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October 3, 2025

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## 10/09/2025 Plan Commission Meeting

Public Hearing and Conditional Use Grant for Christian Brothers Automotive at PWV 0901984006; Planned Unit Development Overlay District rezoning for a proposed car wash development to be located at 120 Simmons Avenue; Consultative feedback to Johnson Financial Group regarding a concept to construct a financial institution located at 1194 Capitol Drive.

[Meeting Minutes \(?Type=M&ID=435\)](#)

[Documents \(?Type=D&ID=435\)](#)

[Video \(?Type=V&ID=435\)](#)

**PLAN COMMISSION AGENDA**  
**October 9, 2025 – 6:00 pm**  
**Village Hall**  
**235 Hickory Street, Pewaukee, WI 53072**

To view the meeting: <https://www.youtube.com/watch?v=IKxxixeuzuc> (<https://www.youtube.com/watch?v=IKxxixeuzuc>)

### 1. Call to Order, 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. Mark Grabowski; Comm. Theresa Hoff; Comm. Brian Belt; Comm. Sam Liebert; Trustee Bob Rohde; and President Jeff Knutson.

Excused: Comm. Katie Jelacic.

Also present: Village Attorney, Matt Gralinski; Village Planner, Mark Lyons; Village Engineer, Jake Scholbe; Village Administrator, Matt Heiser; Director of Public Works/Village Engineer, Dave Buechl; and Deputy Clerk, Mackenzie Quigley.

### 2. Public Hearings -

a. **Conditional Use Grant request of applicant Christian Brothers Automotive, to develop an automobile service use. An automobile service use is only permissible through the issuance of a Conditional Use Grant (Section 40.250(10)). This request is located immediately west of Menards and north of Jilly's Car Wash / PWV 0901984006. The proposed development would be part of this 38.72-acre, B-1 Community Business District with a Planned Unit Development Overlay and C-2 Conservancy District split zoned. The property is owned by Meadow Creek Limited Partnership and Applicant is William Bostic d/b/a Christian Brothers Automotive.**

- No Comment

### 3. Citizen Comments –

- No Comment

### 4. Approval of the Minutes -

a. **Plan Commission Meeting – September 11, 2025**

Trustee Rohde motioned/seconded by Comm. Liebert to approve the September 11, 2025, Regular Plan Commission meeting minutes as presented.

Motion carried 6-0.

### 5. Old Business -

a. None

### 6. New Business -



**Unit Development Overlay and C-2 Conservancy District split zoned. The property is owned by a Joint Development Partnership and Applicant is William Bostic d/b/a Christian Brothers**

At the meeting, the Plan Commission discussed the proposal and noted a unique condition: the property is located within a Planned Unit Development (PUD) where automotive service uses are not permitted. As a result, the request must be brought to the Plan Commission for review and approval as well. Lyons presented visual renderings of the proposed development. The applicant further noted that a Certified Survey Map (CSM) will be required, and the applicant will return to the Plan Commission for review at that time.

Lyons reported that a citizen comment had been submitted for the Commission's review, addressing concerns related to traffic, safety, and the condition of the private roadway. Noted for consideration.

Discussion was held between the Commission and Village Staff regarding the stormwater pond located on the property.

**Jim Forrester @ 3190 Gateway Rd, Brookfield WI** – Owner of property shared the history of the stormwater pond and the written agreement with Menards.

**Village Planner Recommendations:**

**Conditional Use Request for an Automotive Service Use:**

The Village of Pewaukee Plan Commission Approves the Conditional Use Request for an automotive service use for the property located at PWV 0901984006, subject to the following conditions:

1. Any conditions made by the Plan Commission at their meeting of October 2025.
2. Approval of the Village Board allowing an Automotive Service Use per the conditions of the 2004 Planned Unit Development Overlay.

**Site Plan and Plan of Operations:**

The Village of Pewaukee Plan Commission Approves the Business Site Plan / Plan of Operations for an automotive service use, subject to the following conditions:

1. That all conditions made by the Plan Commission at their meeting of October 2025 pertaining to development are met.
2. The signage plans be presented to the Village Zoning Administrator and approval by Staff prior to building occupancy.
3. As part of the Conditional Use Grant the site shall be permitted to have only 31 parking spaces.
4. Prior to final approval and issuance of any permits the applicant shall submit a Certified Survey Map for review and approval by Plan Commission.
5. This Site Plan/Plan of Operation approval is subject to the Petitioner complying at all times with the plans and documents presented to the Village of Pewaukee Plan Commission. The existing site plan/plan of operation shall remain in effect, except as further restricted or modified herein.
6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. The Property Owner shall allow Village of Pewaukee representatives to inspect the premises following a 24-hour notice for the purpose of determining compliance with this approval.
12. The Petitioner and/or Property Owner shall obtain the appropriate permits from the Village of Pewaukee.



or this approval due to a violation of these conditions.

**Conditions:**

site civil plans (C102-C501) subject to the following comments being addressed prior to

tending to utilize the existing regional stormwater pond for stormwater management, it shall be noted that due to the current condition of the regional stormwater pond as of September 25, 2025; building permits will not be issued for this site by the Village of Pewaukee until the pond is reconstructed and surveyed verifying the pond is corrected to its original design.

2. If a Wisconsin Department of Natural Resources (WDNR) Construction Site Stormwater Permit (NOI) is required, it shall be provided when it is available. Provide confirmation from the WDNR if an NOI permit is not required.
3. As noted on the Site Grading Plan, Earthwork and Grading Note #12 reverse slope (high side) curb shall be installed on the downhill side of parking lot islands to ensure positive drainage to catch basins. Consider callouts and/or showing locations of reverse slope curb segments on the plans to further clarify these locations.
4. Add notes as appropriate or show inlet protection to be provided on all proposed catch basins after installation on the plans.

**ALTA – ALTA/NSPS Land Title Survey:**

1. The proposed lot is 1.5 acres of a 43-acre existing lot. Will the remnant acreage be included in the proposed CSM?
2. It is presumed the wetland line is shown based on CSM 11391. The wetland note per this CSM states the wetland was delineated in November 2008. This is substantially outside the standard WDNR 5-year window. A new wetland delineation should be completed, and the wetland dimensioned.
3. The ALTA/NSPS Land Title Survey depicts a storm sewer running through the property, without the benefit of an easement. An easement should be created and maintenance rights determined.
4. There is a 5" change in bearings from CSM 11391, recorded as bearings should be added.

**Sheet C102 – Demolition, Soil Erosion, and Sediment Control Plan:**

1. Stone tracking pads shall be added at both access points per WDNR construction site erosion and sediment control technical standard 1057. Or provide a stone tracking pad at one site access point, showing the other access point being closed off during construction.
2. Provide silt fence along the east perimeter of the site to prevent erosion onto the adjacent property.

**Sheet C201- Site Layout Plan:**

1. Clarify or provide a detail for "DUB DOWN CURB".
2. The drive aisle width in the west parking lot does not meet the minimum width per the Village Code. Revise the westerly parking lot to include a minimum drive aisle width of 25 feet.

**Sheet C301 – Site Grading Plan:**

1. The northwest corner of the proposed access aisle for the accessible parking stalls is a lower elevation than all surrounding grades promoting a trapped water condition. Revise the grades in this area accordingly to perpetuate drainage to the proposed catch basin to the north.
2. Verify the top of pavement and top of curb grades along the west side of the westerly entrance to the site. The site grading plan shows the top of pavement at a higher elevation than the top of curb in this area.
3. Add additional spot elevations around the proposed dumpster enclosure to further detail the grades in this area. Include spot elevations in this area at the corners/boundaries between bituminous, heavy-duty concrete, and concrete sidewalk surfaces.

**Sheet C401 – Site Utility Plan:**

1. Label the diameter of the proposed downspouts.
2. Detail the length and slope of all proposed storm and sanitary sewer/laterals.
3. Detail the elevation and slope of the proposed underdrain along the south side of the proposed building.
4. Detail the size and invert elevations of the proposed water service.
5. Label the proposed invert elevation(s) of the sanitary lateral connection to the existing sanitary sewer east of the building. This connection should be completed as a wye connection.
6. Label the invert elevations and slopes of the proposed sanitary lateral at the sand/oil interceptor, bends, and cleanouts.
7. Label the invert elevations of all proposed storm sewer at bends, cleanouts, catch basins, and connections with the existing storm sewer.
8. Verify the absence of a conflict and appropriate vertical separation between all proposed crossings of the proposed sanitary lateral and building downspout laterals. Label the invert elevations of sanitary lateral and downspout laterals at each proposed crossing.

**Sheet C501 – Site Details:**

1. Add a stone tracking pad detail that conforms to WDNR stormwater construction technical standard 1057.
2. Provide an underdrain trench detail.
3. Provide a detail for the proposed sand/oil interceptor and its proposed sanitary sewer connections.
4. Provide a detail for the required sanitary lateral wye connection with the existing sanitary sewer.



id sealed by professional engineer licensed in the state of Wisconsin.  
m addressing each of the above comments listed must be included in the next submittal.  
nts are not all encompassing and that further comments may arise during future

**itions:**

1. (home) pipe crosses this parcel. A new storm sewer easement is needed to be submitted, reviewed, approved, and recorded prior to issuance of building permit.
2. The storm water drainage for this site is to be tributary to the regional pond. Work is occurring at pond. The work needs to be completed, reviewed, and approved prior to approval of this project.
3. Provide televising video showing Sanitary sewer lateral from building to the main. The lateral needs to be reviewed for structural integrity and potential infiltration. The Village staff or designated representative will review the sewer lateral video and check if the lateral condition is adequate or needs rehabilitation. If the work cannot be completed prior to issuance of permit or occupancy, then posting a \$5,000 financial.

**Comm. Grabowski motioned/seconded by Trustee Rohde to approve the Conditional Use Grant request for Christian Brothers Automotive, specifically the reduction in parking spaces, with the planner, engineer and DPW recommendations.**

**Motion carried 6-0.**

**b. Review, discussion and possible recommendation to the Village Board for Planned Unit Development (PUD) Overlay District rezoning (including the underlying building architecture/materials/colors, site layout, exterior lighting, landscaping, fencing, and similar related plans) for a proposed car wash development to be located at 120 Simmons Avenue. The applicant is MSI General in c/o Cameron McFarland. The property owner is Wylie Group LLC. The 1.08-acre property is zoned B-2 Downtown Business District.**

Lyons provided a brief overview of the proposal and highlighted several deviations, including building size and materials such as stucco and metal roofing. He noted that an exception is being requested because car washes are not permitted within this zoning district. Lyons presented visual renderings of the proposed development and identified key considerations and questions related to the Planned Unit Development (PUD).

Commissioners discussed "gateway of Pewaukee" signage, traffic study eligibility, building materials, and vehicle stacking concerns. The applicant, **Christopher Mullen @ 935 Emerald Dr, Erin WI**, addressed these questions, explained design choices and operational details, and noted that a traffic study had been completed and was available for review.

Gralinski inquired whether construction could commence within 12 months of approval, as required by Village regulations. The applicant responded that they anticipate completing construction within that timeframe.

**Village Planner Recommendations:**

The Village of Pewaukee Plan Commission may recommend approval of the zone change request to add a Planned Unit Development Overlay to the Village Board as requested by Bubbles Foam Farm for the property located at 120 Simmons Avenue, subject to the following conditions:

1. That all conditions made by the Plan Commission at their meeting of October 9, 2025 are met.
2. Code deviation to allow an automotive service use (car wash) within the B-2 Downtown Business District.
3. Code deviation to allow a 5,453 sq. ft. building in the B-2 Downtown Business District.
4. Code deviation to allow building elevations with primary building materials less than the code required 70% of solid portion of any elevation to be clad in a mixture of common size brick, native stone or cedar siding / cement resign siding.
5. Code deviation to allow Stucco / EFIS as primary building material on the first-floor elevations.
6. Code deviation to allow the proposed building not to be placed along the sidewalk in conjunction with dense landscaping per section 40.275(6).
7. Approval to using standing seam metal roofing.
8. This approval is subject to the Petitioner complying at all times with the plans and documents presented to the Village of Pewaukee Plan Commission.
9. The Petitioner shall satisfy all comments, conditions, and concerns of the Village of Pewaukee Plan Commission, Village Engineer and Village Planner for the site plan, and other documentation.
10. 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.
11. 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 conditional use 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.



incurred by the Village in connection with the review and approval of this application, to, the cost of professional services incurred by the Village for the review and documents, attendance at meetings or other related professional services as well as to this approval due to a violation of these conditions.

**Conditions:**

to be added to the plan to ensure circulation of the site as intended to deter drivers from directly. In addition to adding signage at potential conflict points within the site.

2. ~~(None)~~ the northern access point to meet the minimum driveway width of 22 feet for two-way traffic per the Village code.
3. Spot elevations and grading callouts shall be added to further detail the proposed grading for the site; including but not limited to the following locations:
  - a. Curb geometric points, showing top of pavement/flange grades and top of curb grades.
  - b. Potential grade breaks in proposed pavement and curb and gutter.
  - c. Boundaries between proposed pavement types.
  - d. Match points
  - e. ADA parking stall and accessible aisle which may include a grading detail.
  - f. Building corners
  - g. Site features e.g. the proposed dumpster enclosure.
4. Provide more detail on the grading plan and proposed hydrology exhibit to better depict drainage divides. For example, CB 5 appears to be on-grade, but the drainage divide extends past the inlet.
5. Revise the rainfall file in the WinSLAMM modeling to use Milwaukee rather than Madison. Winter range dates should also be revised consistent with NR 151.12(1)(b).
6. It does not appear that the second step of the "Other Device" is checked on to remove pollutants from off-site areas. Verify that under the Tools -> Program Options tab, that the box stating "If Other Device pollutant load reductions values are set to 1, remove off-site pollutant loads from pollutant load percent reduction calculations" is checked. An additional text line stating this will appear in both the input and output reports once turned on.
7. Pavement and roof areas are modeled as disconnected in WinSLAMM but appear to drain directly to on-site storm sewer via sheet flow across pavement. These areas should be modeled as connected with the next submittal.
8. The Up-Flo Filter input data has not been provided with the WinSLAMM modeling. Submit the modeling information with the next submittal.
9. Provide a detail for the Up-Flo Filter in the civil plans with the next submittal.
10. The pipe run CB 2 – FES 1 does not include any roof area in the storm sewer calculation spreadsheet.
11. Revise with the next submittal or provide an explanation for why there should be no roof area included.
12. Submit .mdb WinSLAMM files and post-drainage basin delineations in CAD or GIS format at the time of final submittal. Include a reference to the horizontal coordinate system used for the basin delineations.
13. The Stormwater Management Memo shall be stamped by a licensed engineer in the State of Wisconsin for the final submittal.
14. A maintenance agreement for storm water management practices will be required. This agreement shall be between the Village and the responsible party to provide maintenance of storm water practices beyond construction completion.
15. Since the project will be disturbing more than one acre, a WDNR Construction Site Stormwater Permit (NOI) is required and should be provided when it is available.
16. The next submittal shall consist of detailed civil engineering plans of the site including but not limited to:
  - a. Proposed erosion control measures.
  - b. Site Details
  - c. Utility Details
  - d. Detailed site and grading plan based on aforementioned comments.
  - e. Material specifications.
17. A response memorandum addressing each of the above comments listed must be included in the next submittal. Note, that these comments are not all encompassing and that further comments may arise during future submittals.

**Department of Public Works Recommendations:**

1. Provide grit removal system to remove dirt, sand, etc. prior to discharge to public sanitary sewer. Submit specifications and maintenance agreement for to be submitted, reviewed, approved, and recorded prior to issuance of building permit.
2. Landscape plan: Some proposed shrubs are shown in public right of way. Move the proposed shrubs on to the private property.
3. In public right of way, any sidewalk panels with cracks, spalling or missing pieces or misaligned panels must be removed and replaced by Applicant. Village Engineering staff or designated representative to mark panels for removal. Show on drawing for review and approval. Based on initial review, there are 8 panels along Simmons Dr and 1 panel along Capitol Drive. There are 13 panels along the back of curb along Simmons that need to be removed and restored with turf. A right of way permit is needed to remove or replace sidewalk and to follow Village sidewalk specification.
4. Provide PDF copy of ALTA Survey.
5. A storm water permit will be needed.
6. Remove unused driveway approaches and restore to full head concrete curb and gutter.



consultative feedback to applicant Johnson Financial Group regarding a concept to be located at 1194 Capitol Drive / PWV 0903099. The proposed development site is 1.59 acres in the Business District and owned by McMahon Properties LLC.

out the applicant's current location off of Pewaukee Rd and tax status. The applicant, George Dr, Waterford WI, confirmed they intend to relocate and do pay property taxes. Hess is currently on the property now, begin construction in 2027, and complete the project in 2028; the applicant has no plans at this time.

7. Citizen Comments - [\(home\)](#)

- No Comment

8. Adjournment -

Comm. Liebert motioned/seconded by Comm. Belt to adjourn the October 9, 2025, Regular Plan Commission meeting at approximately 7:07 p.m.

Motion carried 6-0.

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.
Friday	8 a.m. - 4:30 p.m.
Saturday	Closed
Sunday	Closed

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