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May 8, 2025

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05/08/2025 Plan Commission Meeting

Public Hearing and Conditional Use Grant at 512 Kopmeier Drive; Possible recommendation to Village Board for an Electrical Easement at PWV 0925100; Review, discussion and possible recommendation to the Village Board on an ordinance amending Sections 40.419(e)(1), 40.132(a) and 40.482(a) of the Municipal Code; Possible recommendation to the Village Board on a Sanitary Sewer Lateral Assignment and Assumption Agreement and Permanent Easement at 800 Main St.

[Meeting Minutes \(?Type=M&ID=412\)](#)

[Documents \(?Type=D&ID=412\)](#)

[Video \(?Type=V&ID=412\)](#)

Plan Commission Meeting
May 8, 2025 – 6:00 pm
Village Hall
235 Hickory Street, Pewaukee, WI 53072

<https://www.youtube.com/watch?v=4Kt5B0-qKmo> (<https://www.youtube.com/watch?v=4Kt5B0-qKmo>)

1. Call to Order and Roll Call, Pledge of Allegiance, & Moment of Silence

President Knutson called the meeting to order at approximately 6:00 p.m.

Plan Commission members present: Comm. Theresa Hoff; Comm. Katie Jelacic; Comm. Brian Belt; Trustee Bob Rohde; and President Jeff Knutson.

Excused: Comm. Mark Grabowski and Comm. Sam Liebert.

Also present: Village Attorney, Matt Gralinski; Village Planner, Mark Lyons; Village Administrator, Matt Heiser; and Deputy Clerk, Mackenzie Quigley.

2. Public Hearings –

a. Conditional Use Grant request by the Village of Pewaukee, to establish an expanded lift station within railroad right-of-way located north of 512 Kopmeier Drive. Public and/or Private utility use is only permissible through the issuance of a Conditional Use Grant (Section 40.204(2). Railroad right-of-way is owned/operated by CPKC and is zoned R-5 Residential Detached District.

Patti Tiefenthaler @ 508 Kopmeier Dr. – stated that right across from the proposed location, is a dead-end street with less traffic and without people already paying higher taxes from living on the lake. Patti explained she is unsure why it couldn't be located on the dead-end street instead.

Melvin Dengel @ 512 Kopmeier Dr. – same complaint as Patti. Melvin stated that there is more room on the other side of the railroad tracks since it is a dead-end street. He is unsure why it can't be located there.

3. Citizen Comments – No comments.

4. Approval of the Minutes

a. Regular Plan Commission Meeting – April 10, 2025.

Trustee Rohde motioned/seconded by Comm. Hoff to approve the April 10, 2025, Regular Plan Commission Meeting minutes as presented.

Motion carried 5-0

5. Old Business

a. None

6. New Business



the project and passed around siding/shingle materials from DPW for Commission

plain the pump station is proposed at 512 Kopmeier due to financial and engineering

ssion.

Village Planner Recommendations:

The Village of Pewaukee Plan Commission Approves the Conditional Use Request for a lift station on CPKC railroad right-of-way, subject to the following conditions:

1. Any conditions made by the Plan Commission at their meeting of May 2025.
2. Full execution and recording of the Conditional Use Grant prior to beginning construction.
3. The Petitioner shall satisfy all comments, conditions, and concerns of the Village of Pewaukee Plan Commission and Board, Village Engineer and Village Planner for the site plan, and other documentation.
4. Building Inspection. The Petitioner and/or Property Owner shall comply with any and all recommendations by the Village Building Inspector (or designee) prior to the issuance of an occupancy & use permit for the subject property. Approval by the Village Building Inspector, if granted, shall be solely for the benefit of the Village of Pewaukee, and shall not be relied upon by the petitioner or others as proof of structural integrity or safety of any structure on the property, or as proof of compliance with any particular construction standard that would apply to new construction. The petitioner shall independently determine the suitability of all structures on the property for the petitioner's intended uses.
5. Fire Inspection. The Petitioner and/or Property Owner shall comply with any and all recommendations by the Village of Pewaukee Fire Department Chief (or designee) prior to the issuance of an occupancy & use permit for the subject property. Approval by the Village of Pewaukee Fire Department Chief (or designee), if granted, shall be solely for the benefit of the Village of Pewaukee, and shall not be relied upon by the petitioner or others as proof of fire safety of any structure on the property, or as proof of compliance with any particular fire safety standard that would apply to new construction. The petitioner shall independently determine the fire safety and suitability of all structures on the property for the petitioner's intended uses. Fire department approval following review to ensure any additional fire access requirements for the parking lot as proposed is required prior to building occupancy.
6. This approval is granted for the express conditions stated herein. Changes or alterations including, but not limited to, a change in use, premises, lands, or ownership of the property in question shall require a new Business Site Plan approval with all the zoning procedures at the time being followed. The allowed uses of the property must at no time be hazardous, harmful, obnoxious, offensive, or a nuisance by reasons of appearance, noise, dust, smoke, odor, or other similar factors. Any use not specifically listed, as permitted, shall be considered to be prohibited, except as may be otherwise specified herein.
7. The Property Owner shall keep the exterior condition of the premises in a neat and orderly condition at all times so the premises will not detract from neighboring premises. There shall be no outside storage of junk, debris, construction material, or other refuse materials within the property and all such materials shall be disposed of promptly and properly.
8. The Property Owner shall allow Village of Pewaukee representatives to inspect the premises following a 24-hour notice for the purposes of determining compliance with this approval.
9. The Petitioner and/or Property Owner shall obtain the appropriate permits from the Village of Pewaukee.
10. The Petitioner and/or Property Owner shall, on demand, reimburse the Village of Pewaukee for all costs and expenses of any type incurred by the Village in connection with the review and approval of this application, including, but not limited to, the cost of professional services incurred by the Village for the review and preparation of required documents, attendance at meetings or other related professional services as well as to enforce the conditions in this approval due to a violation of these conditions.

Comm. Belt motioned/seconded by Comm. Hoff to approve the Conditional Use Grant to approve the new lift pump station with Staff recommendations, with the siding and shingle color decision to be made by staff.

Motion Carried 5-0.

b. Review, discussion and possible recommendation to the Village Board on granting a 6' wide electrical easement to Wisconsin Electric Power Company on property commonly known as River Hills Park located on the east side of Riverside Drive and south of its intersection with Waterstone Court. PWV: 0925100 and is zoned FC Floodplain Conservancy District.

Lyons gave an overview. Discussion followed.

Trustee Rohde motioned/seconded by Comm. Hoff to recommend to the Village Board approval of the easement for Wisconsin Electric at River Hills Park.

Motion Carried 5-0.

c. Review, discussion and possible recommendation to the Village Board on an ordinance amending section 40.419(e)(1) of the Municipal Code of the Village of Pewaukee revising offsets for accessory structures.

Lyons gave an overview of the revisions.



ible recommendation to the Village Board on an ordinance which, in part, amends of the Municipal Code of the Village of Pewaukee regarding per diem for citizen trustee members (Board of Zoning Appeals and Historic Preservation Commission).

an overview.

ssion.

Trustee Ronde (home) motioned/seconded by Comm. Hoff to recommend approval of Ordinance 2025-04 to the Village Board as it pertains to the Board of Zoning Appeals and the Historic Preservation Commission.

Motion Carried 5-0.

e. Review, discussion and possible recommendation to the Village Board on a Sanitary Sewer Lateral Assignment and Assumption Agreement and Permanent Easement with WCTC regarding property located at 800 Main Street, PWV 0925999.

Heiser gave an overview of what this project entails. Filters will be installed and rinsed once a week – this wastewater needs a place to go.

Discussion was held by the Commission.

Comm. Belt motioned/seconded by Comm. Jelacic to recommend approval to the Village Board for the assumption agreement and easement for WCTC regarding the property at 800 Main St.

Motion Carried 5-0.

7. Citizen Comments –

Patti Tiefenthaler @ 508 Kopmeier Dr. – Shared her concerns about the proposed material warranties and the increased size of the pump station.

8. Adjournment

Comm. Hoff motioned/seconded by Comm. Jelacic to adjourn the May 8, 2025, Regular Plan Commission meeting at approximately 6:34 p.m.

Motion carried 5-0.

Respectfully submitted,

Mackenzie Quigley
Deputy Clerk

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CONTACT US

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For after hours emergencies, call Waukesha County Dispatch at 262-446-5070.

HOURS OF SERVICE

Monday	8 a.m. - 4:30 p.m.
Tuesday	8 a.m. - 4:30 p.m.
Wednesday	8 a.m. - 4:30 p.m.
Thursday	8 a.m. - 4:30 p.m.



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