____	DATE: _____	



## **Sign Application**

To summarize, we plan to have a new, updated sign made and would like it to be the same size as the current overall size/sign with one exception. We would like the sign to be 3' ft wider (or less). This width would not go toward the lot line, it would only go toward the church building. Please see corresponding items (attached):

- Sign Permit Application
- Addendum to sign application
- Plat Survey
- Holy Apostles Anglican Church photo
- Sign example 1 of 3
- Sign example 2 of 3
- Sign example of 3
- Holy Apostles proposed Church sign (sketch)

## Addendum to the Sign Application

Anglican Church of the Apostles  
dba Holy Apostles Anglican Church  
142 Lake Street  
Pewaukee, WI 53172  
Tax key # PWV 0896 009

### Our current sign measures:

- 80" High Overall (including metal frame)
- 55" Wide Overall (including metal frame)
- 49" High (actual height of sign within frame)
- 35" Wide (actual width of sign within frame)

### Our proposed sign:

- We would like to work within the same size parameters as the current sign.
- **The only size difference is that we would like to have the sign to be 3' ft. wider** (potentially). This additional width would go in the direction of the church building, not toward the lot line.

### The design:

- Construction: Wood and metal
- Color: White support posts
- Body/background of sign: Brown or Red, coloring tbd
- Lettering: White with our denomination's logo at the top center
- A few samples of the approx. proposed sign have been provided.





Holy Apostles Anglican Church

Sunday Service 10:00 a.m.



*Visiting*  
**Angels**<sup>®</sup>  
262-695-4418  

---

*120 Park Ave*



8562



FRAME & FRAME

ATTORNEYS AT LAW

410.255.0373

www.frameandframelaw.com

Frame & Frame  
ATTORNEYS AT LAW

8562





# Anglican Church of the Apostles site



LAKEVIEW ADDITION TO THE VILLAGE OF PEWAUKEE

0 74.40 Feet

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Notes:

Printed: 3/5/2021





## STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: March 11, 2021

### General Information:

Agenda Item: **6.g.**

**Applicant/Property Owner:**

WCTC in c/o Jeffrey Leverenz as  
Director, Facilities & Operations.

**Requested Action:**

Review, discussion and consultative  
feedback.

**Current Zoning:**

IPS Institutional & Public Service  
District

**Current Master Plan Classification:**

Institutional

**Surrounding Zoning/Land Use:**

North: IPS

South: Hwy SS

East: Hwy 16

West: City of Pewaukee - residential

**Project Area:**

NA

**Property Location:**

800 Main Street

---

### Discussion:

The applicant requests Planning Commission feedback as to the idea of constructing a new fire training building near the existing fire training facilities in the southwest area of campus.

Among the topics the applicant seeks input are:

- all metal building construction
- 4-5 story building height
- adding vs replacing the existing 4+/- story training structure.

# WCTC Fire Training Building site/location



**Legend**

- Municipal Boundary\_2K
- FacilitySites\_2K\_Labels
- Lots\_2K
- Lot
- Unit
- General Common Element
- Outlot
- SimultaneousConveyance
- Assessor Plat
- CSM
- Condominium
- Subdivision
- Cartoline\_2K
- <all other values>
- EA-Easement\_Line
- PL-DA
- PL-Extended\_Tie\_line
- PL-Meander\_Line
- PL-Note
- PL-Tie
- PL-Tie\_Line
- Road Centerlines\_2K
- Railroad\_2K
- TaxParcel\_2K
- Waterbodies\_2K\_Labels
- Waterlines\_2K\_Labels

0 595.16 Feet

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**Notes:**

Printed: 3/5/2021





**Conditional Use Grant  
Application Form**

Address/Parcel No. of Property Involved: 500 Main St.

Zoning of Property: EDUCATIONAL

Current Owner of Property: Waukesha County Technical College

Applicant - Name: Jeff Leverniz  
Address: 500 Main Street, Pewaukee WI 53072  
Phone: 262-691-5301  
Fax: \_\_\_\_\_

Nature of Request (If Requesting Approval for a New Business, Please Attach a Business Summary):

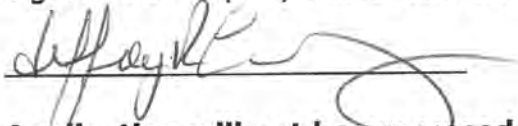
Consultation Request to construct new Fire Training building. This new building is being requested to built out of Metal For maintenance and longevity reasons. Building would be at the south end of campus and have very limited visibility from any road.

Provide detailed information with your application that addresses the following:

1. Development Plans of the proposed use in sufficient detail to enable the Commission to evaluate the suitability of architectural & landscape treatment, proper placement of the building(s) on the lot, traffic generation & circulation, provision for parking, drainage, exterior lighting, control devices (when necessary) to eliminate noise, dust, odor, smoke or other objectionable operating conditions & general compatibility of the proposed use with the area in which it is located.

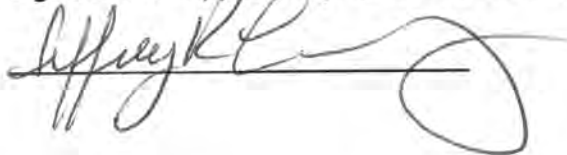
2. It is the responsibility of the applicant/owner to ensure that the proposed project meets the Village's Land Development Code. It is also highly recommended that the applicant/owner review the Village's adopted Land Use Plan.

Signature of Property Owner as listed on this Application:

A handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to be "Jeffrey K. [unclear]".

**Application will not be processed without the Owner's Signature regardless of who is listed as the Applicant. This signature authorizes the Village of Pewaukee to process the Conditional Use Approval Application proposed for my property and further authorizes the Village or its representatives to conduct reasonable and routine inspections of my property for the purposes of evaluating this application.**

Signature of Applicant (if different than Owner):

A handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to be "Jeffrey K. [unclear]".

Please return Completed Application Forms along with required attachments and the \$100 Application Fee to Pewaukee Village Hall, 235 Hickory Street, Pewaukee, WI 53072. If you have any questions, please call Village Hall at (262) 691-5660.

# Waukesha County Technical College 2023 Fire Training Grounds Conceptual Designs

- American Fire Training System, Inc.
- WHP Trainingtowers



WAUKESHA  
COUNTY TECHNICAL  
COLLEGE







Tentative Prop  
Location

WCTC – TOWER  
FIRE TRAINING

Live Fire Training  
Structure

Built 1978







WCTC – TOWER  
FIRE TRAINING

Live Fire Training  
Structure

Built 1978



WCTC – TOWER  
FIRE TRAINING

Live Fire Training  
Structure

Built 1978



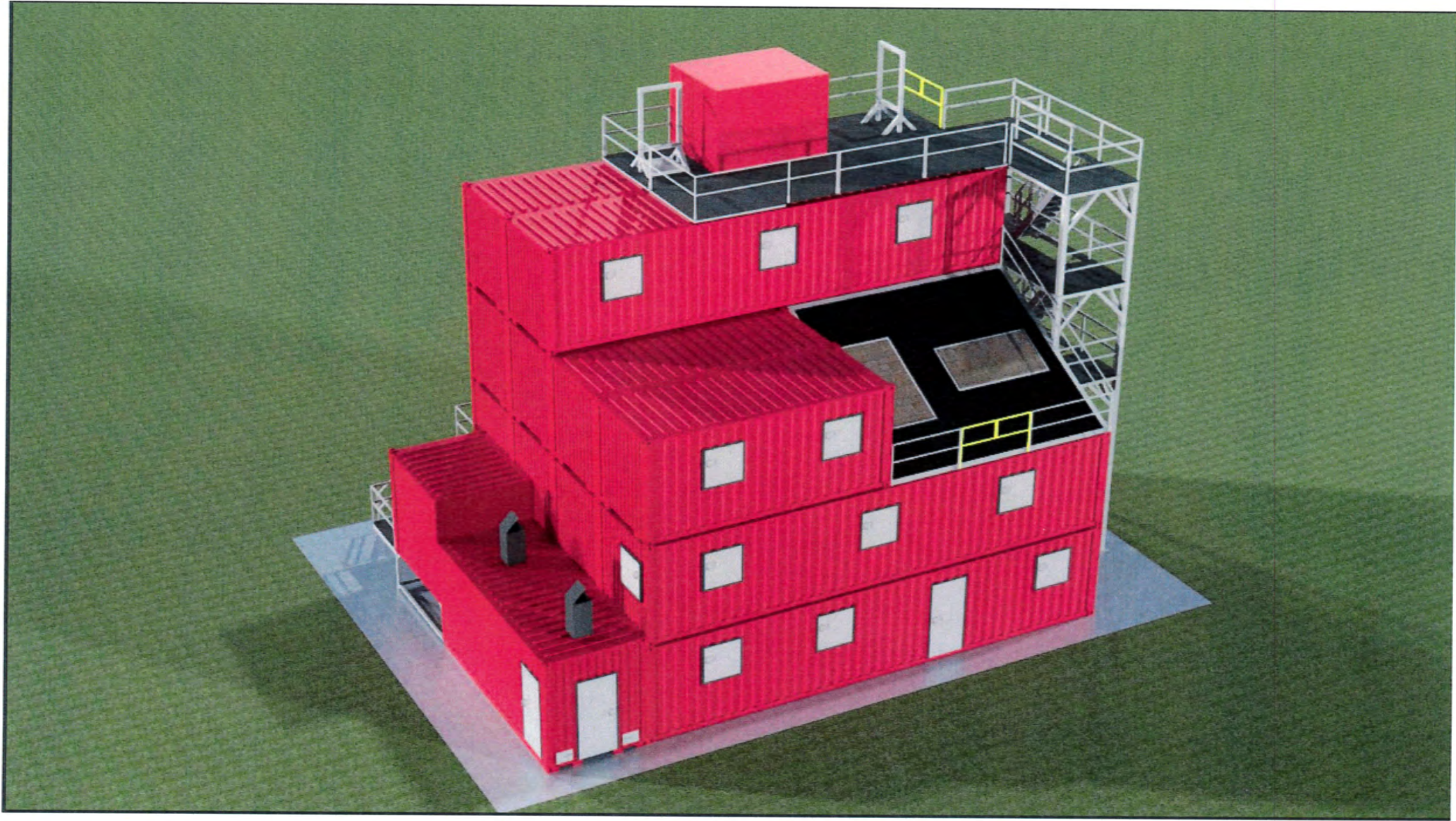
WCTC – TOWER  
FIRE TRAINING

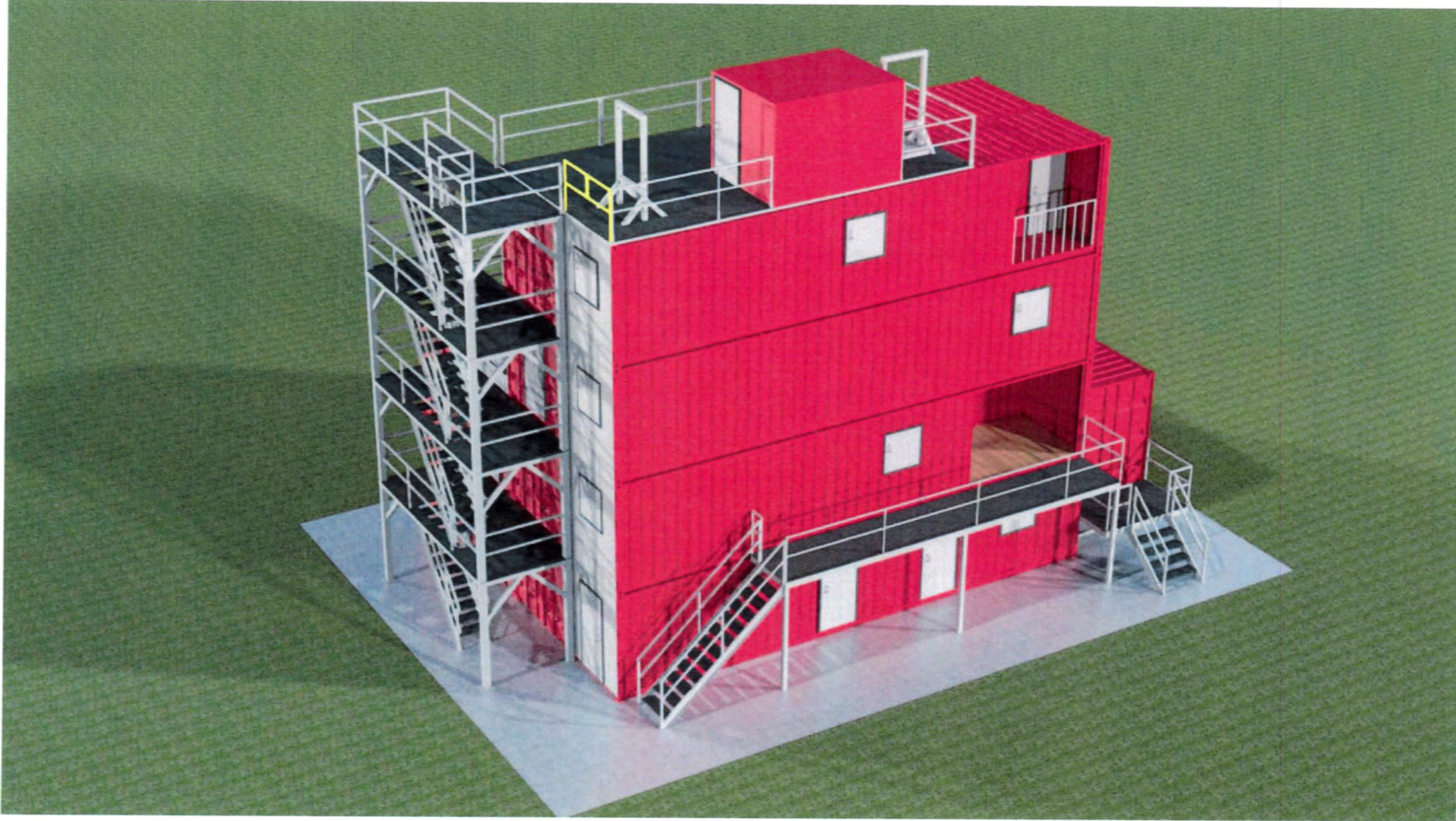
Live Fire Training  
Structure

Built 1978











# WHP Fire Trainingtowers

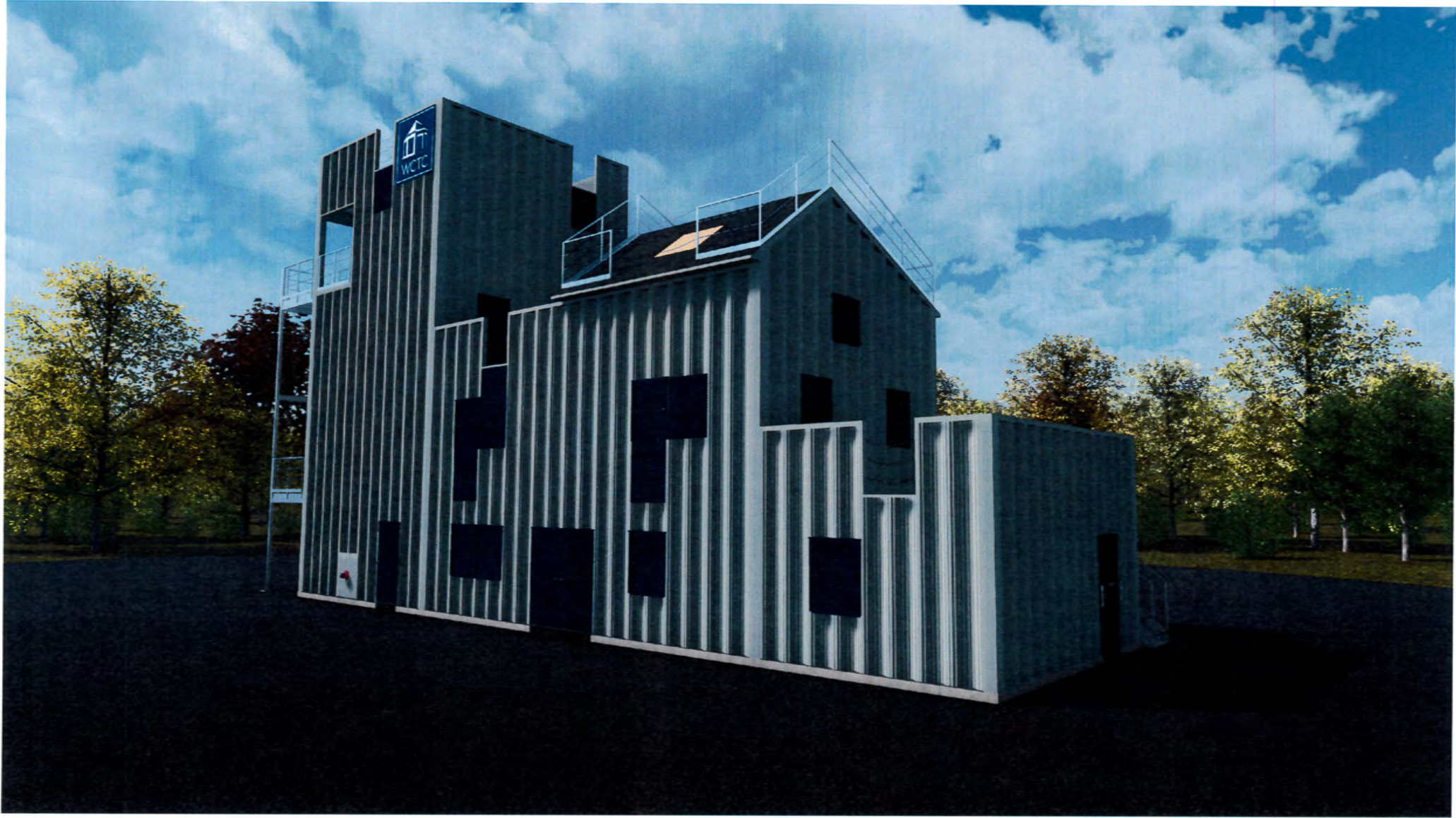
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## Rethink How You Train

4 Story  
3795 sq. ft.

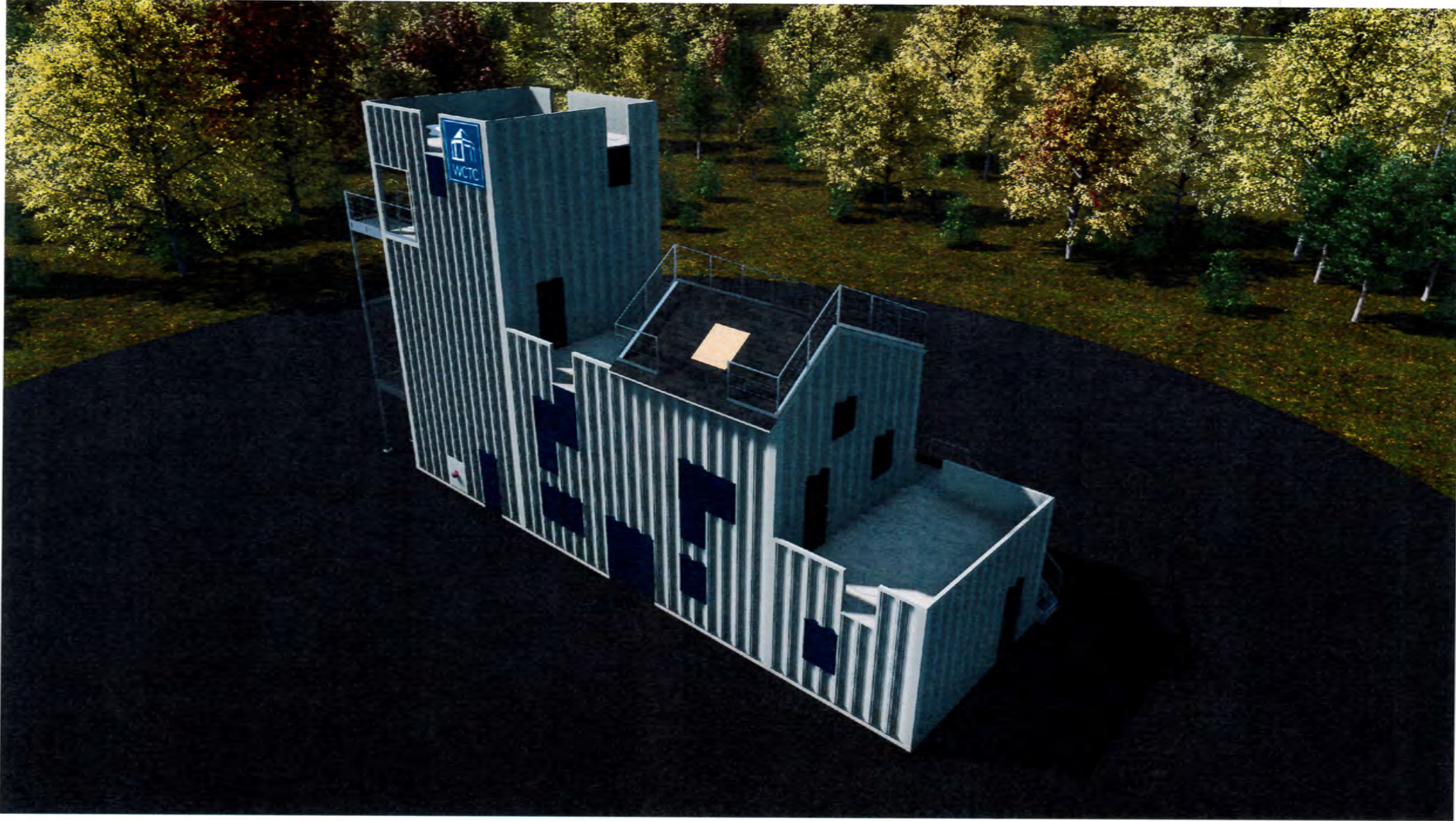




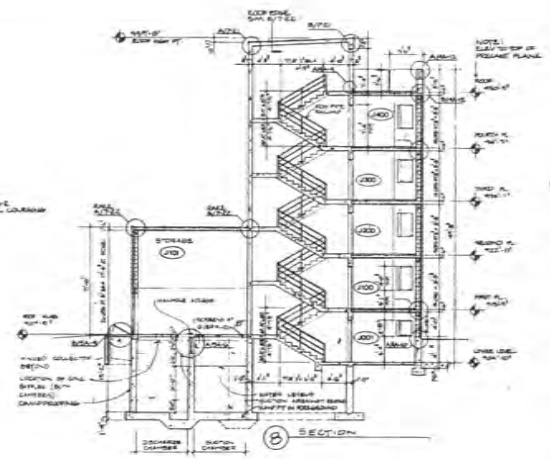
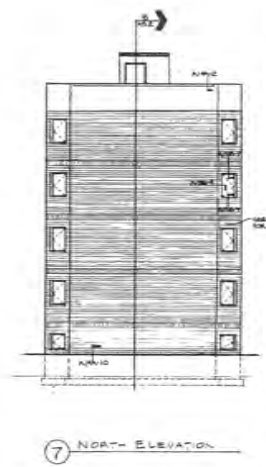
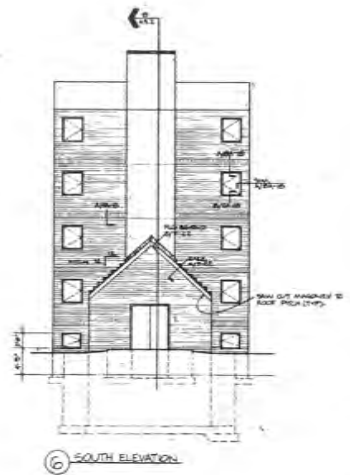
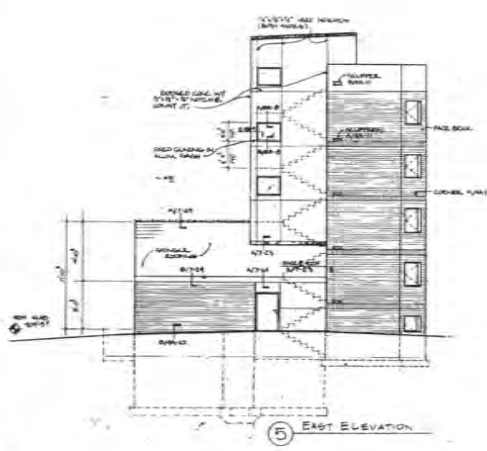
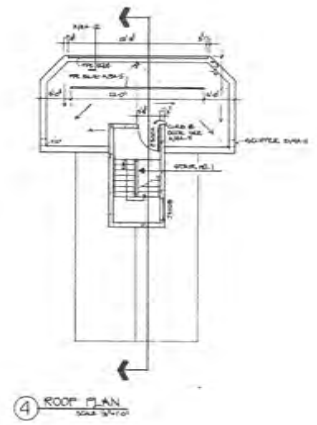
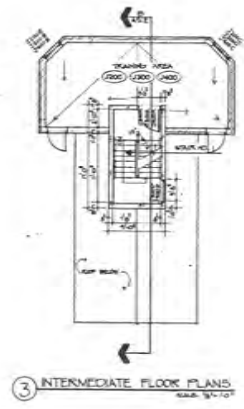
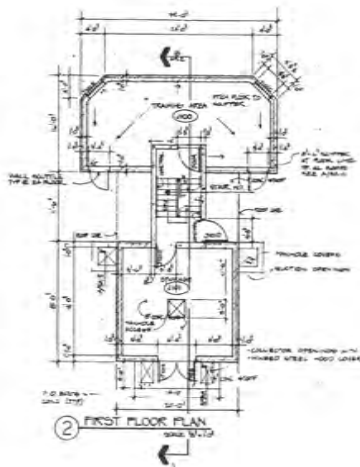
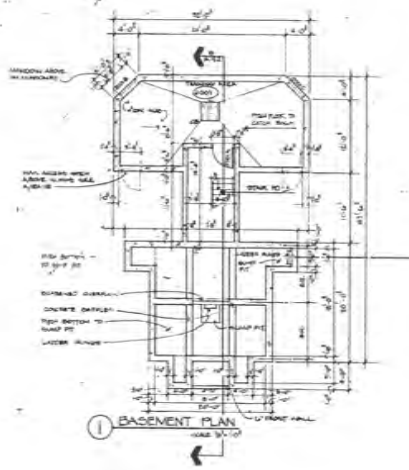












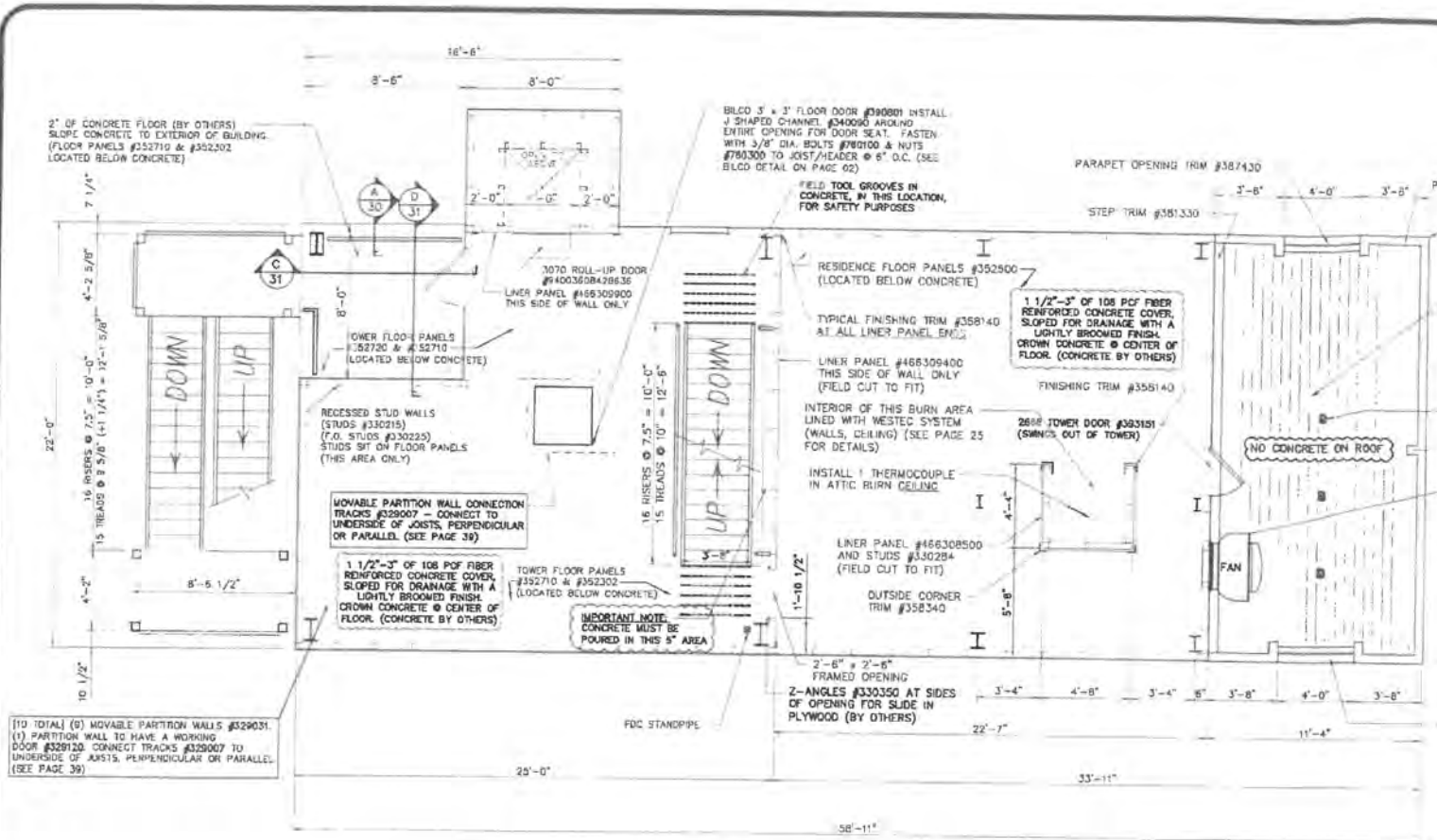
Phase 2  
 Waukesha County  
 Technical Institute  
 Production Drawings

Over 500  
 Training Facility  
 Plans, Elevations, Section

1/8" = 1'-0"  
 Date  
 February 7, 1978

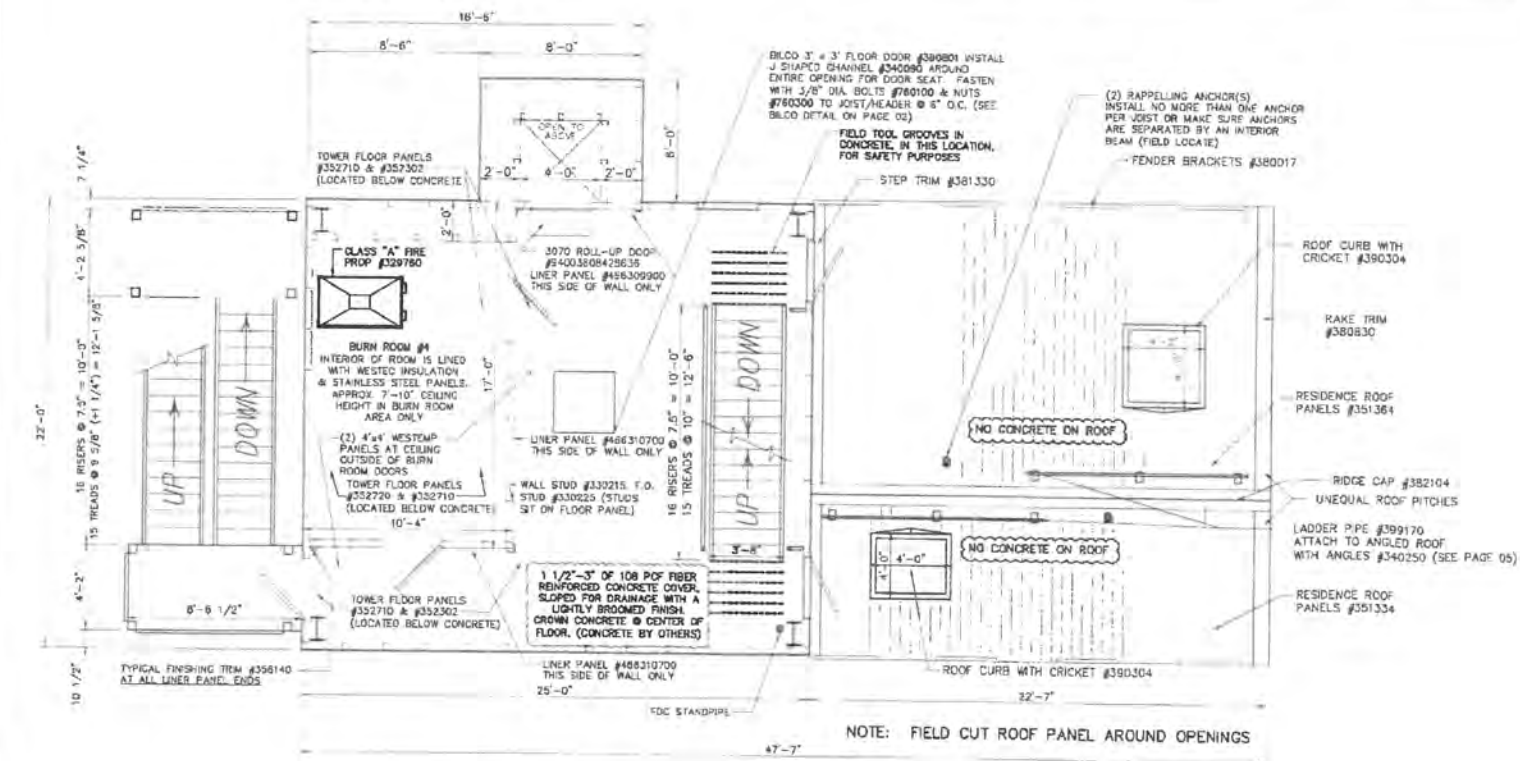
Project No.  
 76156  
 Sheet No.  
 A-5.2





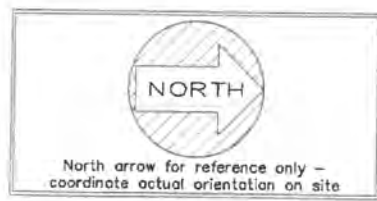
**TOWER THIRD FLOOR & ATTIC PLAN**

SCALE: 1/4" = 1'-0"



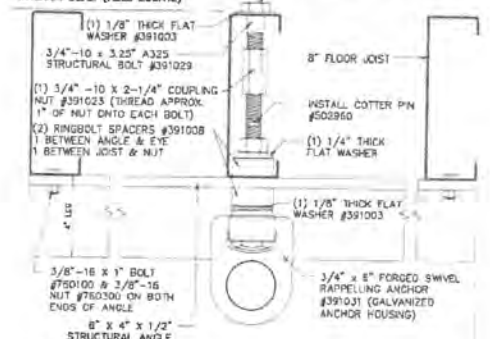
**TOWER FOURTH FLOOR AND RESIDENCE ROOF PLAN**

SCALE: 1/4" = 1'-0"



IMPORTANT NOTE:  
THIS RAPPPELLING ANCHOR SYSTEM IS RATED FOR 3,000 LBS WORKING LOAD LIMIT.

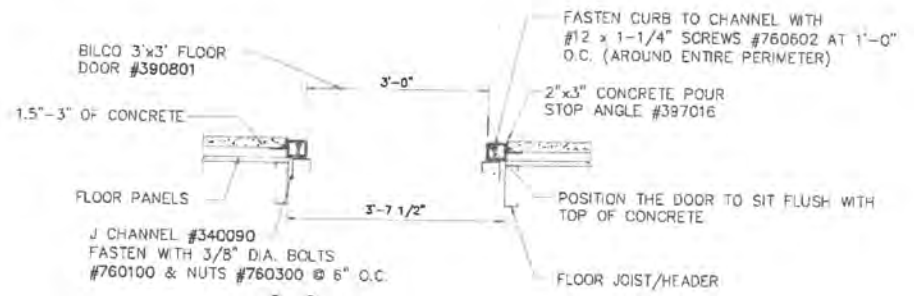
DO NOT INSTALL MORE THAN ONE RAPPPELLING ANCHOR ON A SINGLE BUILDING JOIST OR MAKE SURE ANCHORS ARE SEPARATED BY AN INTERIOR BEAM (FIELD LOCATE).



NOTE:  
THE THREE JOISTS ARE SHOWN AT MAXIMUM SPACING (2'-0" O.C.). ONLY THREE JOIST NEED TO BE CONNECTED, THEREFORE THE ENTIRE LENGTH OF THE ANGLE MAY NOT NEED TO BE UTILIZED (I.E. IF THE JOISTS HAVE A SMALLER SPACING).

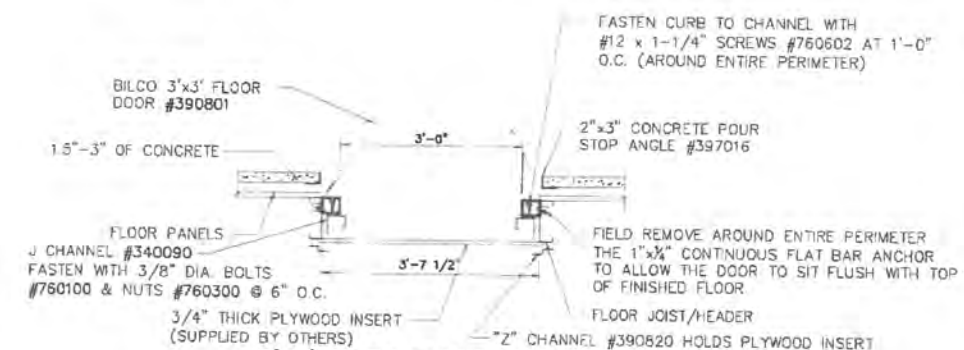
**FORGED SWIVEL RAPPPELLING ANCHOR CEILING INSTALLATION DETAIL**

scale: 3" = 1'-0"



**3'x3' BILCO FLOOR DOOR DETAIL**

scale: 3/4" = 1'-0"



**3'x3' BILCO FLOOR DOOR DETAIL**

scale: 3/4" = 1'-0"

REVISIONS	by

EXPRES: 01/21/17

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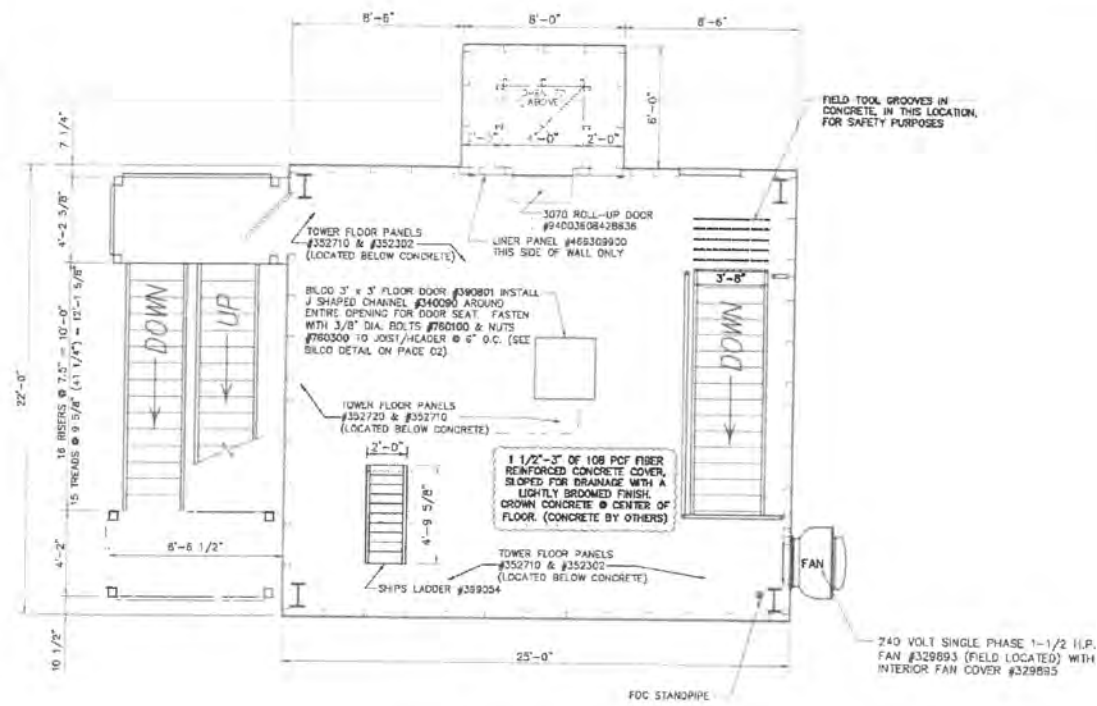
**FIRE FACILITIES**  
STEEL FIRE TRAINING TOWERS

FIRE FACILITIES, INC.  
314 WILBURN ROAD, SUN PRARIE, WI 53590  
OFFICE: (608) 357-4100 FAX (608) 854-1643  
TOLL FREE: (800) 828-3728 TOLL FREE FAX: (800) 828-7012  
WWW.FIREFACILITIES.COM; INFO@FIREFACILITIES.COM

Job Description: **WESCO MODEL WT-4**  
CUSTOM  
NASHVILLE, TN

Date: MARCH 31, 2016  
Drawn by: KAH  
Checked by: SPW  
Scale: SHOWN  
Order No. FTE-667/178601  
Sheet No.





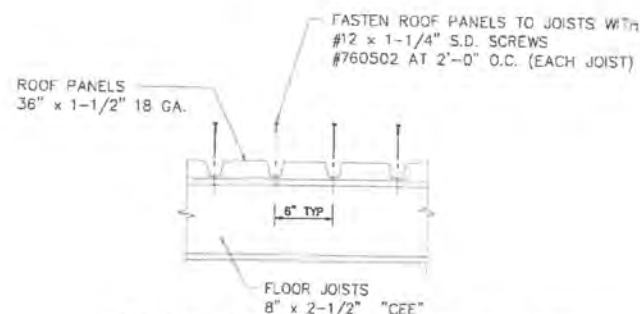
**TOWER FIFTH FLOOR PLAN**

SCALE: 1/4" = 1'-0"



**TYPICAL ROOF PANEL OVERLAP**

scale: 1 1/2" = 1'-0"



**TYPICAL ROOF PANEL FASTENING DETAIL**

scale: 1 1/2" = 1'-0"

**IMPORTANT NOTE:**

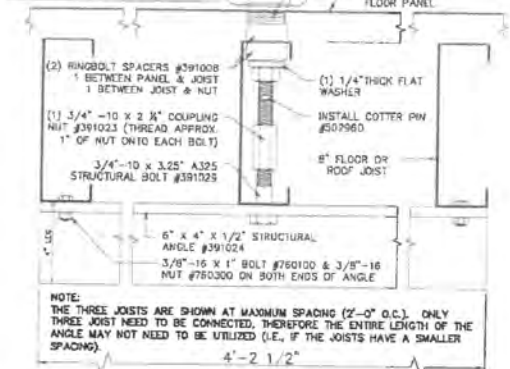
THIS RAPPELLING ANCHOR SYSTEM IS RATED FOR 5,000 LBS WORKING LOAD LIMIT.

DO NOT INSTALL MORE THAN ONE RAPPELLING ANCHOR ON A SINGLE BUILDING JOIST OR MAKE SURE ANCHORS ARE SEPARATED BY AN INTERIOR BEAM (FIELD LOCATED).

3/4" x 6" FORGED SWIVEL RAPPELLING ANCHOR #391031 (GALVANIZED ANCHOR HOUSING)

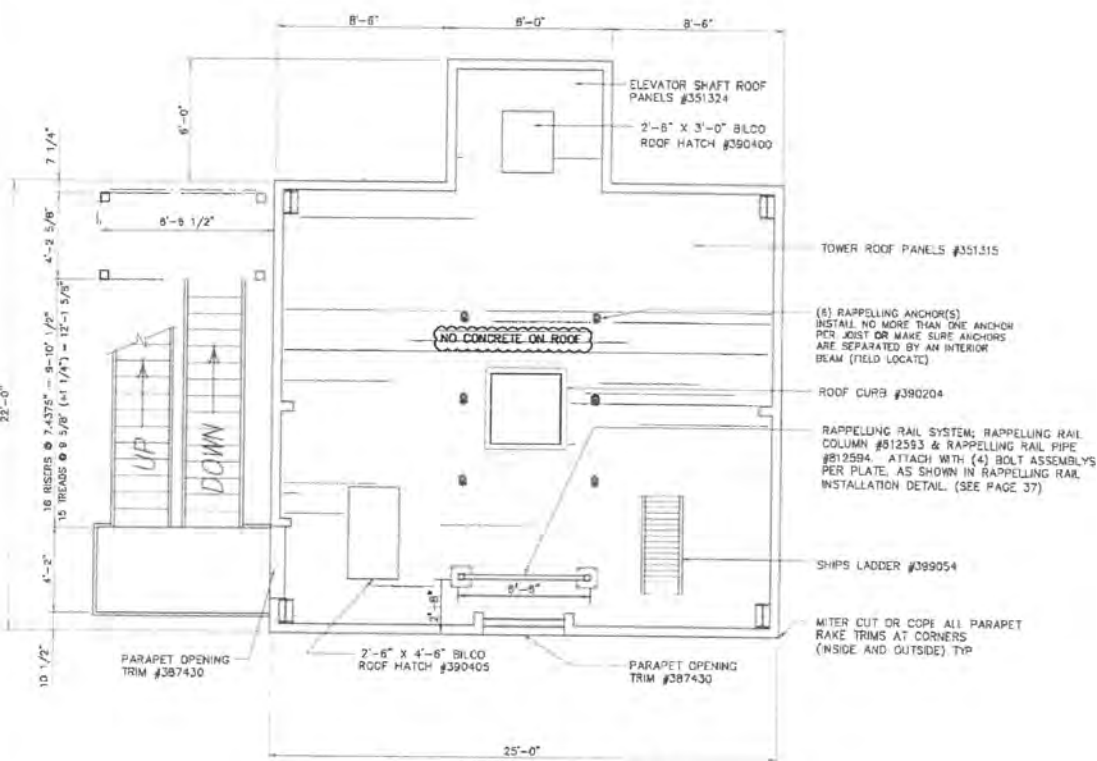
(4) FLAT WASHERS #391003 FOR ROOF PANEL ONLY - NO WASHERS REQ. FOR FLOOR PANEL

ROOF PANEL OR FLOOR PANEL



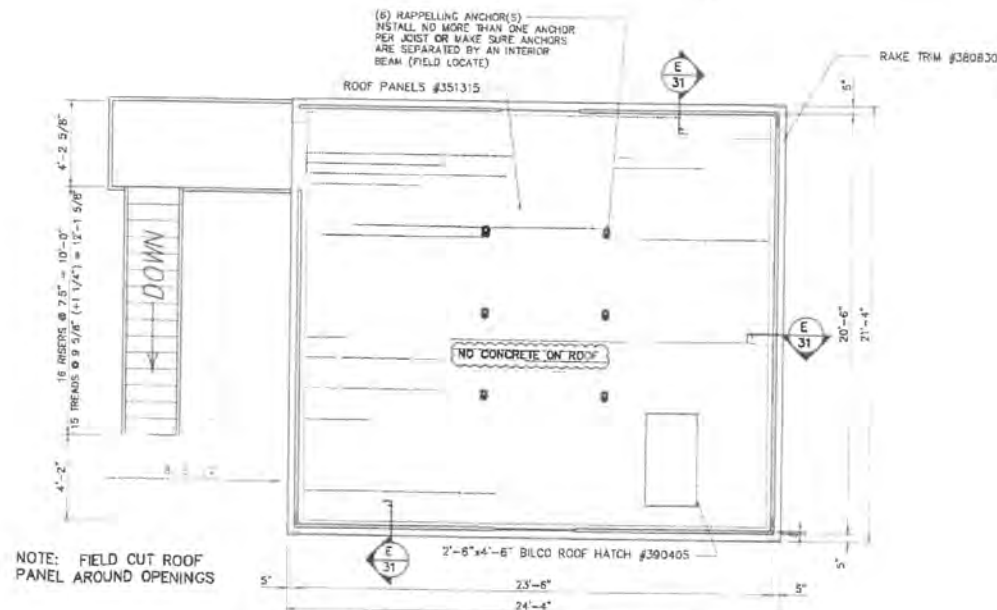
**FORGED SWIVEL RAPPELLING ANCHOR INSTALLATION DETAIL**

scale: 3" = 1'-0"



**TOWER LOWER ROOF PLAN**

SCALE: 1/4" = 1'-0"



**TOWER UPPER ROOF PLAN**

SCALE: 1/4" = 1'-0"

REVISIONS	by

EXPRES: 01/21/17

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 TOLL FREE: (800) 329-3726 TOLL FREE FAX: (608) 838-7012  
 WWW.FIREFACILITIES.COM; INFO@FIREFACILITIES.COM

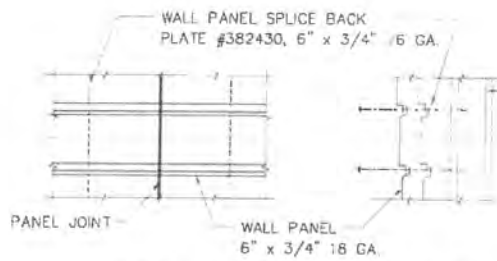
**WESCO MODEL WT-4**  
 CUSTOM  
 NASHVILLE, TN

Sheet Title  
**FLOOR PLANS**

Job Description:

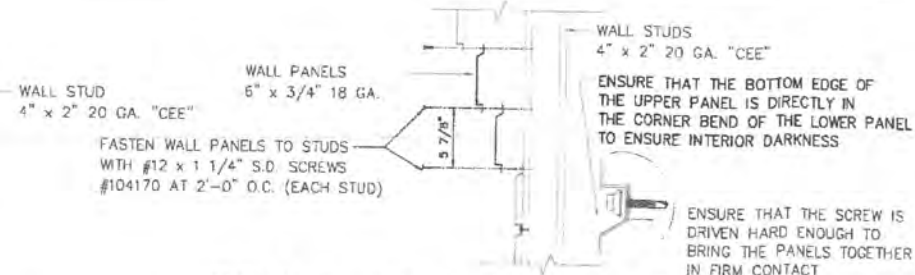
Date:	MARCH 31, 2016
Drawn by:	KAH
Checked by:	SPW
Scale:	SHOWN
Order No.	FTE-667/#178801
Sheet No.	





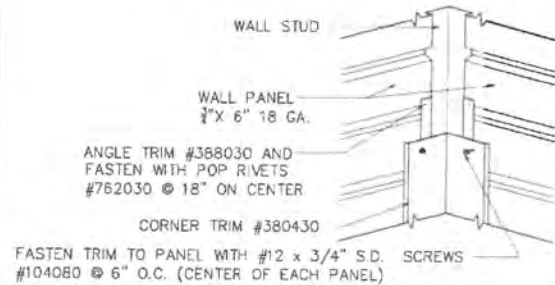
**WALL PANEL SPLICE PLATE**

scale: 1 1/2" = 1'-0"



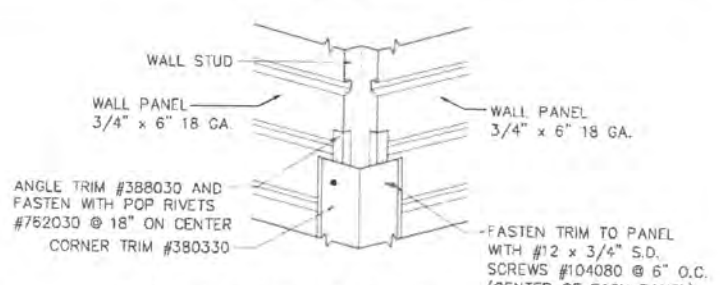
**TYPICAL WALL PANEL FASTENING DETAIL**

scale: 1 1/2" = 1'-0"



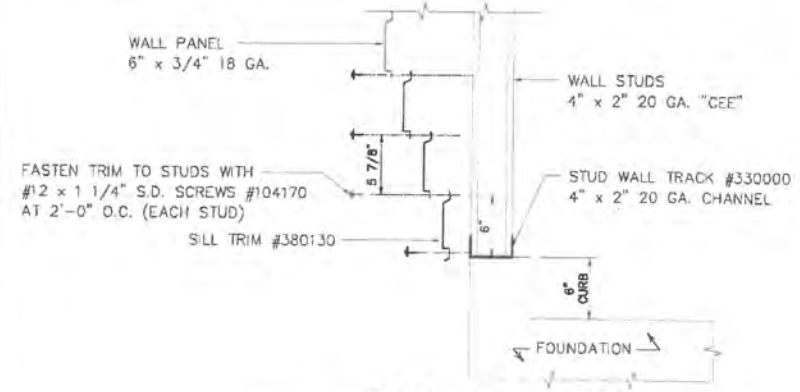
**TYPICAL INSIDE CORNER TRIM DETAIL**

scale: 1 1/2" = 1'-0"



**TYPICAL EXTERIOR CORNER TRIM DETAIL**

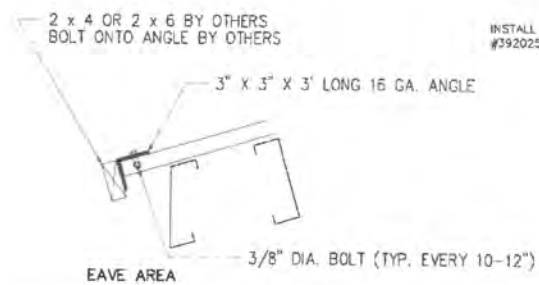
scale: 1 1/2" = 1'-0"



**TYPICAL SILL DETAIL**

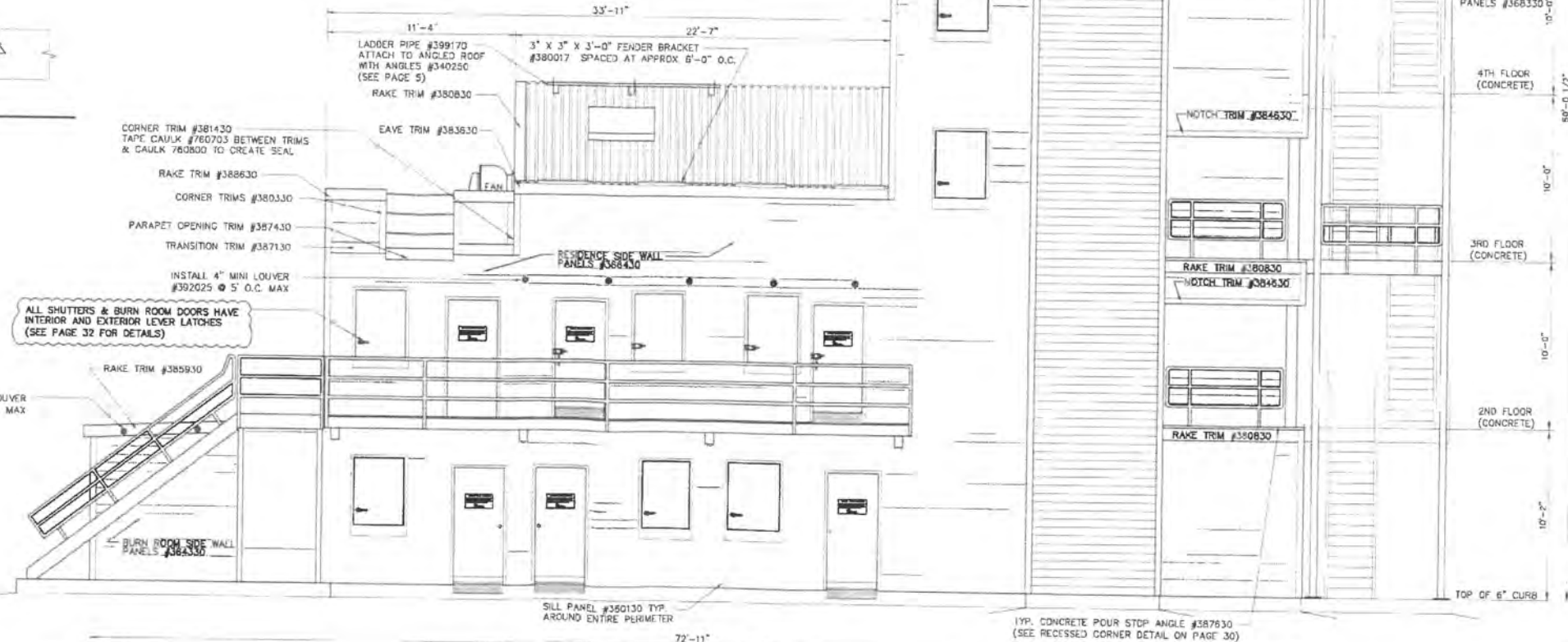
scale: 1 1/2" = 1'-0"

- NOTES:
1. WALL PANEL MUST BE FIELD CUT AROUND FRAMED OPENINGS
  2. TRIMS ARE IN STANDARD 10' LENGTHS SOME FIELD CUTTING OF TRIMS IS REQUIRED



**BRACKETS FOR 2x4 FENDER DETAILS**

scale: 1 1/2" = 1'-0"



**WEST SIDE ELEVATION**

SCALE: 1/4" = 1'-0"

REVISIONS	by

EXPRES: 01/31/17

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**WESCO MODEL WT-4**  
 CUSTOM  
 NASHVILLE, TN

Job Description: ELEVATIONS

Date: MARCH 31, 2016  
 Drawn by: KAH  
 Checked by: SPW  
 Scale: SHOWN  
 Order No. FTE-867/g178601  
 Sheet No.



## STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: March 11, 2021

### General Information:

Agenda Item: **6.h.**

**Applicant:**

Danijela Milic d/b/a Tropical Smoothie Café w/  
written consent of property owner

**Property Owner:**

REI Equity Partners 6 LLC

**Requested Action:**

Conditional Use Grant approval for a tropical  
smoothies and sandwich's type dine-in and fast  
food restaurant.

**Existing Zoning:**

B-1 Community Business District

**Surrounding Zoning/Land Use:**

North: B-1 Community Business  
South: B-1 Community Business District  
East: B-1 Community Business District  
West: B-1 Community Business District

**Master Plan Classification:**

Community Commercial

**Project area:**

N/A

**Location:**

1463 Capitol Drive – Suite A

---

### Discussion:

The proposed use is permitted in this B-1 District and under the terms of the Planned Unit Development which no longer has a cap on the number of fast food restaurants that can be permitted.

The use is very similar to how the space has been utilized in the past and no issues are known to have come up with respect to parking availability. The parking lot is shared among the various tenants in this multi-tenant building.

No outdoor seating is proposed as a part of this use.

Proposed hours of operation are 8 a.m. to 8 p.m. daily.

No new signage is proposed at this time.

### Recommendation:

The Planner does not raise any specific objections to this request as presented but recommends the following conditions be considered for attachment to any approval the Commission may inclined toward:

1. Provision in the Conditional Use Grant document that any substantiated adverse impacts upon the surrounding neighbors or the Village as a whole which arise as a result of this use shall be the responsibility of the owner to correct timely upon notice from the Village and the owner acknowledges that failure to do so may result in action toward modification and/or termination of the Conditional Use approval;
2. Any signage proposed in support of this use shall require proper permits in advance of placement at the site;
3. Recording of the Conditional Use Grant prior to the start of occupancy for Tropical Smoothie Cafe.



## Tropical Smoothie Cafe

1463 Capitol Drive Suite A  
Pewaukee, WI 53072

Ph # 414-617-8573

### **PACKAGE INCLUDES:**

- \* Business Plan of operations application Village of Pewaukee - Page 1-3
- \* Applications process for conditional use grant requests - Page 4-7
- \* Conditional use applications- Restaurant/ Night Club - Page 8-10
- \* Zoning Set / 13 Copies / 1 Digital Copy - Page 11-16
- \* Check \$100.00

Village Hall 235 Hickory Street Pewaukee, WI 53072 Village Hall - 262-691-5660 Fax - 262-691-5664		<b>BUSINESS PLAN OF OPERATION          APPLICATION          VILLAGE OF PEWAUKEE</b>			Permit No.  Parcel/Tax Key No.
<b>NAME OF PROPOSED BUSINESS:</b> Tropical Smoothie Cafe				<b>SUITE#:</b>	
<b>SITE ADDRESS:</b> 1463 Capitol Drive - Suite A		City Pewaukee	State WI	Zip 53072	
Business / Operator's Name (Please Print) Danijela Milic	Mailing Address 9445 S. 92nd Street	City Franklin	State WI	Zip 53132	Phone# 414.235.9730 FEIN #
		Email Address d.milic8384@gmail.com			
Tenant's Name: (Please Print) Danijela Milic	Mailing Address 9445 S. 92nd Street	City Franklin	State WI	Zip 53132	Phone# 414.235.9730 FEIN#
		Email Address d.milic8384@gmail.com			
<b>DESCRIPTION OF BUSINESS OPERATION:</b>					
<b>TYPE of BUSINESS:</b> Please Check the appropriate Box for type: <input checked="" type="checkbox"/> Retail <input type="checkbox"/> Wholesale <input type="checkbox"/> Office <input type="checkbox"/> Institutional <input type="checkbox"/> Warehouse/Storage <input type="checkbox"/> Other? _____ <input type="checkbox"/> Industrial			Description of Business: Fruit Smoothie store		
<b>NEW USE?</b> (Yes or No?) <input checked="" type="radio"/> Yes or <input type="radio"/> No?		<b>EXPANSION OF EXISTING USE?</b> Yes or <input checked="" type="radio"/> No? or		<b>OTHER?</b>	
<b>HOURS of OPERATION:</b> From: 8 am to 8 pm		<b>DAYS of OPERATION:</b> Sunday - Saturday			
<b>MAXIMUM NUMBER OF EMPLOYEES:</b>		How many Full Time? 3		<b>CURRENT ZONING:</b> Commercial	
		How many Part Time? 10			
<b>Expected Customers per day:</b> 200 (estimated)		<b>Number of Trucks per day:</b> 1 delivery each 3 day (early)			
		<b>Number of Autos per day:</b> 150-most at drive thru			
<b>PARKING</b> Available Parking/Parking Lot Spaces # <u>58</u> Loading Spaces # <u>1</u>  Is there Overnight Parking? Yes or <input checked="" type="radio"/> No? Where? _____			<b>STORAGE</b> Any Outside Storage? Yes or <input checked="" type="radio"/> No? Please list type of Storage? _____		
<b>SEWAGE DISPOSAL BY:</b> Public Sewer <input checked="" type="checkbox"/> Septic/Holding Tank _____ Storm Water Retention/Detention: Yes? or No? _____		<b>WATER SUPPLY BY:</b> Public Water Main <input checked="" type="checkbox"/> Private Well _____ Other _____		<b>SOLID WASTE (trash) DISPOSAL BY:</b> Contract: Per Landlord Self: _____ Any flammable substances? Yes or <input checked="" type="radio"/> No? If Yes, where Stored? _____	
<b>Any Special Equipment/Facilities/Requirements? Yes or (No) What?</b> _____					
<b>APPLICANT'S SIGNATURE</b> <i>Danijela Milic</i>		<b>APPLICANT'S PRINTED NAME</b> Danijela Milic		<b>DATE SIGNED</b> 2/9/21	
<b>PROPERTY OWNER'S SIGNATURE</b> <i>Robt Pent</i>		<b>PROPERTY OWNER'S PRINTED NAME</b> Robt Pent, owner		<b>DATE SIGNED</b> 2/9/21	
<b>APPROVAL CONDITIONS</b> Applicant is responsible to obtain any licenses, permits, certificates or other documents from other agencies of Village Departments. For example: Cigarette and Alcoholic Beverage Licenses must be obtained from the Village Clerk and Building Permits from the Building Inspector. Also, Occupancy of the premises requires approval of this application.					
<b>For Staff ONLY</b> Submitted for Review on: _____ Date: _____ Approval by Zoning Administrator: _____ Date: _____ Approval by Village Planner: _____ Date: _____					
<b>SPECIAL REQUIREMENTS/COMMENTS:</b> This use requires prior approval from the Planning Commission as a dine-in and fast food restaurant in the B-1 Commercial District w/PUD Overlay, MMC 2-12-21					



VILLAGE OF PEWAUKEE  
SANITARY SEWER &  
WATER UTILITIES  
235 HICKORY STREET  
PEWAUKEE, WISCONSIN 53072  
PHONE: 262-691-5660  
FAX: 262-691-5664

**NOTICE OF INTENT TO DISCHARGE WASTEWATER**

(Please print. Mail or fax to the address above.)

Note - The discharge shall comply with all conditions of the City of Brookfield Municipal Code Chapter 13.20 found in Title 13 Public Services at: [www.cityofbrookfield.com](http://www.cityofbrookfield.com).

FORM I - To Be Completed By Commercial / Industrial User

1. Company Name: Tropical Smoothie Cafe
2. Facility Address: Street 1463 Capitol Drive - Suite A  
City, State, Zip Pewaukee, WI 53072
3. Mailing Address: Street 9445 S. 92nd Street  
(If Different) City, State, Zip Franklin, WI 53132
4. Company Representative:  
Name Danijela Milic Title Owner  
Phone 414-235-9730 Fax \_\_\_\_\_  
E-Mail d.milic@gmail.com
5. Brief description of business:  
Fruit smoothie store with supporting sandwich service  
~~Drive thru and dining room service~~
6. Existing number of employees: Full Time 3 Part Time 10
7. Operating: Days/Week 7 Hours/Day 12 # Shifts 2
8. Facility four-digit SIC code \_\_\_\_\_  
Or six-digit NAICS code \_\_\_\_\_
9. Reason for filing survey:
  - a. \_\_\_\_\_ Change of occupancy
  - b.  Construction of a new facility/new addition
  - c. \_\_\_\_\_ Proposing to discharge from a facility where there is currently no discharge or adding a new sewer connection
  - d. \_\_\_\_\_ Significantly altering the volume or characteristics of an existing discharge
  - e. \_\_\_\_\_ Applying for reissuance of an existing discharge permit
  - f. \_\_\_\_\_ Per request by municipality - discharge ongoing with no expected changes
  - g. \_\_\_\_\_ Update previous information

10. Date when new or altered discharge is expected to begin ASAP - Feb 12

11. Estimated sanitary sewer discharge:  
Existing

<u>Existing</u>		<u>Proposed</u>
	Gal/Day process wastewater	125
	Gal/Day sanitary wastewater	250
	Gal/Day cooling water	

Note: A review of quarterly water usage bills may be helpful in assigning flow values. Total gal/day (for all uses) = qtr usage (in 1000 gallons) x 1000/# operating days in qtr. This daily total is then distributed into estimated gal/day of process, sanitary, and/or cooling.

Process wastewater is any discharge other than sanitary, non-contact cooling or boiler blowdown water.

Sanitary flow may be estimated as 20 gal/day/employee.

12. Describe process(es) that will result in the discharge of a commercial/industrial process wastewater: NO

13. List any chemicals/pollutants expected to be present in your discharge: None

14. Describe any wastewater pretreatment and/or facilities to be used: Internal grease trap and Eco-lab warewashing solutions

15. Is there any usage of toxic organic compounds at the facility? (solvents, flammable compounds, etc.) Yes No

16. How are toxic organic compounds disposed of?

Discharge to sanitary sewer

Hauled to treatment / recycling facility

No waste (used in process or sparingly on rags)

Other, specify: \_\_\_\_\_

17. Comments: \_\_\_\_\_

I Certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is to the best of my knowledge and belief true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Authorized Representative *Danyelle Parke*

Date 02/09/2021



**Conditional Use Grant  
Application Form**

Address/Parcel No. of Property Involved: 1463 Capitol Drive, Suite A, Pewaukee, WI 53072

Zoning of Property: B-1 (Planned Unit Development)

Current Owner of Property: REI Equity Partners 6 LLC

Applicant – Name: Danijela Milic

Address: 9445 S. 92nd Street, Franklin, WI 53132

Phone: 414-235-9730

Fax: \_\_\_\_\_

Email: d.milic8384@gmail.com

Nature of Request (If Requesting Approval for a New Business, Please Attach a Business Summary):

The request is for approval of a new Tropical Smoothie Cafe to be constructed at the previous Malabar Coast

Coffee shop location. The proposed will be similar to the previous business, with drive through service

and interior walk up counter service. There will be no exterior dining and and the drive through lane will

be in the same location; however with better located ordering equipment so as to reduce the previous

hazard of ordering on the building corner. No food equipment shall be on the exterior of the building.

Signage shall be obtained via separate approval by signage vendor.

Provide detailed information with your application that addresses the following:

1. Development Plans of the proposed use in sufficient detail to enable the Commission to evaluate the suitability of architectural & landscape treatment, proper placement of the building(s) on the lot, traffic generation & circulation, provision for parking, drainage, exterior lighting, control devices (when necessary) to eliminate noise, dust, odor, smoke or other objectionable operating conditions & general compatibility of the proposed use with the area in which it is located.

## Village of Pewaukee Plan Commission Submittal

### CONDITIONAL USE APPLICATION – RESTAURANT/NIGHT CLUB

BUSINESS LOCATION INFORMATION	
Restaurant/Night Club Name	Tropical Smoothie Cafe
Restaurant/Night Club Address	1463 Capitol Drive, Suite A, Pewaukee, WI 53072

APPLICANT CONTACT INFORMATION	
Name	Danijela Milic
Address	9445 S. 92 <sup>nd</sup> Street, Franklin, WI 53132
Phone	414-235-9730
Fax	
E-mail	d.milic8384@gmail.com

Provide a general description of the restaurant/night club business plan of operations.

The proposed project is for a fruit smoothie café. The food service will be delivered at a drive thru window (existing) and via walk up counter service, similar to previous tenant. There will be interior refrigeration and all storage will occur inside the space. The drive thru service lane occur in the same location as the previous tenant. Business hours will occur from 8:00 am to 8:00 pm - depending on weather and holidays. Food service deliveries shall occur in the early am so as to not interfere with adjacent business operation. There are no proposed or desired alcohol sales. All food products are "pre-rendered" with all fats and oils drained, so there will be no exterior grease container. All signage shall be permitted separately and shall be as allowed by Village ordinances.

Conditions of petition: 1) Project will NOT endanger public- actually improves drive-thru  
2) Project will NOT be adverse to adjoiners - matches center use  
3) Project IS harmonius with overall planned development  
4) Porject conforms to the overall master plan (similar to previous)

<b>REQUESTED INFORMATION</b>	
Proposed days/hours of operation:	Sunday thru Saturday - 8:00 am to 8:00 pm
Proposed entertainment <sup>1</sup>	<input checked="" type="checkbox"/> none <input type="checkbox"/> yes, describe:
Indoor seating area size/capacity	110 square feet,    6 tables,    21 seats
Bar area size/capacity	53 square feet,    1 counter tables,    9 (8 standard /1 ADA) seats
Outdoor seating area size/capacity <sup>2</sup>	NA square feet,                    tables,                    seats
Drive-up or walk-up window service <sup>3</sup>	<input type="checkbox"/> none <input checked="" type="checkbox"/> yes, describe: stack lane on South side/ Window East
Carry-out sales	80% of total sales
Alcohol sales	0% of total sales
Employment	13 total employees,    3 full-time,    10 part-time
Number of employees on largest shift	4 employees
Time of Largest Shift	<input type="checkbox"/> breakfast <input checked="" type="checkbox"/> lunch <input type="checkbox"/> dinner <input type="checkbox"/> late (after 7 pm) <input type="checkbox"/> other _____
General Menu Description	Fruit smoothies, flat bread snadwiches and wraps

## ATTACHMENTS

The application must include a plan (drawn to scale) indicating the locations of the kitchen and serving areas, indoor and outdoor dining areas, drive-up or walk-up service windows, and other features of the proposed restaurant.

- 
- 1 Indicate whether the restaurant will feature any live or other entertainment, describe whether there will be a stage, dance floor, games, etc. Indicate location on the required plan.
  - 2 Indicate the location and arrangement of the outdoor seating area on the required plan. Enough information should be provided to determine the relationship of the outdoor seating area to landscaping, parking, and other features, and to determine the distance to property lines.
  - 3 Indicate the location and access provided to any walk-up or drive-up service areas on the required plan.





**GENERAL PLAN NOTES**

1. EXISTING PUBLIC THOROUGHFARE
2. EXISTING PUBLIC SIDEWALK
3. EXISTING ADA ACCESS LOCATION
4. EXISTING DUMPSTER LOCATION
5. EXISTING PAVED PARKING LOT
6. EXISTING PAINTED STALL STRIPE
7. EXISTING MARKED ADA STALL
8. EXISTING BUILDING SIDEWALK
9. EXISTING GRASS AND PLANTING AREA
10. EXISTING LANE STRIPING
11. EXISTING ELECTRICAL METERS
12. EXISTING GAS UTILITY LOCATION
13. TSC CLEARANCE BAR
14. TSC ORDER POST AND CANOPY
15. TSC MENU BOARD



PROJECT AREA



BUILDING UTILITIES



LOCAL BUILDING DEPARTMENT

**tropical CAFE**  
smoothie

STORE ADDRESS  
1463 Capitol Drive  
Suite A  
Pewaukee, WI 53072  
STORE NUMBER  
**WI 012**

DATE: 04/27/21



**JACK P. MORGAN**  
AIA, CSI - ARCHITECT  
7062 N. TUXEDO STREET  
INDIANAPOLIS, IN 46220  
PH: 317-266-6116 FAX: 317-266-3410  
e-mail: morganjplad@gmail.com

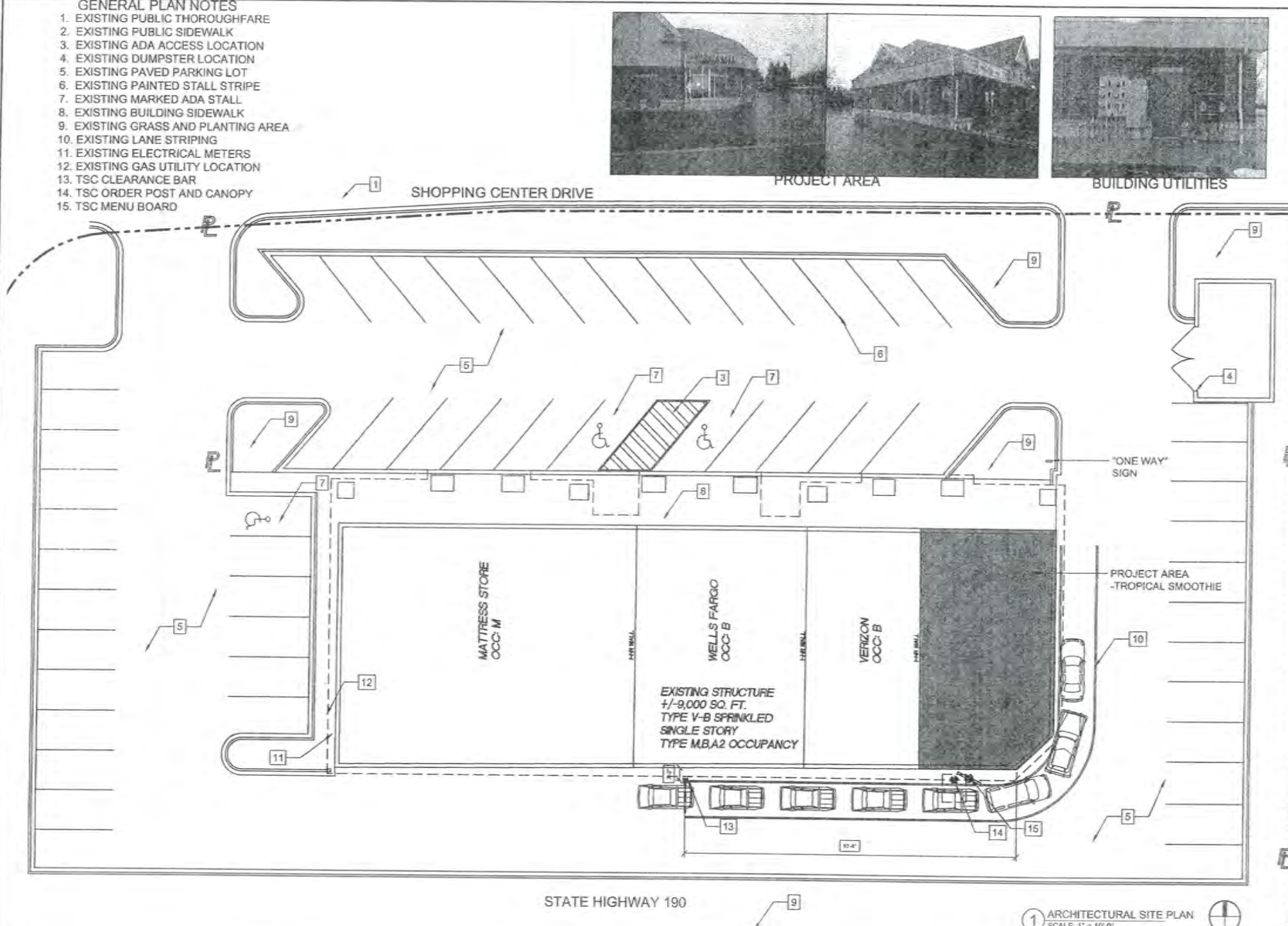
REVISION


DATE: 12/08/2020  
PROJECT: TSC 00412

**JT DESIGNERS, INC**  
PLANNING CONSULTANTS  
200 S. CENTER ST., SUITE 100  
MILWAUKEE, WI 53212  
PH: 414-224-1100  
WWW.JTDESIGNERS.COM

SHEET NAME  
**ARCHITECTURAL  
SITE PLAN**

SHEET NUMBER  
**A006**

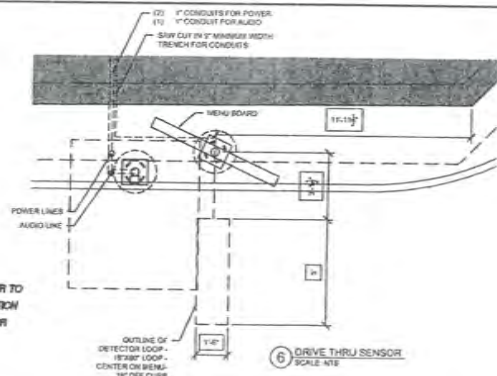


STATE HIGHWAY 190

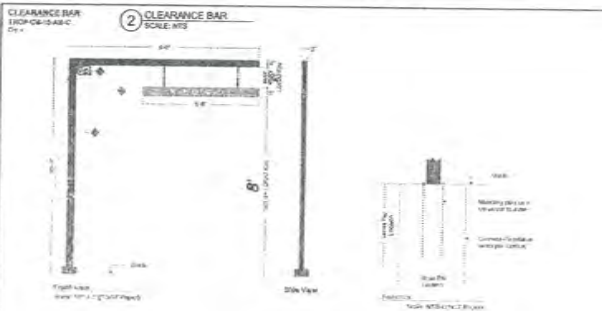
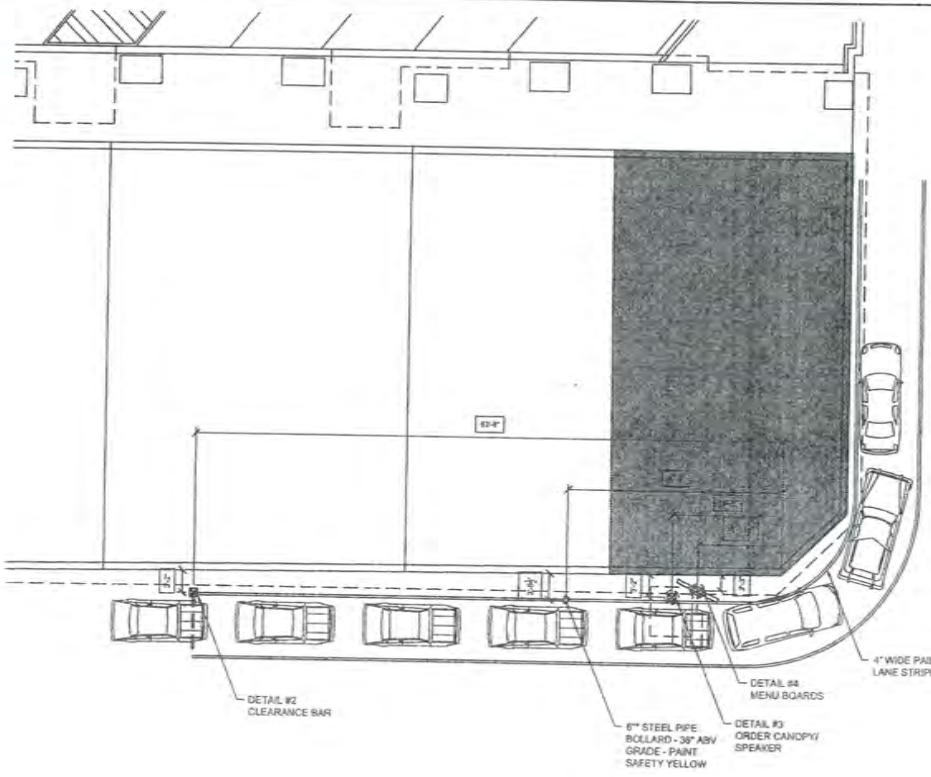
1 ARCHITECTURAL SITE PLAN  
SCALE: 1" = 10'-0"







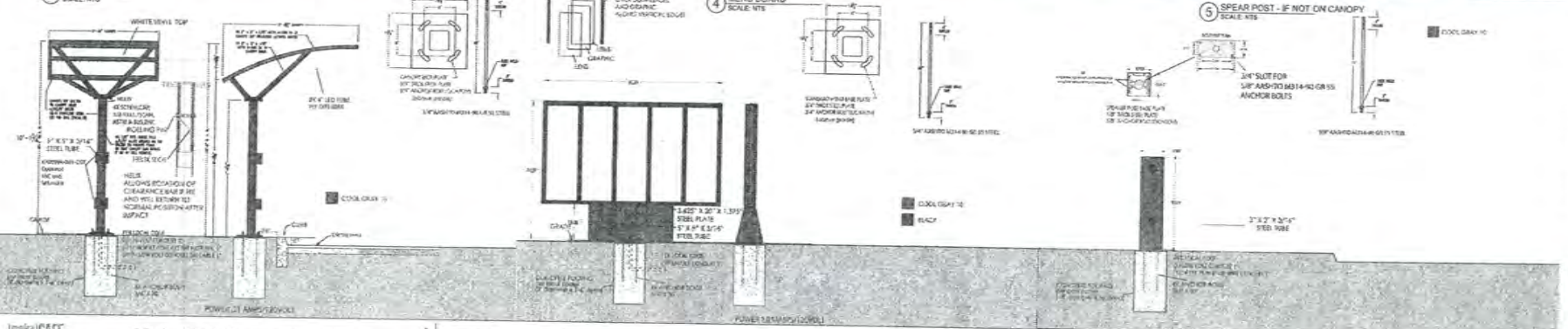
NOTE DRIVE THRU EQUIPMENT SUPPLIER TO COORDINATE WITH GC FINAL CONNECTION REQUIREMENTS FOR IN GROUND SENSOR LOOP AND TERMINATION LOCATIONS



**INDICATIONS**

1. The clearance bar shall be cast in place and shall be 1/8\"/>
- 2. The bar shall be 1/8\"/>
- 3. The bar shall be 1/8\"/>

**Curved Top Canopy** 11-0012 | **5 Door Menu** 11-0012 | **Speaker Post** 11-0012



LOCAL BUILDING DEPARTMENT

**tropical CAFE**  
 117 PARKVIEW CENTER  
 4100 W. WISCONSIN  
 SUITE 100  
 MILWAUKEE, WI 53214

STORE ADDRESS  
 1463 Capitol Drive  
 Suite A  
 Pewaukee, WI 53072  
 STORE NUMBER  
**WI 012**

DATE: 01/07/2010  
 PROJECT: TROPICAL CAFE  
 DRAWING NO.: 11-0012  
 SHEET NO.: A008

**JACK P. MORGAN**  
 AIA, CSI, ARCHITECT  
 7065 N. TUXEDO STREET  
 INDIANAPOLIS, IN 46220  
 PH: 317.506.4510 FAX: 317.506.4511  
 e-mail: jpmorganpld@gmail.com

REVISION


DATE: 12/09/2010  
 PROJECT: TSC WI-012

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 PH: 317.506.4510 FAX: 317.506.4511  
 www.jtdesigners.com

SHEET NAME  
**DRIVE THRU LAYOUT**

SHEET NUMBER  
**A008**





# Tropical Smoothie Cafe site



0 89.32 Feet

The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.

**Notes:**

Printed: 3/5/2021



## STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: March 11, 2021

### General Information:

Agenda Item: **6.i.**

**Applicant/Property Owner:**

Jeffrey and Suzanne Ellington (in c/o Jim Pfeifer of Espire Homes)

**Requested Action:**

Review, discussion and consultative feedback.

**Current Zoning:**

R-5 Single Family Detached Residential District with (LO) Lakefront Overlay.

**Current Master Plan Classification:**

Single-Family Residential

**Surrounding Zoning/Land Use:**

North: Pewaukee Lake

South: R-5 Single-Family Detached Residential East: R-5 Single-Family Detached Residential w/ (LO)

West: R-5 Single-Family Detached Residential w/ (LO)

**Project Area:**

~.14 acres

**Property Location:**

433 Park Avenue

---

### Discussion:

The applicant plans to remove and replace the existing structures on this site in favor of constructing a new home with attached garage. This lot is legal nonconforming as to both lot size and lot width (i.e. minimum 10,500 sq. ft. and 50 ft. respectively). They are eligible to request the Planning Commissions feedback as to their conceptual plans to request a CUG in order to reduce the required setbacks/offsets approximately as follows:

- Front setback 35 ft. required / 14.5+/- ft. proposed
- Side offset 8 ft. required / 7+/- ft. proposed
- Lake offset 45.5+/- required / 20.5+/- ft. proposed

Application is due three weeks prior to meeting date.



**Planning Commission Consultation  
Application Form**

Address/Parcel No. of Property Involved: 433 Park Ave

Zoning of Property: \_\_\_\_\_

Current Owner of Property: Jeff and Suzanne Ellington

Applicant - Name: Espire Homes -

Address: 530 Hartbrook Drive

Phone: 262-777-9160 Jim

Fax: \_\_\_\_\_

Email: Jim P @ Espire Homes . Com

Jim P @ Espire Homes . Com

Name of Business that Consultation is for: \_\_\_\_\_

Describe Nature of Business (Restaurant, Retail, Office, etc.):

New Home - To be Built - Tear Down

Existing Home

Signature of Property Owner as listed on this Application:

[Signature]

**Application will not be processed without the Owner's Signature regardless of who is listed as the Applicant. This signature authorizes the Village of Pewaukee to process the Consultation Application proposed for my property and further authorizes the Village or its representatives to conduct reasonable and routine inspections of my property for the purposes of evaluating this application.**

Signature of Applicant (if different than Owner):

[Signature]

**\* For Consultation Purposes, an Engineering Review will not take place. Engineering Reviews will begin if and when an Application for Final Approval is processed.**

**\*Please submit eleven sets of any applicable attachments as well as a digital copy of any attachments submitted.**



**Conditional Use Grant  
Application Form**



Address/Parcel No. of Property Involved: 433 Park Ave

Zoning of Property: \_\_\_\_\_

Current Owner of Property: ELLINGTON

Applicant – Name: ELLINGTON Jeff Suzi

Address: 433 PARK AVENUE

Phone: 262-346-2759

Fax: \_\_\_\_\_

Email: ELLINGTONSUZI@GMAIL.COM

Nature of Request (If Requesting Approval for a New Business, Please Attach a Business Summary):

Tear down existing home and to build new  
Looking for a variance from the lake to  
structure also from road (Park Avenue) to  
structure.

Provide detailed information with your application that addresses the following:

1. Development Plans of the proposed use in sufficient detail to enable the Commission to evaluate the suitability of architectural & landscape treatment, proper placement of the building(s) on the lot, traffic generation & circulation, provision for parking, drainage, exterior lighting, control devices (when necessary) to eliminate noise, dust, odor, smoke or other objectionable operating conditions & general compatibility of the proposed use with the area in which it is located.

February 16, 2021

Jeff and Suzi Ellington  
433 Park Avenue  
Pewaukee WI, 53072

Village of Pewaukee Plan Commission  
235 Hickory St  
Pewaukee, WI 53072

Dear Plan Commission Members,

My husband Jeff and I come before you, representing our family and our desire to make significant improvements on our property of 433 Park Avenue.

First, I would like to introduce ourselves. Jeff and I are born and raised Wisconsinites originally from Baraboo and the Dells. We lived in MN for the first 2 years of our marriage, but when we started our family, we realized we wanted to return to Wisconsin to be closer to family, near Milwaukee for work opportunities. We wanted to live in a vibrant, growing town with the same small-town life that we had grown up with. Pewaukee stood out. It was 1996 when we moved here. It was such a blessed decision. We have so enjoyed raising our children here and they are benefactors of the incredible school district. No doubt, Pewaukee is and always will be home. We have witnessed the changes within Pewaukee that have taken place over the past 25 years. We are amazed at how well the Plan Commission has protected progress in Pewaukee, with the utmost concern for improving the Village and City offerings, and at the same time being sure that progress did not take away from the beauty of the community.

In 2019, we are fortunate to purchase our lakefront home on 433 Park Avenue. A dream came true for us, a lake home in our own village! We recently moved into the home on Park Avenue full time and realize that there is much work to be done to make it a lifetime, year-round home for our family and extended family. When we add up the countless issues for the home to be sufficient for our family, we have come to the realization that we need to tear down our existing home. If you would like a further explanation of these issues, we would be happy to provide those concerns.

In the past few years, it has been exciting to see young families move onto the Park Avenue and make improvements and major renovations to make the street an incredible, beautiful, and vibrant street. We are hoping to add to the beauty of our street in a respectful and responsible way with a new home. We are seeking help from the commission to guide us and to help us make the home we desire come to fruition. We strongly believe that it will be a win for all. Our home will be a beautiful addition to Park Avenue.

We are hoping that when you review our plans, you will see that we are not looking to build the hugest home, but a practical home of 2,400 sq feet. We are in need of more bedroom space for



our growing extended family and we are also seeking an elevator so that my mom can come to our home. She has COPD and we may need to care for her long term. We intend this home to be a home for our family for many generations. Together, with the village, I know we can come up with a plan that will be an asset to the community, especially for our neighbors. We are excited to be part of the progress and the enhancement of this beautiful and thriving village.

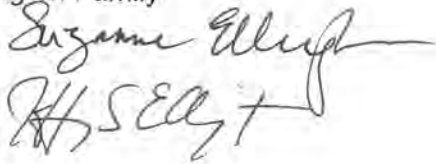
If you have any questions about our plans, please let us know. If you would like to speak to us and our builder before the upcoming meetings, we are always at your disposal.

With sincere thanks for your consideration,

Suzi and Jeff Ellington Family

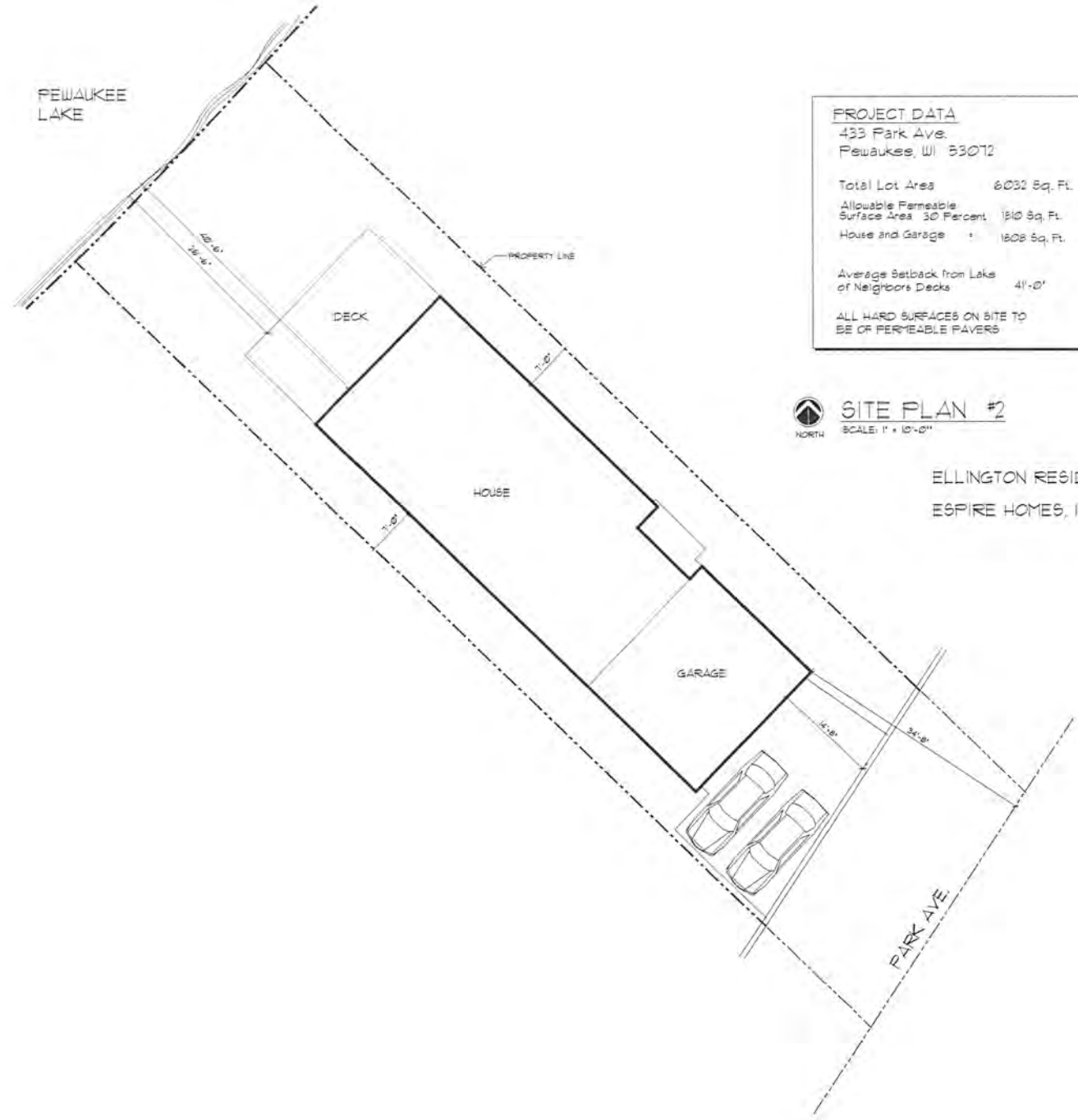
262-366-2759

414-520-8476

Handwritten signatures of Suzi and Jeff Ellington. The signature for Suzi is written in cursive and appears to be 'Suzanne Ellington'. The signature for Jeff is also in cursive and appears to be 'Jeff Ellington'.



ESQUIRE HOMES INC.  
 530 Hartbrook Dr.  
 Hartland, WI 53029  
 262-746-3000



**PROJECT DATA**  
 433 Park Ave.  
 Pewaukee, WI 53072

Total Lot Area 6032 Sq. Ft.  
 Allowable Permeable Surface Area 30 Percent 1810 Sq. Ft.  
 House and Garage 1608 Sq. Ft.

Average Setback from Lake of Neighbors Decks 41'-0"

ALL HARD SURFACES ON SITE TO BE OF PERMEABLE PAVERS

**SITE PLAN #2**  
 SCALE: 1" = 10'-0"

ELLINGTON RESIDENCE  
 ESQUIRE HOMES, INC.

Ellington Lake Home

SCALE: AS NOTED  
 DRAWN BY: DJA  
 DATE: 2-16-21

1  
 2



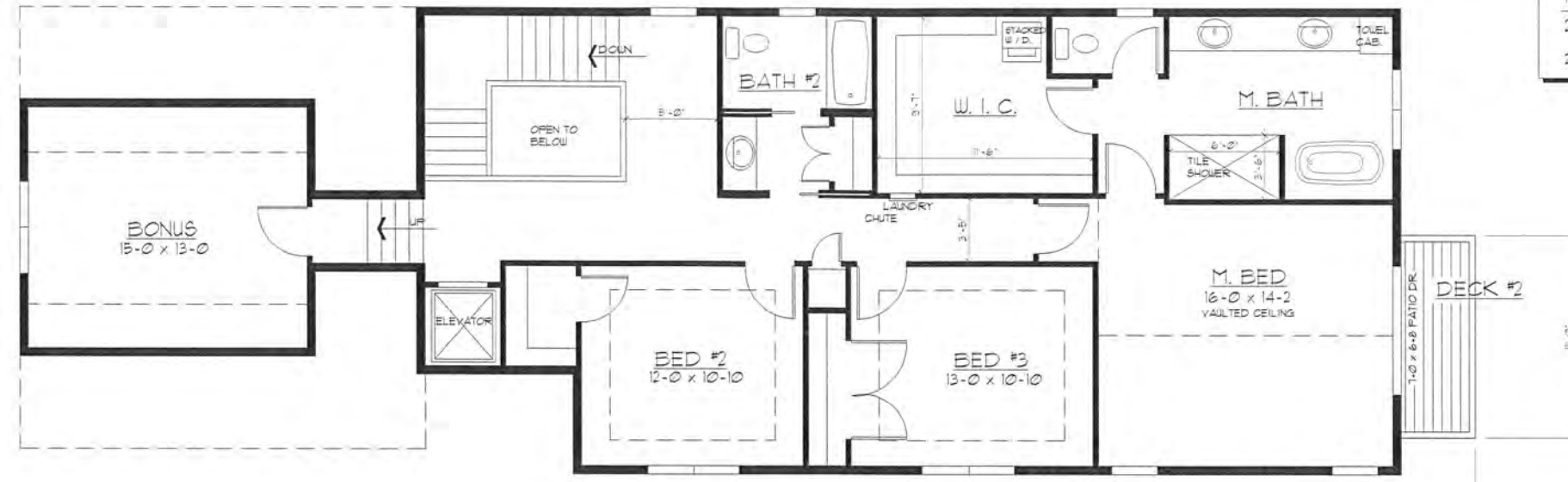
ESPIRE HOMES INC.  
 530 Harbrook Dr.  
 Harland, WI 53029  
 262-746-2000

Ellington Lake Home

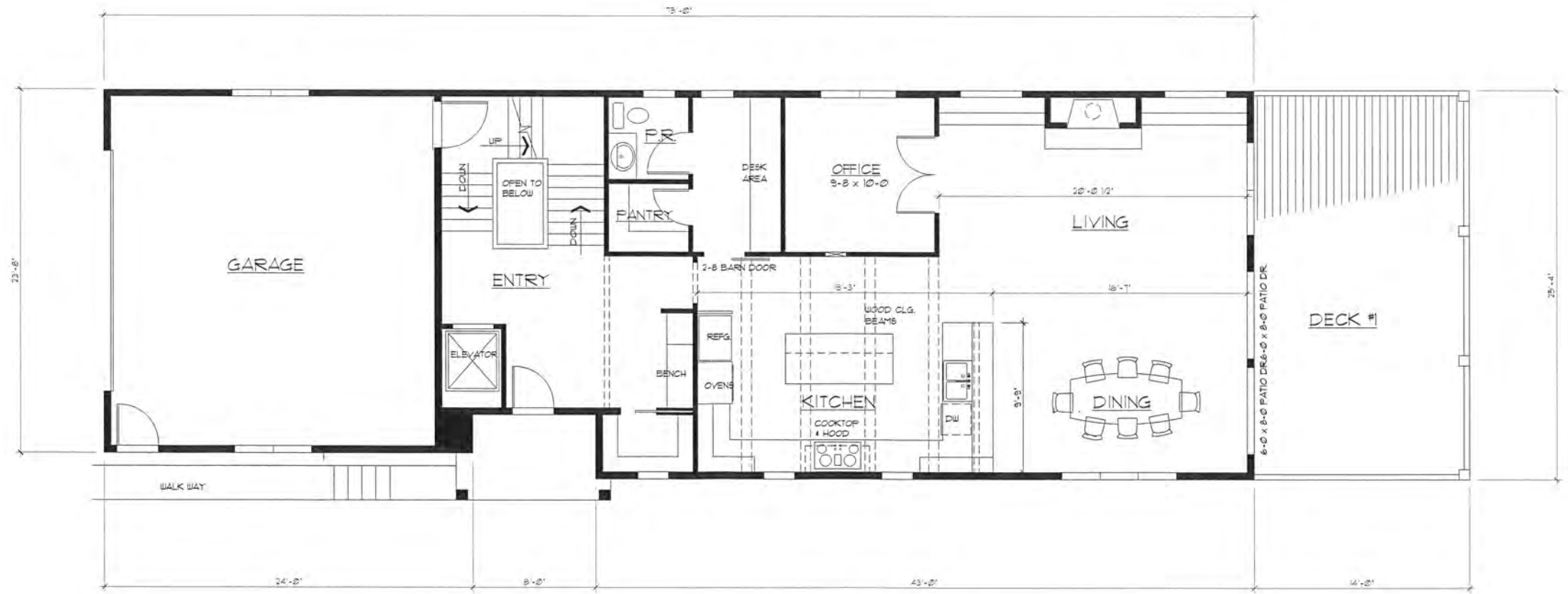
SCALE: AS NOTED  
 DRAWN BY: DVA  
 DATE: 2-16-21

2  
 2

**SQUARE FOOTAGE**  
 1308 Sq. Ft. First Floor Living Space  
 1178 Sq. Ft. Second Floor Living Space  
 2486 Sq. Ft. Total Living Space  
 250 Sq. Ft. Bonus Space



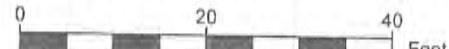
SECOND FLOOR PLAN  
 SCALE: 1/4" = 1'-0"



FIRST FLOOR PLAN  
 SCALE: 1/4" = 1'-0"

# PLAT OF SURVEY

A PARCEL OF LAND LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 8 IN TOWNSHIP 7 NORTH, RANGE 19 EAST, IN THE VILLAGE OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN.



SCALE: 1"=20'

**LEGAL DESCRIPTION:**

A PARCEL OF LAND LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 8 IN TOWNSHIP 7 NORTH, RANGE 19 EAST, IN THE VILLAGE OF PEWAUKEE, WAUKESHA COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS:

LOT 1, BLOCK 2 OF DREWS SUBDIVISION, RECORDED AS DOCUMENT NO. 86006 AT THE WAUKESHA COUNTY REGISTER OF DEEDS.

**SURVEY ORDERED BY:**

ESPIRE HOMES

**PROPERTY ADDRESS:**

433 PARK AVE  
PEWAUKEE, WI 53072

**SURVEYOR:**

PAUL H. VAN HENKELUM, PLS  
CARDINAL ENGINEERING LLC

**NOTE:**

1. BASIS OF BEARING: THE WISCONSIN STATE PLANE COORDINATE SYSTEM, NAD-83, SOUTH ZONE.
2. FIELD WORK COMPLETED MARCH 2, 2020
3. BUILDING SURVEYED TO THE EXTERIOR OF SIDING.
4. FIELD CREW CHIEF: LOGAN RANDLE.



LEGEND	
	FOUND 1" IRON PIPE
	POWER POLE
	STORMWATER DRAIN
	RECORDED AS
	EXISTING CONCRETE
	EXISTING BUILDING
	EXISTING DECK

"I HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THE MAP IS A TRUE AND CORRECT REPRESENTATION OF ITS EXTERIOR BOUNDARIES AND SHOWS THE SIZE AND LOCATION OF ALL VISIBLE STRUCTURES, APPARENT EASEMENTS AND ENCROACHMENTS, IF ANY.

*Paul H. Van Henkelum* 3/5/2021  
PAUL H. VAN HENKELUM, PLS #1931 DATE

CARDINAL ENGINEERING LLC  
DESIGNING IN TRUE DIRECTIONS

PO BOX 281 - 1200 LA SALLE ST.  
LAKE GENEVA, WI 53147  
262-757-8776  
CARDINALENGINEERINGWI.COM

WISCONSIN  
LAND SURVEYOR

PAUL H.  
VAN HENKELUM  
S-1931  
LAKE GENEVA,  
WI

3/5/2021





To: Jeff Knutson, President  
Plan Commission

From: Scott A. Gosse  
Village Administrator

Date: March 5, 2021

Re: Joint Parks & Recreation Comprehensive Plan Transmittal

---

The attached is being provide for your review and information as a planning document adopted by the Joint Park & Recreation Board which has also been adopted by the Village Board and City of Pewaukee Common Council.

FYL.



# Joint Parks & Recreation Comprehensive Plan 2021-2025

City & Village of Pewaukee  
Waukesha County, Wisconsin

December 2020



Created by the Pewaukee Parks & Recreation Department

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## 1.0 introduction

### Mission Statement

The Pewaukee Parks & Recreation Department's mission statement is to enhance the lives of the Pewaukee community by providing parks, open space, recreation and leisure opportunities.

### Joint Park/Recreation Board

#### Goal and Objective

The Joint Parks & Recreation Board oversees the operation of the Department and makes recommendations to the City Common Council and the Village Board to establish rules that govern the use of the parks by the public as well as the establishment of the departmental budget and approval of program offerings.

### City of Pewaukee Common Council

Steve Bierce, Mayor  
Ray Grosch, Alderperson  
Brandon Bergman, Alderperson  
Jeff Kara, Alderperson  
Colleen Brown, Alderperson  
Jerry Wamser, Alderperson  
Brian Dziwulski, Alderperson

### Village of Pewaukee Board

Jeff Knutson, President  
Ed Hill, Trustee  
Bob Rohde, Trustee  
Tony Hopkins, Trustee  
Heather Gergen, Trustee

Kevin Yonke, Trustee  
Craig Roberts, Trustee

### Joint Parks & Recreation Board

Del Kaatz Jr., Chairperson  
Gary Majeskie, Member  
Dave Linsmeier, Member  
Amy Brimmer, Member  
Todd Greenwald, Member  
Bob Rohde, Village Trustee  
Brian Dziwulski, City Alderman

### Department Staff

*Nick Phalin*  
CPRP, Director  
*Monica Kaskey*  
MSRA, CPRP, Recreation Supervisor  
*Dan Neubauer*  
Park Maintenance Supervisor  
*Tom Scott*  
Park Foreman  
*Jake Wedin*  
Park Laborer  
*Vacant*  
Park Laborer

### Pewaukee Parks and Recreation Department

W240 N3065 Pewaukee Road  
Pewaukee, WI 53072  
Phone: 262-691-PARK (7275)  
Fax: 262-691-6078  
[www.cityofpewaukee.us](http://www.cityofpewaukee.us) or  
[www.villageofpewaukee.wi.us](http://www.villageofpewaukee.wi.us)



## 1.0 introduction

### Joint Parks & Recreation Board

The Joint Parks & Recreation Board is comprised of seven members. Four members are City residents, three members are Village residents. Each member is appointed by their respective governing board and one elected official from each community serves on the Board during their term of office. Currently, the Board is made up of the following members:

#### Village Representatives

Amy Brimmer, Member  
(Term expires 4-30-23)  
  
Todd Greenwald, Member  
(Term expires 4-30-23)  
  
Bob Rohde, Village Trustee

#### City Representatives

Del Kaatz Jr., Chairperson  
(Term expires 1-1-23)  
  
Dave Linsmeier, Member  
(Term expires 1-1-22)  
  
Gary Majeskie, Member  
(Term expires 1-1-22)  
  
Brian Dziwulski, City Alderperson

The Joint Parks & Recreation Board meets monthly on the second Wednesday of the month at 7:00 pm at Pewaukee City Hall in the Common Council Chambers. At its monthly meeting, the Board makes recommendations to the respective community regarding large special events, policy and operation decisions, and helps prepare the annual budget. The meetings are open to the public and the public is encouraged to ask questions or provide feedback.





## 1.0 introduction

### Previous Planning Efforts

The Pewaukee Parks & Recreation Department was established as a Joint Department on November 4, 1996 by the Town of Pewaukee through Ordinance 96-19 and on November 19, 1996 by the Village of Pewaukee through Ordinance 429. (The Town of Pewaukee was incorporated into a City in 1999, therefore will be referred to as the "City" from now on). Prior to this establishment, each community ran their own parks and recreation operation. The Joint Parks & Recreation Department began on January 1, 1997.

The ordinance states that the Joint Department shall be responsible for provision of recreation opportunities, activities and programs in the City and Village parks, the maintenance of the City and Village parks and such other duties as assigned by the Joint Parks & Recreation Board, which shall be advisory to the City Council and Village Board.

Past planning efforts include the Park and Open Space Plan for the Town and Village of Pewaukee 1980 that was created by SEWRPC under the direction of the Town and Village of Pewaukee Park and Recreation Commissions.

The 1980 plan was created to provide recommendations to the Town and

Village of Pewaukee Park and Recreation Commissions concerning the preservation, acquisition, and development of needed park and open space lands within the Town and Village of Pewaukee.

In 1994, the Park and Open Space Plan Addendum was created only in the Village of Pewaukee. This plan was an addendum to, and extension of, the 1980 joint plan and was designed to update the Village's portion of the park system. The plan projected park and open space needs for the Village out to the year 2010. The Town of Pewaukee was not included in the analysis or recommendations of this report.

In 1999, two years after being established as a Joint Department, a consultant was hired to create the Joint Comprehensive Park & Open Space Plan. This was prepared by Foth & Van Dyke under the direction of the Joint Parks and Recreation Board. This Plan was prepared to provide recommendations to the (joint) Pewaukee Parks and Recreation Department concerning acquisition, maintenance standards, staffing and facility standards as well as future needs of the Department.

In 2006 an Addendum to the Joint Comprehensive Park & Open Space Plan



## 1.0 introduction

was created in-house. The purpose of this plan was to update the information to keep the Department eligible for potential grant opportunities through the Department of Natural Resources.

Lastly, the 2013 Park & Open Space Plan was put together in a very comprehensive manner providing strong direction for our department, as well as framework for this current document.

In review of the goals in the 2013 Park & Open Space Plan, there was a fair amount of success. Specific to administrative goals, we will be carrying forward our goal of visibility and awareness about the Department. We will also continue forward with efforts of generating revenue through partner sponsors, grants and other areas.

Specific to Recreation goals, we have created a very sound series of senior citizen programs, primarily in the area of senior fitness, currently utilizing our park buildings and local churches. The majority of our programs are self-sustaining, and we have begun some additional promotional routes seeking new participant enrollment.

In the area of Park maintenance, we have been utilizing a playground equipment replacement plan, along with purchasing equipment on sale for cost

savings. The parks did not create a dog park or formal sledding hill. Nettesheim Park received upgrades of air conditioning and refrigerator replacement for park pavilion rentals. Pewaukee Sports Complex has been opened and is currently hosting sporting events as of spring 2019.

The Parks Department accomplished a large project purchasing Laimon Park, which includes commercial and residential rental property, boat slip rental and public boat launch. There has also been a continued connection with the Pewaukee River Partnership for many projects along the Pewaukee River in our parks.

In regards to Development goals, we have been, and plan to continue to grow our presentation of information to the public about our parks system through our website and social media presence. The Department has continued to offer the tree donation program, and made conscious efforts in regards to park beautification and functionality.

It is not unusual for all of the recommendations from a master plan or other type of comprehensive plan to not be completed. It is important however that the goals are not forgotten and that the Department continues to strive to meet those goals or at least provide an



## 1.0 introduction

understanding as to why they may have changed.

### Purpose of the Plan

Park and Recreation plans are typically for a specified time period. This comprehensive plan will be for 2021-2025. Five years is generally considered a reasonable time period in master planning because social, cultural, and political conditions tend to change enough over five years for the goals and objectives that came from the plan to change.

This plan began with a review of the past planning efforts and goals and objectives derived from those plans. If the same goals and objectives reappear as those in the past, they will be given high priority to be completed.

However, it is very likely new goals and objectives will be created. This would be a sign that conditions have changed in Pewaukee and that a new direction for the Parks and Recreation department is in order.

The purpose of this plan is not to include everything that everyone wants. The purpose is to negotiate reasonable goals and objectives upon which the whole community can agree. Therefore

establishing reasonable goals and objectives is done through the negotiated views of the community. These then should be more easily implemented by those charged with funding them (if necessary).

### Goals of the Plan

As stated, the most important elements of a master plan are the goals and objectives that it generates. That is the primary purpose of this plan; to generate goals and objectives to improve park and recreation services in the Pewaukee community.

This plan will do so by telling the story of how the goals and objectives came to be. This includes the input of the public, elected officials, staff, and Joint Parks & Recreation Board. The importance of this story lies within the fact that even within the next five years, the horizon of this plan, elected officials, board members or staff may change. In order for this plan to be successful, new members will need to be able to read this story and understand how the goals and objectives came to be. Therefore they can continue to carry them out in their tenure.

The story of the planning process will be told in four sections, independent of this introduction section.



## 1.0 introduction

The next or second section of this plan will include community demographics including a brief history of Pewaukee. Location maps will be provided and population characteristics will be interpreted.

The third section of this plan will include an inventory of the current parks and recreation services offered in Pewaukee. This section will also include an inventory of recreational services provided by non-profit as well as private groups.

The fourth section of the plan will tell how the community needs were assessed. The mail survey responses will be discussed.

The fifth section of the plan will present the goals and objectives for the Pewaukee Parks & Recreation Department for the period of 2021-2025. These goals will include administrative objectives, many of which may require little financial resources to implement. However maintenance goals and/or recreation programmatic goals may require some funding. The largest amount of allotted funds would be dedicated to capital improvements.

This is how the Pewaukee Parks and Recreation Department has approached this process and how the comprehensive planning process should be conducted. All things considered, the outcomes will speak for themselves.



## 1.0 introduction

The Village and the City adopted the same ordinance creating the Joint Department however only one copy of it is listed here.

VILLAGE OF PEWAUKEE ORDINANCE NO. 429

TOWN OF PEWAUKEE ORDINANCE 96-19

STATE OF WISCONSIN TOWN/VILLAGE OF PEWAUKEE WAUKESHA COUNTY

AN ORDINANCE REGARDING THE ESTABLISHMENT  
OF A JOINT PARK AND RECREATION DEPARTMENT AND BOARD  
FOR THE TOWN OF PEWAUKEE AND VILLAGE OF PEWAUKEE  
WAUKESHA COUNTY, WISCONSIN

WHEREAS, The Town of Pewaukee and Village of Pewaukee, pursuant to the provisions of 66.30 of the Wisconsin Statutes, have entered into an Agreement to establish a Joint Park and Recreation Department and Board, and,

WHEREAS, the governing bodies of the Town of Pewaukee and Village of Pewaukee desire to make the terms of the Agreement a part of their respective codes.

NOW, THEREFORE, the Town Board of the Town of Pewaukee [and Village Board of the Village of Pewaukee], Waukesha County, Wisconsin, does ordain as follows:

**SECTION 1:** Section 1 of the Municipal Code of the Town [Village] of Pewaukee is hereby amended to add subsection 1.07, Joint Park and Recreation Department and Board, which subsection shall be created to read as follows:

### 1.07 – JOINT PARK AND RECREATION DEPARTMENT AND BOARD

The Pewaukee Town Board and Pewaukee Village Board hereby establish a Joint Park and Recreation Department as a department of the two municipalities which shall be known as the Pewaukee Park and Recreation Department. The Department shall be responsible for the provision of recreation opportunities, activities and programs in the Town and Village parks, the maintenance of the Town and village parks and such other duties as assigned by a Joint Recreation Board, which Joint board shall be advisory to the Town and Village Boards.

**SECTION 2:** Section 1.07(a) of the Municipal Code of the Town [Village] of Pewaukee is hereby created to read as follows:



## 1.0 introduction

### 1.07(a) 1 – ADOPTION OF ORDINANCE

The Town [Village] adopts this ordinance for the purpose of creating a joint park and Recreation Department. Said Joint Park and Recreation Department shall be created and established effective January 1, 1997.

### 1.07(a) 2 – CREATION OF JOINT PARK AND RECREATION BOARD

To oversee the operation of the Joint Park and Recreation Department, a Joint Park and Recreation Board shall hereby be created having the duties and responsibilities as set forth herein.

### 1.07(a) 3 – COMPOSITION OF BOARD

The Joint Park and Recreation Board, hereinafter referred to as the "Joint Board", shall be composed of seven (7) voting members and two non-voting ex-officio members. The Village of Pewaukee President shall appoint one (1) Trustee from the Village Board and two (2) citizens. The Town Chairperson shall appoint one (1) Supervisor from the Town Board and three (3) citizens. All seven such appointees shall be voting members. In addition, the Administrators of both the Village and Town may attend meetings and take part in discussion as ex-officio members of the Joint Board.

### 1.07(a) 4 – TERMS OF JOINT BOARD MEMBERS

- a. Terms of the initial voting members shall commence on January 1, 1997 and end as follows:
  - a. Two Town Members – December 31, 1998
  - b. One Village Member – December 31, 1998
  - c. Two Town Members – December 31, 1999
  - d. Two Village Members – December 31, 1999
- b. Subsequent terms. Following the initial appointments, the terms of all Joint Board members shall be for three (3) years commencing on January 1.
- c. Unfilled vacancies. When a voting member resigns, is removed from his/her membership on the Joint Board, or loses his/her elected positions on the town or Village Board before the end of the terms, the affected Village President or Town Chairperson shall appoint an appropriate person to fill such vacancy for the remainder of the term, as set forth above.

### 1.07(a) 5 – GENERAL OPERATION OF THE JOINT BOARD



## 1.0 introduction

- a. Election of Officers. At its first meeting after its creation and thereafter at its first meeting after January 1 each year, the Joint Board shall choose from its members a chairperson to preside at its meetings, a vice chairperson to act in the absence of the chairperson, and a secretary.
- b. Meetings. The Joint Board shall hold meetings at the Town or Village Hall/Offices, or at a designated public building and such meetings shall be held at a regular time at least once in each consecutive two calendar month period beginning January 1. In addition, the Joint Board Chairperson, Town Board Chairperson or Village President may call special meetings of the Joint Board when it is determined necessary to do so in order to conduct and/or expedite the operations of the Joint Park and Recreation Department. An official meeting of the Joint Board shall require that four (4) voting members be present with on such member being either the Chairperson or the Vice-Chairperson, and at least one member from each the Town and Village. All meetings of the Joint Board shall be properly noticed as prescribed in Section 19.84 of Wisconsin Statutes, and, except as provided in Section 19.85 of Wisconsin Statutes, all meetings of the Joint Board shall be open to the general public. The Joint board shall keep a written record of its proceedings, which shall be transmitted to both the Town and Village Clerks and Boards.

### 1.07(a) 6 – DUTIES AND RESPONSIBILITIES OF THE JOINT BOARD

- a. Budget. The Joint Board shall prepare, with the assistance of the Park/Recreation director, an annual budget for presentation and recommendation to the Town Board and Village Board. The Town and Village Boards shall, between September 15 and November 1 each year, review the budget recommended by the Joint Board. The Park/Recreation Director or Joint Board may, from time to time, request the assistance of Town and Village auditors, financial advisors and Administrators in the preparation of the annual budget.
- b. Hiring. The Joint board shall be responsible for conducting applicant reviews and interviews respecting the hiring of the Park/Recreation Director and Recreational Supervisor(s) and/or his/her successors, as well as other professional staff as recommended by the Park/Recreation Director, and shall make recommendations regarding the same to the Town Board and village Board. The hiring of the Park/Recreation Director or Recreation Supervisors shall require the approval of the Town and Village Boards. It is understood that the 1996 Town Park/Recreation Director shall be appointed as the initial Joint Park/Recreation Director.
- c. Department Policy. The Joint board shall assist the Recreation Director in establishing and implementing operational policies within the Joint Park and Recreation



## 1.0 introduction

- d. Department, hereinafter referred to as the "Department", including review of personnel complaints, disciplinary actions, and departmental expenditures.
- d. Hearing Complaints. The Joint Board shall be responsible for hearing and determining appeals of aggrieved persons respecting assessment of costs of services and general citizen complaints.
- e. Assistance in Hiring Park and Recreation Department Personnel. The Joint Board shall review the Park/Recreation Director's nominations for appointment to fill vacant full time or part time positions within the Department from a list of candidates for employment and shall make recommendations regarding same.
- f. Review Policies. The Joint Board shall review and approve matters of Department policy or shall initiate the creation, amendment or rescinding of any such policy as a recommendation to the Town or Village Boards.
- g. The Joint Board shall review and make recommendations to the Town or Village boards on such park related matters as park land acquisition or building projects.

SECTION 3: Section 1.07(b) of the Municipal Code of the Town [Village] of Pewaukee is hereby created to read as follows:

### 1.07(b) – DUTIES AND RESPONSIBILITIES OF THE PARK/RECREATION DIRECTOR

1. The Park/Recreation Director, hereinafter referred to as the "Director", shall be responsible for the daily operation and management of the Department, subject to policies established and agreed upon by the Joint Board and both the Town and Village Boards.
2. The Director shall annually, after August 15 and prior to September 15, recommend a proposed budget to the Joint Board for the subsequent calendar year.
3. The Director shall recommend, for Joint board and Town and Village board approvals, the appointment of persons who have applied for the position of Recreation Supervisor to assist the Director in the operation and management of the Department.
4. The Director shall recommend to the Joint Board for their approval the number of recreation leaders and other personnel needed and the compensation for such personnel.
5. The Director shall have the direct responsibility to hire all employees below the classification of Recreation Supervisor based on an approved employee hiring/dismissal policy which meets or exceeds federal and state regulations. Such persons hired for such positions shall be selected from an approved list of potential candidates, as set forth herein. Promotion to

## 1.0 introduction

a higher personnel classification must be approved by the Joint Board and the Town and Village Boards. Dismissal of persons for cause shall be by the Joint Board upon the recommendation of the Director. Dismissal of persons holding the position of Recreation Supervisor and above shall also be subject to the approval of the Town and Village Boards.

6. The Director shall be responsible for maintaining a current list of potential candidates for vacancies within the Department. Such list shall be periodically reviewed and approved by the Joint Board.
7. The Director shall also be responsible for supervising the general maintenance of parks, park buildings and facilities, including any Town or Village personnel assigned to the Department by the Town and Village to provide such maintenance.
8. The Director may, from time to time, be assigned other park and recreation related duties by the Joint Board within time and budget constraints.

**SECTION 4:** Section 1.07(c) of the Municipal Code of the Town [Village] of Pewaukee is hereby created to read as follows:

### 1.07(c) – GENERAL POLICIES

1. **Real Property.** The Town and Village shall continue to individually own all respective real property, buildings and fixtures located within their corporate jurisdictions. Upon joint agreement by the Town and Village Boards that a need exists for acquisition of additional lands or construction of additional buildings or building additions to facilitate Department operations, the unit of government in which the new lands or facilities are to be located shall be solely responsible for all such acquisition and/or construction costs.
2. **Use of Park/Recreation Land, Vehicles, Buildings and Facilities.** The Director and all Department personnel should have the right of official use of all land, vehicles, buildings and facilities owned or leased by either or both the town and the Village for park or recreation purposes, and there shall be no rental or lease payments by either the Town or Village for such use.
3. **Vehicles.** The Town and Village shall continue to individually own all vehicles presently titled in their respective names. In the event the need arises to acquire special vehicles necessary for the park/recreational requirements of both the Town and the Village, following approval of a joint resolution of the Town and Village Boards, the vehicle shall be acquired and its cost shall be apportioned as set forth in the approved resolution, taking into consideration such factors as service area, population, and assessed value. In the event the need arises for acquisition of a vehicle which shall be primarily the requirement of one unit of government, its cost shall be solely the responsibility of that unit of government.

## 1.0 introduction

4. **Equipment.** The Town and Village shall continue to individually own all equipment presently titled in their respective names. In the event the need arises to acquire equipment which shall be necessary for the park/recreation needs of both the Town and the Village, following approval of a joint resolution by the Town and Village Boards, the equipment shall be acquired and its cost apportioned as set forth herein. In the event the need arises for acquisition of equipment which shall be primarily the requirement of one unit of government, the cost shall be solely the responsibility of that unit of government.
5. **Ownership of Personal Property.** The personal property and vehicles acquired jointly by the Town and the Village shall be owned by the Town and Village as tenants in common. The Director shall keep records showing the dates and costs and percentages of contribution of the Town and Village with regard to each joint purchase of personal property and vehicles and shall transmit copies of such documents to the Clerks of the Town and Village.
6. **Operational Expenses/Revenues.** The budget and costs for operating the recreational programs and activities of the Department, including cost of the Director, Recreation Supervisors and park maintenance and recreational program personnel, shall be apportioned to and paid by the Town and Village as follows: 50 percent of the total budget/costs distributed to the Town and Village based on respective percentages of the combined annual equalized value, and 50 percent of the total budget/costs distributed to the Town and Village based on respective percentages of the combined annual official state population estimates. Annually, beginning on October 15, 1996 and each October 15 thereafter, the percentage of operational expenses shall be adjusted as part of the budget formulation for the subsequent calendar year pursuant to this 50/50 formula. (In October 1996 the resulting apportionment of recreation related budget costs and revenues is 69.0 percent Town, 31.0 percent Village.) Likewise, any revenues from recreational activities and programs shall be divided pursuant to the same formula and distributed to the respective Town and Village Treasurer. Rental of parks, park facilities and equipment and charges to or donations from athletic/recreation clubs is not included in "recreation activities and programs", and, therefore, shall not be included in calculation or division of revenue.
7. **Budget.** The Department's budget shall be subject to approval of both the Town and Village Boards based on a recommendation of the Joint Board as set forth herein. It is noted that the town's tax key levy is subject to a confirming vote at a special Town meeting in April following the adoption of a budget. The amount assessed each unit of government under this ordinance shall be transferred to the appropriate Department accounts by the settlement dates established in Section 74.23 and 74.25 of the Wisconsin Statutes.
8. **Claims.**
  - a. **Budgeted Expenditures.** All claims for payment for Department expenses which are contained within the budget shall be transmitted by the Director to the Clerk of the unit of government responsible for payment. Each Clerk shall transmit a list of approved claims to his/her counterpart Clerk and to the Department Clerk on a



## 1.0 introduction

- monthly basis. The accounts shall be audited on an annual basis by an independent auditor.
- b. **Non-Budgeted Expenditures:** All claims for payment for Department expenses which are not contained within the budget shall be presented to the Town and Village Clerks. Payment of claims for such non-budgeted items shall require approval of both Town and Village Boards after review and recommendation of the Joint Board, with each unit of government paying the percentage established as set forth herein.
  - c. **Payroll.** All Department personnel will be paid through the Town payroll system, incorporating all Town benefit programs and policies which apply. The Town Clerk/Treasurer will, each month, transmit an invoice to the Village Clerk covering the Village's unpaid share of all personnel related costs as paid by the Town along with such invoice. The Town Clerk/Treasurer will submit a roster of those persons paid and the amounts paid each Department employee. In the event that the Village Board chooses to prepay their share of personnel costs, the Town Clerk/Treasurer will transmit a monthly statement to the Village Clerk setting forth the amount paid out for personnel costs during the preceding month along with a roster of such costs. Any amount of prepayment by the Village in excess of actual expenditures at the end of the calendar year shall be carried over to the next calendar year unless such overpayment is requested by the Village Board to be reimbursed.
9. **Maintenance Criteria.**
- a. Maintenance of parks includes: cutting of grass, dragging and shaping of softball and baseball diamonds; adding ball diamond mix and beach sand; placing backstops and other picnic/recreation furniture/equipment; marking play fields; placing of beach equipment; preparation and maintenance of lake ice rink; cutting brush and trimming trees; solid waste collection and disposal; cleaning of recreation buildings, including bathrooms; reseeding and sodding of damaged park areas; spraying weeds and trees, and fertilizing; minor repair of buildings and equipment; maintenance of park equipment; and, maintenance of of park maintenance equipment. Winter maintenance of park buildings and grounds shall be accomplished by the respective Town and Village Public Works departments.
  - b. Maintenance of parks does not include: cutting of grass in cemeteries, or utility sites and lawns of public buildings; major repair or building construction/reconstruction; and, lake weed cutting/removal.
  - c. When it can not be determined by the Director whether duties fall within the definitions set forth in either a or b, the Joint board will make such determination.
10. **Dispute Resolution.**
- a. If disputes arise between the Town and Village relating to this ordinance, the Town and Village boards shall meet and attempt to resolve the differences. If the boards cannot agree, each Board shall appoint two Board Members to an ad hoc Conference Committee. The Conference Committee shall meet and agree by



## 1.0 introduction

- majority vote on any disputed items. The decision of the Conference Committee shall be binding upon both the Town and Village Board.
- b. In the event that the Conference Committee is unable to resolve a disputed matter within 60 days after the matter is referred to the Conference Committee, either Board may request arbitration pursuant to the provisions of Section 788 of the Wisconsin Statutes. The Town and the Village Boards shall select a single arbitrator and the decision of the arbitrator shall be final and binding upon the Boards. The cost of the arbitration shall be borne equally by the Town and the village.

**SECTION 5:** Section 1.07(d) of the Municipal Code of the Town [Village] of Pewaukee is hereby created to read as follows:

### 1.07(d) DISSOLUTION

Either the Town Board or the Village Board may dissolve the Joint Park and Recreation Board at any time by giving six (6) months prior written notice to the other Board addressed in care of the Clerk of that unit of government and to the Joint Board. From and after the date of dissolution, each unit of government shall own those assets and liabilities which are solely titled in each unit of government. Parks, park buildings, park equipment and fixtures shall not be subject to division and shall belong to the municipality in which the park is located. The value of jointly owned property, vehicles and equipment shall be divided in an amount equal to the average of the pro rata share of contributions from the date of the written Agreement between the Town and Village to the date of dissolution. In the event of a dispute in valuation of assets or liabilities, each Board shall hire an appraiser at its own cost, the two appraisers shall choose a third appraiser and the three appraisers shall value the assets and liabilities, calculate an average among the three and allocate the assets according to the ownership percentage aforementioned, and allocate the liabilities to each municipality according to the same percentage.

Upon dissolution, either of the units of government may provide the other unit of government the opportunity to purchase its interest in the assets of the Joint Department at the Value fixed by agreement or by appraisal as described above. In such case, the other unit of government shall have a period of sixty (60) days from the date of such provision within which to decide whether or not it desires to purchase such assets. If one unit of government desires to purchase the interest of the other, it shall have a period of time, not exceeding one (1) year from the date of its election, within which to pay the total due the government unit selling its assets. If both units of government choose not to purchase the assets of the other unit of government, each shall keep its percent of the assets as established above. The written notice of election by the selling unit of government shall be deemed adequate and sufficient for the other party as a binding commitment during this period of time.



## 1.0 introduction

### SECTION 6. SEVERABILITY

The several sections of this Agreement are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections, or portions thereof of the Agreement which shall remain in full force and effect.

### SECTION 7. EFFECTIVE DATE

This Ordinance shall take effect immediately upon passage and posting or publication as provided by law.



## 2.0 community demographics

### **History of the Pewaukee Parks and Recreation Department**

The Menomonee and Pottowatomi tribes used to hunt, fish and camp on their journeys to and from the north and south on what they called the Pee-wauk-kee-win-ick or Sakaegan. Though the name Sakaegan was never used by the Menomonees or Pottowatomies, its translation from the Sac and Fox language is "Snail Lake", a rather unpleasant name which was used for several years even after white settlers came to dwell on its shores.

In 1836, in Vermont, a group of men began to think longingly about the western frontier. Among them was Deacon Asa Clark. He, along with Mr. Chenry, who later settled in Beloit, started westward in the fall of 1836. They arrived in Milwaukee, then a village of less than 1,000 people, and there Clark formed a partnership with the firm of Childs and Wheelock for the purpose of building a mill on Snail Lake.

In April, 1837, the Deacon and his oldest son set out to build a home near his new mill. This house is now the home of the Pewaukee Area Historical Society.

In 1842, many families arrived to Snail Lake which included many talented individuals who helped shape the Snail

Lake community. Those individuals included Professor Alexander North, George Peter Peffer who created the Pewaukee Apple Tree and Dr. Margaret Caldwell, the first woman physician in Waukesha County among many others.

In the early 1900s Pewaukee became a rather popular resort area. Tourists were able to visit by train as the expansion of the railroad included a stop in Pewaukee. With the popularity of Pewaukee, it did not take long before development started to occur around the lake.

Pewaukee also became known for its ice industry. When the last glacier left the lake, it left the perfect setting for an ice industry. With the opening of the railroad, ice was easily moved out of the area and sold to other communities.

The framework and history of Pewaukee is rather eventful and cannot possibly be recollected in a summarized form. One could say that Pewaukee was built, in part, on recreation as it was a great place to visit.

The Pewaukee Parks & Recreation Department, as it is now, was established as a Joint Department (servicing both the City and the Village of Pewaukee) in 1997. The Department is responsible for providing residents



## 2.0 community demographics

with recreational program opportunities as well as maintaining their 15 parks.

Overseeing the operation of the Department is a Joint Parks and Recreation Board. This advisory board consists of three (3) City residents and one (1) Common Council Alderman as well as two (2) Village residents and one (1) Village Board Trustee. All of these positions are obtained by appointment from the respective governing authority – City Mayor or Village President. This Board meets on the second Wednesday

of each month and is responsible for overseeing the annual budget, policies/procedures, future development and hiring of full-time staff.

The Pewaukee Parks & Recreation Department currently operates with a full-time Director, Recreation Supervisor, Park Maintenance Supervisor, Park Foreman and two Park Laborers. In addition, it hires approximately 12 part-time maintenance staff as well as 65 part-time recreation staff on a seasonal basis.

Figure 1.0 Location Map



The City and Village of Pewaukee are located approximately 20 miles west of Milwaukee, Wisconsin and 60 miles east of Madison, Wisconsin. Pewaukee as a whole covers approximately 27.4 square miles (23 in the City, 4.4 in the Village). Neighboring



## 2.0 community demographics

communities include Delafield, Sussex, Brookfield, and Waukesha. Pewaukee is served by an excellent transportation system. Major transportation routes include arterial streets and highways such as I94, USH 18, STH 16, STH 164, STH 74, and STH 190.

Two railroads traverse the Pewaukee area, including the CP Rail System (formerly Soo Line) which provides freight service over an east-west line, and the Wisconsin Central Ltd. Rail System which provides freight service over a north-south line.

The Waukesha County/Crites Field Airport, a 389 acre general utility airport, is located adjacent to the City of Pewaukee. This airport is one of three airports in Waukesha County which is open to use by the general public.



## 2.0 community demographics

### Population Characteristics

Population change is the primary component in tracking a community's past growth, as well as predicting future population trends. Population characteristics relate directly to a community's recreational facility/program needs. However, it should be noted that over time there are fluctuations in the local and regional economy which generally cannot be predicted. These fluctuations may greatly influence the community's population growth and related characteristics.

Figure 2.0 depicts the past U.S. Census population figures for the City of Pewaukee, Village of Pewaukee, Pewaukee area, Waukesha County, and the state of Wisconsin. The table also identifies the 2019 US Census population estimates. Figure 2.1 shows the percentage change per decade since 1970. Similarly, Figure 3.0 depicts the comparative population growth from 1990 to 2019 for the Pewaukee area and other selected areas. Figure 3.1 shows the percentage change as a table.

Figure 2.0

	1970	1980	1990	2000	2010	2019 Census Estimate
City of Pewaukee	7,551	8,922	9,339	11,783	13,195	14,631
Village of Pewaukee	3,271	4,637	5,287	8,170	8,166	8,113
Pewaukee Area	10,822	13,559	14,626	19,953	21,361	22,744
Waukesha County	231,335	280,203	304,715	360,767	389,891	404,198
State of Wisconsin	4,417,821	4,705,642	4,891,769	5,363,675	5,686,986	5,822,434

Figure 2.1

	% Change 1970-80	% Change 1980-90	% Change 1990-2000	% Change 2000-2010	% Change 2010-2019
City of Pewaukee	18.2	4.7	26.2	11.4	10.8
Village of Pewaukee	41.8	14	54.5	0	0
Pewaukee Area	25.3	7.9	36.4	7.2	-6.5
Waukesha County	21.1	8.7	18.4	7.7	3.7
State of Wisconsin	6.5	4	9.6	5.9	2.4

Source: U.S. Bureau of the Census 2019, Fact Finder

## 2.0 community demographics

Figure 3.0  
Comparative Population Growth



Figure 3.1

	% Change 1990-2000	% Change 2000-2010	% Change 2010-2019
City of Pewaukee	26.2	11.4	10.8
Village of Pewaukee	54.5	0	0
Pewaukee Area	36.4	7.2	-6.5
Waukesha County	18.4	7.7	3.7
State of Wisconsin	9.6	5.9	2.4

Source: U.S. Bureau of the Census 2019, Fact Finder

Both Figure 2.0 and Figure 3.0 depict the continued growth of the City of Pewaukee. The Village of Pewaukee growth has slowed since the year 2000. Overall, the Pewaukee area's population has increased from 13,559 persons in 1990 to an estimated 22,744 persons in 2019, an overall increase of 40% or 8,118 persons.

Comparatively, Waukesha County and the state of Wisconsin have also experienced overall population increases during this time period, though not quite as significant.



## 2.0 community demographics

### Age Composition/Cohorts

Figures 4.0 and 5.0 offer a comparison of the population by age cohort, including the age groups of 0-14 years, 15-24 years, 25-44 years, 45-64 years, and 65 or more years of age for the Pewaukee area. A review of the population by age cohort, or age groups, can serve as an indicator of local population needs. For instance, a large school-age population would require different recreational facilities than a predominantly elderly population.

The citizen population was broken down into specific age cohorts to illustrate the different types of recreational activities associated with each group. The first group, ages 0-14, typically engage in organized sports and/or skill development programs such as basketball, soccer, little league baseball, and swimming. People ages 15-24 often join competitive adult leagues, ranging from softball to volleyball leagues. People ages 25-44, are involved primarily in parent spectator and/or coaching activities, as well as adult leagues. People within this range may encounter time restraints due to their financial responsibilities of providing steady incomes for their families. People ages 45-64 are typically involved in more passive activities such as golf, walking, fishing, etc. People ages 65 and older generally engage in limited and/or passive activities such as golf, arts and crafts programs, and volunteer organizations.

Figure 5.0 displays that the City and Village of Pewaukee share a similar distribution of population by age group. The greatest percentage (28.9%) of the Pewaukee area's population is ages 45-64. The age cohort 25-44 is the next highest with 24% of the area's total population, while age cohort 65+ represents 19.2% of the area's population. Age cohort 0-14 shows 17.2%, and age cohort 15-24 reflects 10.7% of the area's population.

This indicates that the Pewaukee Parks & Recreation Department needs to focus on providing a variety of recreational programs and facilities that meet the needs of the working class/middle-aged as well as seniors and children. Facilities to accommodate organized youth programs and competitive league sports should be a high priority, as well as parent spectator opportunities, senior fitness spaces, and passive activities for the older age groups.



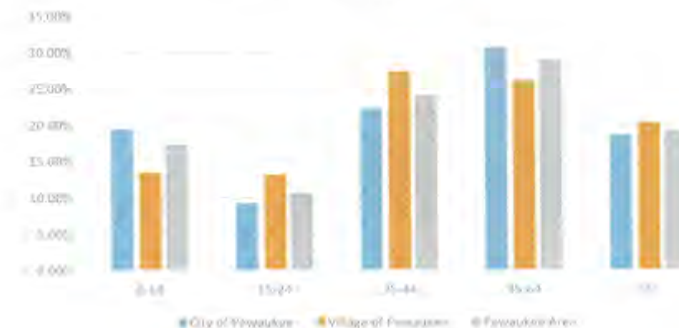
## 2.0 community demographics

**Figure 4.0**  
Age Cohort Percentages  
Pewaukee Area  
2018

	0-14	15-24	25-44	45-64	65+
<b>City of Pewaukee</b>	19.4%	9.3%	22.2%	30.6%	18.6%
<b>Village of Pewaukee</b>	13.4%	13.1%	27.3%	26%	20.3%
<b>Pewaukee Area</b>	17.2%	10.7%	24%	28.9%	19.2%

Source: 2018 U.S. Census Data

**Figure 5.0**  
Age Cohort Percentages  
2018



Source: 2018 U.S. Census Data



## 2.0 community demographics

### Ethnic Background/Racial Composition

Figure 6.0 identifies the racial composition of the Pewaukee area and other selected areas in 2000. As indicated by the table, approximately 93% of the Pewaukee area is comprised of people with a white ethnic background. The racial composition present in the Pewaukee area is consistent throughout Waukesha County; however the statewide percentage of white persons is slightly less.

**Figure 6.0  
Racial Composition  
Pewaukee Area, Waukesha County, and Wisconsin  
2018**

	White		Black		American Indian		Asian & Pacific Islander		Other		Total Pop. #
	#	%	#	%	#	%	#	%	#	%	
City of Pewaukee	13,260	92.7	224	1.6	34	0.2	478	3.3	303	2.1	14,299
Village of Pewaukee	7,672	93.5	111	1.4	0	0	205	2.7	119	1.4	8,207
Pewaukee Area	20,932	93	335	1.5	34	0.2	783	3.5	482	1.9	22,506
Waukesha Co.	368,232	92.3	6,400	1.6	986	0.2	13,986	3.5	9,275	2.3	398,879
State of Wisconsin	4,957,253	85.3	370,632	6.4	50,364	0.9	167,341	2.9	267,988	4.6	5,813,568

Source: U.S. Bureau of the Census 2018

### Employment/Unemployment

The labor force is comprised of all persons age 16 and over who are currently employed or seeking employment. The civilian labor force includes those persons age 16 and over who are currently employed or seeking employment, excluding those persons in the armed forces. Individuals in the civilian labor force are classified into employed and unemployed. In addition to the labor force, it is important to identify the number of persons age 16 and over who are eligible to participate in the labor force, but do not participate due to various reasons including stay-at-home parents/spouses, retirees, persons with disabilities which do not allow them to work, and those who choose not to work. Shifts in the age and gender characteristics of residents, seasonal changes, and employment opportunities can all cause fluctuations in the number of persons in the labor force. Figure 7.0 identifies the characteristics of the Pewaukee area's labor force in 2018, and also that of Waukesha County.



## 2.0 community demographics

**Figure 7.0  
Labor Force Characteristics  
Pewaukee Area and Waukesha County  
2018**

Total Labor Force	In Civilian Labor Force						Not in Civilian Labor Force		
	Total		Employed		Unemployed		Total #	Total %	
	#	%	#	%	#	%			
City of Pewaukee	11,318	76.48	67.6	7,476	66.1	172	1.5	3,664	32.4
Village of Pewaukee	7,076	5,097	72	4,948	69.9	149	2.1	1,979	28.0
Pewaukee Area	18,394	13,745	69.3	12,454	67.7	321	1.7	5,643	30.7
Waukesha County	322,843	220,296	68.2	213,895	66.3	6,041	2.0	102,363	31.7

Source: 2018 U.S. Bureau of Census

The Pewaukee area had a rather high labor force participation in 2018 with approximately 68% of those eligible to participate being actively involved. This is reflective of the area's age composition whereby approximately 69% are between the ages of 15 and 64. This indicates a strong work ethic and economy in the area which may translate into an increased ability to fund future park improvements.

### Physical Characteristics

The topography or relative elevation of the land surface, within the Pewaukee area has been determined generally by the configuration of the bedrock geology in combination with overlying glacial deposits. Elevations within the Pewaukee area range from a low of approximately 830 feet above mean sea level in the southeastern part of the area along the main stem of the Fox River, to a high of over 1,100 feet above mean sea level in the southwestern portion of the area. The topography of the Pewaukee area is generally rolling, with low-lying areas associated with the perennial stream valleys and river basins.

There is one major lake (greater than 50 acres) located in the Pewaukee area, Pewaukee Lake. Pewaukee Lake is a pre-glacial erosion valley blocked by glacial drift, and in more recent times, impounded by man. The original lake was only, what is now the westernmost basin which is located outside of the Pewaukee area. The construction of a dam at the present outlet inundated marshlands east of the original basin to produce the present lake, which is approximately twice the size of the original



## 2.0 community demographics

lake. The surface area of the lake is 2,493 acres; 45% or 1,117 acres of which are located within the Pewaukee area. The lake has a maximum depth of 45 feet and a mean depth of 15 feet. There are approximately 13.7 miles of shoreline, 6.4 miles of which are located in the Pewaukee area.

Within the Pewaukee area there are approximately 18.4 miles of major streams. Major streams are defined as perennial streams which maintain, at a minimum, a small continuous flow throughout the year except under drought conditions.

Wetlands cover approximately 13% of the Pewaukee area. Large areas of wetlands are located along the main stem of the Pewaukee River in the City of Pewaukee, along the western side of USH 16 in the City of Pewaukee, north of Pewaukee Lake in the northwestern portion of the City of Pewaukee, within the northern portion of and north of the Village of Pewaukee, and in the northeastern portion of the City of Pewaukee.



## 3.0 current park and recreation services

### Pewaukee's Parks

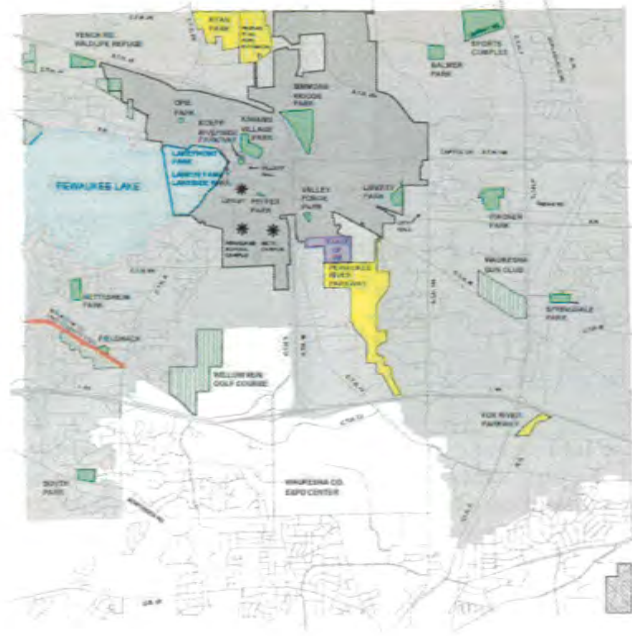
The Pewaukee Parks & Recreation Department has steadily grown over the years. Typical park and recreation agencies have three basic components: 1) recreational offerings, 2) capital plan development and 3) parks maintenance. Since becoming a Joint Department, the Pewaukee Parks & Recreation Department consists of those three components.

Presently there are 240 acres of parkland divided among 17 sites in the Pewaukee area, which are owned by either the City or the Village of Pewaukee. Other entities or units of government own several other sites within the Pewaukee area. Map 1 identifies the location of all existing park and open space sites located within the Pewaukee area.

The Village of Pewaukee owns nine park sites, which comprise a total of 84 acres. The City of Pewaukee owns eight park sites, which comprise a total of 156 acres. Many of the parks within the park system are utilized for sports such as soccer, baseball, tennis, and basketball as well as playgrounds and limited areas for passive recreation.

Overall the parks are well-maintained, however most of the larger parks have the exact same amenities. It would make sense to have parks with unique amenities so they are all utilized as much as possible. When a park has the same amenities as the one down the road, users will most likely go to the one nearest their home. Certainly this was a goal in the past but users are looking for additional outdoor entertainment, rather than just the typical park offerings and many users now drive to find recreation opportunities or park access, so specializing park amenities in the future should be a new goal.

Map 1: Existing Park, Recreation & Open Space Sites  
City and Village of Pewaukee, Waukesha County, Wisconsin



- Existing Park and Recreation Sites**
- City or Village Park
  - Lake Sanitary District Natural Areas
  - Waukesha County
  - State of Wisconsin
  - Private Facilities
  - ★ Pewaukee School District Facilities

- Civil Divisions**
- Village of Pewaukee
  - City of Pewaukee
  - Town of Brookfield
  - City of Waukesha



#### City Parks

	Address	ADA Accessible	Baseball Field	Basketball Court	Boat Learning Trl	Building Rental	Nature Areas	Parking Spaces	Picnic Area	Playground	Portable Toilet	Programs	Public Boat Launch	Restrooms	Shelter	Softball Field	Soccer Field	Swimming	Tennis Court	Volleyball Court
Balmer	N44 W23875 Lindsay Rd.	*	*	*	*	*	56	*	*	*	*	*	*	*	*	*	*	*	*	*
Nettesheim	N26 W27495 Prospect Ave.	*	*	*	*	*	55	*	*	*	*	*	*	*	*	*	*	*	*	*
Pewaukee Sports Complex	N45 W23440 Lindsay Rd.	*	*	*	*	*	350	*	*	*	*	*	*	*	*	*	*	*	*	*
South	N5 W27300 Northview Rd.	*	*	*	*	*	47	*	*	*	*	*	*	*	*	*	*	*	*	*
Springdale	W226 N2400 Oakwood Ln.	*	*	*	*	*	0	*	*	*	*	*	*	*	*	*	*	*	*	*
Wagner	N31 W23320 Green Rd.	*	*	*	*	*	172	*	*	*	*	*	*	*	*	*	*	*	*	*

#### Village Parks

HJ Koepf Riverside Pkway	201 Oakton Ave.	*					110													
Laimon Family Lakeside <sup>1</sup>	129 Park Ave.						7					*	*							
Lakefront	222 W. Wisconsin Ave.	*					0	*					*	*	*	*	*	*	*	*
Liberty	440 Concord Rd.	*	*	*	*	*	20	*	*	*	*	*	*	*	*	*	*	*	*	*
Opie	450 West St.	*	*	*	*	*	0	*	*	*	*	*	*	*	*	*	*	*	*	*
Peffer	330 Main St.	*	*	*	*	*	0	*	*	*	*	*	*	*	*	*	*	*	*	*
Simmons Woods	889 Cecelia Dr.	*	*	*	*	*	5	*	*	*	*	*	*	*	*	*	*	*	*	*
Valley Forge	206 Morris St.	*	*	*	*	*	0	*	*	*	*	*	*	*	*	*	*	*	*	*
Kiwanis Village	325 Capitol Dr.	*	*	*	*	*	100	*	*	*	*	*	*	*	*	*	*	*	*	*

The above list does not include the undeveloped Fieldhack or Yench Road sites that are part of the City.

**Site Inventory Methodology**

Each site was visited and the analysis includes the general observations which include photographic documentation and general park information.

**Park Name:** Balmer Park

**Park Location:** City; North

**Park Size:** 16 acres

**Park Type:** Neighborhood

**Park Amenities:** Baseball, basketball, building rental, passive recreation area, picnic area, playground, restrooms, shelter, softball, soccer, tennis courts, volleyball court, youth programs

**Accessibility Level:** Restrooms and building are not currently accessible.

**Notes:** Large wooded area creates potential for a new amenity in the future.

**Existing Conditions:** It was determined in 2013 there is a significant amount of ash trees at this location and with the Emerald Ash Borer infestation in the area, many of these trees have died or will continue to require injection treatment every other year.



**Park Name:** Fieldhack

**Park Location:** City; Southwest

**Park Size:** 1 acre

**Park Type:** Open space

**Park Amenities:** Passive recreation area; used to plant tree seedlings before moving to other parks

**Accessibility Level:** Not maintained for public use

**Notes:** Borders the Waukesha Country Trail

**Existing Conditions:**



**Park Name:** Nettesheim Park

**Park Location:** City; West  
**Park Size:** 12 acres  
**Park Type:** Neighborhood  
**Park Amenities:** Baseball, basketball, building rental, gaga ball, passive recreation area, picnic area, playground, restrooms, shelter, softball, soccer, tennis courts, volleyball courts, youth program, Born Learning Trail  
**Accessibility Level:** Playground, building and restrooms all accessible  
**Notes:** Larger park; well maintained. Utilized for programming and park rentals.  
**Existing Conditions:**



**Park Name:** Pewaukee Sports Complex

**Park Location:** City; North  
**Park Size:** 59 acres  
**Park Type:** Special Interest  
**Park Amenities:** Baseball Diamonds (4), Soccer Fields (13), concession stands (2)/shelter with picnic tables, bathrooms (2)  
**Accessibility Level:** Access paths from parking lot to concession areas, need to expand to ball diamonds.  
**Notes:** Specialty park for baseball and soccer groups. Additional recreation programs occurring. Sports fields used for tournament rentals. Large park rentals for special events are a possibility in the future.  
**Existing Conditions:**





### 3.0 current park and recreation services

#### Park Name: South Park

**Park Location:** City; Southwest

**Park Size:** 12 acres

**Park Type:** Neighborhood

**Park Amenities:** Baseball, basketball, building rental, passive recreation area, picnic area, playground, restrooms, shelter, softball, soccer, tennis courts, volleyball courts

**Accessibility Level:** Playground, building and restrooms accessible

**Notes:** Has current flooding issues with heavy rains making baseball diamonds unusable for several days at time during prime use periods. This flooding also wipes out the wood-chipped area of the playground and are in constant need of replacement.

**Existing Conditions:**



### 3.0 current park and recreation services

#### Park Name: Springdale Park

**Park Location:** City; Southeast

**Park Size:** 12 acres

**Park Type:** Neighborhood

**Park Amenities:** Baseball, basketball, passive recreation area, picnic area, playground, restrooms, shelter, softball, soccer, tennis courts

**Accessibility Level:** Playground and restrooms accessible

**Notes:** Most likely will need to remain a neighborhood park. No room for expansion or creation of a parking lot.

**Existing Conditions:**





**Park Name:** Wagner Park

**Park Location:** City; Central

**Park Size:** 26 acres

**Park Type:** Community

**Park Amenities:** Baseball, basketball, building rental, passive recreation area, picnic area, playground, restrooms, shelter, softball, soccer, tennis courts, volleyball courts, youth programs, adult programs, senior programs

**Accessibility Level:** Playground, building and restrooms accessible

**Notes:** Used heavily now for recreation programs and rentals. Bad acoustics for fitness or music programs, those should be moved to other facilities or this facility should be improved to correct this issue. Less soccer usage has allowed for dual use of soccer games and park rentals.

**Existing Conditions:**



**Park Name:** Yench Road, Wildlife Refuge

**Park Location:** City; Northwest

**Park Size:** 18 acres

**Park Type:** Undeveloped; old dump site

**Park Amenities:** Passive recreation area; park not maintained

**Accessibility Level:** N/A

**Notes:** If this is developed into anything, it will need extensive cleanup.

**Existing Conditions:**





### 3.0 current park and recreation services

#### Park Name: HJ Koepf River Parkway

**Park Location:** Village; Central

**Park Size:** 2.84 acres

**Park Type:** Special use

**Park Amenities:** Bridge access to lakefront, passive recreation, sitting benches to view river, public parking, some special events

**Accessibility Level:** Bridge and path accessibility

**Notes:**

**Existing Conditions:**



### 3.0 current park and recreation services

#### Park Name: Kiwanis Village Park

**Park Location:** Village; Central

**Park Size:** 22 acres

**Park Type:** Community

**Park Amenities:** Baseball, basketball, building rental, gaga ball, ice rink, lighted ball diamond, passive recreation area, picnic area, playground, restrooms, shelter, softball, soccer, tennis courts, volleyball court, youth program

**Accessibility Level:** Playground, shelter and restrooms accessible

**Notes:** Pewaukee Kiwanis sponsored this park in 2016 and replaced much of the playground equipment. Two softball diamonds were added to Kiwanis Village Park from now dissolved PAA organization.

**Existing Conditions:**





### 3.0 current park and recreation services

#### Park Name: Laimon Family Lakeside Park

**Park Location:** Village; Central

**Park Size:** .59 acres

**Park Type:** Special use

**Park Amenities:** Public boat launch, restroom, boat slip rental, public parking, lake gasonline sales

**Accessibility Level:** Building, piers and restrooms ADA accessible

**Notes:** Rental tenants of Beachside Boat & Bait (commercial – first floor) and residential tenants above. Tenants sell gas and boat launches for Parks & Recreation. All items funded by Laimon Park fund and operations.

**Existing Conditions:**



### 3.0 current park and recreation services

#### Park Name: Lakefront Park

**Park Location:** Village; Central

**Park Size:** 1 acre

**Park Type:** Special use

**Park Amenities:** Building rental, passive recreation area, restrooms, shelter, swimming, concession stand rental

**Accessibility Level:** Beach, building and restrooms accessible

**Notes:** Also used by non-profit groups for special events such as Waterfront Wednesdays, Taste of Lake Country, Antique Boat Show, and Pewaukee Triathlon. We are currently seeking consistent vendor usage of concession stand for summer months.

**Existing Conditions:**





### 3.0 current park and recreation services

#### Park Name: Liberty Park

**Park Location:** Village; East

**Park Size:** 9 acres

**Park Type:** Neighborhood

**Park Amenities:** Baseball, basketball, passive recreation area, picnic area, playground, portable toilet, softball, soccer, tennis courts, volleyball courts

**Accessibility Level:** Accessible

**Notes:**

**Existing Conditions:**



### 3.0 current park and recreation services

#### Park Name: Opie Park

**Park Location:** Village; Northwest

**Park Size:** 1 acre

**Park Type:** Mini Park

**Park Amenities:** Basketball, picnic area, playground, portable toilet

**Accessibility Level:** Accessible

**Notes:** Will remain a mini park, no room for expansion or development.

**Existing Conditions:**





### 3.0 current park and recreation services

#### **Park Name:** Peffer Park

**Park Location:** Village; Southeast

**Park Size:** 1 acre

**Park Type:** Mini Park

**Park Amenities:** Picnic area, playground

**Accessibility Level:** N/A

**Notes:** Will remain a mini park, no room for expansion or development.

**Existing Conditions:**



### 3.0 current park and recreation services

#### **Park Name:** Simmons Woods Park

**Park Location:** Village; East

**Park Size:** 48 acres

**Park Type:** Special use

**Park Amenities:** Passive recreation area, portable toilet, trail system

**Accessibility Level:** Not accessible

**Notes:** Has been developed into its best use.

**Existing Conditions:** Would like to upgrade informational trail signage and improve trail system indicators.



**Park Name:** Valley Forge Park

**Park Location:** Village; Southeast

**Park Size:** 2 acres

**Park Type:** Neighborhood

**Park Amenities:** Baseball, passive recreation area, playground, softball, portable toilet, covered open-air structure

**Accessibility Level:** N/A

**Notes:** Is surrounded by condominiums and does not have a public parking lot.

**Existing Conditions:**



**Park Classification**

- A. Community Parks:** A community park is generally between 10 and 50 acres and serves up to a 15 mile service area. The community park provides recreational facilities for a large segment of the city's/village's population. These parks are usually developed to support intensive recreational opportunities for both passive and active uses. These parks are typically located on or near major roads, bike paths or multi-use trails to allow for accessibility to several neighborhoods.
- B. Neighborhood Parks:** A neighborhood park is generally between 1 and 10 acres and serves a ¼ mile service area. Typical facilities are within walking distance of the service area. The neighborhood park provides for localized needs in both active and passive play spaces, mostly for children.
- C. Mini Parks:** A mini park is a small neighborhood park up to 1 acre and serves an area less than 1 mile. It can usually only accommodate a playground for active use or remain as open space for passive use. Even though these parks are small, they can serve a useful purpose by providing drop-in recreation opportunities within neighborhoods.
- D. Special Use Parks:** A special use park usually does not have a specified service radius. These parks typically are used for a single purpose such as walking trails or a skate park.

**Indoor Recreation Facilities**

The Department currently does not operate an indoor facility other than the park buildings which house some programs. Lakefront Park does house a concession stand that is currently rented out on an annual basis to Positively Pewaukee for their Waterfront Wednesday events in the summer.

**Public School Facilities**

The Department is very fortunate to have a good working relationship with the School District and currently does not pay to use these facilities. However many non-departmental programs are scheduled in these facilities and therefore available space is limited for departmental recreation programs. Currently the school is only used for the summer SPARK day camp program and minimal gym usage for other programs.



### 3.0 current park and recreation services

#### Pewaukee Park and Recreation Programs

The combined community has a residential population of over 22,744 residents, as of the 2019 U.S. Census estimate and is comprised of both new and established housing categories. The cornerstone of any park and recreation agency is its program offerings. The purpose of completing a Recreation Demand Analysis is to evaluate recreational offerings in addition to collect information in planning for the future. If a customer's needs are not met, they will seek it elsewhere. Also, if programs are being offered privately, the public service provider may not want to compete. Part of this process was to survey local recreation agencies to compare recreation structure, organization and offerings. As you can see, the Pewaukee Parks & Recreation Department falls in the "middle" in regard to park expenditures per person in this analysis.

Recreation Demand Analysis	Pewaukee City/Village	Waukesha City	Brookfield Town	Sussex Village
Number of residents	22,744	72,549	6,500	11,373
Indoor facilities (Comm. Center)	0	5	0	3
Number of parks	15	49	3	14
Park acreage in system	240	1,125	47	274
Number of recreational programs	370	1,025	30	475
*Number of leagues using parks	5	27	5	7
Number full-time recreation staff	1	7	1	2
Annual total budget	\$1,210,553	\$7,381,601	\$226,000	\$1,253,552
**Park expenditures per person	\$53.23	\$101.75	\$34.77	\$110.22

*\*These numbers do not factor in tournament rentals which have been growing consistently with the Pewaukee Sports Complex coming online in 2019.*

*\*\*These numbers do not include the revenue generated by each department, rather the cost it would be to be fully subsidized.*

The data that was generated above provides an interesting comparison to the way park and recreation agencies operate. In regard to program offerings, Pewaukee does offer more programs than one of the four departments; the Village of Sussex has a strong senior program therefore many of their programs stem from that category.

A few interesting points to consider when looking at the recreational offerings is the lack of indoor space owned and operated by the Department. Although Wagner, Nettesheim and South Parks offer an indoor building that can be used for small classes, they are limited not only by space but also by what type of programs can be offered.

The Pewaukee Parks & Recreation Department utilizes a marketing tool called the activity guide to advertise seasonal programs. New in 2021, all Pewaukee households



### 3.0 current park and recreation services

will receive the activity guide during all three publishing periods (summer, fall, and winter/spring). Previously, the activity guide was mailed to all addresses in summer only. During the fall and winter/spring, guides were directly mailed by address to those residents who pay taxes to the City and/or Village of Pewaukee. The goal of this change is to inform all residents (home owner or renter) of the quality opportunities going on within Pewaukee and have our residents join us in our programs. The majority of program registration comes via the activity guide. However, the Department has also taken steps to produce occasional school flyers as well as marketing through social media and direct email to increase attendance. The activity guide is also made available on the Department's website, along with online registration.

We have seen a recent shift in program interest towards senior fitness programs. This has been one of the more successful groups of classes over the last few years. We have continued to expand the variety while managing to hire consistent, quality instructors to lead these programs. These participants generally continue registration for multiple sessions per season as part of their fitness plan.

The Department does not offer many sport programs simply because these programs were developed by parent non-profit organizations prior to the Department becoming well established. Sport programs are the "bread and butter" of many other park and recreation organizations and provide a steady revenue source for those departments to rely on.

Besides these parent non-profit groups competing with the Department, there are also other non-profits as well as private recreational service groups. The next page lists each of these. It is the Department's philosophy to attempt to not compete with these groups. When it is beneficial, the department looks for ways to partner with these groups to offer programs and/or special events for the community.



### 3.0 current park and recreation services

#### Non Profit Recreational Services

- Positively Pewaukee
- Pewaukee Kiwanis
- VFW
- Pewaukee Youth Baseball
- Pewaukee Youth Basketball
- Pewaukee Youth Football
- Pewaukee Sussex United
- Boy/Girl Scouts
- Pewaukee Women's Club
- Pewaukee Juniors Guild
- Friends of Pewaukee Parks
- Pewaukee Chamber of Commerce
- Waukesha/Pewaukee Visitor's Convention Bureau
- Pewaukee Lake Water Ski Club
- Pewaukee River Partnership
- Pewaukee Public Library
- Pewaukee Area Historical Society
- Pewaukee Area Arts Council

#### Private Recreational Services

##### Fitness

- Anytime Fitness
- West Wood Health & Fitness Center
- Velo City
- Iron Tribe Fitness
- Orange Shoe Fitness
- 9Round Fitness Center
- Planet Fitness
- Revolutions Fitness

##### Martial Arts

- Nova Gyms Martial Arts & Fitness
- J.K. Lee Tai Kwon Do
- Karate America

##### Arts

- Aspire Dance Studio
- Accent on Dance Studio
- Fred Astaire Dance Studio
- Creative License



### 3.0 current park and recreation services

#### Outdoor Fitness

- Beachside Boat & Bait
- Koha Yoga
- Pewaukee Golf Club
- Western Lakes Golf Club
- Pewaukee Sailing School/Yacht Club
- Springs Water Park
- Buck Rub Outfitters

#### Other

- Veloce Go Karting
- Battle House Laser Tag
- The Sensory Club
- Skyzone Trampoline Park

These groups offer quite a few opportunities for the Pewaukee residents, and as mentioned before, the Pewaukee Parks & Recreation Department typically does not attempt to compete.

Below is an inventory of Pewaukee's programs for the past year by program category. This chart only counts the number of different programs, not individual sessions of each program.

	Winter/Spring 2020	Summer 2020	Fall 2020
Preschool programs	7	8	5
Youth programs	17	30	9
Adult/Senior programs	30	23	25
Special events	6	6	1





## 4.0 community needs assessment

The Pewaukee Parks & Recreation Department last performed a community survey in 2013, which was the first time we obtained a significant response. Utilizing the revised format from 2013 and adjusting the question set to our current park system and program offerings, was helpful in receiving a strong response rate. Our goal was to keep the survey simple, possible to be completed in five minutes, and most responses able to be a checkmark, instead of fill in the blank.

The survey was mailed to 3,000 randomly selected City and Village households this year. Of those 3,000 surveys, we received 805 responses, a 27% response rate. Our goal was a 30% response rate, but this is a reasonable response rate as a valid generalization of our communities (City and Village). This was the first year we offered an online completion option by sharing the link on the top of the form. There were 47 online submissions, which accounts for 5.8% of the total responses.

Of the 19 questions that respondent households were asked, the first two focused on familiarity and satisfaction with the Pewaukee Parks & Recreation Department.

The next four questions focused on usage of Parks & Recreation Department facilities and activities or of other facilities as well as the overall satisfaction with the conditions of the park system's facilities.

Questions seven and eight asked respondents if they felt the Parks & Recreation Department should implement changes to the current park system including adding more land or amenities and what particular amenities they are most interested in.

Question nine asked whether or not they would support a tax increase to fund new amenities in the parks and if so, how much would they support.

Questions 10 through 12 referred to the current program offerings of the Department and whether or not they should expand those offerings.

Question 13 asked if the necessary easement were in place, would they have interest in a walking path near the Pewaukee River.

Then the last five questions ask typical demographic data of the respondents.

This report will take into account the answers to the same questions that were asked in 2013 so as to provide a comparison of the results and perhaps determine any changes that may have occurred within the last seven years.

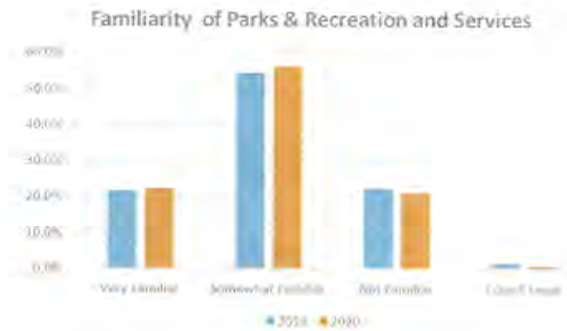


## 4.0 community needs assessment

A copy of this mail survey is in the appendix of this report.

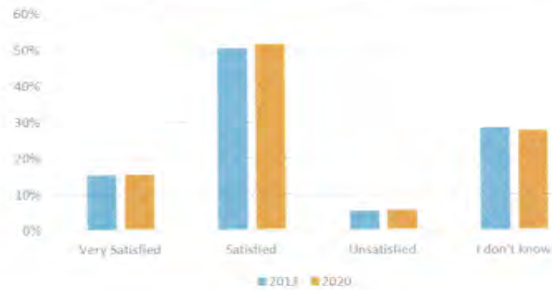
### Familiarity and Satisfaction with the Pewaukee Parks & Recreation Department

The first question asked respondents how familiar they were with the Pewaukee Parks & Recreation Department. 78% of the respondents were either very familiar or somewhat familiar with the Pewaukee Parks & Recreation Department.



The next question asked respondents how satisfied they were with the Pewaukee Parks & Recreation Department. 67% of the respondents were either very satisfied or satisfied with the Department.

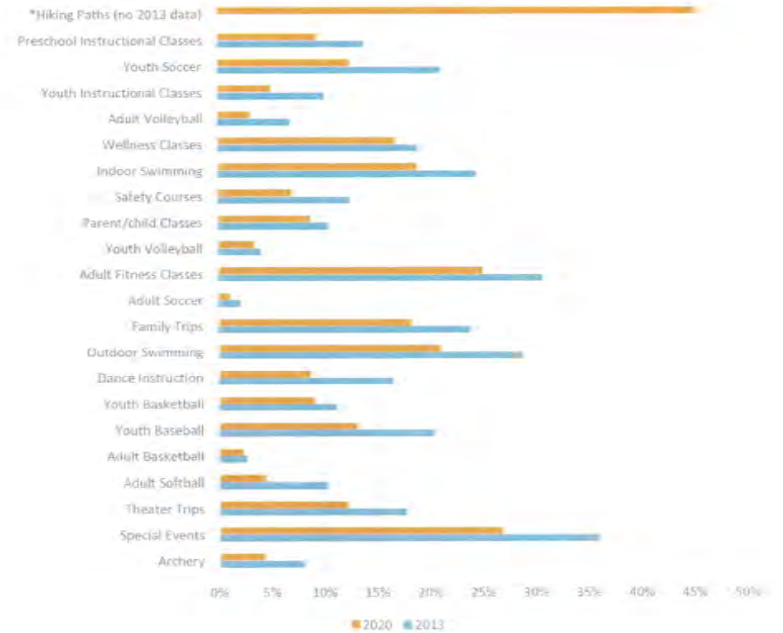
Overall satisfaction with Parks & Recreation



**Respondent Recreational Preferences**

Question three asked respondents regardless of their familiarity with Pewaukee Parks & Recreation, what recreational activities they participate in either through Pewaukee Parks & Recreation or through some other recreational venue.

Recreational activities respondents participate in

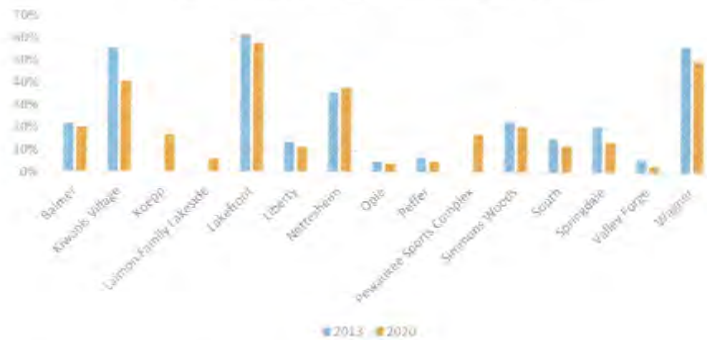


Respondents were allowed to choose as many activities as they or members of their family participate in. Of the 22 options they could choose, 45% participate in hiking paths, 27% of respondents participate in special events and 25% of the respondents participate in adult fitness classes. Other popular activities include outdoor swimming (21%), indoor swimming (19%) and family trips (18%). This information is useful for future programming ideas.

#### Respondent Usage of Pewaukee Park System

Question four asked respondents which parks within the Pewaukee Park System they or other members of their household visited in the past year.

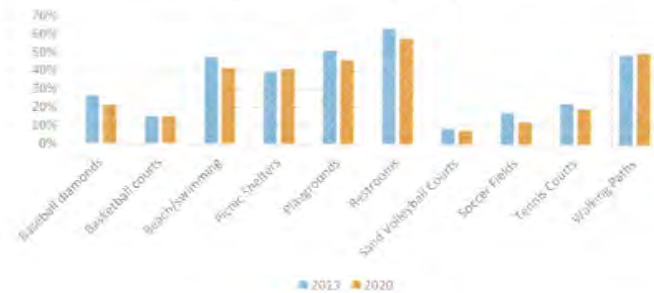
Parks visited by respondents in past year



Lakefront Park was the most utilized park with 58% of the respondents indicating they or other members of their household visited it in the past year. Wagner Park (50%) and Kiwanis Village Park (41%) were the next two most visited. Since 2013, we have added two parks, HJ Koepff Riverside Parkway and Laimon Family Lakeside Park, reflecting only 2020 data. We also had a name change to include 'Kiwanis' in Village Park, for their sponsorship and naming rights.

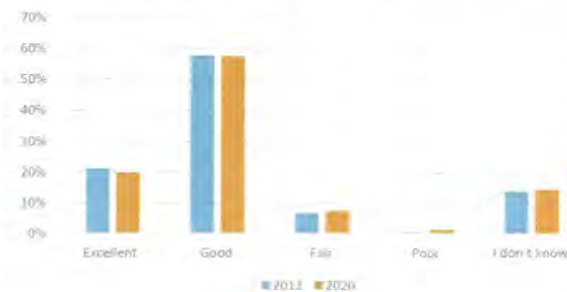
The next question asked the respondents which amenities they utilized while visiting the parks. The most common amenities were the restrooms (58%) and walking paths (51%). However the playgrounds (46%), beach/swimming areas (41%) and the picnic shelters (41%) were utilized by quite a few respondents as well.

Park amenities utilized by respondents



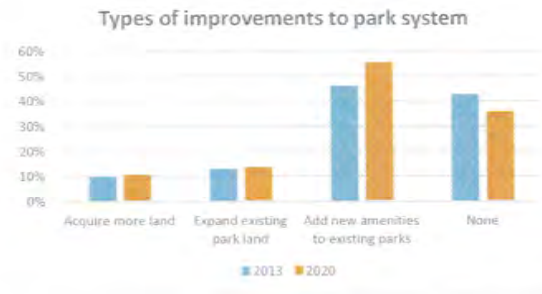
The following question asked respondents how they felt the overall conditions were of the Pewaukee Park System. Conditions were favorable overall with 77% of respondents stating the parks are in excellent or good condition while 7% thought the conditions were fair, 1% poor and 15% didn't know.

Overall condition of the parks system



#### Potential Improvements Pewaukee Parks & Recreation Should Make in the Future

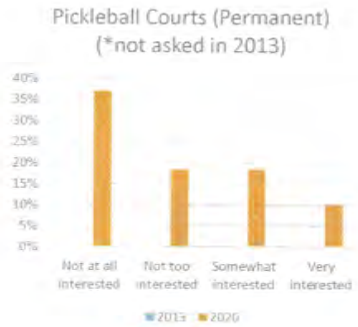
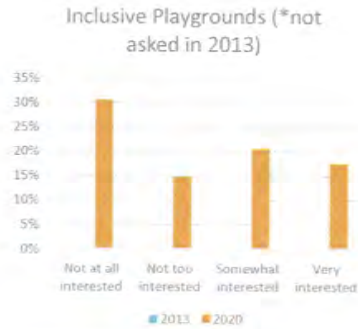
The survey asked respondents what types of improvements, if any, should the Pewaukee Parks & Recreation Department make in the future. Each respondent could choose more than one option. Of the respondents, 11% felt we should acquire more land; 14% felt we should expand existing land; 55% felt we should add new amenities; and 36% felt we should do nothing.



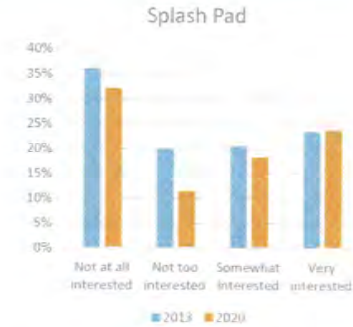
As a follow-up question to the previous, the survey asked respondents to rate potential amenities the current park system could accommodate as to whether they were very interested, somewhat interested, not too interested or not at all interested in a specific amenity.



## 4.0 community needs assessment



## 4.0 community needs assessment



Amenities respondents were most interested in (very and somewhat interested) include: hiking trails (75%), community center (55%), dog park (44%), splash pad (42%), and inclusive playgrounds (38%). We also asked respondents to list any "other" suggestions. The most common here was a pool, safe bike paths, walking paths, and to update or improve the existing playground equipment.

#### Support For a Tax Increase For New Park Amenities

The next question asked respondents to determine if they would support a tax increase to develop new amenities for parks and if so, how much they would support.

Support for a tax increase to develop park amenities (dollars per month)

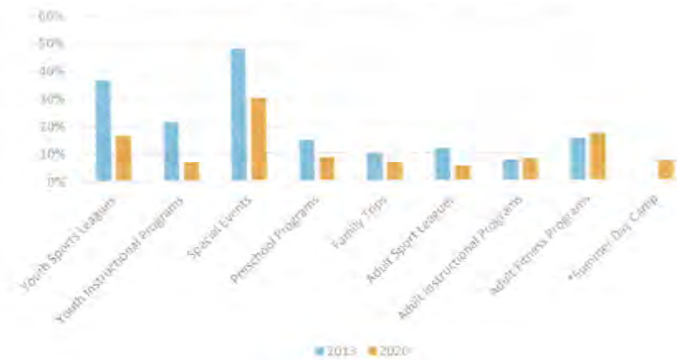


In 2013, the most common answer was none at 30%, however, adding up the three possible tax increases gives 51% in favor of some type of tax increase with 19% not knowing how much they would support. In 2020, we had a change in the most popular answer which is now '\$1-\$5 per month' at 34%. When adding up the three possible tax increases, 60% of respondents are supportive of a tax increase, with 18% not knowing how much they would support.

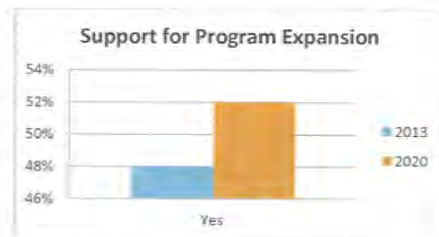
#### Recreational Program Participation and Expansion

The next series of questions related directly to the programs offered by the Pewaukee Parks & Recreation Department. The first question asked which types of programs respondents or members of their household participated in during the past year. In 2013, the most common response was special events (48%), which continued as the most common answer in 2020 (30%).

Recreation Programs Offered by Department Respondents Participated in During Past Year



The next question asked respondents, “yes or no” if they felt the Pewaukee Parks & Recreation Department should offer more programs, of which 52% of the respondents said yes with 48% saying no. The 2013 response was the inverse, with 48% yes, 52% no. Respondents were then asked to make programming suggestions if they did indeed feel program expansion should occur. The most common responses to that were offering programs in the evening and on weekends, senior programs, recreational (less competitive) youth sports, hiking/trails, more pickleball, preschool programs, and bike trails/connections.

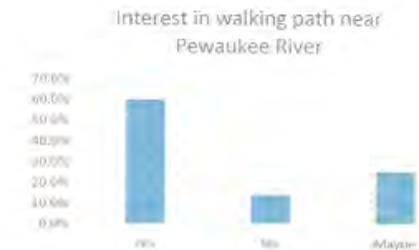


The next question asked the respondent how they would support program expansion, either through an increase in taxes, increase in user fees or perhaps an “other” idea they have on their own. Respondents could choose both as well. The most common response was increase user fees (77%). Only 33% supported a tax increase for program expansion. Also, the most common “other” response was fundraising and sponsorship.



### Pewaukee River Walking Path

Question 13 asked respondents if the necessary easement were in place, would they have interest in a walking path near the Pewaukee River. Respondents were interested with a response of 60% yes, 26% maybe, and 14% no.



### Respondent Demographics

As noted previously, the last five questions of the survey pertained to demographic information. Those results are detailed below:

- Average age of the respondent: 57 years old.
- Respondents residing in City: 68%
- Respondents residing in Village: 30%
- 64% of respondents have lived in the area more than 10 years.
- 64% of respondents were female.



The Pewaukee Parks and Recreation Department strives to continually meet the community's needs for park and recreation services. Please take a moment to tell us how we are doing. Your input will prove valuable in future planning for the Department. If you would prefer to complete this form online, please visit: [tinyurl.com/pewaukeep-r](http://tinyurl.com/pewaukeep-r)  
Thank you in advance for your participation.

1. How familiar are you with the Pewaukee Parks and Recreation Department and its services?  
 Very familiar    Somewhat familiar    Not familiar    I don't know
2. What is your overall satisfaction with Pewaukee Parks and Recreation?  
 Very satisfied    Satisfied    Unsatisfied    I don't know
3. Regardless if you are familiar with Pewaukee Parks and Recreation, what recreational activities do you participate in either through the Department or other recreational venues? Choose all that apply.  
 Preschool instructional classes    Parent/child classes    Youth basketball  
 Youth soccer    Youth volleyball    Youth baseball  
 Youth instructional classes    Adult fitness classes    Adult basketball  
 Adult volleyball    Adult soccer    Adult softball  
 Wellness classes    Family trips    Theater trips  
 Indoor swimming    Outdoor swimming    Special events  
 Safety courses    Dance instruction    Archery  
 Hiking Path  
 Other: \_\_\_\_\_
4. Which of the following parks have you or other members of your household visited in the past year? *(Please check all that apply)*  
 Balmer Park    Peffer Park  
 Kiwanis Village Park    Pewaukee Sports Complex  
 Koepp Park    Simmons Woods Park  
 Laimon Family Lakeside Park    South Park  
 Lakefront Park    Springdale Park  
 Liberty Park    Valley Forge Park  
 Nettesheim Park    Wagner Park  
 Opie Park



5. If you or other members of your household visited one of the parks, which park amenities were utilized? *(Please check all that apply)*  
 Basketball courts    Sand volleyball courts    Playgrounds  
 Soccer fields    Baseball diamonds    Walking paths  
 Picnic shelters    Beach/swimming    Restrooms  
 Tennis courts   Other: \_\_\_\_\_
6. Overall, how would you or other members of your household rate the conditions of Pewaukee parks?  
 Excellent    Good    Fair    Poor    Don't know/not applicable
7. What types of improvements, if any, would you like to have done to the current park system?  
 Acquire more land    Expand existing park land  
 Add new amenities to existing parks    None
8. The Pewaukee Parks and Recreation Department would like to consider adding new specialized amenities to the existing parks. How interested would you or other members of your household be in the following potential amenities? *(Please mark one box per amenity)*

	Very Interested	Somewhat Interested	Not too interested	Not at all interested
Community Center				
Cross Country Skiing				
Disc Golf				
Dog Park				
Hiking Trails				
Inclusive Playgrounds				
Pickleball Courts (Permanent)				
Skateboard Park				
Splash Pad*				
Other:				

\*A splash pad is a playground that includes water features however is not deep like a swimming pool.





9. Would you support a tax increase to develop new amenities for parks, and if so, how much would you support?

- \$1 per month
- \$1-5 per month
- \$5-10 per month
- None
- I don't know

10. Which recreation programs offered by Pewaukees Parks and Recreation has your household participated in the past year? *(Check all that apply)*

- Adult fitness programs
- Adult instructional programs
- Adult sport leagues
- Family trips
- Preschool programs
- Special events
- Summer Day Camp
- Youth instructional programs
- Youth sport leagues

Other: \_\_\_\_\_

11. Would you like to see Pewaukee Parks and Recreation offer more programs?

- Yes
- No

If yes, what would you like to see? \_\_\_\_\_

12. How would you support funding program expansion? *(Check more than one if applicable)*

- Increase taxes
- Increase user fees

Other: \_\_\_\_\_

13. If the necessary easement were in place, would you have interest in a walking path near the Pewaukee River?

- Yes
- No
- Maybe



14. Are you a resident of the Village or the City of Pewaukee?

- Village
- City
- Don't know

15. How long have you lived in either the City or Village of Pewaukee?

- Less than 3 years
- 3-5 years
- 6-10 years
- More than 10 years

16. What members of your household visited or used Pewaukee parks within the last year?

- Adults
- Children
- Both
- Neither

17. What is your gender?

- Female
- Male
- Prefer not to say

18. Please list the ages of all members of your household, starting with your age first.

\_\_\_\_\_

19. Do you have any additional comments?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## 4.0 community needs assessment

### Special Interest Groups

Interest groups play a large role as users of the park system in Pewaukee. Many of these organizations were started before the Parks & Recreation Department became a full time, full service organization. These groups have a long history and have been run by volunteers from within the community.

#### Pewaukee Sussex United Soccer

The Pewaukee Sussex United Soccer club typically has over 350 Pewaukee participants per year. Their season runs from fall to spring each year. They currently utilize Pewaukee Sports Complex, Wagner and Balmer Parks for games and practices.

#### Pewaukee Youth Baseball

Pewaukee Youth Baseball typically has over 450 participants per year between their club and recreation programs. Their season is roughly three months long. The parks hold around 300+ games weeknights throughout the summer. This group uses Pewaukee Sports Complex, Balmer, Wagner, Liberty, Kiwanis Village and South Parks for games. Practices include those parks as well as Nettesheim, Springdale and Valley Forge. The Department has assisted with scheduling and diamond preparation for this group since 2005.

Both of these parent-run organizations seem to be growing at a steady pace. Between these two groups, there is significant use of soccer fields and ball diamonds from the start of spring to the end of fall. In 2020, the groups began working closely together to help alleviate some of the overlap at places like Balmer Park.

#### Land O'Lakes Baseball – Pewaukee Muskies

The Land O'Lakes Baseball team is an adult team that plays baseball against other teams in the Lake Country area. This team has been in existence for since the 1920s and typically uses Kiwanis Village Park for practices and games. These games are scheduled by a league administrator. The Muskies currently operate under the park ball diamond rental fee structure.

#### Pewaukee School District



## 4.0 community needs assessment

The Pewaukee School District also utilizes Kiwanis Village Park for its junior varsity and freshman baseball teams. The varsity team is currently allowed to utilize the baseball diamond at Waukesha County Technical College which the Department grooms and lines for them prior to games.

Beyond all these special interest groups there are several others who either have long term field or building rentals or hold large special events at the parks. This list is not exhaustive but includes groups such as Positively Pewaukee, Kiwanis, 4-H, and Southwest Christian Homeschool group. Large special event rentals not only impact the park but also the staff.

All of these groups need to be considered when planning the future of the Pewaukee Parks & Recreation Department. The Pewaukee Sports Complex has helped provide space for these user groups. As field conditions improve, the goal is to continue moving practices and league games to the Complex, allowing for other parks to serve our community differently. As this transition occurs, these other parks may be slotted for other special needs or amenities as requested by survey respondents.

### Joint Board Session

The Joint Board reviewed the survey findings during one of their regularly scheduled monthly meetings. The Board was given the survey findings report one week prior to the discussion. Overall the Board was pleased not only with the satisfaction of the Department but also with the response rate.

Lastly, the Board felt there is interest in adding other amenities to the parks to make them more specialized.



## 4.0 community needs assessment

### Staff Session

The full-time staff reviewed the survey findings report as well. They felt there was not much information from the survey that surprised them. Staff were very eager to share their suggestions on how to continue improving our parks and recreational operations. There was discussion in regards to the volume of comments relating to bike paths throughout the City and Village and that the community thought that would fall under Parks & Recreation.

The staff would like to see the parks in the community become more specialized and have increased availability as the sports complex stabilizes to increase use as well as allow for different types of events to be created.

In general, the staff was pleased with the survey findings and felt although there is always room for improvement they stand rather well in the community.



## 5.0 goals and objectives

Simply put, goals offer the “why” to explain the logic behind the task or objective. A goal sets the fundamental, long term direction that the organization wishes to accomplish. Goals are the major categories of the unfulfilled needs that an agency is trying to correct. Objectives are sub-categories of goals. Objectives are important because they need to be accomplished before goals can be completed. Objectives are also specific and can be measured and evaluated. The goals in this plan exist as a result of public, board, and staff input. The objectives resulted from the same input.

The heart of the study is the open and transparent public planning process. This included staff input as well as a mail survey. The data provides powerful insight into the view of the public toward parks and recreation in Pewaukee’s future.

### 2021-2025 Comprehensive Plan Goals and Objectives

#### Comprehensive Plan Recommendations

This section includes the goals and objectives that have evolved from the survey, Joint Board, public, and staff input. These will be broken into sections including administrative, recreation programs, development, and park maintenance along with any associated costs that these objectives might entail.

#### Area 1: Administrative Goals

**Goal:** Increase knowledge of and visibility of the Department within the community.

**Objectives:**

- Develop a marketing plan to increase visibility of the Department. \$0
- Participate in and represent Department in a variety of local and county wide civic organizations. \$0
- Mail activity guide to all Pewaukee residences three times per year. \$5,000/year above current
- Continue to utilize and expand seasonal activity guide to include more community based activities, resources and events. Page expansion cost



## 5.0 goals and objectives

<b>Goal:</b> Increase funding of the Pewaukee Parks & Recreation Department operations.	
<b>Objectives:</b>	
Encourage the development of new private/public partnerships which enhance the community's ability to accommodate the demand for public recreational facilities.	\$0
Monitor and apply for county, state, and federal grant funding which can aid in the purchase or development of required park system improvements.	Matching grants
Continue to foster a relationship with the "Friends of the Parks of Pewaukee" to help with community relations as well as to assist with fundraising for park development.	\$0
Maximize revenues while remaining competitive in the marketplace for park rentals and recreation programs.	\$0
Seek sponsorships and potential naming rights for major parks and facilities within the park system.	\$0
Update the Pewaukee Joint Comprehensive Park and Open Space Plan every five years to provide the city and village with a period of funding eligibility.	\$5,000
<b>Goal:</b> Improve and increase staff development efforts and provide necessary support.	
<b>Objectives:</b>	
Fund staff attendance at national and state conferences.	\$5,000
Send staff to workshops and professional development opportunities.	\$500-1,000



## 5.0 goals and objectives

Provide adequate staffing levels to administer programs and maintain parks.	Based on need
Provide adequate office space and department equipment.	Based on need
Provide opportunities for additional staff training through agencies and organizations such as WPRA, WDNR, WRC, and others.	\$0-1,000
<b>Area 2: Recreation Program Goals</b>	
<b>Goal:</b> Expand program offerings and opportunities in the community.	
<b>Objectives:</b>	
Create additional non-traditional revenue streams such as sponsorships, partnerships, and new events.	TBD
Offer additional programs in the areas of: adults, water/lake related programs, special events, evening and weekend programs, and outdoor winter recreation.	Program costs
Consider hiring a Recreation Coordinator to help oversee additional opportunities.	% of Full-Time
<b>Goal:</b> Provide more opportunities for pickleball for Pewaukee residents.	
<b>Objectives:</b> Convert (when renovating existing surface) an existing tennis court to permanent pickleball courts or multi-use courts for the use of passive recreation.	\$40,000-80,000
Develop pickleball clinics, leagues or tournament play.	\$0



## 5.0 goals and objectives

### Area 3: Park Maintenance Goals

**Goal:** Update South Park playground equipment and grading for a safe, enjoyable playground.

**Objectives:**

Replace playground equipment that was removed due to lack of safety. Replace additional pieces at the end of their lifespan. City Capital Playground Budget

Improve grading issues to prevent park flooding of playground, ball diamonds and other park amenities. TBD / Joint project with Highway Dept

**Goal:** Improve ball diamond conditions throughout the Parks system.

**Objectives:**

Remove the lip between infield dirt and outfield grass, grade infields and add appropriate ball diamond mix at Nettesheim (2 diamonds), Kiwanis Village (3 diamonds). \$10,000

Remove weeds and create formal warning track at Pewaukee Sports Complex (4 diamonds). TBD / Joint project with Highway Dept

**Goal:** Create diversity among park amenities throughout our Parks system.

**Objectives:**

Develop all-inclusive playground and splash pad at Pewaukee Sports Complex. Sponsorships, grants, impact fees

Determine the best use for Balmer Park woods and complete the redevelopment to either disc golf, dog park, or other purpose. \$3,000 + donations



## 5.0 goals and objectives

Consider 'Ninja playground' instead of traditional replacement equipment. Playground equipment replacement plan

Determine the possibility of a dog park in our park system and move forward with an appropriate plan. \$3,000-10,000

### Area 4: Development Goals

**Goal:** Keep the public informed of current development projects.

**Objective:**

Develop an area on the Department website that includes updates on park projects. Promote through social media. \$0 / Staff time

**Goal:** Increase the amount and total distance of walking trails in our parks system. TBD

**Objectives:**

Add walking trail to Pewaukee Sports Complex. \$0-100,000 + donations / sponsorships

Install fitness equipment along walking trail at Pewaukee Sports Complex. Grants / Sponsors

Improve Simmons Woods trail system signage, trail markers, and entrance aesthetic. \$1,500

Investigate opportunities for easement and installation of path along Pewaukee River in the Village. Support Pewaukee River Partnership and communicate with DNR of opportunities for this project. Grants / Donations / Sponsorships / \$TBD



## 5.0 goals and objectives

**Goal:** Plan and implement changes in Lakefront Park to maximize use and accessibility among swimmers, boaters, fishermen and lake visual users.

**Objectives:**

- Improve and/or increase size of swim area to accommodate more people including people with disabilities. Limit interactions between boat shore docking and swimmers. TBD
- Increase the amount of transient boat docking slips while accommodating those with disabilities. Grants, Sponsorships
- Design and build the next generation fishing pier and boardwalk area while increasing access to individuals with disabilities. TBD
- Remove obstacles including concrete seating area to avoid tripping hazards and allow for more efficient park maintenance. Staff time

**Goal:** Plan and further develop unused areas of Koepf Riverside Park.

**Objectives:**

- Develop seating areas and shelter allowing for accessible passive use, as well as natural garden areas. TBD
- Utilize nature area at the north end of the park including walking paths and accessible seating. This would require the removal of brush and shrubs. \$5,000
- Complete a river walk bridge between the current walkway and park shore. \$5,000 & Partnerships

**Goal:** Create a vision and implement improvements to the area currently containing the Pewaukee Athletic Association fields and structures at Kiwanis Village Park.



## 5.0 goals and objectives

**Goal:** Lead discussions to develop and build a future joint City/Village Community Center.

**Objective:**

- To be managed by Joint Parks & Recreation Department. Staff time
- Provide access for the community for recreation programs and meetings. N/A



## 6.0 conclusion

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A plan is only as good as its ability to be implemented. The previous section outlined specific goals and objectives that have the ability to make the Pewaukee Parks & Recreation Department a stronger and more successful organization.

The end goal of this plan is to set priorities for the Department followed by the support of the elected officials through funding various goals and objectives set forth in this plan. It is important to have a clear funding picture for the projects of this comprehensive plan to get the necessary buy-in at all levels within the organization. This will ensure the financial monies are in place during the upcoming budget years to move forward with each component of the plan.

The Pewaukee Parks & Recreation Department seems to fit well within the community and many of the citizens rely on it to meet their recreational needs. However, no Department is perfect and there is always room for improvement. The Pewaukee Parks & Recreation Department should continue to work on public relations and advertising to the community who they are and what they offer.

As for the parks, maintenance is handled well. It is suggested however for the Department to look into "specializing" the parks with unique amenities to make them more attractive to the community and perhaps see an increase in use, especially now that the Pewaukee Sports Complex is developed.

All of the goals listed in this plan are certainly attainable and most importantly, measurable. It is helpful for governing boards to understand what the future of the Department is and this plan should assist in clearly creating that picture.