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June 12, 2025

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06/12/2025 Plan Commission Meeting

Review, discussion, and possible action on a Sign Code Waiver at 112 Main St; Review, discussion, and possible action to allow a new duplex on Lot 21 Majeskie Acres; Review, discussion, and consultative feedback to Christian Brothers Automotive at PWV 0901984006; Review, discussion and possible action to schedule a special Plan Commission meeting.

[Meeting Minutes \(?Type=M&ID=419\)](#)

[Documents \(?Type=D&ID=419\)](#)

[Video \(?Type=V&ID=419\)](#)

Plan Commission Meeting June 12, 2025 – 6:00 pm

Village Hall

235 Hickory Street, Pewaukee, WI 53072

<https://www.youtube.com/watch?v=7hbGhw--s-E> (<https://www.youtube.com/watch?v=7hbGhw--s-E>)

1. Call to Order and Roll Call, Pledge of Allegiance, s 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. Sam Liebert; Comm. Brian Belt; Trustee Bob Rohde; and President Jeff Knutson.

Excused: Comm. Mark Grabowski

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

2. Public Hearings –

3. **Citizen Comments** – No comments.

4. Approval of the Minutes

a. **Regular Plan Commission Meeting – May 8, 2025.**

Comm. Belt motioned/seconded by Trustee Rohde to approve the May 8, 2025, Regular Plan Commission Meeting minutes as presented.

Motion carried 6-0.

5. Old Business

a. **None**

6. New Business

a. **Review, discussion, and possible action on a Sign Code Waiver for American Family Insurance to allow a 12 sq. ft. monument sign with a 2' street setback, pursuant to Section 70. This 0.16- acre parcel, located at 112 Main Street / PWV 08GGG55, is zoned as B-2 Downtown District. Property Owner and Applicant is Lueth Properties LLC (Chris Lueth, agent/owner).**

Lyons gave a brief overview.

Village Planner Recommendations:

The Village of Pewaukee Plan Commission Approves the sign setback reduction to 2' for American Family Insurance for the property located at 112 Main Street, subject to the following conditions:

1. Any conditions made by the Plan Commission at their meeting of June 2025, as noted in the minutes.

/ Trustee Rohde to approve the sign set back reduction to 2 feet for American at the 112 Main St, subject to the conditions presented by staff.



ossible action to allow a new duplex on Lot 21 Majeskie Acres. This 0.28-acre parcel, road Blvd approximately 80' west of the intersection of Hillwood Blvd and Zachary 2- 6 Plex District. Property Owner and Applicant is Michael Kreitzer.

Lyons gave a (Home) overview.

Village Planner Recommendations:

The Village of Pewaukee Plan Commission Approves a duplex for the property located at Lot 21 Majeskie Acres / PWV 0902158, subject to the following conditions:

1. Any conditions made by the Plan Commission at their meeting of June 2025, as noted in the minutes.
2. 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.
3. 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 C 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.
4. 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.
5. 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.
6. The Petitioner and/or Property Owner shall obtain the appropriate permits from the Village of Pewaukee.
7. 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. Liebert motioned/seconded by Comm. Belt to approve a duplex for the property located at Lot 21 Majeskie Acres / PWV 0G02158, subject to all the conditions presented by staff.

Motion Carried 6-0.

c. Review, discussion, and consultative feedback to applicant Christian Brothers Automotive regarding a concept to construct a 10-bay automobile service use located immediately west of Menards and north of Jilly's Car Wash / PWV 0G01G84006. 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 property is owned by Meadow Creek Limited Partnership.

Lyons gave an overview of the project and what is required.

Discussion was held by the commission regarding parking stalls and overflow parking in the area.

Ashley Zabel, Civil Engineer with Progressive Companies (present on behalf of Christian Brothers Automotive) – Responded to commissioner's questions and explained the design behind their number of parking stalls and how the business functions when it comes to customer parking at their other locations.

Discussion between the Commission and Zabel followed.

d. Review, discussion and possible action to scheduling a special meeting of the Plan Commission.

Heiser gave an overview of this item. Discussion was held to determine a date.

Comm. Belt motioned/seconded by Comm. Jelacic to approve the special meeting of the Plan Commission on Tuesday, July 1st at 5:00 p.m. for CrossFit Rohkeus.

Motion Carried 6-0.

7. Citizen Comments – No comments.

8. Adjournment



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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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