

VILLAGE OF LANNON
MINUTES OF THE PLAN COMMISSION MEETING FROM 7/27/23

1. Call to order by presiding officer. President Yates called the meeting to order at 6:30 p.m.
2. Pledge of Allegiance was recited.
3. Roll Call: Grim, Newman, Janas, Payleitner, and Yates were present. Nellis and Lake absent.
4. Statement of Public Notice was confirmed.
5. Discussion and possible approval of Plan Commission meeting minutes from 6/12/23. Item 6, special permit for recycled asphalt is a one time stockpile. Newman wanted to add that he could use recycled for paving, he still needs to pave up to the garage doors. Parking could be recycled but not driving area. Wetlands for runoff, site plan should be looked at again. Ben is drafting the special permits and we have not seen final documents on that. Grim/Payleitner motioned to table the 6/12/23 plan commission/Village Board minutes.
6. Discussion and possible approval of Plan Commission meeting minutes from 7/10/23. Payleitner/Newman motioned to approve the meeting minutes from 7/10/23. Motion carried unanimously.
7. Citizen Comments. None
8. Discussion and possible action on Sign permit application for Buck Buckley W. Good Hope Rd. Lannon WI 53046. The applicant just wants something very simple and some rock slabs. Yates suggested planting low growing plants so that years down the road it doesn't grow up and cover the sign. They are going to light the sign from the top. No interior light on the sign. Should not be shining on the road and should be on the sign, etc. His lighting guy will draw up the specs and provide that information. Recommend they submit it as built for staff. He will need to come back for lighting. Newman/Grim motioned to approve as presented. Motion carried unanimously.
9. Discussion and possible action regarding a Plan of Operation and site plan for 7291 N. Lannon Rd., Lannon WI 53046. Grim questioned the sidewalks and the front porch area and the stone mulch which could get on the sidewalk and be dangerous. They have maximized the area they have to work with. Grim/Janas motioned to approve the site plan for 7291 N Lannon Rd. Motion carried unanimously.
10. Discussion and possible preliminary action on the FEMA Floodplain Ordinance. Attorney de La Mora stated that this ordinance is a result of waterway mappings, etc. for Waukesha County as requested by the DNR. We have one on the books already, every community in the County is going through this and it is a pretty simple amendment. The ordinance has been approved by the DNR and it will need a public hearing. This is just a first look at it for the future process. No real significant changes for Lannon. Grim/Newman motioned to recommend the Clerk in conjunction with the Village Board schedule a Public Hearing. Motion carried unanimously.
11. Consideration and recommendation to the Village Board of the adoption of the proposed Zoning/Building Ordinance Enforcement Procedure and related form letters. President Yates stated that they have been meeting about formalizing a process that has been a concern for tracking and enforcing complaints, etc. Hector's office has worked on the process, the notices, etc. We have limited manpower and resources and get together with the enforcement team to see how we proceed. Recommend that this goes to the Legislative Committee and Village Board for their consideration and adoption. Grim stated it is a good baseline. Highlight initial and final notice on the letters. Return Receipt Request instead of Certified. Newman stated Chapter 78 and chapter 30 and 58 that needs enforcement. They should stop and talk to the homeowners the first contact. Director of Public Works does have some authority over trees and weeds and should mark trees and talk to owners about cutting them, etc. That ordinance has a different time frame than this process. Tape to door and take a picture. Village Board should authorize the per diem. Grim/Newman motioned to send the enforcement procedure as modified to the Legislative Committee and the Village Board. Motion carried unanimously.
12. Adjournment. Grim/Janas motioned to adjourn at 7:53 p.m. Motion carried unanimously.

July 27, 2023
Respectfully submitted,
Brenda Klemmer
Village of Lannon Clerk/Treasurer

*Notice is hereby given that the Municipal Building is accessible to elderly and disabled persons.**Notice is also hereby given that members of other governmental bodies from the Village of Lannon may be present at this meeting to gather information about a subject on which they may have decision making responsibility and may constitute a quorum of that governmental body. No action by any of those governmental bodies, except the Village Board of Lannon, will be taken at this meeting.