

**Village of Weston, Wisconsin**  
**OFFICIAL PROCEEDINGS OF THE VILLAGE PLAN COMMISSION AND**  
**JOINT TOWN & VILLAGE EXTRATERRITORIAL ZONING COMMITTEE MEETING**

held on Monday, April 10, 2023, at 6:00 p.m., in the Board Room, at 4747 Camp Phillips Road

**AGENDA ITEMS.**

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**1. Meeting called to order by Plan Commission Chair and Village Trustee Steve Cronin at approximately 6:00 p.m.**

**2. Roll Call of Village Plan Commission (PC) by Secretary Chibeya.**

Roll call indicated 7 PC members present and 2 Alternate member present (acting as regular member).

<u>Member</u>	<u>Present</u>
Cronin, Steve {Chair}	YES
Zeyghami, Hooshang {Vice Chair-1}	YES
Ermeling, Barbara {Vice Chair-2}	YES
Guerndt, Gary	YES
Jordan, Joe	YES
Mumper, Roy	YES
Pinsonneault, Jim	YES
Maloney, Mark {Alternate 1}	YES
Diesen, Dave {Alternate 2}	YES

**3. Roll Call of Joint Village & Town of Weston Extraterritorial Zoning Committee (ETZ) by Secretary Chibeya.**

Roll call indicated 5 ETZ members present.

<u>Member</u>	<u>Present</u>
Olson, Milt {Chair}	Excused
Cronin, Steve {Vice Chair}	YES
Christiansen, Randy	YES
Guerndt, Gary	YES
Hull, Mark	YES
Mumper, Roy	YES

Village Staff in attendance, in-person: Donner, Higgins, Wodalski, Anklam, and Chibeya. SAFER Fire Marshal, Marty Christiansen, was present as well.

Village Staff in attendance, via Zoom: None

Audience Members in attendance, in-person: There were 13 audience members present, in-person.

Audience Members in attendance, via Zoom: There was 1 audience members present, via Zoom.

**PUBLIC COMMENT**

No public comment.

**MINUTES FROM PREVIOUS MEETINGS [0:01:50 Zoom Meeting Recording]**

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**4. Approve minutes from the February 13, 2023, Joint PC & ETZ Meeting. (PC & ETZ)**

***(ETZ) Motion by Hull, second by Christianson to approve the February 13, 2023, Joint PC & ETZ meeting minutes.***

Yes Vote: 5    No Votes: 0    Abstain: 0    Not Voting: 1    Result: PASS

<u>Member (ETZ)</u>	<u>Voting</u>
Olson, Milt {Chair}	-----
Cronin, Steve {Vice Chair}	YES
Christiansen, Randy	YES
Guerndt, Gary	YES
Hull, Mark	YES
Mumper, Roy	YES

***(PC) Motion by Pinsonneault, second by Jordan: To approve the February 13, 2023, Joint PC & ETZ meeting minutes.***

Yes Vote: 7    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member (PC)</u>	<u>Voting</u>
Cronin, Steve {C}	YES
Zeyghami, Hooshang {VC-1}	YES
Ermeling, Barbara {VC-2}	YES
Guerndt, Gary	YES
Jordan, Joe	YES
Mumper, Roy	YES
Pinsonneault, Jim	YES
Maloney, Mark {Alt. 1}	YES
Diesen, Dave {Alt. 2}	YES

**COMMUNICATIONS, DISCLOSURES, AND RECUSALS**

**5. Written Communications Received.**

None.

**PUBLIC HEARINGS [0:02:46 Zoom Meeting Recording]**

**Zoning Map Amendments, Conditional Uses & Related Requests**

**6. Ordinance 23-008: An Ordinance to Amend Procedural Requirements within the PC (Planned Development) and N (Neighborhood) Zoning Districts. (PC & ETZ) [0:03:00 Zoom Meeting Recording]**

**a. Open Public Hearing.**

Cronin opened the hearing at 6:05 p.m.

**b. Presentation by Applicant and/or Staff.**

Higgins explained the change in submission requirements for N and PD districts.

**c. Public Comment Period [0:4:09 Zoom Recording]**

There were no public comments.

**d. Close Public Hearing.**

Cronin closed the public hearing at 6:06 p.m.

**e. Recommendation from Staff.**

Higgins stated staff recommends approval as presented.

**f. Discussion & Recommendation to the Board of Trustees by the PC. [0:4:31 Zoom Recording]**

***Motion by Guerndt, second by Pinsonneault to recommend approval.***

Yes Vote: 9    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member (PC)</u>	<u>Voting</u>
Cronin, Steve {C}	YES
Zeyghami, Hooshang {VC-1}	YES
Ermeling, Barbara {VC-2}	YES
Guerndt, Gary	YES
Jordan, Joe	YES
Mumper, Roy	YES
Pinsonneault, Jim	YES
Maloney, Mark {Alt. 1}	YES
Diesen, Dave {Alt. 2}	YES

**Discussion & Recommendation to the Board of Trustees by the ETZ. [0:4:50 Zoom Recording]**

***Motion by Christianson, second by Mumper to recommend approval.***

Yes Vote: 5    No Votes: 0    Abstain: 0    Not Voting: 1    Result: PASS

<u>Member (ETZ)</u>	<u>Voting</u>
Olson, Milt {Chair}	-----
Cronin, Steve {Vice Chair}	YES
Christiansen	YES
Guerndt, Gary	YES
Hull, Mark	YES
Mumper, Roy	YES

**ADJOURNMENT OF ETZ [0:5:29 Zoom Recording]**

***Motion by Christianson, second by Guerndt to Adjourn at 6:09 p.m.***

**7. Project #20230073 – Sam Haugen, Riverside Land Surveying and 6207 RLSS, LLC, on behalf of Shelly Drake, 2305 Cutoff Road, requesting a rezone of a 40-foot wide strip of land across the back of 2305 Cutoff Road, from 2F (Two-Family Residential) Zoning District to B2 (Highway Business) Zoning District (PIN 192-2808-181-0972). (PC) [0:6:06 Zoom Meeting Recording]**

**a. Open Public Hearing.**

Cronin opened the hearing at 6:09 p.m.

**b. Presentation by Applicant and/or Staff. [0:6:42 Zoom Meeting Recording]**

Higgins presented: Shelly Drake requesting a 40 ft strip to be re-zoned off the back of her property and added to the lot that is zoned B2 on Schofield Ave. The lot is planned for future mixed-use development. The 40 ft strip and lot will be attached via certified survey map. Nothing formal has been submitted for site plan review at this date. Steve Stehr spoke about the preliminary project, by adding the 40 ft strip this will give a buffer between properties.

**c. Public Comment Period [0:10:00 Zoom Recording]**

Guy Goodin – 2210 Cutoff Rd, Weston WI 54476 is opposed. He is concerned about traffic. He would like to see Cutoff Road turned into a dead-end road to stop traffic.

Darrell Wehrman- 2216 Cutoff Rd, Weston WI 54476 is opposed. He is concerned about the speeders on his road. He is in favor of a dead-end road. Caribou Coffee has increased the traffic on his road.

Brian Marek- 2204 Cutoff Rd, Weston WI 54476 is opposed. Concerned about the direct access to the proposed lot. Caribou Coffee has slightly increased the traffic on Cutoff.

Shelly Drake- 2305 Cutoff Rd Weston, WI 54476 agrees and has signed off on her property. She is concerned about speeding on her road. She is in favor of a dead-end. She asked about the fencing requirements.

**d. Close Public Hearing.**

Cronin closed the public hearing at 6:22 p.m.

**e. Recommendation from Staff.**

Higgins stated staff recommends approval.

**f. Discussion & Recommendation to the Board of Trustees by the PC on Rezone Request.**

*[0:20:13 Zoom Recording]*

Mumper said he uses the chiropractor in that area; he suspects that others use the parking lot as a throughfare. Jordan asked if there was any history of the chiropractor and the gate that was supposed to be there. Higgins said she does not have any knowledge of that. It was approved and completed many years ago. Higgins said this is preliminary, if you have some different suggestions, please let staff know. This is a mixed-use development with retail on the first floor, first floor parking and garage parking, with multifamily above. Ermeling has concerns about the access on Cutoff Road.

Pinsonneault said we need to focus on the re-zoning of the 40ft strip, not the other information.

Higgins said this project could ask for and receive TIF funding. Kristin Peterson-Fish is working with the developer and is trying to figure out what they want to put on this property. Ermeling does not have a problem with re-zoning, she would like to see the design and development first before making a decision on the access off Cutoff Rd and wants to take the neighbors into consideration.

Pinsonneault asked what needed to be done to have the site plan authority be the Plan Commission so they can address the public concern. Higgins said the best way would be to direct it back to Plan Commission after the Board looks at the TIF funding. Higgins said there are three accesses onto Schofield Ave and one onto Cutoff on these two parcels. Pinsonneault asked if that parcel could be reconfigured not to use Cutoff. Cronin does not see an issue with getting an emergency vehicle in that area. Marty Christianson said the more area to turn around the better. Guernadt asked who incurs the cost of redoing the road and the sewer and water. Wodalski said we do currently have sewer and

water through the area. Guerndt agreed with the problem of speeding on the road, he said we need to just look at the rezone of the back of this property tonight.

Answers for Determination:

- 1. Yes
- 2. Yes
- 3. #2
- 4. Yes

***Motion by Guerndt, second by Mumper to recommend approving the rezone with the request that Plan Commission can review the site plan at a later date and discuss the access to Cutoff Rd and discussion with the developer to understand the concerns of neighbors and who is responsible for the cost of making the dead-end road.***

Yes Vote: 9    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member (PC)</u>	<u>Voting</u>
Cronin, Steve {C}	YES
Zeyghami, Hooshang {VC-1}	YES
Ermeling, Barbara {VC-2}	YES
Guerndt, Gary	YES
Jordan, Joe	YES
Mumper, Roy	YES
Pinsonneault, Jim	YES
Maloney, Mark {Alt. 1}	YES
Diesen, Dave {Alt. 2}	YES

**NEW BUSINESS**

**8. Project #20220025 – Special Exception Sign Permit request by NOVA Truck Wash to allow for a larger on-building sign than what is permissible in the LI (Limited Industrial) Zoning District, at 4315 Transport Way. (192-2808-282-0024) [0:41:28 Zoom Recording]**

***Motion by Pinsonneault, second by Guerndt to recommend approval of the increased sign as presented.***

Yes Vote: 9    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member (PC)</u>	<u>Voting</u>
Cronin, Steve {C}	YES
Zeyghami, Hooshang {VC-1}	YES
Ermeling, Barbara {VC-2}	YES
Guerndt, Gary	-----
Jordan, Joe	YES
Mumper, Roy	YES
Pinsonneault, Jim	YES
Maloney, Mark {Alt. 1}	-----
Diesen, Dave {Alt. 2}	YES

**9. Project #20230085 – Site Plan approval for Commercial Development at 3200 Schofield Avenue. ABC Weston, LLC. (192-2808-173-0982). [0:42:24 Zoom Recording]**

***Motion by Mumper, second by Guerndt to recommend approval of Project #20230085 – Site Plan approval for Commercial Development at 3200 Schofield Avenue. ABC Weston, LLC.***

Yes Vote: 9    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member (PC)</u>	<u>Voting</u>
Cronin, Steve {C}	YES
Zeyghami, Hooshang {VC-1}	YES
Ermeling, Barbara {VC-2}	YES
Guerndt, Gary	-----
Jordan, Joe	YES
Mumper, Roy	YES
Pinsonneault, Jim	YES
Maloney, Mark {Alt. 1}	-----
Diesen, Dave {Alt. 2}	YES

**STAFF REPORTS [1:03:36 Zoom Recording]**

**10. Report re: March 2023 Staff-Approved Certified Survey Maps and Site Plans.**

**11. Report re: March 2023 Building Permits.**

***Motion by Pinsonneault, second by Ermeling: To acknowledge Item #10 and #11***

Yes Vote: 9    No Votes: 0    Abstain: 0    Not Voting: 0    Result: PASS

<u>Member (PC)</u>	<u>Voting</u>
Cronin, Steve {C}	YES
Zeyghami, Hooshang {VC-1}	YES
Ermeling, Barbara {VC-2}	YES
Guerndt, Gary	YES
Jordan, Joe	YES
Mumper, Roy	YES
Pinsonneault, Jim	YES
Maloney, Mark {Alt. 1}	YES
Diesen, Dave {Alt. 2}	YES

**MISCELLANEOUS [1:04:00 Zoom Recording]**

**12. Project Updates**

Donner stated Project Timberwolf is still pending and we are bringing a TIF request to the Board. Lokre Development rezoning project being worked on. Higgins is still working with Intercity Bank and a potential redevelopment west of Patriot Auto. Working with Kristin Fish about remarketing the old municipal building.

Higgins stated they received a conditional use permit for personal storage facility on Transport way, working with the DNR on an updated wetland delineation. 7200 sq ft addition on Badgerland Industries on Fuller Street, and Fuzzy Taco's is still being worked on.

Wodalski stated that the bid opening for the Weston Ave East phase and the bid came in at one million below estimated. A salt shed is being bided with a fabric structure with different foundations in May, construction should be this year.

**13. Announcements & Commissioner Remarks. [1:08:40 Zoom Recording]**

Jordan asked what is being done in the future about the parking situation for the elections. Donner said President Maloney, himself and Pam have met and talked about what they can do in the future. Pinsonneault agreed with the parking situation and would like to see people inside waiting rather than outside. Pinsonneault would like to ask the applicant the questions in addition to the Plan Commission answering the questions for rezone. Ermeling and Zeyghami did not agree. Mumper and Ermeling are happy to see TIF funds being used.

**a. Next Regular Meeting Date – Monday, May 8, 2023, at 6pm**

**b. Municipal Center Open House – Saturday, May 13, 2023, 10am – 2pm**

**ADJOURNMENT**

***Motion by Ermeling, second by Guerndt, to adjourn the PC meeting at 7:18 p.m.***

Steve Cronin, Village Trustee and Plan Commission Chair  
Jennifer Higgins, Director of Planning & Development  
Sarah Chibeya, Recording Secretary