

MEETING: REGULAR MEETING OF THE PLAN COMMISSION
DATE & TIME: Monday, May 11, 2026 at 6:30 PM
LOCATION: Germantown Village Hall Board Room
N112 W17001 Mequon Road

Any member of the body and/or citizen also attend the meeting virtually through the WebEx platform, Meeting #: **2553 216 2843** Password: **qRNIkJrY345** which can be accessed by phone at **408-418-9388** or by logging on at <https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=m3e60c9657945a5ad89155bdbfd3c356f>

Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@germantownwi.gov by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration. Previously recorded Village Board Meeting Videos can be viewed at https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ.

AGENDA

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. **CITIZEN INPUT/PUBLIC APPEARANCE:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a four (4) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.) Comments that may be injurious to village personnel or other individuals will not be allowed.*
- IV. **MEETING MINUTES:**
 - A. PC Minutes 4-13-26
- V. **NEW BUSINESS:**
 - A. EKM Moose Lodge 1238, Property Owner W198 N10217 Appleton Avenue - Application to Amend Conditional Use Permit No. 07-2011 to revise restrictions on overnight camping on the Moose Lodge property by Moose Lodge members only from April 15 through October 15 each year. (PUBLIC HEARING & ACTION)
 - B. Abacus Architects, Agent for DONTOF LLC, Property Owner, and Basic Metals, Inc.-- Review of revised architecture and exterior material plans for a 42,000 sqft industrial building addition and office remodeling for the facility located at W180 N11819 River Lane in the Germantown Industrial Park. (ACTION)
 - C. Innovative Signs, Inc., Agent for Truck Country USA, Property Owner N128 W21795 Holy Hill Road. Sign application for additional monument signage. (ACTION)

- D. Brian Sparrow, Property Owner. Zoning Permit application to install a 4' fence in a public storm drainage easement on property located at W143N10660 Magnolia Drive. (ACTION)
- E. Michael and Pam Madrzak, Property Owners of N116W13444 Elm Lane. Request for a variance from the architecture and exterior materials requirements under Section 17.41(2a) of the Zoning Code for a detached accessory building. (ACTION)
- F. Riekert & Mielke, Agent for F Street Germantown LLC, Property Owner. Certified Survey Map (CSM) to divide an existing 37-acre parcel into (2) parcels to accommodate Phase 2 of an industrial development. Property is located at N104W12659 Donges Bay Road in the Town 9 Business Park. (ACTION)

VI. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT:

VII. UPCOMING MEETING DATE(S):

VIII. ANNOUNCEMENTS:

IX. ADJOURNMENT:

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Village Clerk at (262)250-4745 at least 2 days prior to the meeting.

Notice is hereby given that a possible quorum of other boards, committees, and/or commissions may attend this meeting to gather information about an item over which they have decision-making responsibility. This may constitute a meeting of these bodies per State ex rel. Badke v Greendale Village Board, even though these bodies will not take formal action at this meeting.

MEETING:	REGULAR MEETING OF THE PLAN COMMISSION
DATE AND TIME:	Monday, April 13, 2026 6:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
Chairman Soderberg called the meeting to order at 6:30pm.
- II. **ROLL CALL:**
Committee Members Soderberg, Warren, Tarantino, Williams, Shadid, Henk and Ewert were all present. Also present were Community Development Director Retzlaff and Associate Planner Yanke.
- III. **CITIZEN INPUT/PUBLIC APPEARANCE:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a four (4) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.) Comments that may be injurious to village personnel or other individuals will not be allowed.*
Citizens that spoke included:
Lynn Bednarz who lives on Pawnee Court.
- IV. **MEETING MINUTES:**
 - A. PC Minutes 3-9-26
Motion: Approve as presented
Motioned By: Robert Warren
Seconded By: Josh Tarantino
Yes: Bob Soderberg, Robert Warren, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert
No: None
Abstain: William Shadid
Motion Passed (Yes 6, No 0, Abstained 1)
- V. **PUBLIC HEARINGS:**
 - A. The public hearing scheduled for April 13th regarding the proposal from VLS Environmental Solutions, Agent for SRRT Carnegie LLC, Property Owner of W190 N11393 & N11260 Carnegie Drive, for Rezoning and Conditional Use Permit (CUP) applications for a wastewater pre-treatment facility has been POSTPONED to a future date not yet determined. Consequently, public

comments regarding this proposal will not be received and the Plan Commission will not discuss this proposal at the April 13th meeting.

VI. NEW BUSINESS:

- A. Springfield Sign, Agent for Dan Braatz, Burgers & Braatz Properties LLC, and Blackstone Creek LLC, Property Owner. Sign Permit Application for a new 4,400 sqft Culver's located at N112 W17300 Mequon Road. (ACTION)

Director Retzlaff went over the proposed signs for Culvers, which included 4 wall signs, 1 coming right-up sign mounted along the drive-thru, onsite directional/menu boards and 1 internally illuminated monument sign with an integrated message center and a decorative block base with address coordinates.

Staff recommends approval of the proposed wall, monument, directional and menu board signs as proposed for the new 4,400 sqft Culver's restaurant located N112W17300 Mequon Road subject to the following requirements, exceptions, and limitations:

1. An electrical permit is required for all electrical installations or modifications prior to installation of all signs requiring electrical service. Contact Inspection Services staff (SAFEBuilt) for code and permit application requirements.
2. Revisions to the previously approved landscape plan for the around the base of the monument sign shall be submitted to the Village Planner for approval prior to installation of the monument sign. Said plan shall show the type, number and size of plantings to be installed around the sign base as required under Section 17.46(7)(c) of the Zoning Code.

Motion: Approve with 2 revised conditions as presented

Motioned By: William Shadid

Seconded By: Josh Tarantino

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion (Yes 7, No 0, Abstained 0)

- B. Susan Hillstrom, Property Owner. Zoning Permit application to install a 4' fence in a public storm sewer and drainage easement on property located at W151N11818 Mistletoe Road. (ACTION)

Associate Planner Yanke reviewed the fence proposal, which includes a 4' high aluminum picket-style fence proposed 8' into a public storm sewer and drainage easement.

Discussion Followed. Committee members voiced concerns regarding drainage being impeded by the fence and expressed a desire to have an engineering/hydraulic analysis for fences proposed within drainage easements. It's advised to have this sort of analysis regardless of whether an underground drainage pipe is present or not within the easement. Conversation regarding the fence code in general followed but the Commission concluded the subject proposal could be approved with an added

condition that the Village Engineer confirms the proposed fence will not impede drainage flow on the ground surface within the easement.

Staff recommends approval of the zoning permit application to install a 4' aluminum picket-style fence in a public storm sewer and drainage easement along the western lot line of property located at W151N11818 Mistletoe Road, subject to the following conditions:

1. A fence permit is required from Building Inspection Services. The property owner is required to contact SAFEBuilt Inspection Services for more information. Prior to issuance of a fence permit by the Village, the property shall submit documentation showing HOA approval for the proposed fence.
2. The property owner shall enter into an encroachment agreement with the Village that specifies the property owner assumes responsibility for removing and/or replacing the fence and any other damages or costs if access to or maintenance of the easement is required by the Village.
3. It shall be the responsibility of the homeowner to maintain a free flow of water within the drainage easement at all times.
4. If the fence needs to be removed to make improvements and/or conduct maintenance within the easement, the property owner shall be responsible for all costs associated with removing the fence to the extent necessary within seven (7) days of being notified by the Village (or another mutually agreeable deadline). The property owner shall be responsible for any and all costs associated with any damage, removal, or re-installation of said fence.
5. The property owner and/or fence installer shall be liable for any and all damage to any storm sewer utility upon installation and all site restoration within the easements.

Motion: Approve with a 6th condition requiring a statement from the Village Engineer stating that the proposed fence and its 4" gap below the bottom rail would not constrict water flow at surface level within the easement.

Motioned By: Robert Warren

Seconded By: Bridget Henk

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

C. Abacus Architects, Agent for DONTOF LLC, Property Owner, and Basic Metals, Inc. Certified Survey Map (CSM) and Site Plan applications for a 42,000 sqft addition to the existing office and manufacturing facility located at W180N11819 River Lane in the Germantown Industrial Park. (ACTION)

Associate Planner Yanke went over the proposals, which included a CSM to combine 2 parcels equaling 6.96ac and the vacation/release of the 20' public utility/drainage easement and the 15' WE Energies easement and plat new easements where necessary. And the Site Plan, which included the building addition, truck loading and unloading area, repainting of the current office and a new parking area, with reconfigured/reconstructed driveway access to/from Fulton Drive. One new driveway

entrance is proposed at 129' in width, which is over the 35' maximum allowed by code. The Plan Commission is authorized to vary the width requirement as part of site plan review and approval. The commissioners were not concerned about the larger driveway width.

Discussion Followed. Yanke introduced the architect for the project, who answered questions regarding the color of the building and the possibility of adding some articulation to the building for a better look and adding a condition to that effect.

Staff recommends approval of the proposed 1-lot Certified Survey Map (CSM) for the Basic Metals property located at W180N11819 River Lane, subject to the following condition:

1. All technical issues and corrections identified by the Village Surveyor (see February 25, 2026, memo from Bob Beilfuss, PLC) shall be addressed and reflected in a revised CSM reviewed and approved by Village staff prior to recording.

Staff recommends approval of the Site Plan application for Basic Metals for a 42,000 square foot building addition to an existing office and manufacturing facility located at W180N11819 River Lane, subject to the following conditions:

1. This approval is for the various plan sheets that comprise the site development plan set as noted below and is subject to compliance with all the conditions and requirements set forth herein and subsequently adopted and/or revised by the Plan Commission. Approval is granted for the following unless superseded by subsequent plan sheets approved by Village Staff pursuant to revisions required herein and/or by the Plan Commission: a. Architectural, civil, and landscaping plans dated February 9, 2026 (11 pages), b. Lighting and photometric study plan dated February 5, 2026 (22 pages).

If revised plan sheets are necessary, each revised sheet shall contain the date of said revision clearly stamped in the lower right corner.

2. State agency (DSPS) approved plans and a \$20,000 occupancy bond are required by Inspection Services. The Village of Germantown is an authorized delegated agent of DSPS and may be used as an alternative to provide all commercial plan review and inspection services through SAFEBuilt of WI and the Village of Germantown.
3. The technical issues and plan revisions identified in the April 9, 2026, memo from the Village Engineer shall be addressed in revised plan sheets and/or supplemental documents prior to commencing construction activities and/or issuance of building permits.
4. The landscape plan shall be subject to final approval/acceptance from the Village Forester and Community Development staff prior to commencing construction activities. The landscape plan shall be revised to include the required street tree, interior/perimeter parking lot, and landscape greenbelt (15' width) plantings on site. Plantings along the east side of the new parking lot

shall act as a buffer and ensure light from headlights does not shine east toward the residential properties across the road.

5. All temporary and permanent exterior signs require a Sign Permit and shall comply with all current Village sign regulations. New signage shall be subject to review and approval by the Plan Commission.
6. Existing and proposed rooftop equipment (RTU) shall be screened from view by line of sight at 5' above grade from all property lines around the building and the centerline of the adjacent roadways.
7. Applicant/owner shall work cooperatively with the Village to secure the necessary easement vacation/release of the 20' public utility and drainage easement prior to issuance of building permits.
8. Applicant/owner shall secure the necessary easement vacation/release of the 15' WEPCO (We Energies) easement prior to issuance of building permits. Proof of easement vacation/release shall be submitted to the Village.
9. Applicant/owner shall revise the lighting plan to include additional measures (i.e. back-shielding) to reduce light emanating from the new light poles around the parking lot to the east. The plan shall be revised to specifically eliminate any light trespass or glare directed towards River Lane to avoid any nuisance for the residential properties to the east.

Motion 1: Approve Site Plan with the addition of a 10th condition to include modifications of the outdoor facade to add articulation/texture subject to bringing the architectural elevations/rendering back for final Plan Commission approval.

Motioned By: Bill Shadid

Seconded By: Josh Tarantino

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

Motion 2: Approve CSM as presented

Motioned By: Bill Shadid

Seconded By: Josh Tarantino

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

- D. Crew Carwash, Property Owner of N96 W17500 County Line Road. Request to extend Village approval of the site plans and Conditional Use Permit No. 05-2025 for a 4,500 sqft automated car wash facility. (ACTION)

Director Retzlaff reviewed the history of the Site Plan and CUP that was approved back in 2024. Retzlaff introduced Krissy Atterholt with Amundsen Davis, who spoke on behalf of Crew Car Wash stating that the request for an extension is intentional and needed for strategic planning within the company, which is based in Indiana and as this is their first Wisconsin approval it's taken some additional time to coordinate and proceed with their statewide roll-out of multiple locations.

Staff recommends approval of the request to extend the Site Plan approval for an additional 12 months with a new deadline for commencement of construction to April 8, 2027, with the same conditions of approval in the original April 8, 2024, Plan Commission approval.

Recommend the approval of the 12 mo. Site Plan extension and recommend the Village Board approve the request to extend the approval of CUP #05-2025 for an additional 12 months with a new deadline for commencement of construction to April 8, 2027, with the same conditions of approval contained in CUP #05-2025.

Motion: Approve requested extension of the approved Site Plan and recommend the Village Board approve the CUP extension as presented

Motioned By: Josh Tarantino

Seconded By: Robert Warren

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion (Yes 7, No 0, Abstained 0)

E. Signworks, Agent for Quality Electric Service, Property Owner. Sign Review application for Quality Electric Service at N114W18697 Clinton Drive. (ACTION)

Associate Planner Yanke gave a brief description of the new wall sign proposed and stated that it meets all the Village sign codes.

Discussion Followed.

Staff recommends approval of the proposed sign for Quality Electric Service for property located at N114W18697 Clinton Drive.

Motion: Approve as presented

Motioned By: Robert Warren

Seconded By: Josh Tarantino

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

F. Greg & Monica Schmidt, Property Owners of N124 W18420 Lovers Lane. Request for a variance from the architectural and exterior materials requirements under Section 17.41 of the Zoning Code for a detached accessory garage. (ACTION)

Director Retzlaff stated that this proposal includes exterior materials and architecture that are not the same as the existing dwelling, which requires a variance approval from this Commission. If this variance is granted, then the applicant plans to go to the Board of Zoning Appeals for a larger size detached garage than allowed by code.

Staff recommends approval of the Zoning Permit application for an architectural variance from Section 17.41(2a) of the Zoning Code to construct a detached accessory

garage with vinyl siding and asphalt shingles on the property located at N124 W18420 Lovers Lane subject to (1) condition:

1. The color of the vinyl siding and roof shingles are complimentary to the earth-toned color scheme of the existing dwelling.

Motion: Approve as presented

Motioned By: William Shadid

Seconded By: Robert Warren

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

VII. ANNOUNCEMENTS:

Chairman Soderberg thanked Committee Member Bill Shadid for his 8 years of service on the Plan Commission.

VIII. ADJOURNMENT:

Chairman Soderberg adjourned the meeting at 7:57pm.

CONDITIONAL USE PERMIT

5/11/26 Plan Commission Meeting

Eastern Kettle Moraine Moose Lodge

Village Staff Report & Recommendation

Germantown, Wisconsin

Summary

William Numrick, agent for the Eastern Kettle Moraine Moose Lodge #1238, is requesting amendments to Conditional Use Permit No. 07-2011 to remove the existing restrictions on overnight camping and parking of RV's, trailers, and other vehicles by club members on the lodge property located at W198 N10217 Appleton Avenue.

Location: W198 N10217 Appleton Avenue

Applicant: Bill Numrick
 Eastern Kettle Moraine Moose Lodge #1238
 W198 N10217 Appleton Ave
 Germantown, WI 53022

Existing Zoning: B-2: Community Business District

Adjacent Land Uses		Zoning
North	Business-Commercial	B-3
South	Agricultural	A-1
East	Business-Office	B-4
West	Business-Office	B-4



Background/Proposal

William Numrick, agent for the Eastern Kettle Moraine Moose Lodge #1238, is requesting amendments to Conditional Use Permit No. 07-2011 to remove the existing restrictions on overnight camping and parking of RV's, trailers, and other vehicles by club members on the lodge property located at W198 N10217 Appleton Avenue.

The Loyal Order of Moose is a fraternal and service organization with nearly 800,000 men in roughly 1,800 Lodges across the U.S., Canada and Great Britain. The Moose support the operation of Mooseheart Child City & School, a 1,000-acre community for children and teens in need located near Chicago and Moosehaven, a 70-acre retirement community near Jacksonville, FL. Moose Lodges conduct approx. \$50 million worth of community service (counting monetary donations and volunteer hours worked) annually (*info from their website @ www.mooseintl.org*).

In 2011, The Village granted conditional use permit approval to the Moose Lodge that enables Moose Lodge members the opportunity to park cars, SUV's, campers, motor homes and travel trailers on the property on a short-term, over-night basis (weekends) in the spring and summer months of the year. As a service to their members, Moose lodges all over the country allow their members to park vehicles on their properties for short-term, over-night visits while visiting and/or passing through the community.

In 2013, CUP #07-2011 (copy attached) Condition #1 was amended to allow and limit the over-night parking of vehicles, e.g. cars, SUV's, campers, motor homes, travel trailers, etc., for Moose Lodge members only for a period of time up to three (3) days per vehicle per month during the months of March through September. Further, the number of vehicles parked over-night is limited to not more than eight (8) vehicles on the property at any one time.

At this time, the Moose Lodge is requesting that the three (3) day limit on the number of days per vehicle be removed and the seasonal duration for over-night parking be revised to be from April 15 to October 15 each year.

Staff Comments

As was the case back in 2013 when the CUP was initially granted, this type of over-night camping is not specifically provided for in the B-2: Community Business Zoning District regulations. However, "Hotels and Motels" are allowed as a conditional use and the Plan Commission and Village Board did agree to allow this type of use with a CUP. While it may be a stretch to consider over-night parking and camping similar to a motel, the limits of the proposed amendment are such that the Plan Commission should consider the request and decide to allow it or not, and, with or without additional limitations or stipulations.

One of the reasons this proposal has come forth is because Village staff was made aware of a situation over the summer months in 2025 where the same RV's were parked on the property in excess of the maximum 3-day limit. When Staff approached Moose Lodge representatives about this apparent violation of the terms of the CUP, it was learned that non-members were being allowed to park/camp over-night for an extended period of time. One or more of the non-members were construction workers

associated the contractor(s) working on the gas pipeline replacement project that was underway in the Village for multiple months. The workers apparently travel as part of a group that travels from project to project; looking for campgrounds or similar locations to camp for the duration of the construction project. Further, Moose Lodge representatives mentioned that they are also trying to meet the need (desire?) of one of their local members who apparently travels down south during the winter months and then moves back in their RV to the Germantown area during the summer months.

While it has been relatively easy for Staff to monitor camper activity in terms of the number and length of over-night stays through random site visits, it is not convenient to do so; nor has it been possible to enforce the “members only” limitation. With respect to that requirement, the Moose Lodge has been relegated to a form of “self-monitoring” for which they, admittedly, have not abided by. To be clear, the Moose Lodge is not asking to revise the “members only” requirement, but they have not discussed how that requirement would be enforced going forward.

Also, one of the logical outcomes of limiting the number of days for any one camper to a maximum of 3 days per vehicle per month is that the vehicles need to be removed from the property and, presumably, have an opportunity to have their sanitary systems flushed at some other location. However, in the course of discussing the proposed amendments with the Moose Lodge, they indicated that they allow their campers to dump their onboard black and gray water tanks into the Lodge’s holding tank. It is unclear if use of the holding tank in this manner is permitted under the sanitary permit issued to the Lodge from Washington County (the agency responsible for administering and enforcing all state administrative code requirements for on-site sanitary septic and holding tank systems in the County).

In addition to sanitary, the Moose Lodge provides additional toilet facilities for over-night campers in the form of port-a-potties kept on the property. However, sinks, showers, and cooking facilities are not provided. Electricity, solid waste containers, and potable water hook-ups are provided.

The original intent of granting the CUP to allow up to 3-day over-night parking for Moose Lodge members was to give the Moose Lodge and its members a convenient and presumably low-cost alternative to stay over-night when traveling to and through the area... not to effectively run a low-cost, season-long campground or to replace the services and safety provided to those traveling through or visiting our community by the various hotels and motel establishments in the Village. That is why the limitations were included as conditions of approval. Staff does not agree that the CUP needs to be amendment and these limitations removed to provide the same “we’re just traveling through and I need a place to stay for a few nights” level of convenience.

Finally, the Moose Lodge has a shipping container parked on the property for storage purposes. Shipping containers are not allowed as a permanent storage alternative on property in the B-2 Zoning District. The Lodge was advised in the summer of 2025 to remove the shipping container. However, no progress has been made.

Consequently, Staff does NOT support the proposed amendment to remove the 3-day per vehicle per month limitation, but does support the proposed amendment to revise the seasonal time period to April 15 to October 15. Staff also recommends adding conditions as set forth in the Staff Recommendation below.

Village Staff Recommendation

APPROVE an amendment to Conditional Use Permit No. 07-2011 (as amended in 2013) to continue to allow the short-term overnight parking of vehicles by Moose Lodge members only on the property located at W198 N10217 Appleton Avenue subject to the following conditions where words that are ~~stricken~~ will be deleted and words underlined will be added:

1. The over-night parking of vehicles, e.g. cars, SUV's, campers, motor homes, travel trailers, etc. shall be limited to Moose Lodge members only and not for a period of time longer than 3 days per vehicle per month. Generally, over-night parking should be limited to ~~weekends during~~ the period of April 15th to October 15th each year ~~months of March through September~~. The number of vehicles to be parked over-night shall be limited to not more than eight (8) vehicles on the property at any one time.
2. Moose Lodge is responsible for providing ~~adequate sanitary facilities, including indoor bathroom facilities and up to (3) portable toilets. All portable toilets shall be properly cleaned and maintained and removed from the property during the "non parking" months listed in #1 above.~~ adequate trash receptacles ~~shall be provided on-site~~.
3. If the use, activities and/or operation subject of this permit falls out of conformity with the conditions herein, or where there is a change in the nature, character, intensity or extent of the permitted conditional use which causes special problems or harmful effects otherwise associated with the use to be no longer ameliorated or eliminated, or where conditions imposed were anticipated to ameliorate or eliminate harmful effects associated with the use but are insufficient to do so, or for similar cause based upon consideration for the public comfort, safety, and welfare, the conditional use permit may be terminated or modified by the Village Board by the amendment to or addition of conditions after public hearing thereon.
4. The Moose Lodge shall provide permanent bathroom, shower, sink, and toilet facilities on a 24 hour/day 7 day/week basis for over-night members-only guests;
5. The Moose Lodge maintain a permanent "guest log" or other accounting system to keep track of guests allowed to park over-night on the property; said log to include the names, permanent residence address, telephone number, email address, membership ID# and status; length of planned stay; vehicle description including license plate number, and other information deemed necessary to allow Village staff the ability to verify compliance with all CUP conditions. A copy of said log shall be made available by the Lodge for inspection by Village Staff upon request.

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6. The Moose Lodge shall post on the property in a convenient location or otherwise provide updated contact information for at least one Lodge member who can respond to any on-site emergencies called in by a guest and responded to by Village Fire Department and Police Department staff.
 7. The Moose Lodge shall contact the Washington County Natural Resources Department for purposes of obtaining necessary permits (if required) and providing code compliant sanitary services for over-night guests, including the provision of an appropriate RV tank flushing station integrated with the existing holding tank if allowed. A copy of said permit(s) shall be provided to the Community Development Department.
 8. The Moose Lodge shall remove the shipping container currently kept on the property within six (6) months after the approval of this conditional use permit.

Amend current CUP #7-11



Village of
Germantown
Willkommen



Fee must accompany application

\$1460 Paid # 9895 Date 3/18/26
X \$1680 (2026 Rate)

CONDITIONAL USE PERMIT APPLICATION

Pursuant to Section 17.42 of the Municipal Code

Please read and complete this application carefully. All applications must be signed and dated.

1 APPLICANT OR AGENT
Ekm Moose Lodge 1238
W198 N10217 Appleton Ave
Germantown WI 53022

Phone (262) 255-5055
Fax ()
E-Mail Lodge1238@mooseunits.org

PROPERTY OWNER
Administrator
William Numrick

Phone (414) 573-5585

2 TO WHOM SHOULD THE PERMIT BE ISSUED?
Ekm Moose Lodge 1238

3 PROPERTY ADDRESS **TAX KEY NUMBER**
W198 N10217 Appleton Avenue

4 DESCRIPTION OF EXISTING OPERATION
Briefly describe the use as it exists today, including use, size, number of employees, hours of operation, etc. If this permit involves new construction, describe the current status of the property, e.g. "vacant." Use additional pages as necessary.
Members Club (200 approx members) All volunteers
Hours 1+3rd Tuesday of the month 6p.m.-11p.m.
mid Sept - mid April Wed 6p.m.-11p.m.
Thurs 5p.m.-midnight
Sat 7p.m. to close Sun 4p.m. to close (may be earlier for races or packer games)

5 DESCRIPTION OF PROPOSED OPERATION
Write the name of the proposed conditional use exactly as it appears in the Municipal Code
Code Section 17.07 (3) (c) 17.42
Conditional use permit (AMEND) (CUP #7-11)
Describe the proposed use, including size, number of employees, hours of operation and extent of any new construction/alterations.
Amend Previous CUP #7-11 from 2013 to allow overnight parking from April 1st to October 1st
Only Moose Lodge Members throughout the United States

MAR 13 REC'D
OFFICE OF THE VILLAGE PLANNER
VILLAGE OF GERMAN TOWN
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6 METES AND BOUNDS LEGAL DESCRIPTION OF PROPERTY - REQUIRED

Attach pages as necessary

A 10.0 acre located in the Southeastern 1/4 of the Northeast 1/4 of the Northwest 1/4 of Section 32, Town 9 North, Range 20 east, in the Village of Germantown, County of Washington, State of Wisconsin.



7 SUPPORTING DOCUMENTATION:

- Site Plan and elevations for new construction (can be conceptual)
- Photos of existing use and/or proposed use operating elsewhere
- _____
- _____

8 READ AND INITIAL THE FOLLOWING:

WP I understand that the Village is under no obligation to issue a Conditional Use Permit and will do so only if the applicant successfully demonstrates that the proposed use is harmonious with the neighborhood and the long range goals of the Village.

WP I will notify the Village if any aspects of the conditional use changes. I understand that failure to do so may result in the revocation of the CUP.

WP I understand that a Conditional Use Permit is valid only if the conditions and restrictions of the permit are met. I understand that failure to comply with any aspect of the permit may result in revocation.

WP I understand that Village Staff is required to post one or more signs along the street frontage of and/or on the property subject of this application that indicate to nearby property owners and the general public that a public hearing of my application will be held before the Village Plan Commission and/or Village Board prior to action being taken on this application; I hereby grant Village Staff permission to enter onto the property for the expressed purpose of installing said sign(s) provided Village Staff is responsible for installing, maintaining and removing said signs in a reasonable manner and timeframe.

9 SIGNATURES - ALL APPLICATIONS MUST BE SIGNED BY OWNER!

William Thum 3-17-26
Applicant Date

William Thum 3-17-26
Owner Date

The lodge would like to amend the current Cup #7-11 to allow parking from April 15th to October 15th due to our findings in the last year.

They must be Moose Lodge Members and absolutely promotes tourism in Germantown.

Village of

Germantown

Village of Germantown
Clerk Treasurer
N112W17001 MEQUON ROAD
Germantown, WI 53022
(262)250-4700
Welcome

03/19/2026 10:03AM PRAVINA P
001089-0024
Payment effective date 03/13/2026

MISCELLANEOUS

ZONING FEES (GENZON)

2026 GENZON

1 @ \$1680.00

\$1,680.00

\$1,680.00

Subtotal

\$1,680.00

Total

\$1,680.00

Tenders

CHECK

Check Number 9895

\$1,680.00

Change due

\$0.00

Thank you for your payment

CUSTOMER COPY

CUP # 7-11 (Amended)
Document No.

CONDITIONAL USE PERMIT
Document Title



VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN
CONDITIONAL USE ZONING PERMIT

RECORDED
July 11, 2013 10:00 AM
SHARON A MARTIN, REGISTER OF DEEDS
WASHINGTON COUNTY, WISCONSIN

Fee Amount: \$30.00

3

Whereas the Property Owner and Operator:

EASTERN KETTLE MORaine MOOSE LODGE #1238

agrees to comply with applicable Codes and Ordinances of the Village of Germantown, Wisconsin, and further agrees that all work done pursuant to the permission granted herewith will conform with the applications and drawings filed with and approvals granted by officials of the Village for the purpose of obtaining this permit.

Now, therefore, this permit is issued to the Property Owner to allow seasonal overnight parking and lodging on the property described below pursuant to Section 17.29(3)(b) of the Village Zoning Code.

Name & Return Address:

**Village of Germantown
P.O. Box 337
Germantown, WI 53022**

Parcel Identification No:

GTNV 322-977

On the following described property located in the Village of Germantown, Washington County, Wisconsin:

Being a 10.0 acre parcel located in the Southeast ¼ of the Northeast ¼ of the Northwest ¼ of Section 32, Town 9 North, Range 20 East, in the Village of Germantown, County of Washington, State of Wisconsin.

W198 N10217 Appleton Avenue
Tax Parcel ID# 322-977

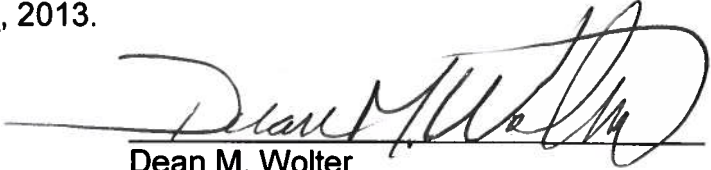
Pursuant to the following condition(s):

1. The over-night parking of vehicles, e.g. cars, SUV's, campers, motor homes, travel trailers, etc. shall be limited to Moose Lodge members only and not for a period of time longer than 3 days per vehicle per month. Generally, over-night parking should be limited to weekends during the months of March through September. The number of vehicles to be parked over-night shall be limited to not more than eight (8) vehicles on the property at any one time.
2. Moose Lodge is responsible for providing adequate sanitary facilities, including indoor bathroom facilities and up to (3) portable toilets. All portable toilets shall be properly cleaned and maintained and removed from the property during the "non parking" months listed in #1 above. Adequate trash receptacles shall be provided on-site.
3. If the use, activities and/or operation subject of this permit falls out of conformity with the conditions herein, or where there is a change in the nature, character, intensity or extent of the permitted conditional use which causes special problems or harmful effects otherwise associated with the use to be no longer ameliorated or

CUP # 7-11 (amended)
Eastern Kettle Moraine Moose Lodge #1238
Village of Germantown, Washington County, Wisconsin
Page 2 of 3

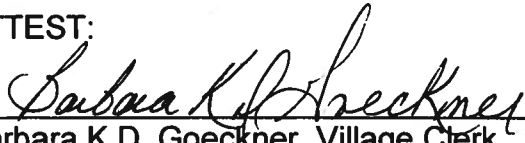
eliminated, or where conditions imposed were anticipated to ameliorate or eliminate harmful effects associated with the use but are insufficient to do so, or for similar cause based upon consideration for the public comfort, safety, and welfare, the conditional use permit may be terminated or modified by the Village Board by the amendment to or addition of conditions after public hearing thereon.

Granted by the Village Board of the Village of Germantown, Washington County, Wisconsin on the 9 day of July, 2013.



Dean M. Wolter
Village President

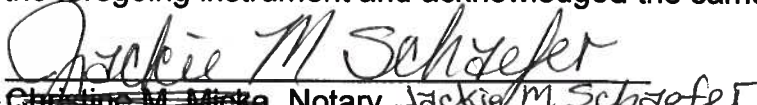
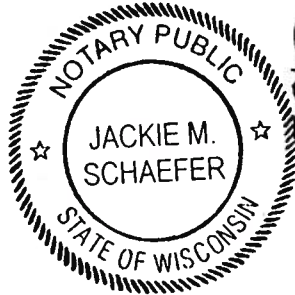
ATTEST:



Barbara K.D. Goeckner, Village Clerk

STATE OF WISCONSIN) SS
WASHINGTON COUNTY)

Personally came before me this 9 day of July, 2013, the above named Dean Wolter, Village President, and Barbara K.D. Goeckner, Village Clerk, to me known to be the persons who executed the foregoing instrument and acknowledged the same.


~~Christine M. Micka~~, Notary Jackie M. Schaefer
My Commission Expires: 06/14, 2015

ACCEPTANCE OF TERMS AND CONDITIONS BY APPLICANT

We, as authorized representatives for Eastern Kettle Moraine Moose Lodge #1238 hereby accept the terms and conditions set forth in this Permit, and realize that non-adherence to the terms and conditions as stated hereon may result in the revocation of this Permit by the Village of Germantown under Section 17.42 Germantown Municipal Code.

Dated this 2 day of JULY, 2013

TERRY D. VOSS
(type or print name above)

Terry D. Voss
(signature)

Eastern Kettle Moraine Moose Lodge #1238, Property Owner

STATE OF WISCONSIN)
)SS
Waukesha COUNTY)

Personally came before me this 2 day of JULY, 2013 the above named TERRY D. VOSS, (title) to me known to be the person who executed the foregoing instrument and acknowledged the same.

Pam Helwan

Print Name of Notary:

Notary Public, State of Wisconsin

My Commission Expires: 10/11/2015

This instrument was drafted by:
Jeffrey W. Retzlaff, AICP
Village Planner/Zoning
Administrator
Village of Germantown, Wisconsin

CUP # 7 – 11
Document No.

CONDITIONAL USE PERMIT
Document Title

1284301



**VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN
CONDITIONAL USE ZONING PERMIT**

RECORDED
August 25, 2011 9:30 AM
SHARON A MARTIN, REGISTER OF DEEDS
WASHINGTON COUNTY, WISCONSIN

Fee Amount: \$30.00

3

Whereas the Property Owner and Operator:

EASTERN KETTLE MORAINÉ MOOSE LODGE #1238

agrees to comply with applicable Codes and Ordinances of the Village of Germantown, Wisconsin, and further agrees that all work done pursuant to the permission granted herewith will conform with the applications and drawings filed with and approvals granted by officials of the Village for the purpose of obtaining this permit.

Now, therefore, this permit is issued to the Property Owner to allow seasonal overnight parking and lodging on the property described below pursuant to Section 17.29(3)(b) of the Village Zoning Code.

Name & Return Address:

**Village of Germantown
P.O. Box 337
Germantown, WI 53022**

Parcel Identification No:

GTNV 322-977

On the following described property located in the Village of Germantown, Washington County, Wisconsin:

Lot 1 of CSM No. 6202, recorded in Volume 46 of Certified Survey Maps on Page 228, as Document No. 1176561, located in that part of the Northeast 1/4 and Northwest 1/4 of the Northeast 1/4 of Section 20, Town 9 North, Range 20 East, in the Village of Germantown, County of Washington, State of Wisconsin.

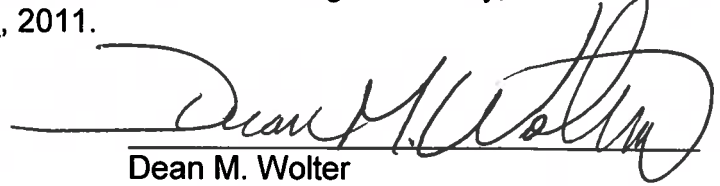
W198 N10217 Appleton Avenue
Tax Parcel ID# 322-977

Pursuant to the following condition(s):

1. The over-night parking of vehicles, e.g. cars, SUV's, campers, motor homes, travel trailers, etc. shall be limited to Moose Lodge members only and not for a period of time longer than 3 days per vehicle per month. Generally, over-night parking should be limited to weekends during the months of March through September. The number of vehicles to be parked over-night shall be limited to not more than eight (8) vehicles on the property at any one time.
2. Moose Lodge is responsible for providing adequate sanitary facilities, including indoor bathroom facilities and up to (3) portable toilets. All portable toilets shall be properly cleaned and maintained and removed from the property during the "non parking" months listed in #1 above. Adequate trash receptacles shall be provided on-site.
3. If the use, activities and/or operation subject of this permit falls out of conformity with the conditions herein, or where there is a change in the nature, character, intensity or extent of the permitted conditional use which causes special problems


or harmful effects otherwise associated with the use to be no longer ameliorated or eliminated, or where conditions imposed were anticipated to ameliorate or eliminate harmful effects associated with the use but are insufficient to do so, or for similar cause based upon consideration for the public comfort, safety, and welfare, the conditional use permit may be terminated or modified by the Village Board by the amendment to or addition of conditions after public hearing thereon.

Granted by the Village Board of the Village of Germantown, Washington County, Wisconsin on the 20th day of June, 2011.




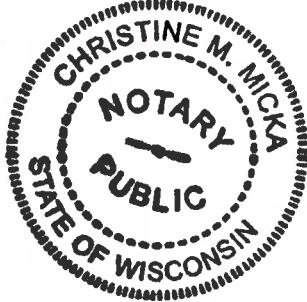
Dean M. Wolter
Village President

ATTEST:


Elizabeth Knaack
Village Clerk

STATE OF WISCONSIN) SS
WASHINGTON COUNTY)

Personally came before me this 22nd day of August, 2011, the above named Dean Wolter, Village President, and Elizabeth Knaack, Village Clerk, to me known to be the persons who executed the foregoing instrument and acknowledged the same.


Christine M. Micka, Notary
My Commission Expires: 7-19-2010-2015

CUP # 7-11
Eastern Kettle Moraine Moose Lodge #1238
Village of Germantown, Washington County, Wisconsin
Page 3 of 3

ACCEPTANCE OF TERMS AND CONDITIONS BY APPLICANT

We, as authorized representatives for Eastern Kettle Moraine Moose Lodge #1238 hereby accept the terms and conditions set forth in this Permit, and realize that non-adherence to the terms and conditions as stated hereon may result in the revocation of this Permit by the Village of Germantown under Section 17.42 Germantown Municipal Code.

Dated this 9 day of AUGUST, 2011

Terry D. Voss
(type or print name above)

Terry D. Voss
(signature)

Eastern Kettle Moraine Moose Lodge #1238, Property Owner

STATE OF WISCONSIN)
)SS
Milwaukee COUNTY)

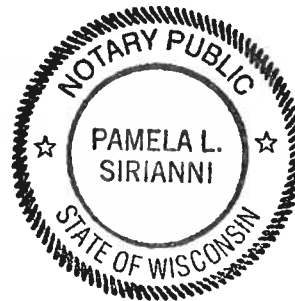
Personally came before me this 9th day of August, 2011 the above named Terry Voss, (title) to me known to be the person who executed the foregoing instrument and acknowledged the same.

Pamela L. Sirianni
Print Name of Notary: Pamela L. Sirianni

Notary Public, State of Wisconsin

My Commission Expires: 2-22-2015

This instrument was drafted by:
Jeffrey W. Retzlaff, AICP
Village Planner/Zoning
Administrator
Village of Germantown, Wisconsin





RE: EKM Moose Lodge 1238; Conditional Use Permit Application

From lodge1238@mooseunits.org <lodge1238@mooseunits.org>

Date Sun 5/3/2026 11:49 AM

To Jeff Retzlaff <jretzlaff@germantownwi.gov>

CAUTION: This email originated from outside the organization.

Do not click links or open attachments unless you recognize the sender and know the content is safe.

HELLO

#1 there is 8 port-a- pottys on site - during business hours

#2 there is electric & water

#3 they have their totes they dump in our holding tank

#4 no

#5 we are getting quotes on building and concrete

#6 no

#7 yes

From: "Jeff Retzlaff" <jretzlaff@germantownwi.gov>

Sent: 5/1/26 4:26 PM

To: "lodge1238@mooseunits.org" <lodge1238@mooseunits.org>

Cc: Debbie Remich <dremich@germantownwi.gov>

Subject: EKM Moose Lodge 1238; Conditional Use Permit Application

Bill Numrick:

I'm reviewing the CUP application you filed on behalf of the Moose Lodge and have the following questions:

1. What bathroom facilities (toilet, sink, shower) are available to the people who park for an overnight stay? Are there restrooms in the lodge building that they have access to?
2. Are there any utility hook-ups provided? Electricity? WiFi? Water?
3. How is sanitary waste from RV's that park overnight handled? Do you have an on-site flushing station? If not, do you send them somewhere else to go?
4. The current CUP #7-11 limits the total number of overnight vehicles to (8) at one time. There are (8) RV parking spaces (9 if you count the one space where the shipping container sits). Are you requesting that more than (8) vehicles be allowed to park overnight?
5. With regard to the shipping container, the Moose Lodge staff were forewarned last year that the shipping container is not a permitted storage alternative for this property and it had to be removed. What is the status of removing the shipping container?

6. Is there an emergency contact person listed on the building or elsewhere the overnight campers have access?
7. Is it your request that there should be no limitation on the number of days any given vehicle can remain parked on the property? (the current limit is 3 days per vehicle per month).

Please respond to these questions/comments ASAP. Email responses are acceptable.

Thanks.

Jeffrey W. Retzlaff, AICP

Director, Community Development Department

Village Planner & Zoning Administrator

jretzlaff@germantownwi.gov

262-250-4735

SITE PLAN APPLICATION

5/11/26 Plan Commission Meeting

Abacus Architects / DONTOF LLC / Basic Metals, Inc.

Village Staff Report & Recommendation

Germantown, Wisconsin

SUMMARY

Abacus Architects, Agent for DONTOF LLC, Property Owner, and Basic Metals, Inc. Certified Survey Map (CSM) and Site Plan application for a 42,000 sqft addition to the existing office and manufacturing facility located at W180 N11819 River Lane in the Germantown Industrial Park. **CONTINUATION FROM APRIL 13, 2026, MEETING TO REVIEW REVISED BUILDING ARCHITECTURE & EXTERIOR MATERIALS**

Location: W180 N11819 River Lane

Applicant/

Owner:

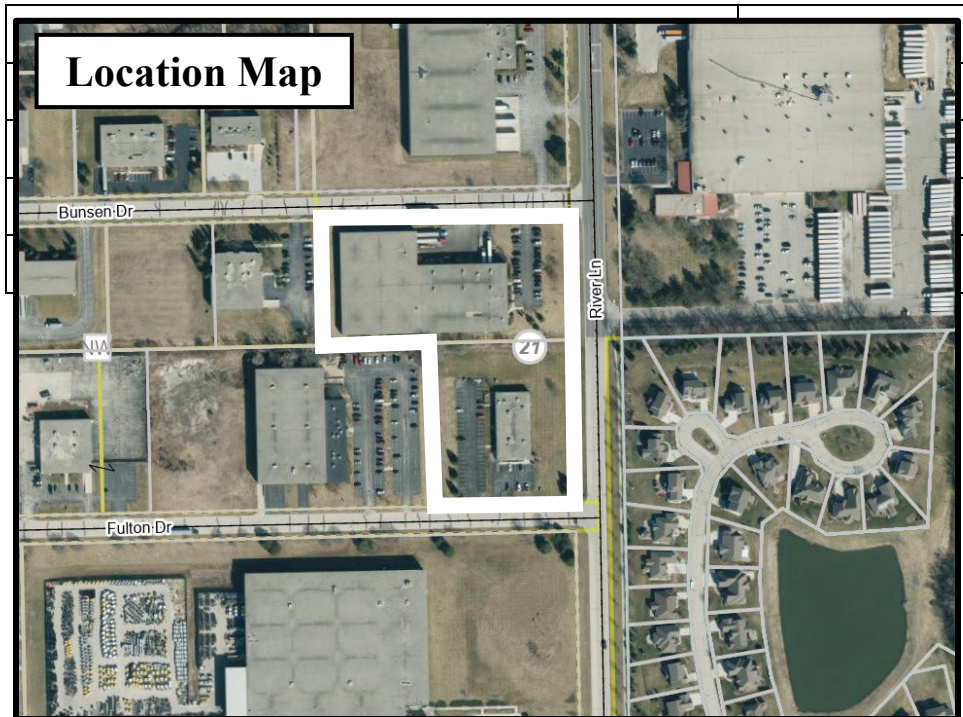
Abacus Architects

640 N. Vel R. Phillips Ave, Suite 210
Milwaukee, WI 53203

DONTOF LLC

W180N11819 River Lane
Germantown, WI 53022

Zoning: M-1: Limited Industrial



Background / UPDATE

At the April 13, 2026, meeting the Plan Commission recommended that the Village Board approve the certified survey map (CSM) to combine the two subject parcels (which the VB did approve at their May 4 meeting). In addition, the Plan Commission approved the site development and building plans for the 42,000 sqft addition and site revisions except for the exterior architecture, materials, and color scheme for the building addition and office exterior remodeling. Specifically, the PC added an extra condition to that approval "...to include modifications of the outdoor facade to add articulation/texture subject to bringing the architectural elevations/rendering back for final Plan Commission approval."

As noted in the April 13 report & recommendation, Staff also expressed reservations about with the original architecture, materials, and color scheme:

While there are no set design standards, the Zoning Code specifies that the Plan Commission shall act as the Architectural Review Board. Although staff understands that the building addition is intended to incorporate the design and color of Basic Metals existing facility (northern building), the addition height (43.5') and length (324') present a façade that could be deemed monotonous or drab. In other words, it lacks variety or architectural detail that would "break up" the large façade facing River Lane. At the same time, the overall color scheme with black and blue geometric panels on the office building against a solid brown façade behind it creates a stark contrast that appears disjointed. The Plan Commission should discuss the design of the new building addition and overall color scheme to determine if it's acceptable or if alterations in the design/color are warranted.

To address this condition and overall concerns of Staff and PC members regarding the architecture and appearance of the building addition and office remodel, the architect has prepared and submitted additional renderings and narrative describing the revised proposed architecture and materials (included in packet).

Proposed revisions to be presented and discussed include:

1. Metal panel accents at the building addition corners to introduce articulation;
2. Metal panel band at the top of the building referencing the identity of Basic Metals while softening the overall appearance
3. Projection from the existing CMU wall to create a shadow line and add depth
4. Subtle panel reveals to provide texture
5. Refined front corner treatment including a blue accent at the main office entry
6. Coordinated color palette between the precast building and the existing CMU office to reduce visual contrast and improve compatibility

Staff Comments

The proposed revisions appear to address the concerns of Staff. The color palette has been "toned down" and is more integrated between building components and the additional metal accents and panel reveals add more interest overall than the original colors.

VILLAGE STAFF RECOMMENDATION

APPROVE the revised architecture, materials, and color palette for the 42,000 square foot building addition and office remodeling as presented for the Basic Metals facility located at W180N11819 River Lane.

5/7/2026
Community Development Department
Attn: Jeffery Retzlaff

RE: Basic Metals Addition

Abacus Architects, Inc. Project No. 2024-100

Plan Commission response

Following the Plan Commission meeting on April 13 we have made changes to the design based on feedback regarding the proposed addition. In particular, we addressed comments from commissioners related to questions about the building's color accuracy and confusion caused by the original rendering, which suggested the addition would be a CMU block structure. Based on that discussion, we have prepared a more accurate depiction of the proposed warehouse/loading dock addition. Please see the attached PDF for the updated renderings, which reflects those clarifications.

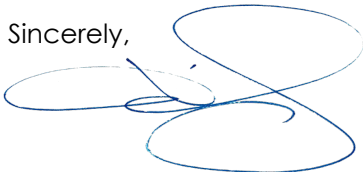
We understand and appreciate the Commission's request for added "articulation and texture." Due to the building's function, the interior will house heavy-duty overhead cranes running the full length of the structure, which limits our ability to articulate the building footprint. In response, we are proposing metal panel accents at the front corners to introduce articulation, consistent with the comment made during the meeting (timestamp 1:03:35) suggesting that even a change in color at the corners would be beneficial.

Another significant concern raised by the Commission was the original color scheme of the existing office building. Several commissioners suggested "turning down the volume" of the design, with specific reference to the "checkerboard" appearance facing the subdivision. Taking this feedback into account, we are proposing a revised approach that includes:

- A metal panel band at the top of the building, referencing the identity of Basic Metals while softening the overall appearance
- A projection from the existing CMU wall to create a shadow line and add depth
- Subtle panel reveals to provide the requested texture
- A refined front corner treatment, including a blue accent at the main office entry
- A coordinated color palette between the precast building and the existing CMU office to reduce visual contrast and improve compatibility

End of Response

Sincerely,

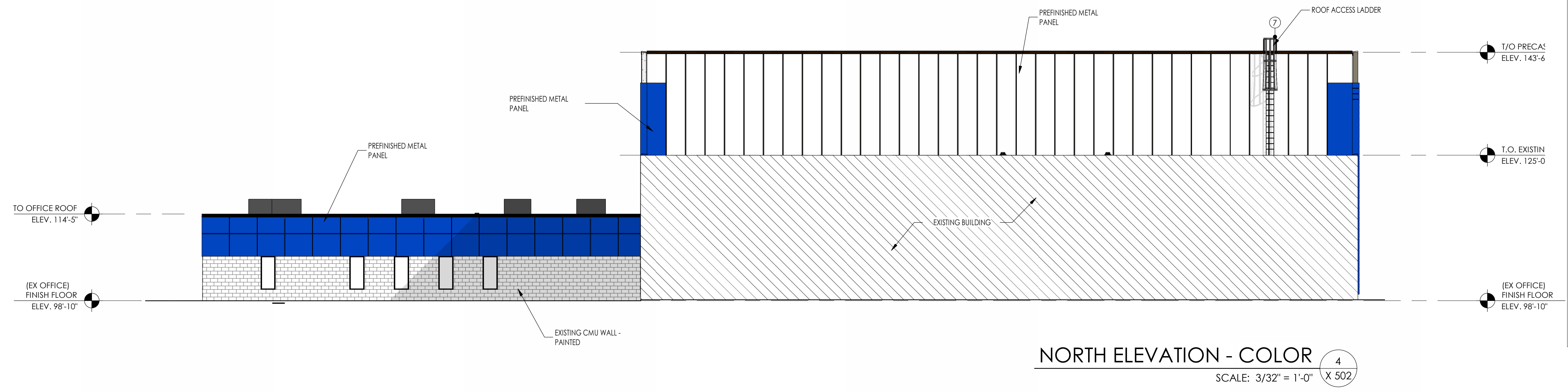


Jason Hartling, Sr. Project Manager
Abacus Architects, Inc.

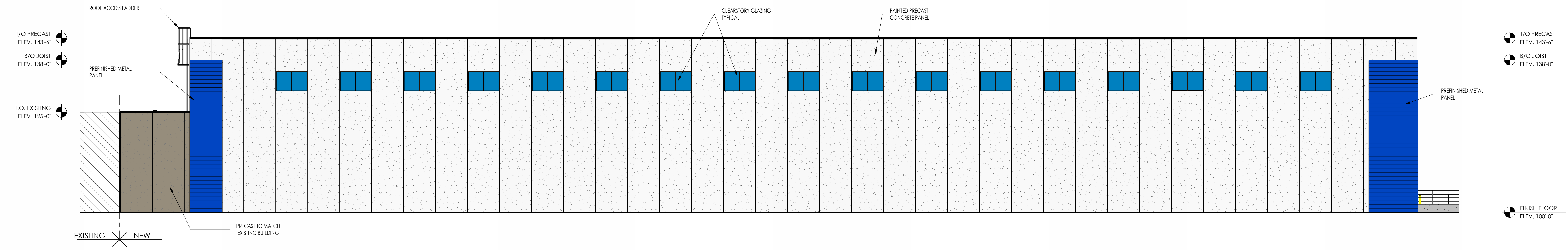
REVISIONS:

DATE	ISSUE

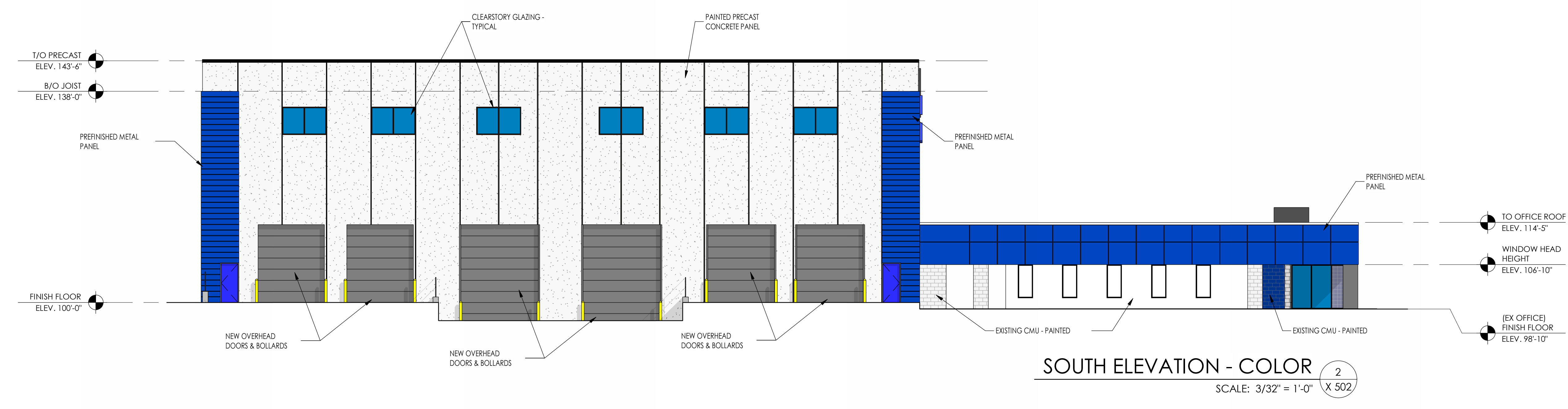
NOTICE TO BIDDERS
BIDDERS SHALL REVIEW ALL DRAWINGS AND SPECIFICATION SECTIONS TO DETERMINE THE IMPACT OF OTHER SECTIONS OF WORK ON THEIR OWN WORK
© 2024 ABACUS ARCHITECTS, INC.



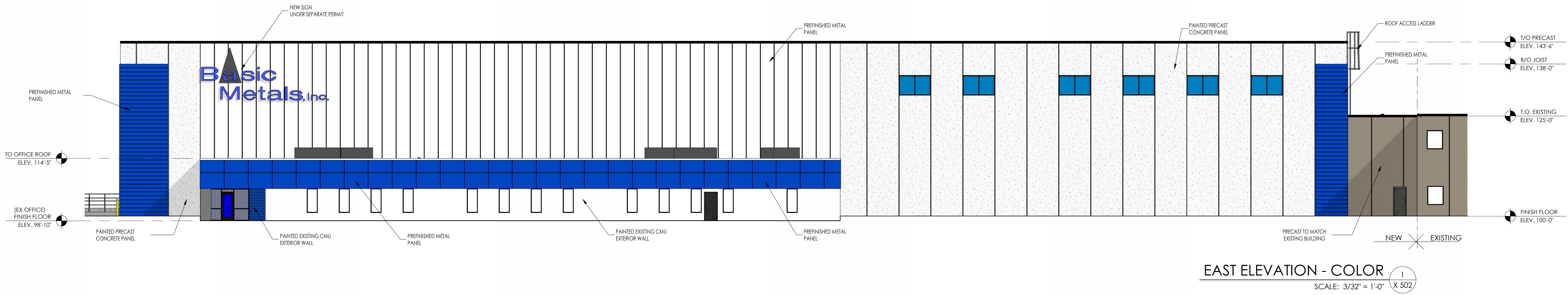
NORTH ELEVATION - COLOR 4
SCALE: 3/32" = 1'-0" X 502



WEST ELEVATION - COLOR 3
SCALE: 3/32" = 1'-0" X 502



SOUTH ELEVATION - COLOR 2
SCALE: 3/32" = 1'-0" X 502



EAST ELEVATION - COLOR 1
SCALE: 3/32" = 1'-0" X 502

ISSUE DATE: 4/30/2024
BUILDING ADDITION & ALTERATION
BASIC METALS II
BASIC METALS INC., W180N11819 N RIVER LN, GERMANTOWN, WI, 53022
1135A MICHIGAN AVE. SHEBOYGAN, WI 53081 | (202) 452-4444 | 640 V. EL. R. PHILLIPS AVE. SUITE 210, MILWAUKEE, WI 53203
PLAN COMMISSION

DRAWN BY: JMH
CHECKED BY: JMH
EXTERIOR ELEVATIONS - COLOR
X 502
PROJ. NO. 2024-100



Basic
Metals, Inc.







Regal
Machineries



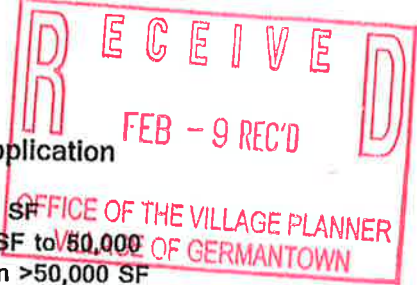


Village of

Germantown

Willkommen

- Fee must accompany application
- \$810 Minor Addition
 - \$1,430 Construction <10,000 SF
 - \$2,410 Construction 10,000 SF to 50,000
 - \$3,980 Industrial Construction >50,000 SF
 - \$3,980 Commercial Construction >50,000
 - \$350 Plan Commission Consultation
 - \$125 Fire Department Plan Review



Paid On: 2/9/26 Check/CC 14039

SITE PLAN REVIEW APPLICATION

Pursuant to Section 17.43 of the Municipal Code

Please read and complete this application carefully. All applications must be signed and dated.

1 APPLICANT OR AGENT

Keith Solum
Abacus Architects
640 N. Vel R. Phillips Ave, Ste 210
Milwaukee, WI 53203

Phone (920) 234-2394
 E-Mail ksolum@abacusarch.com

PROPERTY OWNER

DONTOP LLC
W180N11819 River Ln
PO Box 757
Germantown, WI 53022-757

Phone (262) 345-3174
 E-Mail afogel@basicmetals.com

2 PROPERTY ADDRESS

W180N11819 and W180N11711 N. River Lane
Germantown, WI 53022

3 NEIGHBORING USES - Specify name and type of use, e.g. Enviro Tech - Industrial, Smith - Residential, etc.

North <u>Nelson Box - Industrial</u> <u>Basic Metals - Industrial</u>	South <u>Wacker Neuson - Industrial</u>	East <u>Heaney, Thompson, Scheidmeier - Residential</u>	West <u>Banner - Ind.</u>
---	--	--	------------------------------

4 READ AND INITIAL THE FOLLOWING:

AP I am aware of the Village of Germantown ordinance requiring fire sprinklers in most new construction.

AP I understand that all new development is subject to Impact and/or Connection Fees that must be paid before building permits will be issued.

AP I understand that an incomplete application will be withdrawn from the Plan Commission agenda and that all resubmissions to the Plan Commission are subject to a new application fee.

5 SIGNATURES - ALL APPLICATION MUST BE SIGNED BY OWNER!

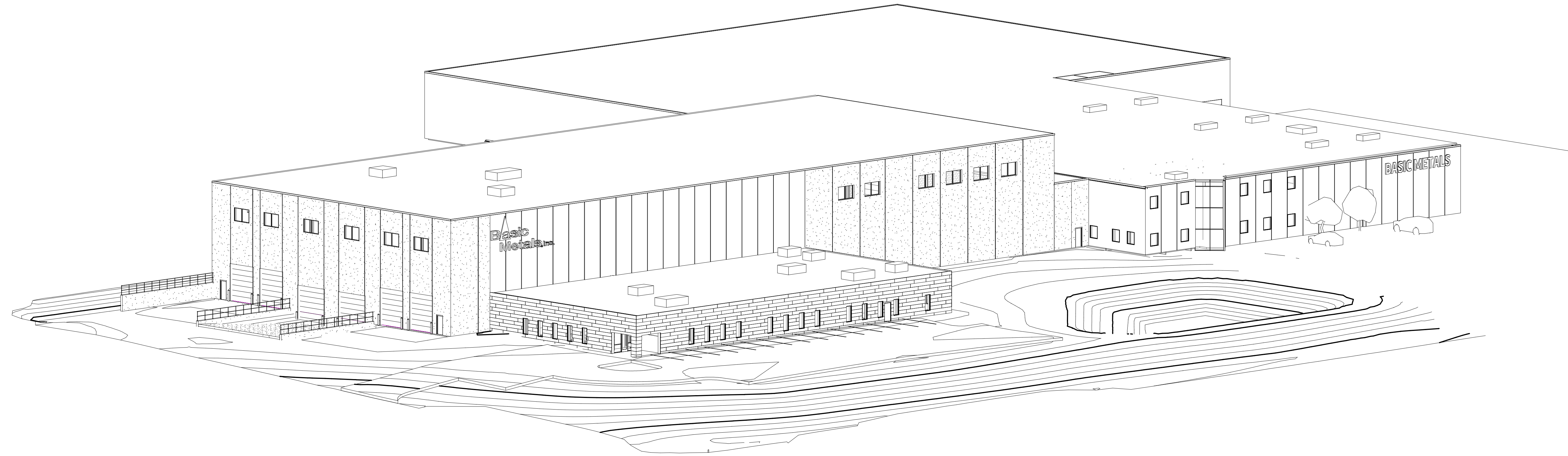
[Signature] 02-06-2026
 Applicant Date

[Signature] 2-6-25
 Owner Date

BUILDING ADDITION & ALTERATION

BASIC METALS II

BASIC METALS INC., W180N11819 N RIVER LN, GERMANTOWN, WI, 53022



REVISIONS:

△	DATE	ISSUE

NOTICE TO BIDDERS
BIDDERS SHALL REVIEW ALL DRAWINGS AND SPECIFICATION SECTIONS TO DETERMINE THE IMPACT OF OTHER SECTIONS OF WORK ON THEIR OWN WORK

© 2024 ABACUS ARCHITECTS, INC.

ISSUE DATE: 02/09/2024
BUILDING ADDITION & ALTERATION

BASIC METALS II

BASIC METALS INC., W180N11819 N RIVER LN, GERMANTOWN, WI, 53022
1135A MICHIGAN AVE., SHEBOYGAN, WI 53081 | (727) 452-4444 | 640 VEL R. PHILLIPS AVE., SUITE 210, MILWAUKEE, WI 53203

PRELIMINARY - NOT FOR CONSTRUCTION

ARCHITECTURAL / CIVIL	STRUCTURAL																						
<p>ABACUS ARCHITECTS, INC. 1135A MICHIGAN AVENUE SHEBOYGAN, WISCONSIN 53081 P: 920-452-4444</p> <table border="1"> <tr><td>A 101</td><td>TITLE SHEET</td></tr> <tr><td>A 200</td><td>EXISTING CONDITIONS AND DEMO PLAN</td></tr> <tr><td>A 201</td><td>SITE PLAN</td></tr> <tr><td>A 202</td><td>GRADING PLAN</td></tr> <tr><td>A 203</td><td>EROSION CONTROL PLAN</td></tr> <tr><td>A 204</td><td>UTILITY PLAN</td></tr> <tr><td>A 205</td><td>DETAILS</td></tr> <tr><td>A 206</td><td>LANDSCAPE PLAN</td></tr> <tr><td>A 302</td><td>EXISTING DEMO & NEW FLOOR PLANS</td></tr> <tr><td>A 303</td><td>OVERALL FLOOR PLAN & CLERESTORY PLAN</td></tr> <tr><td>A 501</td><td>EXTERIOR ELEVATIONS</td></tr> </table>	A 101	TITLE SHEET	A 200	EXISTING CONDITIONS AND DEMO PLAN	A 201	SITE PLAN	A 202	GRADING PLAN	A 203	EROSION CONTROL PLAN	A 204	UTILITY PLAN	A 205	DETAILS	A 206	LANDSCAPE PLAN	A 302	EXISTING DEMO & NEW FLOOR PLANS	A 303	OVERALL FLOOR PLAN & CLERESTORY PLAN	A 501	EXTERIOR ELEVATIONS	<p>CSD STRUCTURAL ENGINEERS 8989 N PORT WASHINGTON RD, SUITE 101 MILWAUKEE, WI 53217 P: 414-351-5588</p>
A 101	TITLE SHEET																						
A 200	EXISTING CONDITIONS AND DEMO PLAN																						
A 201	SITE PLAN																						
A 202	GRADING PLAN																						
A 203	EROSION CONTROL PLAN																						
A 204	UTILITY PLAN																						
A 205	DETAILS																						
A 206	LANDSCAPE PLAN																						
A 302	EXISTING DEMO & NEW FLOOR PLANS																						
A 303	OVERALL FLOOR PLAN & CLERESTORY PLAN																						
A 501	EXTERIOR ELEVATIONS																						

PROJECT INFORMATION						
<p>APPLICABLE BUILDING CODES</p> <p>2025 WISCONSIN ADMINISTRATIVE CODE (W.C.B.C.), SPS 361-366 2021 INTERNATIONAL BUILDING CODE (IBC) 2021 INTERNATIONAL EXISTING BUILDING CODE (IEBC) 2021 INTERNATIONAL ENERGY CONSERVATION CODE (IECC) 2017 ICC / ANSI A117.1 ACCESSIBLE AND USABLE BUILDING AND FACILITIES</p> <p>PROJECT SUMMARY</p> <p>BASIC METALS ACQUIRED THE PROPERTY TO THE SOUTH OF THEIR CURRENT SITE. PARCELS ARE TO BE COMBINED THROUGH REVISED CSM. EXISTING 12,000 SF OFFICE BUILDING TO REMAIN AS AN OFFICE BUILDING. NEW ADDITION IS A STORAGE OCCUPANCY. ADDITION TO HAVE 3/8" FIRE WALL BETWEEN BUILDING TO THE NORTH AND THE ADDITION. NO FIRE WALL REQUIRED BETWEEN ADDITION AND OFFICE BUILDING TO THE EAST.</p> <p>BUILDING AREA</p> <table border="0"> <tr> <td>EXISTING BUILDING AREA:</td> <td>BUILDING ADDITION AREA:</td> </tr> <tr> <td>NORTH BLDG AREA - 74,855 S.F.</td> <td>FLOOR AREA - 41,658 S.F.</td> </tr> <tr> <td>EAST BLDG AREA - 12,640 S.F.</td> <td></td> </tr> </table> <p>CONSTRUCTION CLASSIFICATION</p> <p>TYPE IIB CONSTRUCTION (W.C.B.C. SECTION 602.2)</p> <p>OCCUPANCY CLASSIFICATION</p> <p>NON-SEPARATED OCCUPANCIES (W.C.B.C. SECTION 508.3)</p> <p>USE GROUPS PRESENT IN THE BUILDING INCLUDE:</p> <p>BUSINESS GROUP "B" (W.C.B.C. SECTION 304.1)</p> <p>FACTORY INDUSTRIAL GROUP "F-1" MODERATE HAZARD (W.C.B.C. SECTION 306.2)</p> <p>STORAGE GROUP (S-2) LOW HAZARD (SECTION 311.3)</p> <p>FIRE PROTECTION</p> <p>BUILDING IS FULLY PROTECTED WITH AN AUTOMATIC SPRINKLER SYSTEM PER NFPA 13.</p>	EXISTING BUILDING AREA:	BUILDING ADDITION AREA:	NORTH BLDG AREA - 74,855 S.F.	FLOOR AREA - 41,658 S.F.	EAST BLDG AREA - 12,640 S.F.	
EXISTING BUILDING AREA:	BUILDING ADDITION AREA:					
NORTH BLDG AREA - 74,855 S.F.	FLOOR AREA - 41,658 S.F.					
EAST BLDG AREA - 12,640 S.F.						

PROJECT NOTES
<p>EXTENT OF WORK</p> <p>THE INTENT OF THE CONTRACT DOCUMENTS IS TO INCLUDE ALL ITEMS NECESSARY FOR THE PROPER EXECUTION AND COMPLETION OF THE WORK BY THE CONTRACTOR. PERFORMANCE BY THE CONTRACTOR SHALL BE REQUIRED TO THE EXTENT CONSISTENT WITH THE CONTRACT DOCUMENTS AND REASONABLY INFERRABLE FROM THEM AS BEING NECESSARY TO PRODUCE THE INTENDED RESULTS.</p> <p>SITE VISIT</p> <p>THE CONTRACTOR SHALL VISIT THE SITE, BECOME FAMILIAR WITH LOCAL CONDITIONS UNDER WHICH THE WORK IS TO BE PERFORMED AND CORRELATE PERSONAL OBSERVATIONS WITH REQUIREMENTS OF THE CONTRACT DOCUMENTS.</p> <p>NOTICE TO BIDDERS</p> <p>BIDDERS SHALL REVIEW ALL DRAWINGS AND ALL SPECIFICATION SECTIONS TO DETERMINE THE IMPACT OF OTHER SECTIONS OF WORK ON THEIR OWN WORK.</p> <p>COPYRIGHT</p> <p>ABACUS ARCHITECTS, INC. HOLDS ALL RIGHTS OF COPYRIGHT IN AND TO THESE PRINTS, DRAWINGS, AND DOCUMENTS. NO REPRODUCTION, COPYING, ALTERATION, MODIFICATION, USAGE, INCORPORATION, INTO OTHER DOCUMENTS, OR ASSIGNMENT OF THE SAME MAY OCCUR WITHOUT THE PRIOR WRITTEN PERMISSION OF ABACUS ARCHITECTS, INC.</p> <p>© 2024 ABACUS ARCHITECTS, INC.</p>

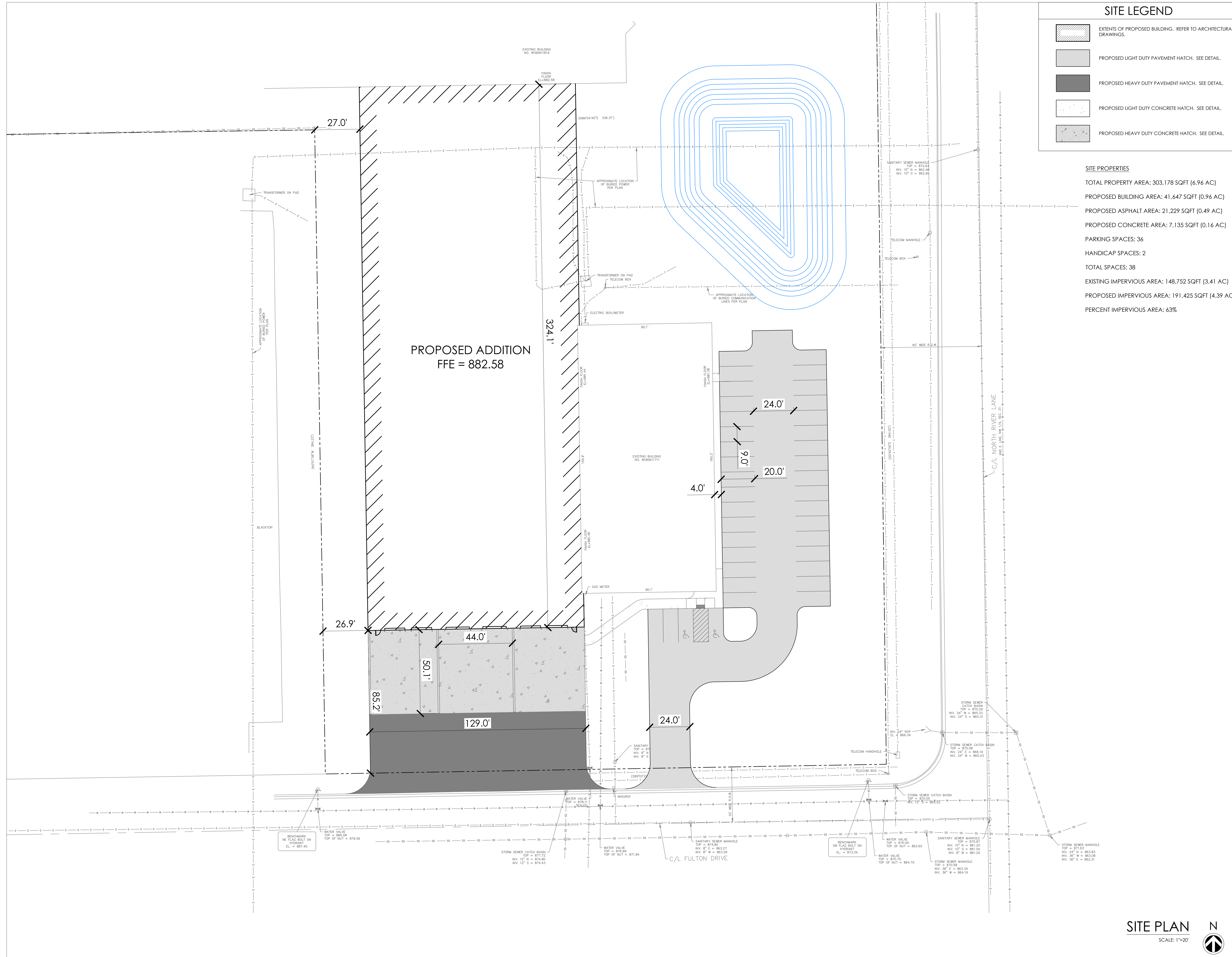


DRAWN BY: MSJ
CHECKED BY: KS

TITLE SHEET

A
101

PROJ. NO. 2024-100



SITE LEGEND

- EXTENTS OF PROPOSED BUILDING. REFER TO ARCHITECTURAL DRAWINGS.
- PROPOSED LIGHT DUTY PAVEMENT HATCH. SEE DETAIL.
- PROPOSED HEAVY DUTY PAVEMENT HATCH. SEE DETAIL.
- PROPOSED LIGHT DUTY CONCRETE HATCH. SEE DETAIL.
- PROPOSED HEAVY DUTY CONCRETE HATCH. SEE DETAIL.

SITE PROPERTIES

- TOTAL PROPERTY AREA: 303,178 SQFT (6.96 AC)
- PROPOSED BUILDING AREA: 41,647 SQFT (0.96 AC)
- PROPOSED ASPHALT AREA: 21,229 SQFT (0.49 AC)
- PROPOSED CONCRETE AREA: 7,135 SQFT (0.16 AC)
- PARKING SPACES: 36
- HANDICAP SPACES: 2
- TOTAL SPACES: 38
- EXISTING IMPERVIOUS AREA: 148,752 SQFT (3.41 AC)
- PROPOSED IMPERVIOUS AREA: 191,425 SQFT (4.39 AC)
- PERCENT IMPERVIOUS AREA: 63%



REVISIONS:

DATE	ISSUE

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ISSUE DATE: 02/09/2026
 NEW CONSTRUCTION/EXPANSION
BASIC METALS II
 BASIC METALS INC., W180N1181 N RIVER LN, GERMANTOWN, WI, 53022
 1135A MICHIGAN AVE, SHEBOYGAN, WI 53081 | (920) 452-4444 | 640' N VEL R. PHILLIPS AVE, SUITE 210, MILWAUKEE, WI 53203

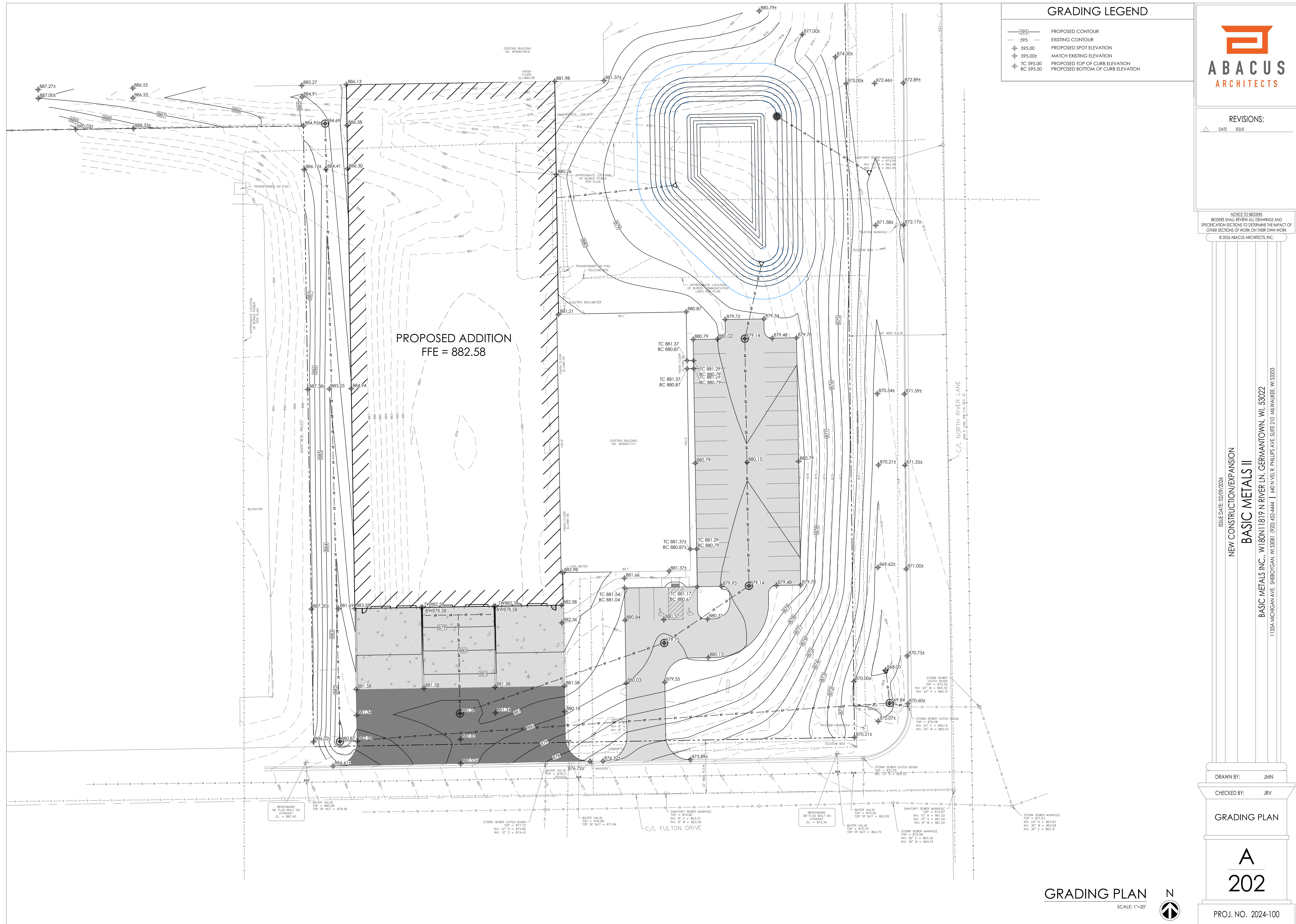
DRAWN BY: JMN
 CHECKED BY: JRV

SITE PLAN

A 201

PROJ. NO. 2024-100

SITE PLAN
 SCALE: 1"=20'



GRADING LEGEND

	PROPOSED CONTOUR
	EXISTING CONTOUR
	PROPOSED SPOT ELEVATION
	MATCH EXISTING ELEVATION
	PROPOSED TOP OF CURB ELEVATION
	PROPOSED BOTTOM OF CURB ELEVATION



REVISIONS:

DATE	ISSUE

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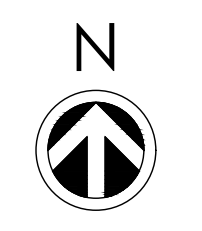
ISSUE DATE: 02/09/2024
 NEW CONSTRUCTION/EXPANSION
BASIC METALS II
 BASIC METALS INC., W180N11819 N RIVER LN, GERMANTOWN, WI, 53022
 1135A MICHIGAN AVE, SHEBOYGAN, WI 53081 | 920.452.4444 | 640' N VEL R. PHILLIPS AVE, SUITE 210, MILWAUKEE, WI 53203

DRAWN BY: JMN
 CHECKED BY: JRV

GRADING PLAN

A
202
 PROJ. NO. 2024-100

GRADING PLAN
 SCALE: 1"=20'



REVISIONS:

DATE	ISSUE

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ISSUE DATE: 02/09/2024
 NEW CONSTRUCTION/EXPANSION

BASIC METALS II

BASIC METALS INC., WI180N11819 N RIVER LN, GERMANTOWN, WI, 53022
 1135A MICHIGAN AVE, SHEBOYGAN, WI 53081 | (920) 452-4444 | 640' N VEL R. PHILLIPS AVE, SUITE 210, MILWAUKEE, WI 53203

DRAWN BY: JMN

CHECKED BY: JRV

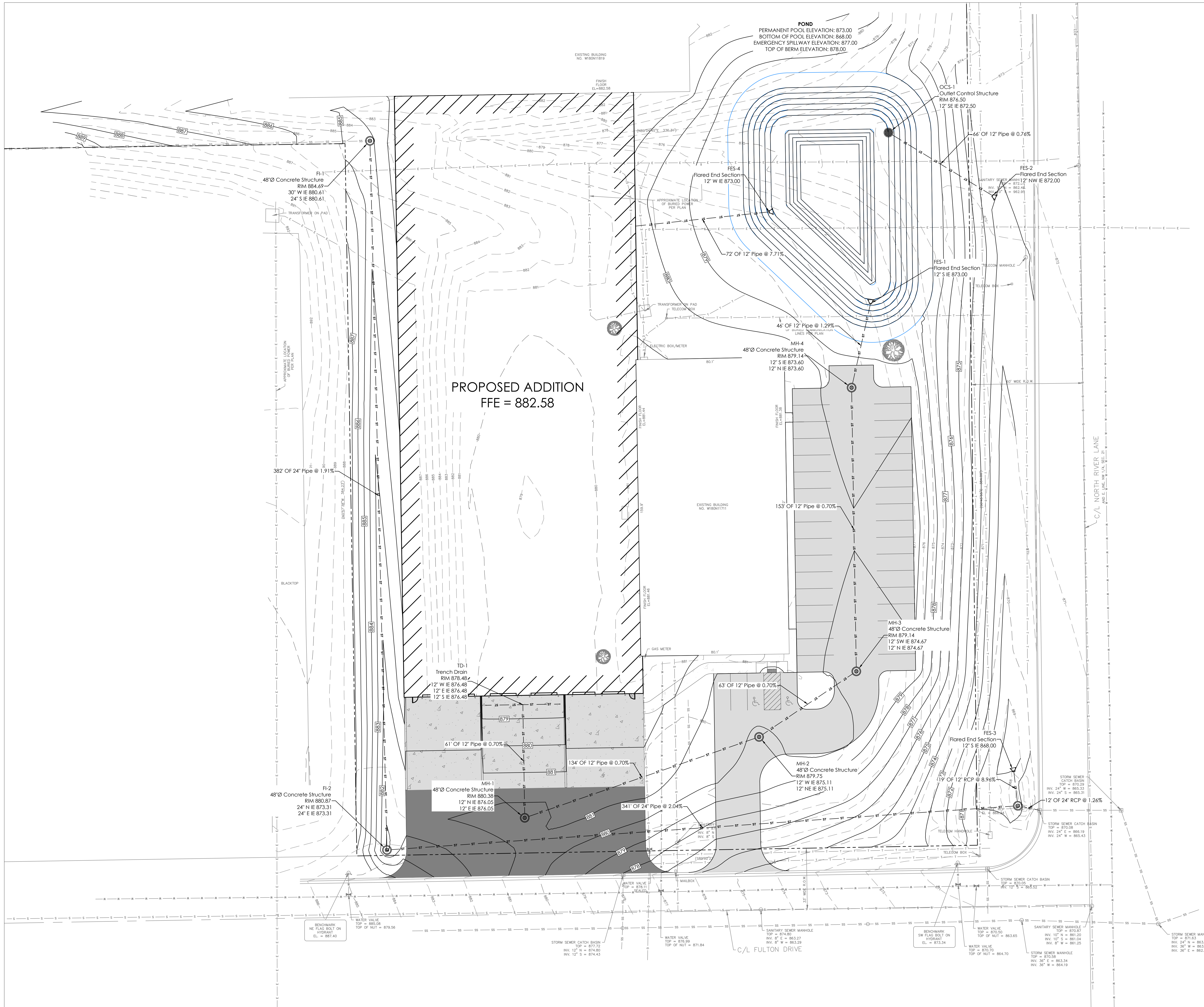
UTILITY PLAN

A
204

PROJ. NO. 2024-100

UTILITY PLAN

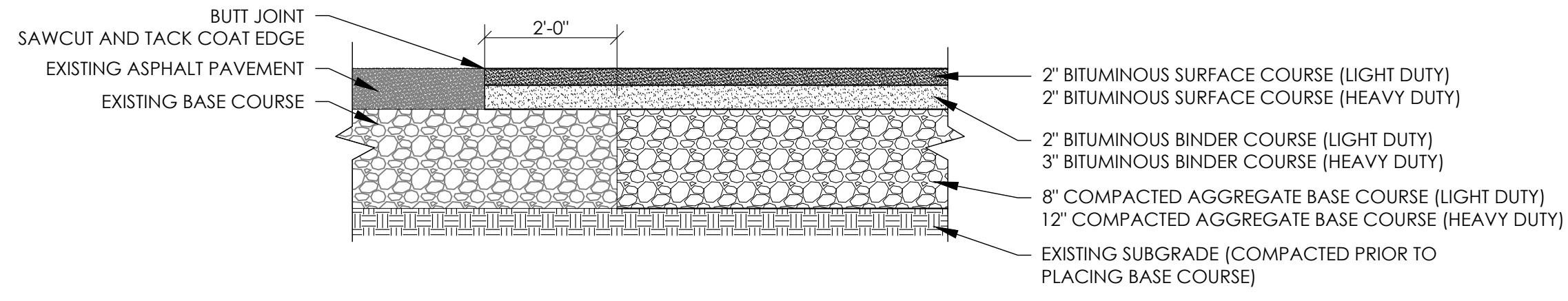
SCALE: 1"=20'



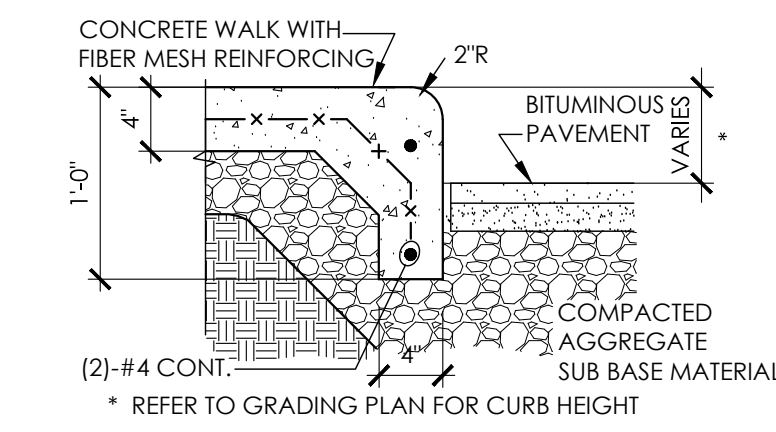
REVISIONS:

DATE	ISSUE

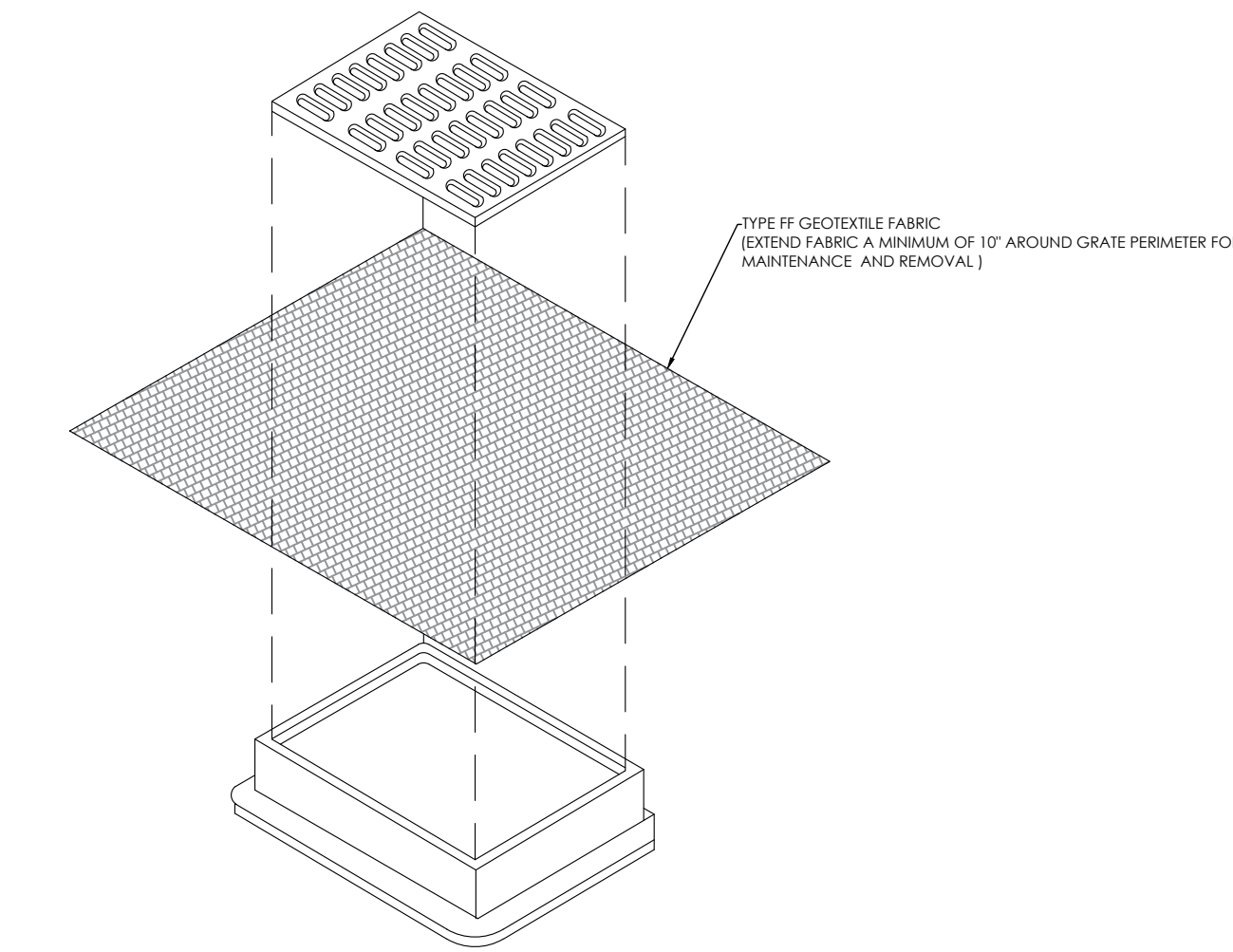
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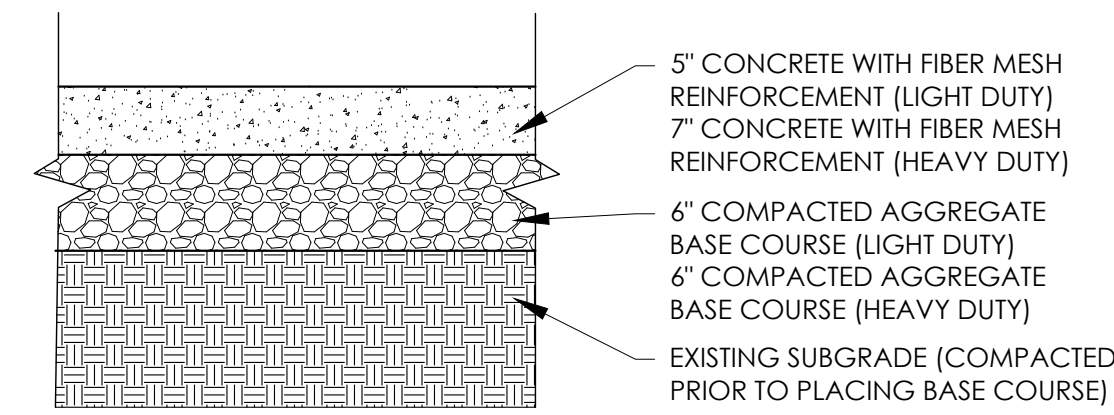
ASPHALT PAVEMENT CROSS SECTION



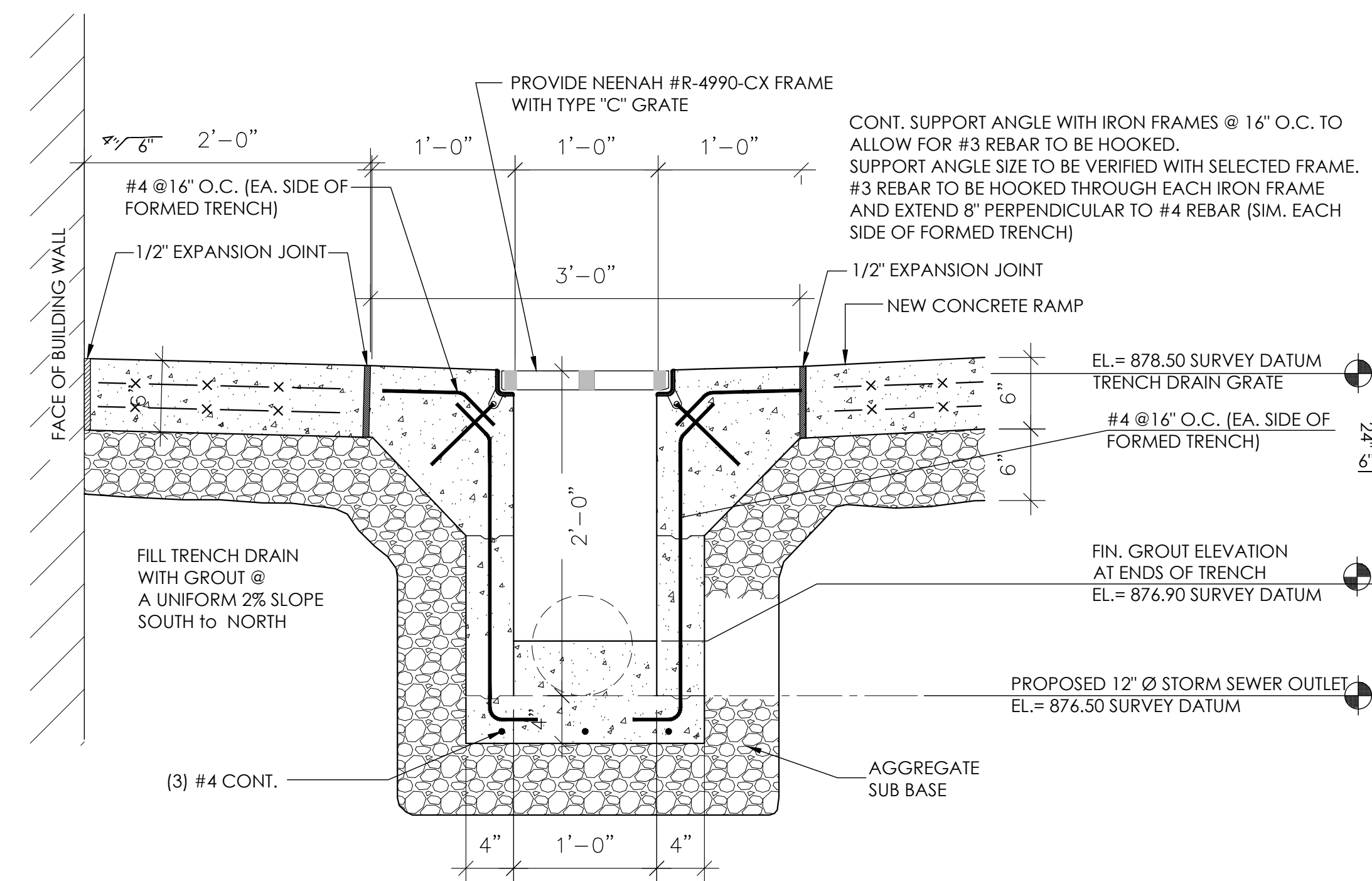
CONCRETE CURB & SIDEWALK SECTION



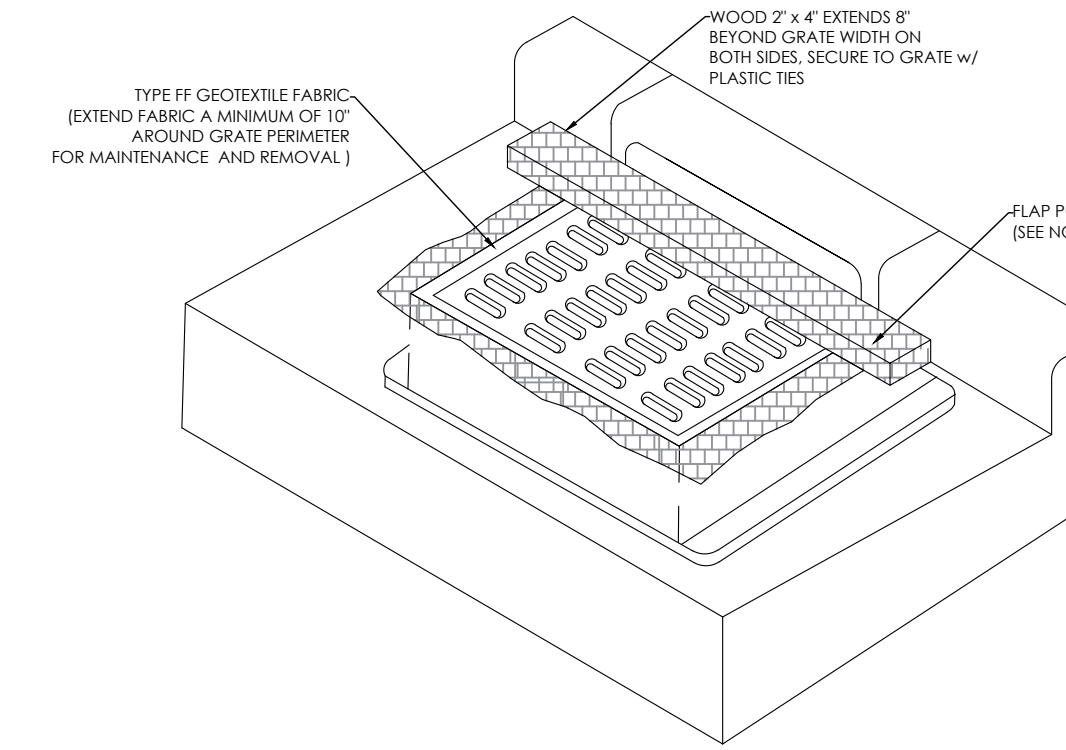
INLET PROTECTION TYPE "B"



CONCRETE PAVEMENT CROSS SECTION

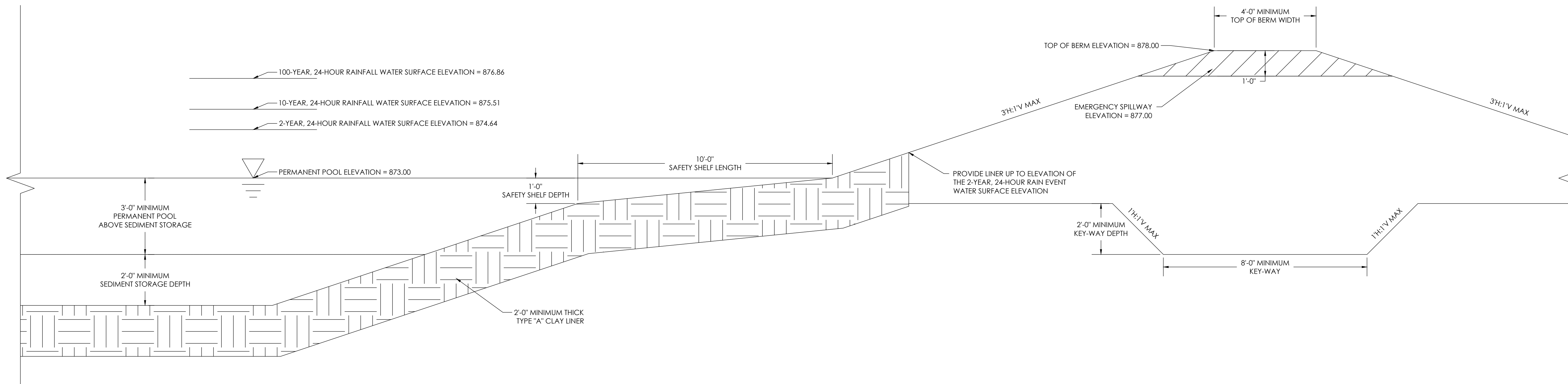


TRENCH DRAIN SECTION



INLET PROTECTION TYPE "C"

MAINTENANCE NOTES:
1. WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED IN THE FABRIC DOES NOT FALL INTO THE STRUCTURE. MATERIAL THAT HAS FALLEN INTO THE INLET SHALL BE IMMEDIATELY REMOVED.



WET DETENTION POND CROSS SECTION

DETAILS

DRAWN BY: JMN
CHECKED BY: JRV

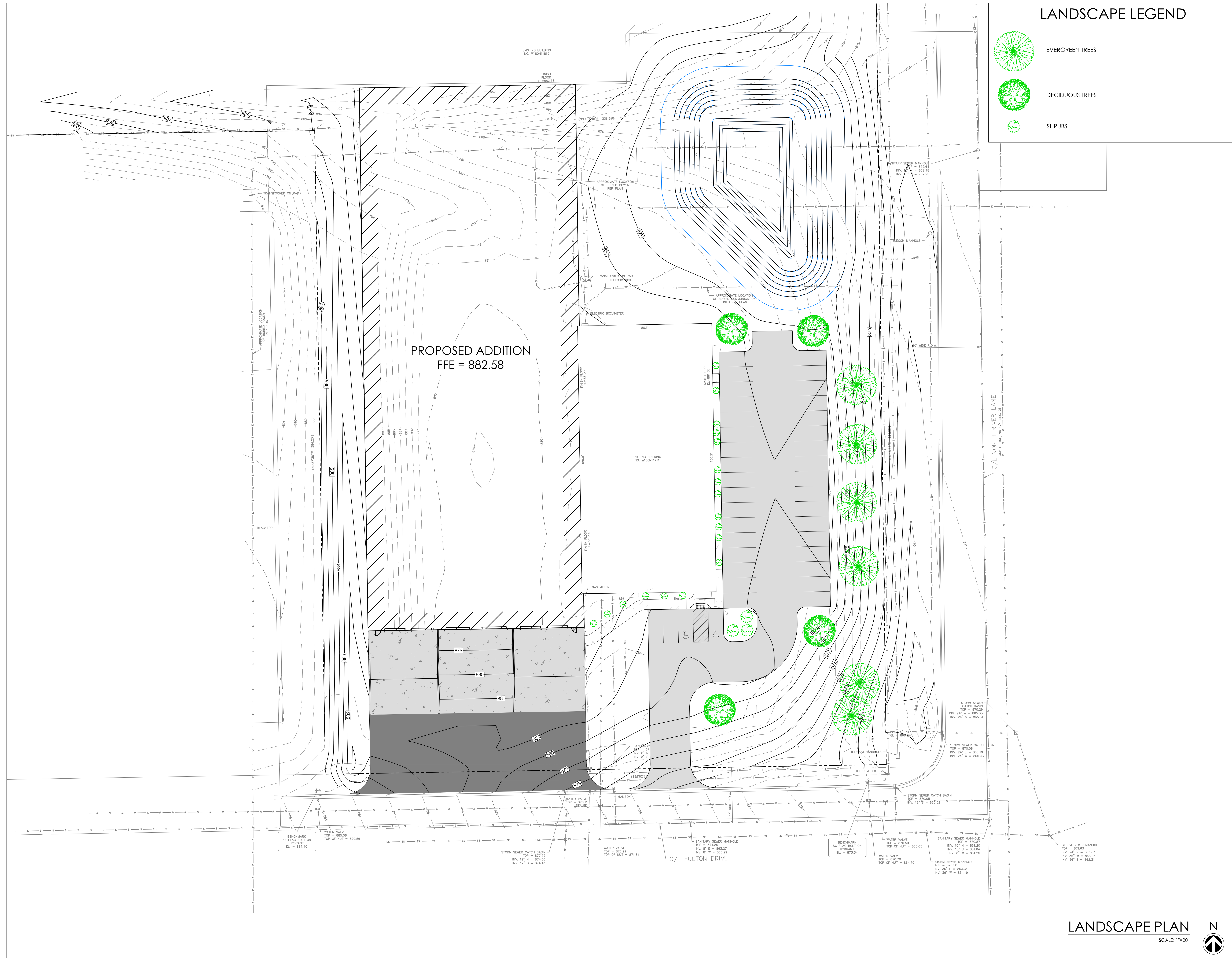
DETAILS

A
205

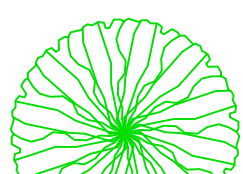


PROJ. NO. 2024-100

ISSUE DATE: 02/09/2024
NEW CONSTRUCTION/EXPANSION
BASIC METALS II

BASIC METALS INC., WI 180N11819 N RIVER LN, GERMANTOWN, WI, 53022
1135A MICHIGAN AVE. SHEBOYGAN, WI 53081 | (920) 452-4444 | 6401 N VIL R. PHILLIPS AVE. SUITE 210 MILWAUKEE, WI 53203



LANDSCAPE LEGEND

-  EVERGREEN TREES
-  DECIDUOUS TREES
-  SHRUBS



REVISIONS:

DATE	ISSUE

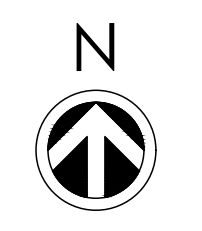
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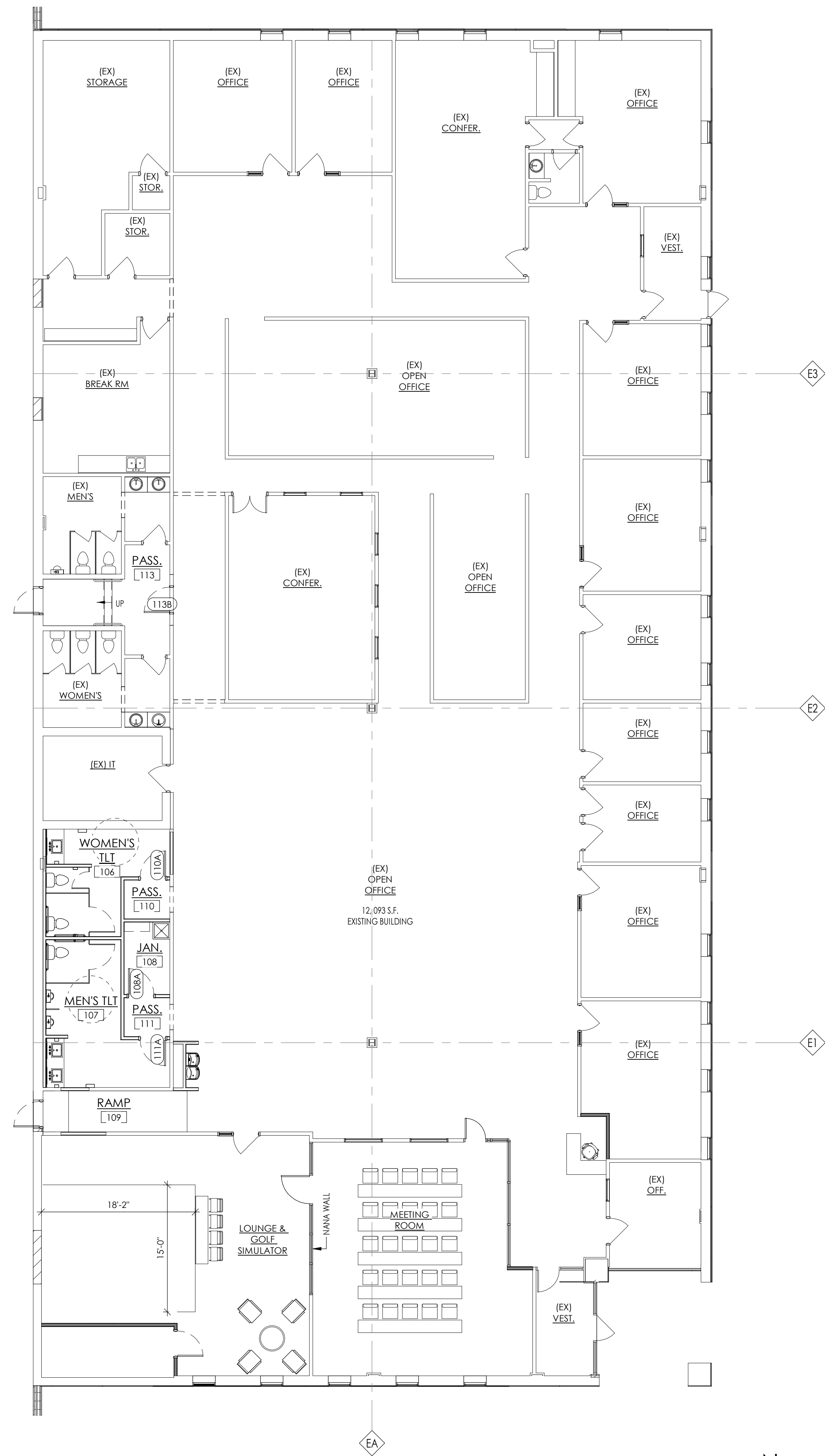
ISSUE DATE: 02/09/2024
 NEW CONSTRUCTION/EXPANSION
BASIC METALS II
 BASIC METALS INC., W180N1181 N RIVER LN, GERMANTOWN, WI, 53022
 1135A MICHIGAN AVE, SHEBOYGAN, WI 53081 | (920) 452-4444 | 640' N VEL R. PHILLIPS AVE, SUITE 210, MILWAUKEE, WI 53203

DRAWN BY: JMN
 CHECKED BY: JRV

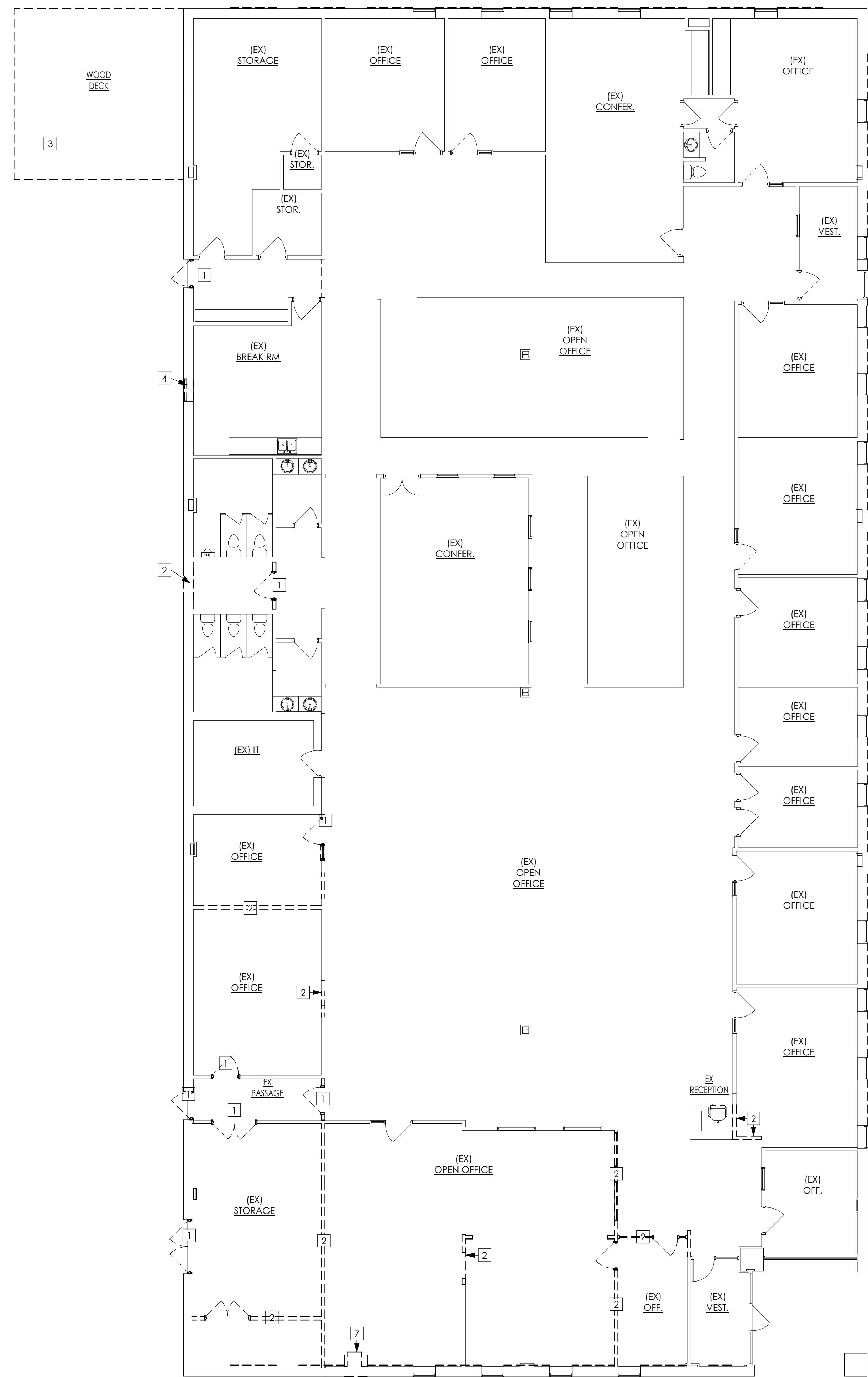
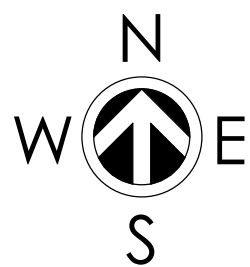
LANDSCAPE PLAN
A
206
 PROJ. NO. 2024-100

LANDSCAPE PLAN
 SCALE: 1"=20'

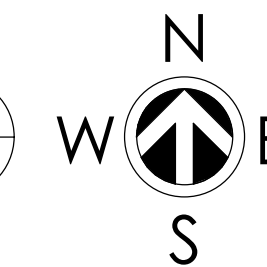




FLOOR PLAN 2
SCALE: 1/8" = 1'-0" A 302



DEMOLITION FLOOR PLAN 1
SCALE: 1/8" = 1'-0" A 302



GENERAL DEMOLITION PLAN NOTES

- GENERAL CONTRACTOR AND SUBCONTRACTORS TO VERIFY ALL FIELD CONDITIONS & DIMENSIONS.
- OWNER SHALL REMOVE ALL MOVABLE FURNISHINGS AND EQUIPMENT WHICH IS NOT MECHANICALLY FASTENED TO EXISTING PRIOR TO DEMOLITION PHASE. GENERAL CONTRACTOR SHALL COORDINATE WITH OWNER.
- WHERE ITEMS ARE TO BE REMOVED, PATCH & REPAIR ADJACENT SURFACES AS NECESSARY TO RECEIVE NEW FINISHES.
- DIMENSIONS SHOWING THE EXTENT OF REMOVAL ARE TO BE FIELD VERIFIED TO COORDINATE WITH NEW CONDITIONS.
- ALL EXISTING MATERIALS TO BE TURNED OVER TO OWNER.
- GENERAL CONTRACTOR TO CONFIRM EXTENT OF DEMOLITION/RENOVATION WITH ALL TRADES PRIOR TO BIDDING. DRAWINGS DO NOT SHOW EXTENT OF PLUMBING, HVAC, OR ELECTRICAL DESIGN INTENT.
- PATCH & REPAIR ALL EXISTING CONSTRUCTION TO REMAIN AS NECESSARY FOR NEW CONSTRUCTION.

DEMOLITION PLAN KEYNOTES

NO.	DESCRIPTION
1	REMOVE DOOR/OPENING TO REPLACE
2	REMOVE WALLS/SECTION OF WALL
3	REMOVE EXTERIOR DECK & SUPPORT STRUCTURE
4	REMOVE & INFILL WINDOW
5	REMOVE DOOR/OPENING AND INFILL
6	REMOVE WALLS/SECTION OF WALL FOR NEW DOOR
7	REMOVE SECTION OF WALL FOR NEW WINDOW



REVISIONS:

DATE	ISSUE

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ISSUE DATE: 02/09/2024

BUILDING ADDITION & ALTERATION

BASIC METALS II

BASIC METALS INC., W180N11819 N RIVER LN, GERMANTOWN, WI, 53022

1135A MICHIGAN AVE. SHEBOYGAN, WI 53081 | (720) 452-4444 | 640 VEL R. PHILLIPS AVE. SUITE 210, MILWAUKEE, WI 53203

PRELIMINARY - NOT FOR CONSTRUCTION

DRAWN BY: BK/MSJ

CHECKED BY: KS

EXISTING DEMO & NEW FLOOR PLANS

A
302

PROJ. NO. 2024-100

REVISIONS:

NO.	DATE	ISSUE

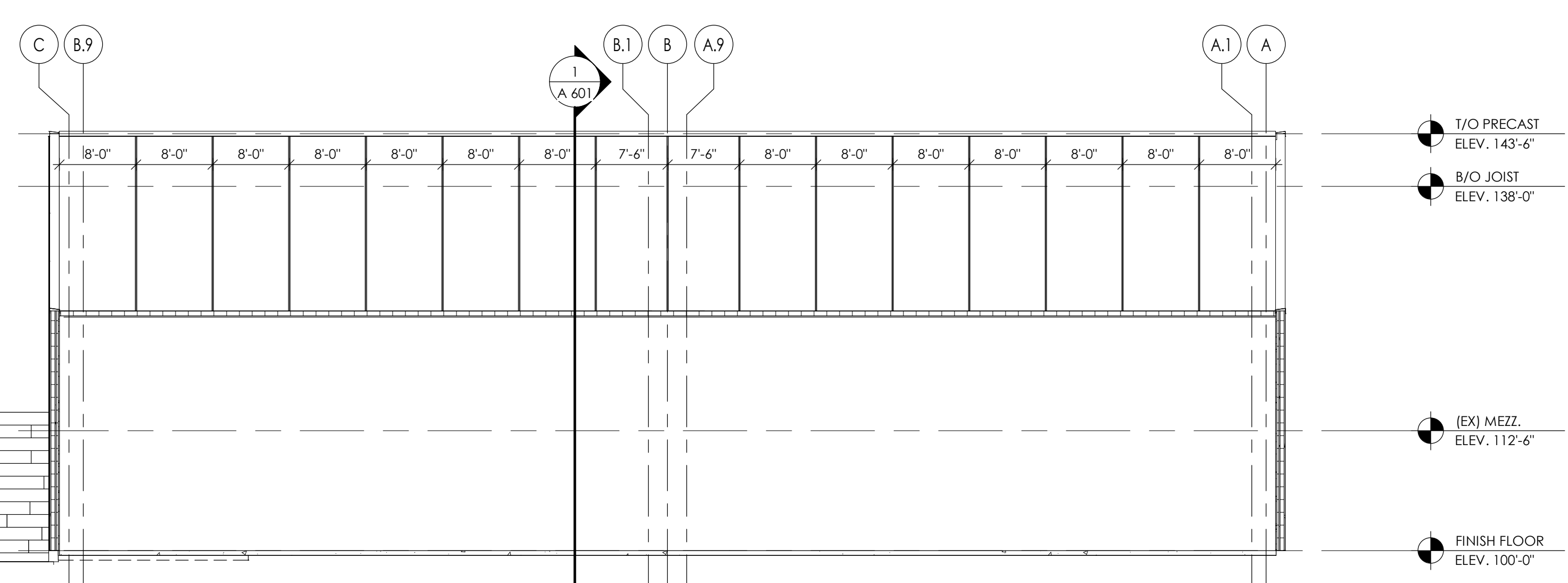
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GENERAL EXTERIOR ELEVATION NOTES

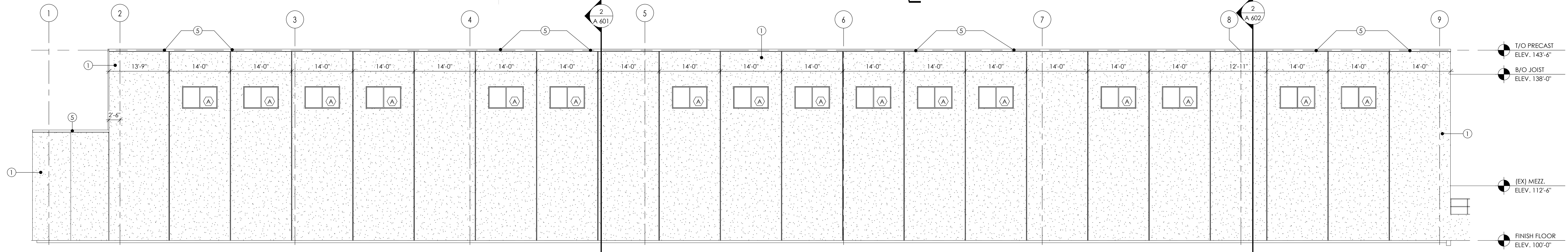
- ALL EXPOSED MISC. EXTERIOR STEEL SHALL BE PAINTED WITH PAINT FINISH E.1.
- MASONRY COURSING SHOWN FOR MATERIAL REPRESENTATION ONLY. ACTUAL COURSING MAY VARY.
- MASONRY CONTROL JOINTS SHALL BE LOCATED AT ALL MASONRY HEIGHT CHANGES, WINDOW OPENINGS, DOOR OPENINGS, 5' MAX. FROM BUILDING CORNERS, AND 25' MAX. AT CONTINUOUS WALL LOCATIONS.

ELEVATION KEYNOTES

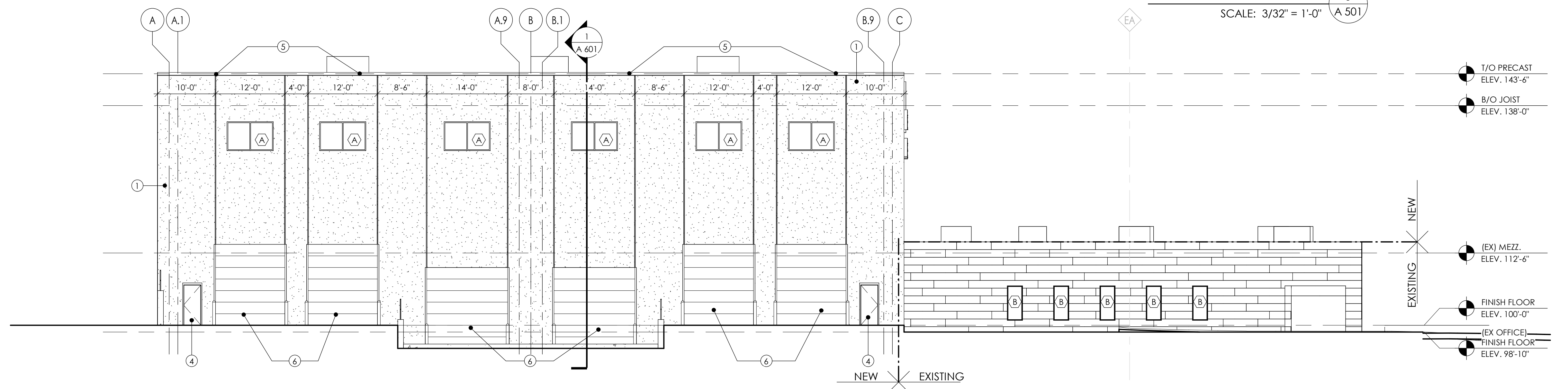
NO.	DESCRIPTION
1	PRECAST CONCRETE PANELS
2	INSULATED METAL PANEL
4	HOLLOW METAL DOOR AND FRAME
5	METAL PARAPET COPING
6	OVER HEAD DOOR WITH DOCK SEAL LEVELER, STOPS & VEHICLE RESTRAINT



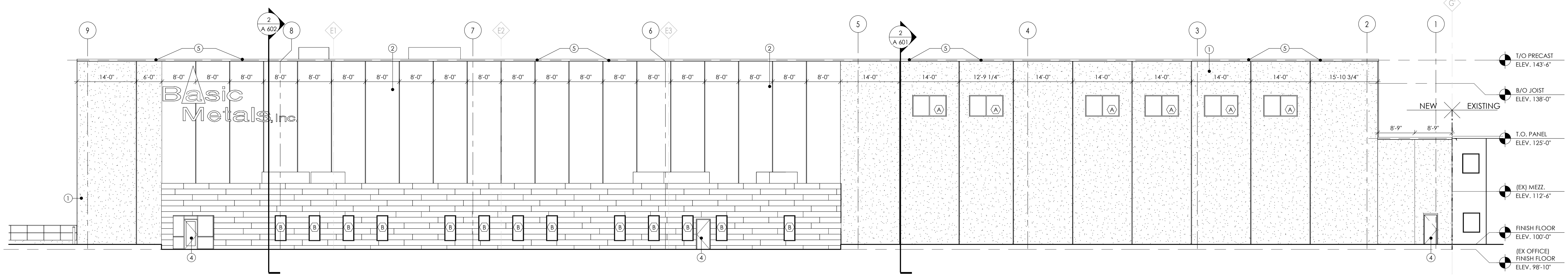
NORTH ELEVATION
 SCALE: 3/32" = 1'-0"
 A 501



WEST ELEVATION
 SCALE: 3/32" = 1'-0"
 A 501



SOUTH ELEVATION
 SCALE: 3/32" = 1'-0"
 A 501



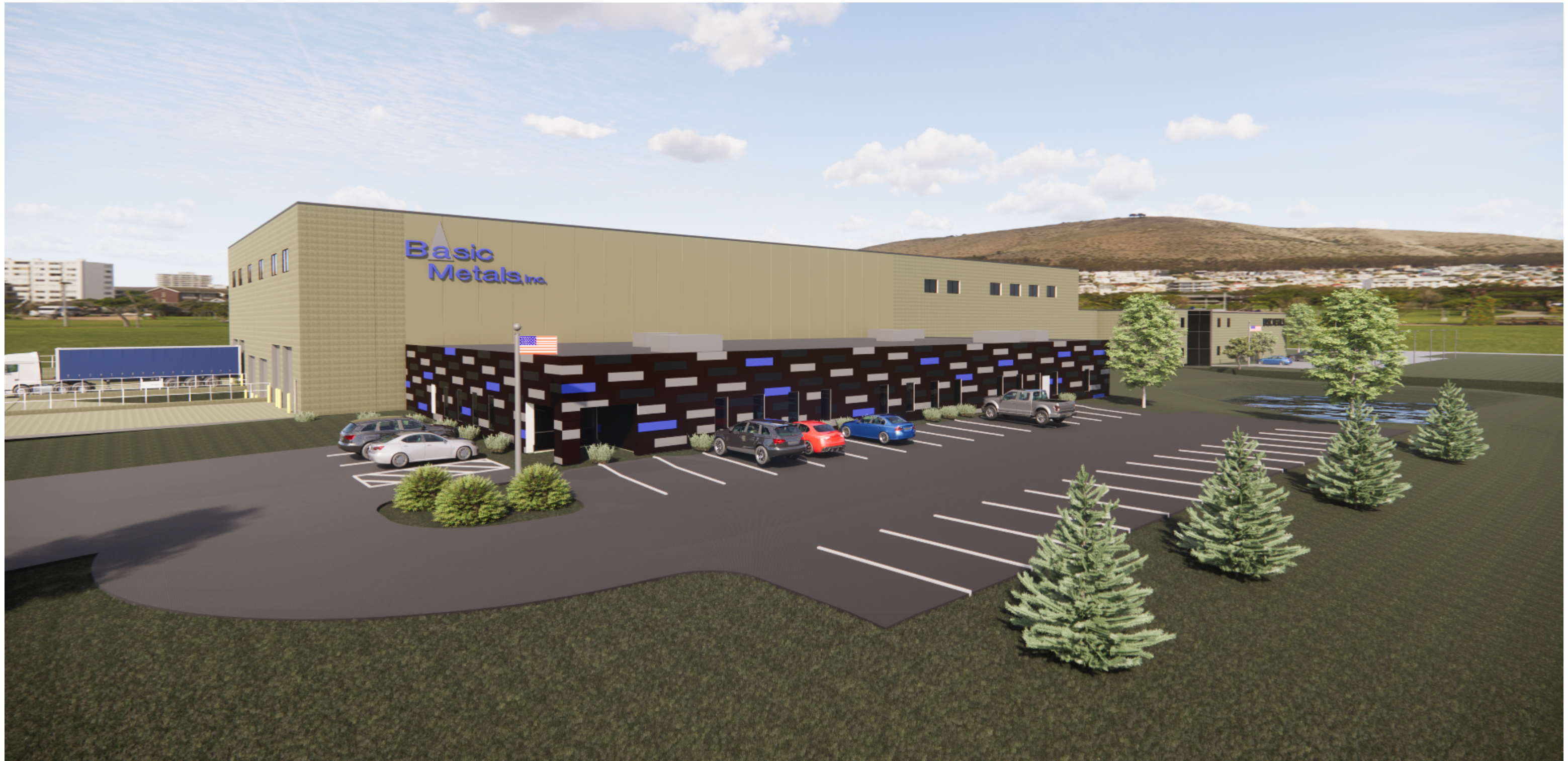
EAST ELEVATION
 SCALE: 3/32" = 1'-0"
 A 501

ISSUE DATE: 02/09/2024
 BUILDING ADDITION & ALTERATION
BASIC METALS II
 BASIC METALS INC., W180N11819 N RIVER LN., GERMANTOWN, WI, 53022
 1135A MICHIGAN AVE. SHEBOYGAN, WI 53081 | (720) 452-4444 | 640 VEL R. PHILLIPS AVE. SUITE 210, MILWAUKEE, WI 53203

DRAWN BY: MSJ
 CHECKED BY: KS
 EXTERIOR ELEVATIONS

A 501

PROJ. NO. 2024-100



02/09/2026

BASIC METALS II

BASIC METALS INC., W180N11819 N RIVER LN, GERMANTOWN, WI, 53022

A1 RENDERING

PROJ. NO. 2024-100



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CERTIFIED SURVEY MAP (CSM) & SITE PLAN APPLICATION

04/13/26 Plan Commission Meeting

Abacus Architects / DONTOF LLC / Basic Metals, Inc.

Village Staff Report & Recommendation

Germantown, Wisconsin

SUMMARY

Abacus Architects, Agent for DONTOF LLC, Property Owner, and Basic Metals, Inc. Certified Survey Map (CSM) and Site Plan applications for a 42,000 sqft addition to the existing office and manufacturing facility located at W180N11819 River Lane in the Germantown Industrial Park.

Location: W180N11819 River Lane

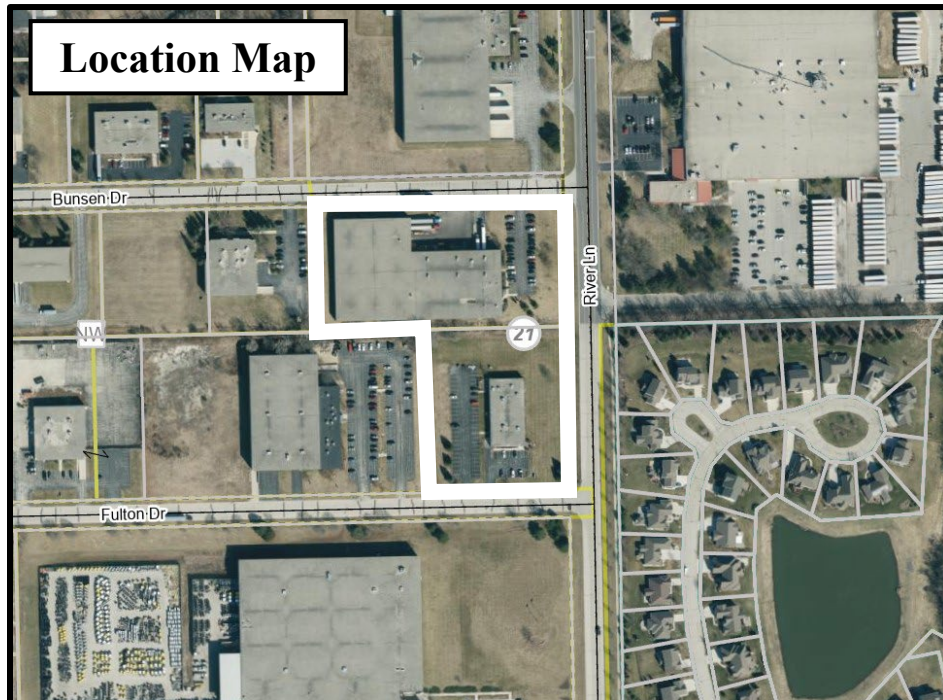
**Applicant/
Owner:**

Abacus Architects
640 N. Vel R. Phillips Ave, Suite 210
Milwaukee, WI 53203

DONTOF LLC
W180N11819 River Lane
Germantown, WI 53022

Zoning: M-1: Limited Industrial

Adjacent Land Uses		Zoning
North	Industrial	M-1
South	Industrial	M-1
East	Industrial/Single-Family Residential	M-1/PDD-27
West	Industrial	M-1



Background/Proposal

Abacus Architects, Agent for DONTOF LLC, Property Owner, and Basic Metals, Inc. Certified Survey Map (CSM) and Site Plan applications for a 42,000 sqft addition to the existing office and manufacturing facility located at W180N11819 River Lane in the Germantown Industrial Park.

Basic Metals is an independent metal supplier specializing in cut-to-length aluminum sheet, slit coil, and circle products ([website](#)). Originally approved for their manufacturing and warehousing facility at the subject location in 1994, the company is currently looking to expand its facility to serve their continued growth. Thus, Basic Metals has submitted this application and development proposal for consideration.

Certified Survey Map (CSM)

The subject site is currently comprised of two (2) parcels totaling 6.96 acres. The applicant submitted a Certified Survey Map (CSM) to combine the parcels to create one (1) lot for development purposes. The lot combination is necessary in order to accommodate the proposed building expansion and to comply with applicable zoning standards. Below are the parcels that would be combined into an individual lot:

- GTNV_212904 (4.00 Acres) – Existing Basic Metals Site
- GTNV_212970 (2.96 Acres) – Former VBA Site (Acquired by Basic Metals)

Site Plan

The total site is 6.96 acres in area with an existing 76,855 square foot manufacturing and warehouse facility (northern building) and a 12,640 square foot office building (southern building). Associated driveways and off-street parking areas serve the site. As presented on the site plan, the proposed construction includes an approximate 42,000 square foot building addition which will be connected to both existing structures. This will create one overall building/facility roughly 131,495 square feet in size. The following is a summarized list of the proposed site plan components:

- 42,000 sqft building addition (total building approximately 131,495 sqft)
- New truck loading and unloading area with (2) new dock doors and (4) drive-in doors
- Building addition to incorporate the following:
 - Precast concrete wall panels with color consistent with existing manufacturing facility (northern building)
 - Building height of 43.5'
 - Metal parapet coping
 - Overhead door with dock seal leveler, stops, and vehicle constraints
- Existing office building portion to be repainted according to rendering
- Existing off-street parking areas and driveway entrances to Fulton Drive to be reconfigured/reconstructed

Parking, Access, and Traffic Circulation

Access to the northern area of the site will remain the same with two (2) access driveways to/from Bunsen Drive, one serving an off-street parking lot and the other used by trucks for loading and unloading purposes. The southern portion of the site will also be served by two (2) driveways. Similar to the northern area of the site, a southern

driveway to/from Fulton Drive will serve an off-street parking lot and the other will serve trucks for loading and unloading activities. As the applicant points out in the submitted project narrative, the newly constructed southern driveway providing access to the dock doors will be 129' in width. Given that this width is above the 35' standard for driveways in non-residential districts, the applicant has requested the Plan Commission to vary the standard as part of their Site Plan application.

The proposed project does include a reduction in the number of parking spaces in the southern part of the property (i.e. southern parking lot). Currently, there are 71 parking spaces while the proposed project would result in a total of 36 parking spaces, meaning a reduction of 35 spaces. The northern parking lot contains 40 parking spaces and will remain unchanged.

Storm Water Management

The proposed addition and reconfigured asphalt/concrete areas will add 0.98 acres of impervious area to the 6.96-acre site, resulting in 63% impervious lot coverage on site, or 4.39 acres (191,425 sqft) of impervious area. This percentage is below the maximum allowed percentage for the property's M-1: Limited Industrial District designation and the Industrial Park requirements. In order to accommodate the increased impervious area, the project involves the creation of a detention pond that will be located just east of the new building addition.

Landscaping and Buffering

A mixture of evergreen trees, deciduous trees, and shrubs are shown as part of new landscape plantings in the application materials. The plantings are primarily shown around the southeastern part of the site, mostly surrounding the new parking lot along River Lane.

Lighting

Additional exterior lighting is proposed with this development. The applicant submitted a lighting plan and site photometric study, which is included as an attachment to this memo. The plan shows three (3) 20' single-head light poles and five (5) new LED wall pack lights on the building addition.

Utilities

The site will continue to be served by municipal water and sanitary sewer. As shown on the submitted Certified Survey Map (CSM), there are existing easements running east/west through the middle of the site that will need to be vacated to allow for the building addition. Through separate processing and documentation, the noted 20' public utility and drainage easement will be vacated by the Village, while the 15' WEPCO (We Energies) easement will be released. New easements will be established to serve each entity where necessary.

Signage

No additional exterior signage is proposed at this time.

Staff Comments**Community Development: Planning & Zoning**

The zoning for this parcel in the Germantown Industrial Park is M-1: Limited Industrial, and the proposed site improvements comply with the M-1 zoning district regulations. The office/manufacturing/warehousing use that Basic Metals maintains at the subject location is a desirable land use under the Village's 2050 Comprehensive Plan in the Germantown Industrial Park. Staff finds the proposal consistent with the 2050 Comprehensive Plan.

As mentioned previously, the project proposal includes a reduction in the number of off-street parking spaces in the southern part of the site. There are currently 71 spaces serving the southern building. Upon the completion of construction, a total of 36 parking spaces would be located in this same area. Given that the existing southern building (12,640 sqft) will be used as office space and the proposed building addition (42,000 sqft) will be used for warehousing purposes, 36 parking spaces are sufficient to serve that area of the site. Not only do the existing 71 spaces seem excessive, the added building area dedicated to warehousing does not factor in when determining required parking per the Zoning Code.

Part of the project proposal includes reconfiguration/reconstruction of the southern driveways to/from Fulton Drive. Most importantly and pointed out in the submitted project narrative, one of the new southern driveways is shown at 129' in width. While the Zoning Code specifies a maximum width of 35' for driveways in non-residential districts, Code Section 17.45(4)(e) states that the Plan Commission is authorized to vary the width requirement in appropriate situations. As pointed out in the narrative, Basic Metals is requesting an increased driveway width to serve the new loading and unloading area at the southern end of the building addition. This is strictly for full-size 53' flatbed trailers that will be coming to the site and either docking or driving into the new warehousing area. With 85' from the front of the building to the right-of-way on Fulton Drive, the trucks will not protrude onto the public road according to the applicant, even if there is waiting time for the trucks to dock or drive into the building. In respect to the width, it is not dissimilar to existing driveway widths used for the same purpose throughout the Industrial Park. In fact, Basic Metals existing northern building is served by a driveway that is approximately 110' in width, and nearby businesses such as D&G Transportation and Wacker Neuson have driveways that are even greater in width. The Plan Commission should discuss the driveway width and determine if the proposed 129' width is acceptable or if modifications need to be made.

The Plan Commission should also discuss the architecture of the building addition. Elevations and a rendering were submitted by the applicant and included as attachments to this memo. While there are no set design standards, the Zoning Code specifies that the Plan Commission shall act as the Architectural Review Board. Although staff understands that the building addition is intended to incorporate the design and color of Basic Metals existing facility (northern building), the addition height (43.5') and length (324') present a façade that could be deemed monotonous or drab. In other words, it lacks variety or architectural detail that would "break up" the large façade facing River Lane. At the same time, the overall color scheme with black and blue geometric panels on the office building against a solid brown façade behind it creates a

stark contrast that appears disjointed. The Plan Commission should discuss the design of the new building addition and overall color scheme to determine if it's acceptable or if alterations in the design/color are warranted.

Regarding the exterior lighting, the proposal is within the Village's lighting guidelines in terms of pole height and fixture type. However, since the site is slightly higher in elevation than the Blackstone Creek residential area to the east, staff recommends additional measures be taken in order to shield any light that may emanate from the new light pole fixtures around the parking lot across River Lane to the east. A condition of approval has been added to address this.

Finally, note that a condition of approval addresses existing and future roof-mounted equipment. Any existing or proposed rooftop equipment (RTU) shall be screened from view by line of sight at 5' above grade from all property lines around the building and the centerline of the adjacent roadways.

Public Works/Village Engineer/Village Surveyor

The Village Engineer identified a series of technical corrections in an April 9, 2026, memo which is included as an attachment to this report. The Village Surveyor has also identified a series of technical corrections in a February 25, 2026, memo which is included as an attachment as well. The applicant will be required to review these staff comments and make the necessary corrections prior to recording the Certified Survey Map (CSM) and issuance of permits to commence construction.

Village Forester

The Village Forester has reviewed the submitted landscape plan and provided comments to the applicant. The landscaping proposed is lacking the required street tree plantings and both the interior and perimeter parking lot planting requirements. More specifically, additional plantings are needed to fulfill the required landscape greenbelt standard (15' width) between the new parking lot and property boundaries, as noted under Zoning Code Section 17.45(1)(c). These plantings will be important to act as a visual buffer and keep potential light from headlights shining east toward the residential properties across the road.

The tree removal plan and preservation plan are also lacking required information, although minimal changes at that. A condition of approval has been included to address the review comments by making the landscape plan contingent upon final approval/acceptance by the Village Forester and Community Development staff.

VILLAGE STAFF RECOMMENDATIONS

APPROVE the proposed 1-lot Certified Survey Map (CSM) for the Basic Metals property located at W180N11819 River Lane, subject to the following condition:

1. All technical issues and corrections identified by the Village Surveyor (see February 25, 2026, memo from Bob Beilfuss, PLC) shall be addressed and reflected in a revised CSM reviewed and approved by Village staff prior to recording.

APPROVE the Site Plan application for Basic Metals for a 42,000 square foot building addition to an existing office and manufacturing facility located at W180N11819 River Lane, subject to the following conditions:

1. This approval is for the various plan sheets that comprise the site development plan set as noted below and is subject to compliance with all the conditions and requirements set forth herein and subsequently adopted and/or revised by the Plan Commission. Approval is granted for the following unless superseded by subsequent plan sheets approved by Village Staff pursuant to revisions required herein and/or by the Plan Commission:
 - a. *Architectural, civil, and landscaping plans dated February 9, 2026 (11 pages).*
 - b. *Lighting and photometric study plan dated February 5, 2026 (22 pages).*If revised plan sheets are necessary, each revised sheet shall contain the date of said revision clearly stamped in the lower right corner.
2. State agency (DSPA) approved plans and a \$20,000 occupancy bond are required by Inspection Services. The Village of Germantown is an authorized delegated agent of DSPA and may be used as an alternative to provide all commercial plan review and inspection services through SAFEBuilt of WI and the Village of Germantown.
3. The technical issues and plan revisions identified in the April 9, 2026, memo from the Village Engineer shall be addressed in revised plan sheets and/or supplemental documents prior to commencing construction activities and/or issuance of building permits.
4. The landscape plan shall be subject to final approval/acceptance from the Village Forester and Community Development staff prior to commencing construction activities. The landscape plan shall be revised to include the required street tree, interior/perimeter parking lot, and landscape greenbelt (15' width) plantings on site. Plantings along the east side of the new parking lot shall act as a buffer and ensure light from headlights does not shine east toward the residential properties across the road.
5. All temporary and permanent exterior signs require a Sign Permit and shall comply with all current Village sign regulations. New signage shall be subject to review and approval by the Plan Commission.

-
6. Existing and proposed rooftop equipment (RTU) shall be screened from view by line of sight at 5' above grade from all property lines around the building and the centerline of the adjacent roadways.
 7. Applicant/owner shall work cooperatively with the Village to secure the necessary easement vacation/release of the 20' public utility and drainage easement prior to issuance of building permits.
 8. Applicant/owner shall secure the necessary easement vacation/release of the 15' WEPCO (We Energies) easement prior to issuance of building permits. Proof of easement vacation/release shall be submitted to the Village.
 9. Applicant/owner shall revise the lighting plan to include additional measures (i.e. back-shielding) to reduce light emanating from the new light poles around the parking lot to the east. The plan shall be revised to specifically eliminate any light trespass or glare directed towards River Lane to avoid any nuisance for the residential properties to the east.

MEETING:	REGULAR MEETING OF THE PLAN COMMISSION
DATE AND TIME:	Monday, April 13, 2026 6:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
Chairman Soderberg called the meeting to order at 6:30pm.
- II. **ROLL CALL:**
Committee Members Soderberg, Warren, Tarantino, Williams, Shadid, Henk and Ewert were all present. Also present were Community Development Director Retzlaff and Associate Planner Yanke.
- III. **CITIZEN INPUT/PUBLIC APPEARANCE:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a four (4) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.) Comments that may be injurious to village personnel or other individuals will not be allowed.*
Citizens that spoke included:
Lynn Bednarz who lives on Pawnee Court.
- IV. **MEETING MINUTES:**
 - A. PC Minutes 3-9-26
Motion: Approve as presented
Motioned By: Robert Warren
Seconded By: Josh Tarantino
Yes: Bob Soderberg, Robert Warren, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert
No: None
Abstain: William Shadid
Motion Passed (Yes 6, No 0, Abstained 1)
- V. **PUBLIC HEARINGS:**
 - A. The public hearing scheduled for April 13th regarding the proposal from VLS Environmental Solutions, Agent for SRRT Carnegie LLC, Property Owner of W190 N11393 & N11260 Carnegie Drive, for Rezoning and Conditional Use Permit (CUP) applications for a wastewater pre-treatment facility has been POSTPONED to a future date not yet determined. Consequently, public

comments regarding this proposal will not be received and the Plan Commission will not discuss this proposal at the April 13th meeting.

VI. NEW BUSINESS:

- A. Springfield Sign, Agent for Dan Braatz, Burgers & Braatz Properties LLC, and Blackstone Creek LLC, Property Owner. Sign Permit Application for a new 4,400 sqft Culver's located at N112 W17300 Mequon Road. (ACTION)

Director Retzlaff went over the proposed signs for Culvers, which included 4 wall signs, 1 coming right-up sign mounted along the drive-thru, onsite directional/menu boards and 1 internally illuminated monument sign with an integrated message center and a decorative block base with address coordinates.

Staff recommends approval of the proposed wall, monument, directional and menu board signs as proposed for the new 4,400 sqft Culver's restaurant located N112W17300 Mequon Road subject to the following requirements, exceptions, and limitations:

1. An electrical permit is required for all electrical installations or modifications prior to installation of all signs requiring electrical service. Contact Inspection Services staff (SAFEBuilt) for code and permit application requirements.
2. Revisions to the previously approved landscape plan for the around the base of the monument sign shall be submitted to the Village Planner for approval prior to installation of the monument sign. Said plan shall show the type, number and size of plantings to be installed around the sign base as required under Section 17.46(7)(c) of the Zoning Code.

Motion: Approve with 2 revised conditions as presented

Motioned By: William Shadid

Seconded By: Josh Tarantino

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion (Yes 7, No 0, Abstained 0)

- B. Susan Hillstrom, Property Owner. Zoning Permit application to install a 4' fence in a public storm sewer and drainage easement on property located at W151N11818 Mistletoe Road. (ACTION)

Associate Planner Yanke reviewed the fence proposal, which includes a 4' high aluminum picket-style fence proposed 8' into a public storm sewer and drainage easement.

Discussion Followed. Committee members voiced concerns regarding drainage being impeded by the fence and expressed a desire to have an engineering/hydraulic analysis for fences proposed within drainage easements. It's advised to have this sort of analysis regardless of whether an underground drainage pipe is present or not within the easement. Conversation regarding the fence code in general followed but the Commission concluded the subject proposal could be approved with an added

condition that the Village Engineer confirms the proposed fence will not impede drainage flow on the ground surface within the easement.

Staff recommends approval of the zoning permit application to install a 4' aluminum picket-style fence in a public storm sewer and drainage easement along the western lot line of property located at W151N11818 Mistletoe Road, subject to the following conditions:

1. A fence permit is required from Building Inspection Services. The property owner is required to contact SAFEBuilt Inspection Services for more information. Prior to issuance of a fence permit by the Village, the property shall submit documentation showing HOA approval for the proposed fence.
2. The property owner shall enter into an encroachment agreement with the Village that specifies the property owner assumes responsibility for removing and/or replacing the fence and any other damages or costs if access to or maintenance of the easement is required by the Village.
3. It shall be the responsibility of the homeowner to maintain a free flow of water within the drainage easement at all times.
4. If the fence needs to be removed to make improvements and/or conduct maintenance within the easement, the property owner shall be responsible for all costs associated with removing the fence to the extent necessary within seven (7) days of being notified by the Village (or another mutually agreeable deadline). The property owner shall be responsible for any and all costs associated with any damage, removal, or re-installation of said fence.
5. The property owner and/or fence installer shall be liable for any and all damage to any storm sewer utility upon installation and all site restoration within the easements.

Motion: Approve with a 6th condition requiring a statement from the Village Engineer stating that the proposed fence and its 4" gap below the bottom rail would not constrict water flow at surface level within the easement.

Motioned By: Robert Warren

Seconded By: Bridget Henk

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

- C. Abacus Architects, Agent for DONTOF LLC, Property Owner, and Basic Metals, Inc. Certified Survey Map (CSM) and Site Plan applications for a 42,000 sqft addition to the existing office and manufacturing facility located at W180N11819 River Lane in the Germantown Industrial Park. (ACTION)

Associate Planner Yanke went over the proposals, which included a CSM to combine 2 parcels equaling 6.96ac and the vacation/release of the 20' public utility/drainage easement and the 15' WE Energies easement and plat new easements where necessary. And the Site Plan, which included the building addition, truck loading and unloading area, repainting of the current office and a new parking area, with reconfigured/reconstructed driveway access to/from Fulton Drive. One new driveway

entrance is proposed at 129' in width, which is over the 35' maximum allowed by code. The Plan Commission is authorized to vary the width requirement as part of site plan review and approval. The commissioners were not concerned about the larger driveway width.

Discussion Followed. Yanke introduced the architect for the project, who answered questions regarding the color of the building and the possibility of adding some articulation to the building for a better look and adding a condition to that effect.

Staff recommends approval of the proposed 1-lot Certified Survey Map (CSM) for the Basic Metals property located at W180N11819 River Lane, subject to the following condition:

1. All technical issues and corrections identified by the Village Surveyor (see February 25, 2026, memo from Bob Beilfuss, PLC) shall be addressed and reflected in a revised CSM reviewed and approved by Village staff prior to recording.

Staff recommends approval of the Site Plan application for Basic Metals for a 42,000 square foot building addition to an existing office and manufacturing facility located at W180N11819 River Lane, subject to the following conditions:

1. This approval is for the various plan sheets that comprise the site development plan set as noted below and is subject to compliance with all the conditions and requirements set forth herein and subsequently adopted and/or revised by the Plan Commission. Approval is granted for the following unless superseded by subsequent plan sheets approved by Village Staff pursuant to revisions required herein and/or by the Plan Commission: a. Architectural, civil, and landscaping plans dated February 9, 2026 (11 pages), b. Lighting and photometric study plan dated February 5, 2026 (22 pages).

If revised plan sheets are necessary, each revised sheet shall contain the date of said revision clearly stamped in the lower right corner.

2. State agency (DSPS) approved plans and a \$20,000 occupancy bond are required by Inspection Services. The Village of Germantown is an authorized delegated agent of DSPS and may be used as an alternative to provide all commercial plan review and inspection services through SAFEBuilt of WI and the Village of Germantown.
3. The technical issues and plan revisions identified in the April 9, 2026, memo from the Village Engineer shall be addressed in revised plan sheets and/or supplemental documents prior to commencing construction activities and/or issuance of building permits.
4. The landscape plan shall be subject to final approval/acceptance from the Village Forester and Community Development staff prior to commencing construction activities. The landscape plan shall be revised to include the required street tree, interior/perimeter parking lot, and landscape greenbelt (15' width) plantings on site. Plantings along the east side of the new parking lot

shall act as a buffer and ensure light from headlights does not shine east toward the residential properties across the road.

5. All temporary and permanent exterior signs require a Sign Permit and shall comply with all current Village sign regulations. New signage shall be subject to review and approval by the Plan Commission.
6. Existing and proposed rooftop equipment (RTU) shall be screened from view by line of sight at 5' above grade from all property lines around the building and the centerline of the adjacent roadways.
7. Applicant/owner shall work cooperatively with the Village to secure the necessary easement vacation/release of the 20' public utility and drainage easement prior to issuance of building permits.
8. Applicant/owner shall secure the necessary easement vacation/release of the 15' WEPCO (We Energies) easement prior to issuance of building permits. Proof of easement vacation/release shall be submitted to the Village.
9. Applicant/owner shall revise the lighting plan to include additional measures (i.e. back-shielding) to reduce light emanating from the new light poles around the parking lot to the east. The plan shall be revised to specifically eliminate any light trespass or glare directed towards River Lane to avoid any nuisance for the residential properties to the east.

Motion 1: Approve Site Plan with the addition of a 10th condition to include modifications of the outdoor facade to add articulation/texture subject to bringing the architectural elevations/rendering back for final Plan Commission approval.

Motioned By: Bill Shadid

Seconded By: Josh Tarantino

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

Motion 2: Approve CSM as presented

Motioned By: Bill Shadid

Seconded By: Josh Tarantino

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

- D. Crew Carwash, Property Owner of N96 W17500 County Line Road. Request to extend Village approval of the site plans and Conditional Use Permit No. 05-2025 for a 4,500 sqft automated car wash facility. (ACTION)

Director Retzlaff reviewed the history of the Site Plan and CUP that was approved back in 2024. Retzlaff introduced Krissy Atterholt with Amundsen Davis, who spoke on behalf of Crew Car Wash stating that the request for an extension is intentional and needed for strategic planning within the company, which is based in Indiana and as this is their first Wisconsin approval it's taken some additional time to coordinate and proceed with their statewide roll-out of multiple locations.

Staff recommends approval of the request to extend the Site Plan approval for an additional 12 months with a new deadline for commencement of construction to April 8, 2027, with the same conditions of approval in the original April 8, 2024, Plan Commission approval.

Recommend the approval of the 12 mo. Site Plan extension and recommend the Village Board approve the request to extend the approval of CUP #05-2025 for an additional 12 months with a new deadline for commencement of construction to April 8, 2027, with the same conditions of approval contained in CUP #05-2025.

Motion: Approve requested extension of the approved Site Plan and recommend the Village Board approve the CUP extension as presented

Motioned By: Josh Tarantino

Seconded By: Robert Warren

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion (Yes 7, No 0, Abstained 0)

E. Signworks, Agent for Quality Electric Service, Property Owner. Sign Review application for Quality Electric Service at N114W18697 Clinton Drive. (ACTION)

Associate Planner Yanke gave a brief description of the new wall sign proposed and stated that it meets all the Village sign codes.

Discussion Followed.

Staff recommends approval of the proposed sign for Quality Electric Service for property located at N114W18697 Clinton Drive.

Motion: Approve as presented

Motioned By: Robert Warren

Seconded By: Josh Tarantino

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

F. Greg & Monica Schmidt, Property Owners of N124 W18420 Lovers Lane. Request for a variance from the architectural and exterior materials requirements under Section 17.41 of the Zoning Code for a detached accessory garage. (ACTION)

Director Retzlaff stated that this proposal includes exterior materials and architecture that are not the same as the existing dwelling, which requires a variance approval from this Commission. If this variance is granted, then the applicant plans to go to the Board of Zoning Appeals for a larger size detached garage than allowed by code.

Staff recommends approval of the Zoning Permit application for an architectural variance from Section 17.41(2a) of the Zoning Code to construct a detached accessory

garage with vinyl siding and asphalt shingles on the property located at N124 W18420 Lovers Lane subject to (1) condition:

1. The color of the vinyl siding and roof shingles are complimentary to the earth-toned color scheme of the existing dwelling.

Motion: Approve as presented

Motioned By: William Shadid

Seconded By: Robert Warren

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino, Russell Ewert

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

VII. ANNOUNCEMENTS:

Chairman Soderberg thanked Committee Member Bill Shadid for his 8 years of service on the Plan Commission.

VIII. ADJOURNMENT:

Chairman Soderberg adjourned the meeting at 7:57pm.

DRAFT

SIGN PERMIT APPLICATION

5/11/26 Plan Commission Meeting

Innovative Signs / Truck Country USA

Village Staff Report & Recommendation

Germantown, Wisconsin

SUMMARY

Innovative Signs, agent for Truck Country USA, property owner, is requesting approval of two (2) monument signs for the new Truck Country facility located at N128 W21795 Holy Hill Road in the "Holy Hill Gateway District".

Location: N128 W21795 Holy Hill Road

Applicants/

Owner:

Innovative Signs
21700 Doral Road
Waukesha, WI 53186

Truck Country USA
2222 W Ryan Road
Oak Creek, WI 53224

Zoning: B-5: Highway Business District

Adjacent Land Uses		Zoning
North	Industrial	M-1
South	Agricultural	M-1/A-1
East	Agricultural	A-2
West	Business (Richfield)	N/A

Location Map



Background

In October 2024, the Village approved site development and building plans for a new 37,700 sqft commercial truck sales & service facility at the former Steinman Lumber property along what is now a new public frontage road called High Point Pass (although Truck Country will retain the Holy Hill Road address).

In February 2026, the Plan Commission approved a single monument sign abutting the I-41/45 right-of-way. Because of the steep change in topography from the highway off-ramp to the Truck County property and a 50' setback from the property line, the monument sign along the I-41/45 road frontage was allowed to be 86 sqft per side and 50' above the base elevation but only 25' above the elevation of the off-ramp. That sign is in production and will be installed soon.

Proposal

At this time, Innovative Signs, agent for Truck Country, is requesting approval of two (2) additional monument signs: one along Holy Hill Road near the intersection at High Point Pass and the other along High Point Pass at the property entrance (see location map included in packet). Both signs have the same size, height and design characteristics as described below:

Monument Signage

- (2) Monument signs each comprised of a two-sided, internally illuminated fixed cabinets 4' tall x 5' wide (20 sqft per side) mounted a sign base comprised of two (2) steel structural support posts, each covered with a 1' x 1' shrouded cage of aluminum panels that rise approximately 5 feet to the base of the sign for a total height of 10 feet above the finished ground elevation.

Staff Comments

The proposed monument signs comply with the sign regulations for the Truck Country property with frontage on three different roadways (one monument sign per road frontage).

The Village's current sign regulations no longer allow the old-style pylon sign where a single steel pole or beam (or double depending on the height and weight needing to be supported) is fastened to the ground at the bottom and to the sign cabinet at the top. The sign regulations are designed to promote monument signs have a decorative base that supports the sign cabinet and matches the materials and color scheme of the building(s). All structural supports, whether steel or wood posts, beams, etc., are supposed to be internal to the overall sign or "...covered with the same or similar decorative and compatible material."

In this case, Truck Country is proposing a monument/pylon sign that requires two steel support pylons and is proposing to cover each with a 1' x 1' painted aluminum shroud. The Plan Commission approved a similar design for the first monument sign along I-41/45 approved in February.

VILLAGE STAFF RECOMMENDATION

APPROVE the two (2) proposed monument signs for Truck Country USA located at N128 W21795 Holy Hill Road, subject to the following conditions:

1. Applicant/owner shall obtain an electrical permit(s) from Building Inspection Services prior to sign installation.
2. Owner shall provide information required under 17.46(7)(h) and necessary to determine compliance with the electronic message center operational requirements.



Village of

Germantown
Willkommen

Fee must accompany application

\$320 Sign Review Fee

\$ 90 Sign Face Replacement

Paid On: 3/19/26 Check/CC # 23939

SIGN REVIEW APPLICATION

Pursuant to Section 17.46 of the Municipal Code

Please read and complete this application carefully. **All applications must be signed and dated.**

1

APPLICANT/AGENT:

Jaime Dieman
Innovative Signs, Inc.
21700 Doral Rd
Waukesha, WI 53186
 Phone (262) 432-1330
 Email jaime@innovative-signs.com

PROPERTY OWNER:

Truck Country, USA
2222 West Ryan Road
Oak Creek, WI 5322
 Phone (414) 761-3384
 Email _____

2

PROPERTY ADDRESS OR GENERAL LOCATION

TAX KEY NUMBER

N128 W21795 Hwy 167, Germantown, WI 53022

3

SIGN INFORMATION

Please see attached renderings for sign specs

Sign Dimensions height x width Single/Multi Tenant (circle one)
 Number of Sides Building Frontage SF
 Total Square Footage of Sign (include all sides)
 Total height of the Sign
 Is the Sign to be illuminated yes no
 Type of Sign Construction Materials
 Distance to Closest Property Line

Are there any existing signs on the property
 If yes, what is the total Square Footage of existing signs

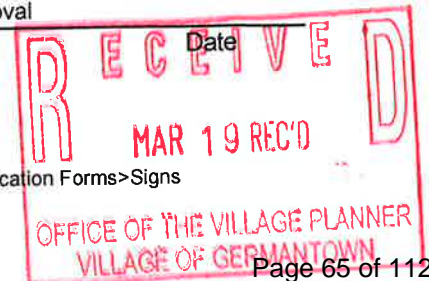
What are the intentions for the existing signs: Take down Remain

4

SIGNATURES -- ALL APPLICATIONS MUST BE SIGNED BY OWNER!

Jaime Dieman 3/9/26
 Applicant Date

Please see attached approval
 Owner





WESTERN STAR

N128 W21795 HWY 167,
GERMANTOWN, WI 53022 US



21700 DORAL ROAD
WAUKESHA WI 53186
262.432.1330
www.innovative-signs.com

Village of



Germantown

Village of Germantown
Clerk Treasurer
N112W17001 MEQUON ROAD
Germantown, WI 53022
(262)250-4700
Welcome

03/19/2026 02:56PM PRAVINA P
001091-0011
Payment effective date 03/19/2026

MISCELLANEOUS

ZONING FEES (GENZON)

2026 GENZON

1 @ \$320.00 \$320.00

\$320.00

Subtotal \$320.00

Total \$320.00

Tenders

CHECK \$320.00

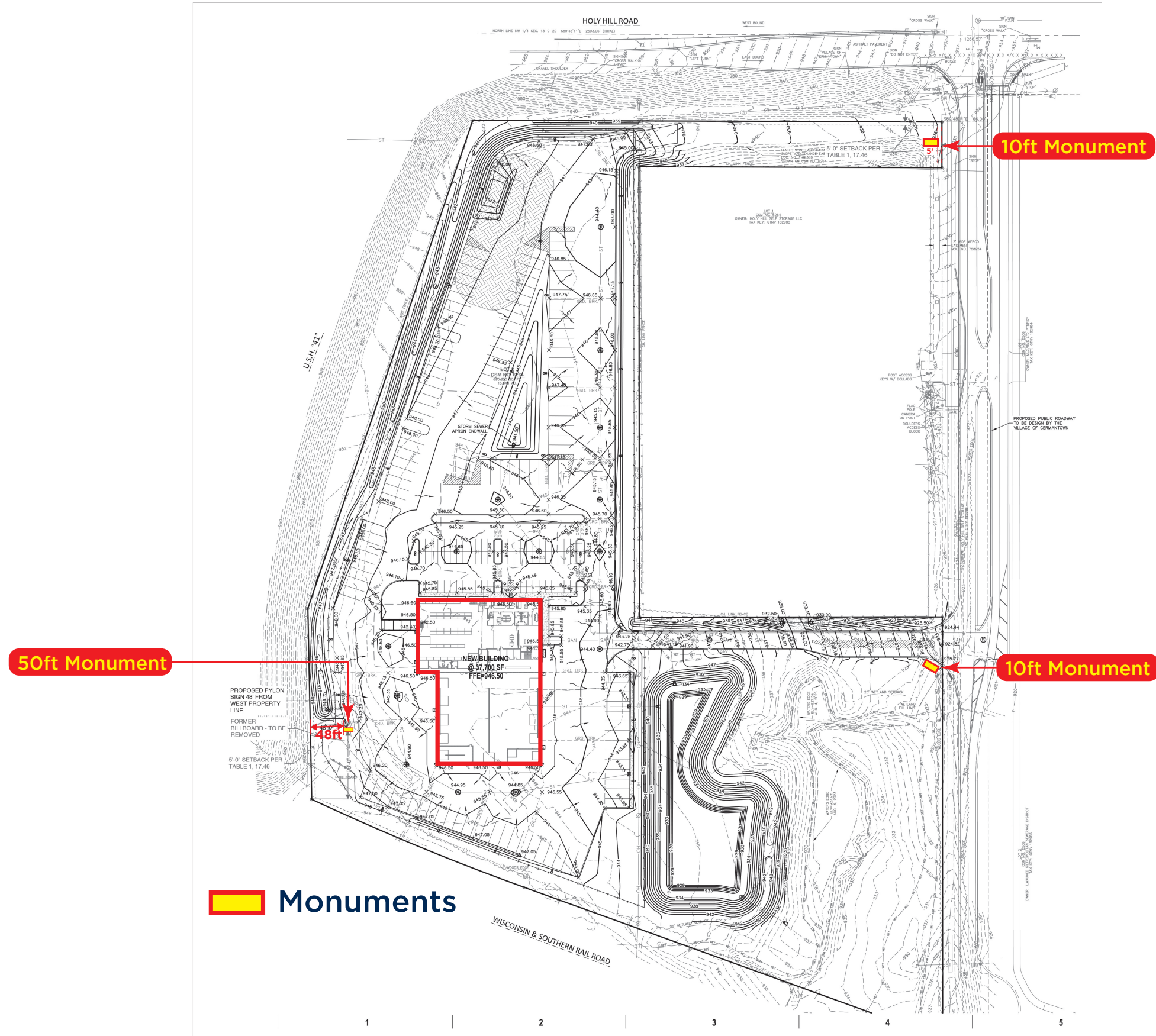
Check Number 23939

Change due \$0.00

Thank you for your payment

CUSTOMER COPY

Monument Map



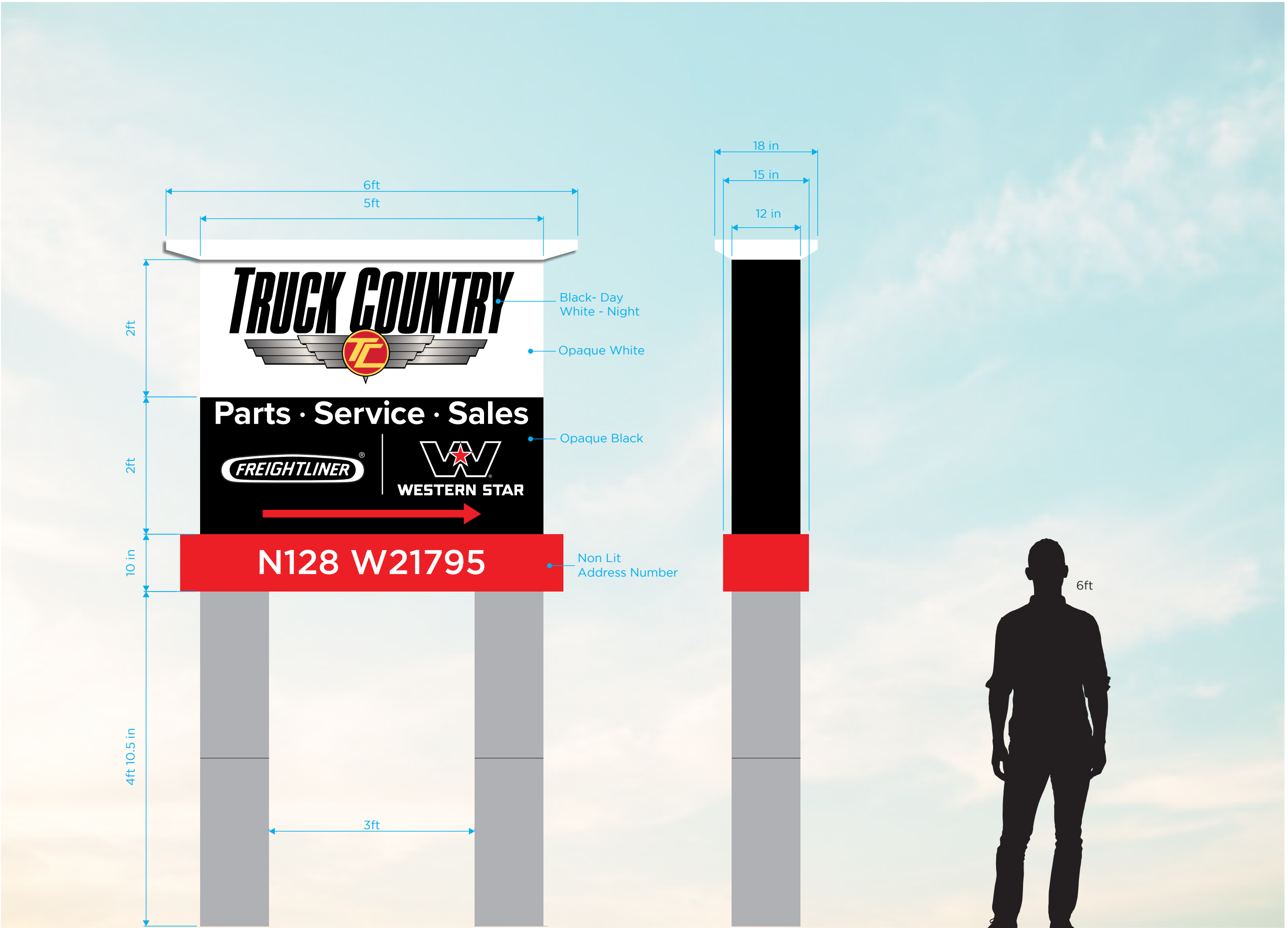


WESTERN STAR

N128 W21795 HWY 167,
GERMANTOWN, WI 53022 US



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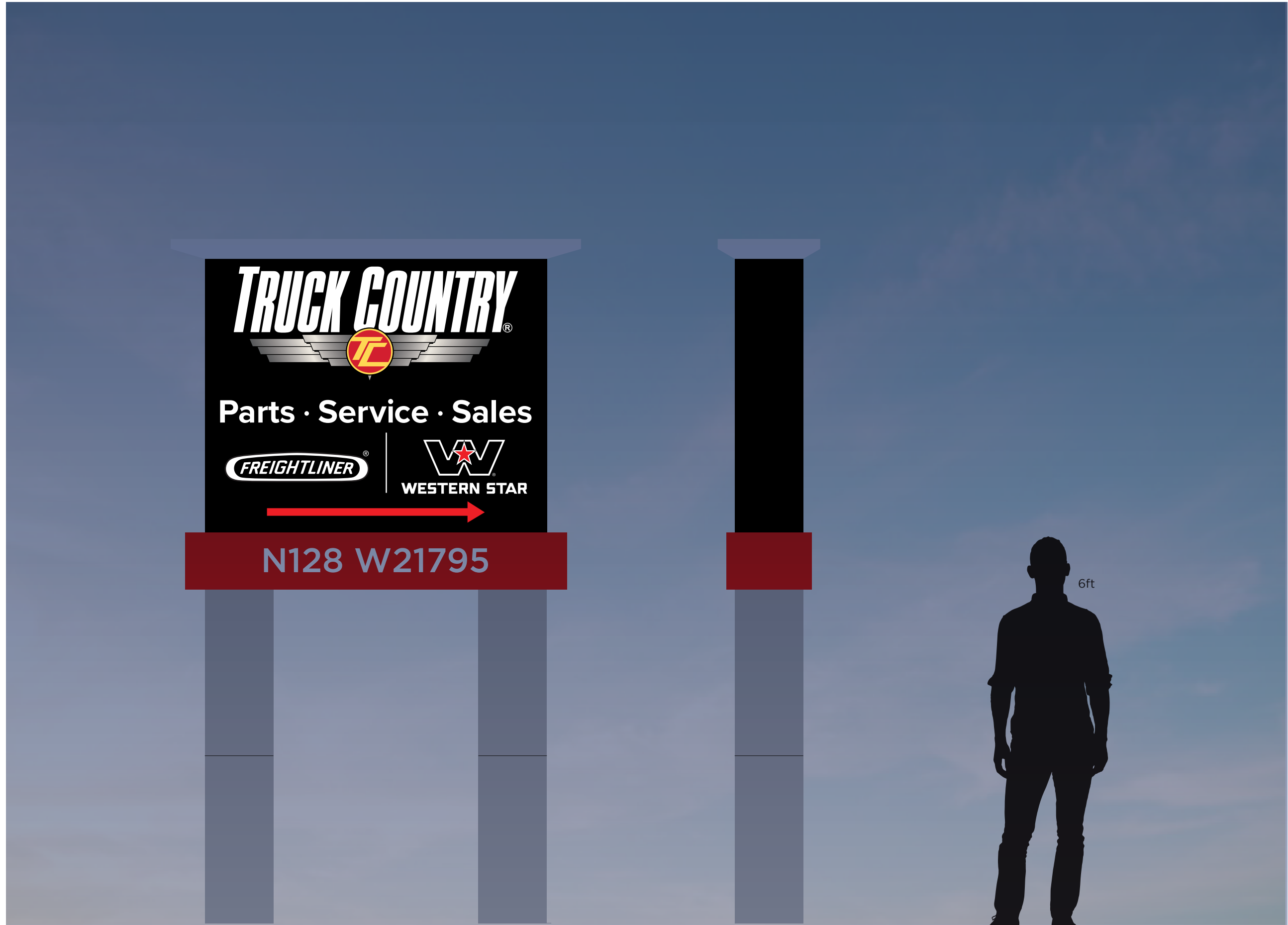
Customer

Truck Country Cabinet Box Pylon	
Date	Project Manager
05/05/2026	Jaime D.
Order #	Designer
EST - 13288	Brian H.

- Materials & Specifics
- Cabinet Box Pylon**
- Internally Illuminated, Double Sided Flex Face Cabinet Box; Painted black
 - Shroud cage fabrication to go around poles Skinned with painted aluminum faces. Seams will be present roughly every ~ 8'
 - Reveals (red) will be where elements are attached; white cut address, both sides
 - Shroud covers to be painted to best match building colors

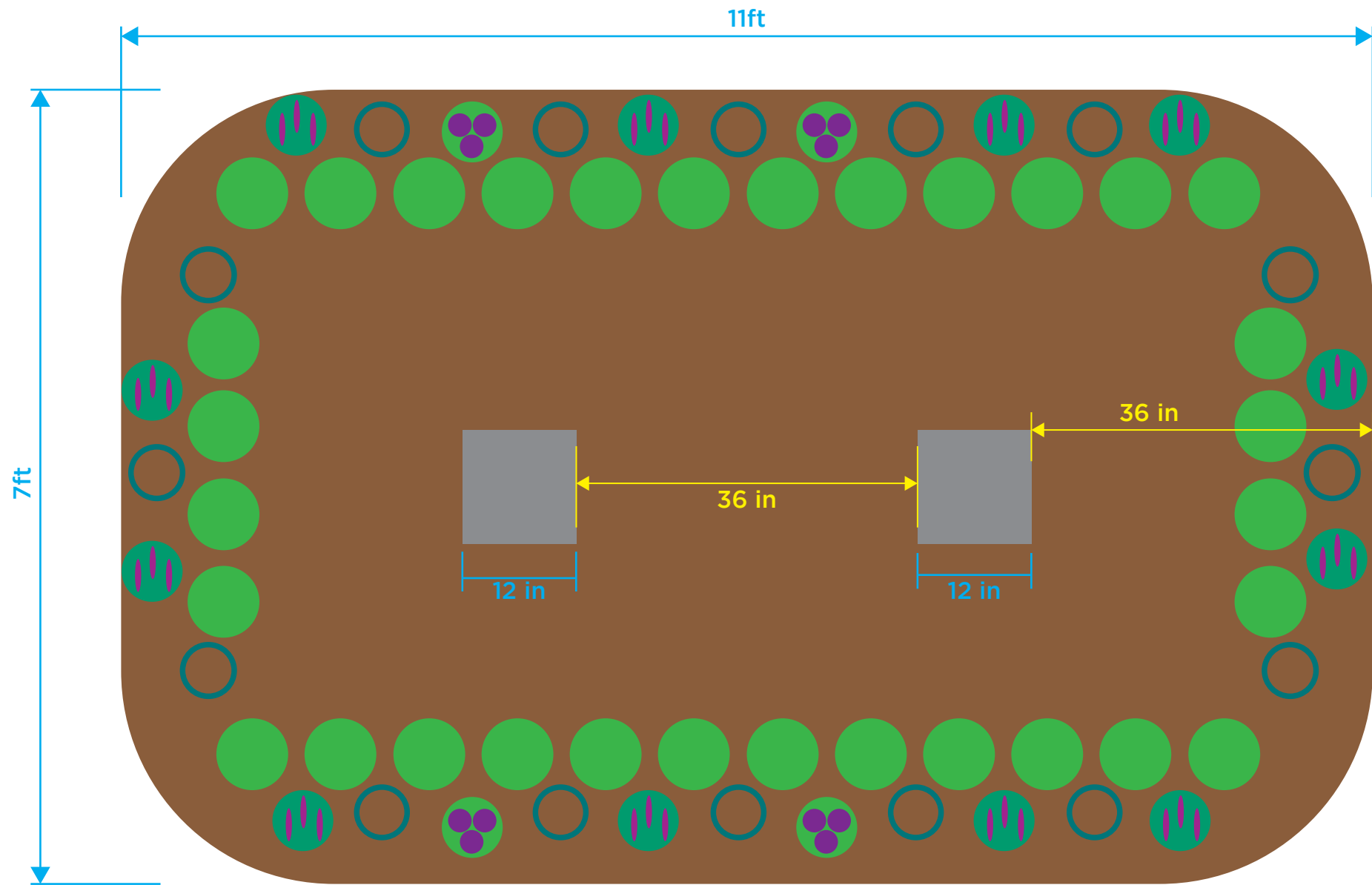
- Colors
- Black
 - White acrylic
 - Pantone Cool Gray 9c
 - Oracal 8500-013 Zinc Yellow (PMS-121c)
 - Oracal 8500-031 Red (PMS-186c)
 - Translucented Digital Print (gradient)
 - Oracal 751-010 white cut vinyl





Key

-  Mulch
-  Karl Forester Grass
-  Blue Oak Grass
-  Creeping Thyme
-  Lily Turf Varigated Muscari Liriope



ZONING PERMIT REVIEW

05/11/26 Plan Commission Meeting

Brian Sparrow

Village Staff Report & Recommendation

Germantown, Wisconsin

SUMMARY

Brian Sparrow, Property Owner. Zoning Permit application to install a 4' fence in a public storm drainage easement on property located at W143N10660 Magnolia Drive.

Property Location: W143N10660 Magnolia Drive

Property Owner: Brian Sparrow
W143N10660 Magnolia Drive
Germantown, WI 53022

Zoning: Rs-5: Single-Family Residential District

Adjacent Land Uses		Zoning
North	Single-Family Residential	Rs-5
South	Single-Family Residential	Rs-5
East	Single-Family Residential	Rs-5
West	Single-Family Residential	Rs-5



Background/Proposal

Brian Sparrow, Property Owner. Zoning Permit application to install a 4' fence in a public storm drainage easement on property located at W143N10660 Magnolia Drive.

As indicated in the supporting documentation, the applicant would like to install a 4' high solid privacy fence around the rear yard with bottom of fence 4" above grade. The proposed fence would encroach into a public storm drainage easement that runs along the northern (side) property line and a private storm drainage easement along the eastern (rear) property line (see attached site plan/survey). Per field inspection done by staff, there is an underground storm sewer pipe located in the public easement that is approximately 5' offset from the adjacent side lot line. The fence is proposed at 6" from the side lot line, meaning the fence would be offset from the storm sewer pipe by approximately 4'. There was no sure evidence of an underground storm pipe within the private easement based on review of the drain located near the rear property line. See attached site photos for reference.

Note that Section 17.50(2)(f)6. of the Zoning Code restricts fences from being installed within a publicly owned and maintained storm/drainage easement, except when authorized by the Plan Commission:

6. Fences and Easements.

- i. Fences should not be located within any type of utility or private easement unless written authorization to install said fence is provided to the Village at the time a building permit is submitted by the utility owner and/or beneficiary of the easement.*
- ii. The Plan Commission may authorize the installation of a fence in a publicly owned and maintained drainage easement where the owner of the land encumbered by the easement shows to the satisfaction of the Plan Commission that, considering the proposed location, design, and materials of the proposed fence, the encroachment of the fence into the easement will not materially interfere with drainage flow within the easement, and, in the case of a subdivision, the homeowners association consents in writing to the encroachment, or if not in a subdivision, the adjacent landowners consent in writing.*
- iii. If the Plan Commission deems it necessary in order to make its decision to authorize an encroachment into a drainage easement by a fence, it may require that the applicant provide a report by a professional engineer providing an opinion that the encroachment will not impair drainage flow within the easement.*
- iv. Should it be necessary and in the public interest for the Village or its designee to remove a fence installed in a publicly owned and maintained easement or right-of-way, all costs (materials and labor) shall be borne by the owner of the fence.*
- v. If the installation of a fence in a public drainage easement is approved, the Plan Commission may require as a condition of approval that the property owner enter into an agreement with the Village that the property owner assumes responsibility for removing and/or replacing the fence and any other damages or costs if access to or maintenance of the easement is required by the Village.*
- vi. If the applicant whose property abuts the drainage way shall be aggrieved by the decision of the Plan Commission, such aggrieved person may appeal the decision to the Village's Board of Zoning Appeals by filing an appeal within thirty (30) days after the date of the Plan Commission's decision.*

Staff Analysis

The Plan Commission may authorize the installation of a fence in a publicly owned and maintained storm/drainage easement where the owner of the land encumbered by the easement shows to the satisfaction of the Plan Commission that, considering the proposed location, design, and materials of the proposed fence, the encroachment of the fence into the easement will not materially interfere with drainage flow within the easement, and, in the case of a subdivision, the homeowners association consents in writing to the encroachment, or if not in a subdivision, the adjacent landowners consent in writing.

Regarding drainage flow interference, the applicant has proposed a 4' solid privacy fence and advises that they will install the fence with the bottom 4" above grade and offset from the storm pipe that conveys water underground through the easement by approximately 4'. Regarding the Homeowner's Association (HOA) provision, staff understands there is no active HOA for the Wooded Hills Subdivision.

As discussed during similar fence proposals over the past year, **“if the Plan Commission deems it necessary in order to make its decision to authorize an encroachment into a drainage easement by a fence, it may require that the applicant provide a report by a professional engineer providing an opinion that the encroachment will not impair drainage flow within the easement.”** Also like recent fence proposals within easements that the Plan Commission has considered, this application does not include a report by a professional engineer at this point, so the PC will need to review the details associated with the fence/property and determine whether a report is required prior to PC action or as a condition of approval prior to issuance of a fence permit. Please note that this is applicable for fence placement within the public storm drainage easement only, as the code specifies that fences can be installed within a private easement provided written authorization is submitted to the Village by the utility owner and/or beneficiary of the easement. Given that the Wooded Hills Subdivision HOA is no longer active, staff consulted with the Village Attorney on who would be the “beneficiary” of the private storm drainage easement and how the written authorization requirement would be satisfied.

Per the Village Attorney, in Wisconsin when an HOA is inactive, the responsibility for enforcing restrictive/subdivision covenants (and presumably making decisions on behalf of all the homeowners in the HOA) shifts from the HOA board of directors to the individual homeowners. Therefore, and unfortunately, the Village will not/cannot (per code) issue a fence permit and allow the fence to encroach into the private easement unless and until the individual homeowners in the subdivision submit written approval to install the fence in the private easement as proposed. The Village can issue the fence permit if the proposed fence is moved out of the private easement. Although the Plan Commission is not tasked with reviewing/authorizing fences proposed within a private easement, a condition reflecting the Village Attorney's assessment has been added.

The Public Works Department recommends fences to be installed outside of easements, but in the event a fence is authorized to be installed in a publicly maintained easement they recommend that extreme caution be taken when installing the fence.

Furthermore, the Public Works Department recommends that the Village be held harmless in the event the fence needs to be removed for any reason and not be made responsible for any costs associated with removal and/or replacement. These recommendations have been reflected in the conditions of approval.

VILLAGE STAFF RECOMMENDATION

APPROVE the zoning permit application to install a 4' solid privacy fence in a public storm drainage easement along the northern (side) lot line of property located at W143N10660 Magnolia Drive, subject to the following conditions:

1. A fence permit is required from Building Inspection Services. The property owner is required to contact SAFEBuilt Inspection Services for more information.
2. Prior to issuance of a fence permit, owner shall submit proof of written authorization to the Village to install fence within the private storm drainage easement that runs along the eastern (rear) lot line. Said authorization shall be from the appropriate successor to the inactive Wooded Hills HOA (i.e. all homeowners in subdivision) as deemed acceptable by the Village Attorney.
3. The property owner shall enter into an encroachment agreement with the Village that specifies the property owner assumes responsibility for removing and/or replacing the fence and any other damages or costs if access to or maintenance of the easement is required by the Village.
4. It shall be the responsibility of the homeowner to maintain a free flow of water within the storm drainage easement at all times. Bottom of fence shall be installed at 4" above grade.
5. If the fence needs to be removed to make improvements and/or conduct maintenance within the easement, the property owner shall be responsible for all costs associated with removing the fence to the extent necessary within seven (7) days of being notified by the Village (or another mutually agreeable deadline). The property owner shall be responsible for any and all costs associated with any damage, removal, or re-installation of said fence.
6. The property owner and/or fence installer shall be liable for any and all damage to any storm sewer utility upon installation and all site restoration within the easements.



Village of
Germantown
 ...Willkommen

Fee must accompany application.

- \$210 Zoning Permit (New construction or tenant occupancy)
- \$30** Residential/Agricultural (accessory buildings, fences & other minor items)
- \$60 Non-Residential (accessory buildings, fences & other minor items)

Paid On: 3/20/26 Check/CC 1080

ZONING COMPLIANCE / OCCUPANCY PERMIT

Please read and complete this application carefully. **All applications must be signed and dated.**

APPLICANT/AGENT:

Brian Sparrow
W143 N 10660 Magnolia Dr
Germantown, WI 53022

 Phone (414) 604 6404
 Email ab@dnky.us

PROPERTY OWNER:

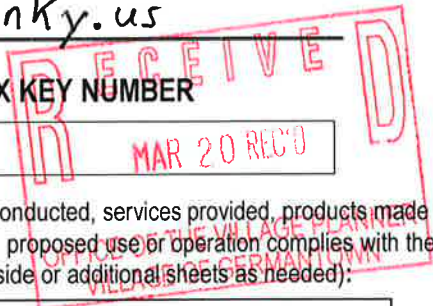
Brian Sparrow
W143 N 10660 Magnolia Dr
Germantown, WI 53022

 Phone (414) 604 6404
 Email ab@dnky.us

PROPERTY ADDRESS

TAX KEY NUMBER

W143 N 10660 Magnolia Dr. _____



DESCRIPTION OF PROPOSED USE (Describe improvements, structures, uses and activities conducted, services provided, products made or sold, # of employees, hours of operation, etc. that will enable Zoning Administrator to determine if the proposed use or operation complies with the applicable zoning district and/or other use restrictions that may apply to the subject property. Use back side or additional sheets as needed):

4' solid fence following backyard property line within private & public easements. Fence will be 4" off grade & use no-dig 2.5" pipe 4-5' in ground. Proposed location is 6" off N+S property line & 5' off E line.

READ AND INITIAL THE FOLLOWING:

- BS I understand that Village Staff may request additional information to properly evaluate this request and failure to provide such information may in itself by sufficient cause to deny the petition.
- BS I understand that Village Staff can impose conditions or other requirements necessary in order to meet and/or remain in compliance with the Village's Zoning Codes and/or other Village requirements that may apply to the subject property.

INCLUDE THE FOLLOWING WITH YOUR APPLICATION:

- BS A scaled site plan showing location of proposed use on the property (not required if within building).
- Other Information required by Zoning Administrator

VILLAGE USE ONLY

SIGNATURES: ALL APPLICATIONS MUST BE SIGNED

Brian Sparrow 3/20/26
 Applicant Date

Brian Sparrow 3/20/26
 Owner Date

Revised 12/5/25

Sharepoint>06-APPLICATIONS ALL>Application Forms>Zoning Compliance



A to Z Quality Fencing LLC

www.atozqualityfencing.com

info@atozqualityfencing.com

262.346.6100

5717 Black Walnut Dr

Hartford, WI, 53027

Branch Office

Mailing Address:

1512 Windsor Ln

Shakopee, MN 55379, Scott

612-615-6319

info@atozqualityfencing.com

www.atozqualityfencing.com

Date 03-10-2026 **Job Number** 9339

Site Address W143N10660 Magnolia Drive, Germantown, WI 53022

Client Details

Brian Sparrow

[/4146046404](tel:4146046404)

rental@dnky.us

W143N10660 Magnolia Drive

Germantown, WI 53022

Sales Representative

Tanya Held

[9063701507](tel:9063701507)

tanya@atozqualityfencing.com

We propose to install the following:

- 307.0 ft Zach4 - White
- 3.0 Zach4 Corner Post - White
- 3.0 4W Zach4 Single Gate - White
- 1.0 Zach4 End Post - White
- 1.0 8W Zach4 Double Gate - White

Fence Details:

Style: Zachary

Height Options: 4', 5', 6' (Your fence height (s) will be discribed in the fence information section above).

Color Options: White

Post: 5x5 vinyl posts sleeved over 2.5" galvanized pipe driven 4'-5' in ground.

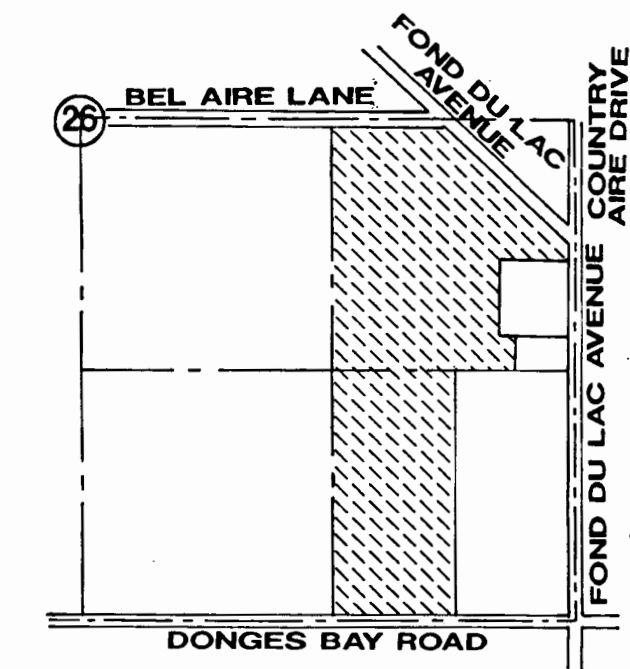
Post Cap: Standard 5x5 apex post cap included. (additional options available)

Rails: 2" x 7" x 8' **Pickets:** 7/8" x 7" T&G



WOODED HILLS

PART OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 26, TOWN 9 NORTH, RANGE 20 EAST, VILLAGE OF GERMANTOWN, WASHINGTON COUNTY, WISCONSIN.

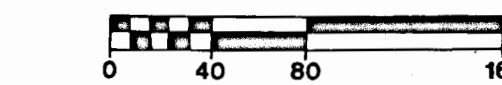
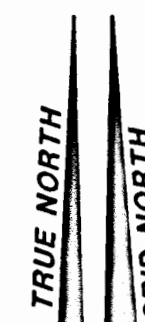


RECORDED
Dec 7 3 00 PM '93
Norbert F. Stachowski
REGISTER OF DEEDS
OF WASHINGTON COUNTY, WIS.
FEE
77256
EXEMPT

LOCATION MAP
S.E. 1/4 SECTION 26
T9N, R20E

NOTES:
LOTS 1, 90, 91, 92, 93 AND 95 SHALL HAVE NO DIRECT VEHICULAR ACCESS TO BEL AIRE LANE.

⊙ INDICATES "DEDICATED TO THE PUBLIC FOR ROADWAY PURPOSES."



SCALE: 1"=80'

LAND TECH ENGINEERING, INC.

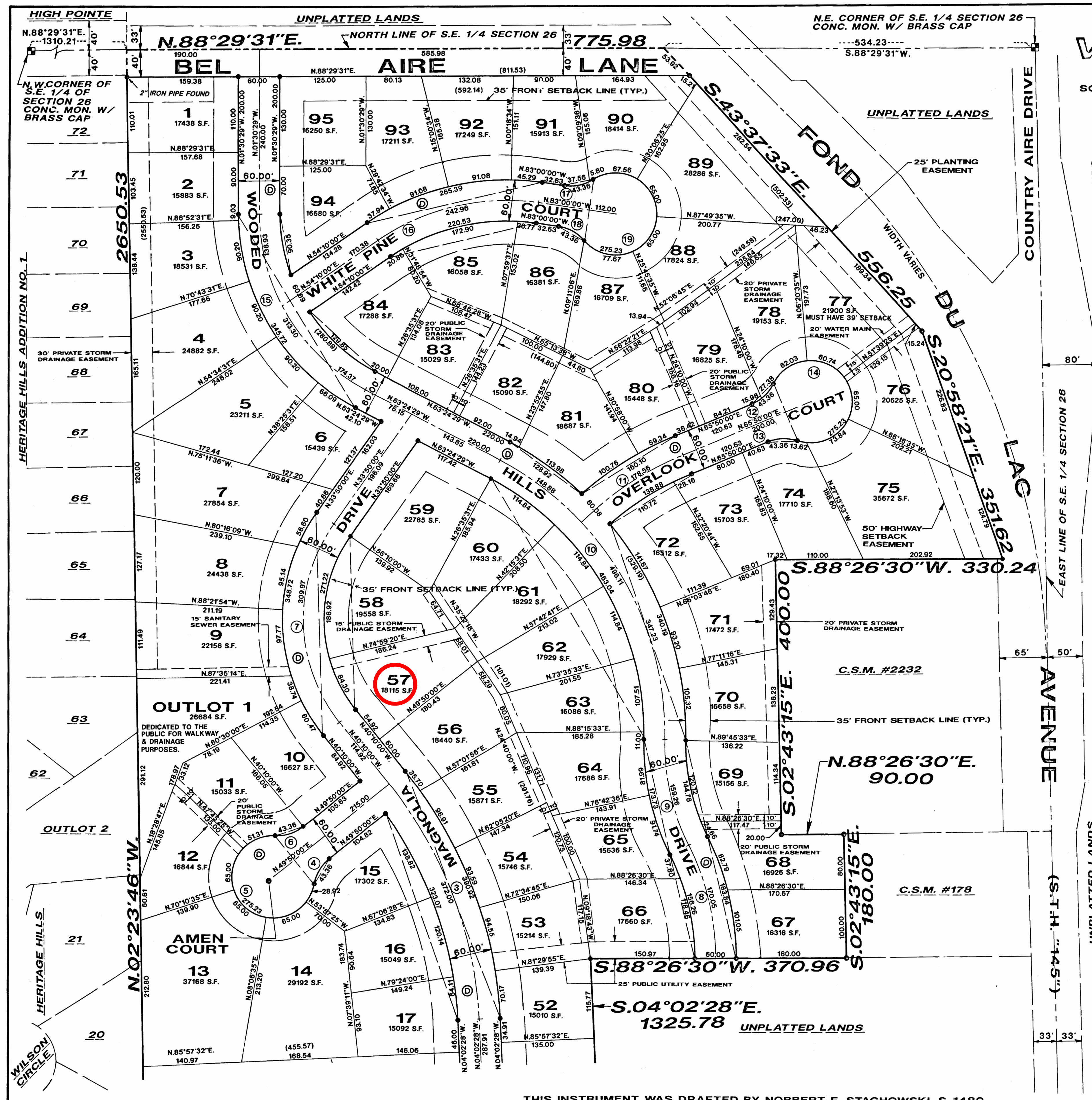
PROFESSIONAL ENGINEERS * LAND SURVEYORS
530 HARTBROOK DRIVE HARTLAND, WI 53029 (414)367-7599

There are no objections to this plat with respects to Secs. 236.15, 236.16, 236.20 and 236.21 (1) and (2), Wis. Stats., Hy 33 Wis. Admin. Code or by the County Planning Agency as provided by Sec. 236.12 (6), Wis. Stats.

Certified this 26th day of October, 1993
Jeanne A. Storn
Department of Agriculture, Trade & Consumer Protection

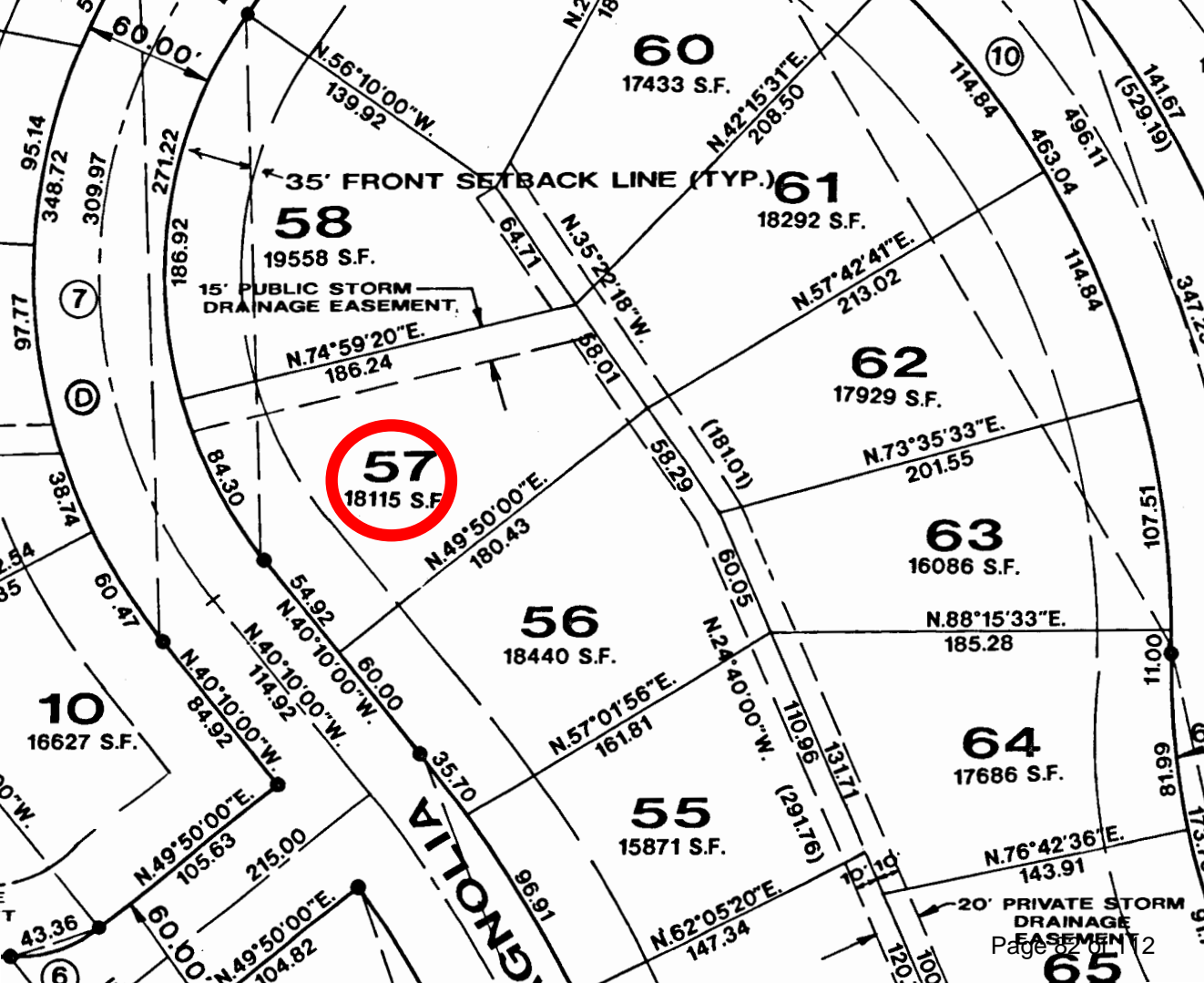


DATED THIS 10th DAY OF AUGUST, 1993
REVISED THIS 26th DAY OF OCTOBER, 1993



THIS INSTRUMENT WAS DRAFTED BY NORBERT F. STACHOWSKI, S-1480

SHEET 1 OF 4



57
18115 S.F.

58
19558 S.F.

60
17433 S.F.

61
18292 S.F.

62
17929 S.F.

63
16086 S.F.

56
18440 S.F.

64
17686 S.F.

55
15871 S.F.

10
16627 S.F.

35' FRONT SETBACK LINE (TYP.)

15' PUBLIC STORM DRAINAGE EASEMENT

20' PRIVATE STORM DRAINAGE EASEMENT

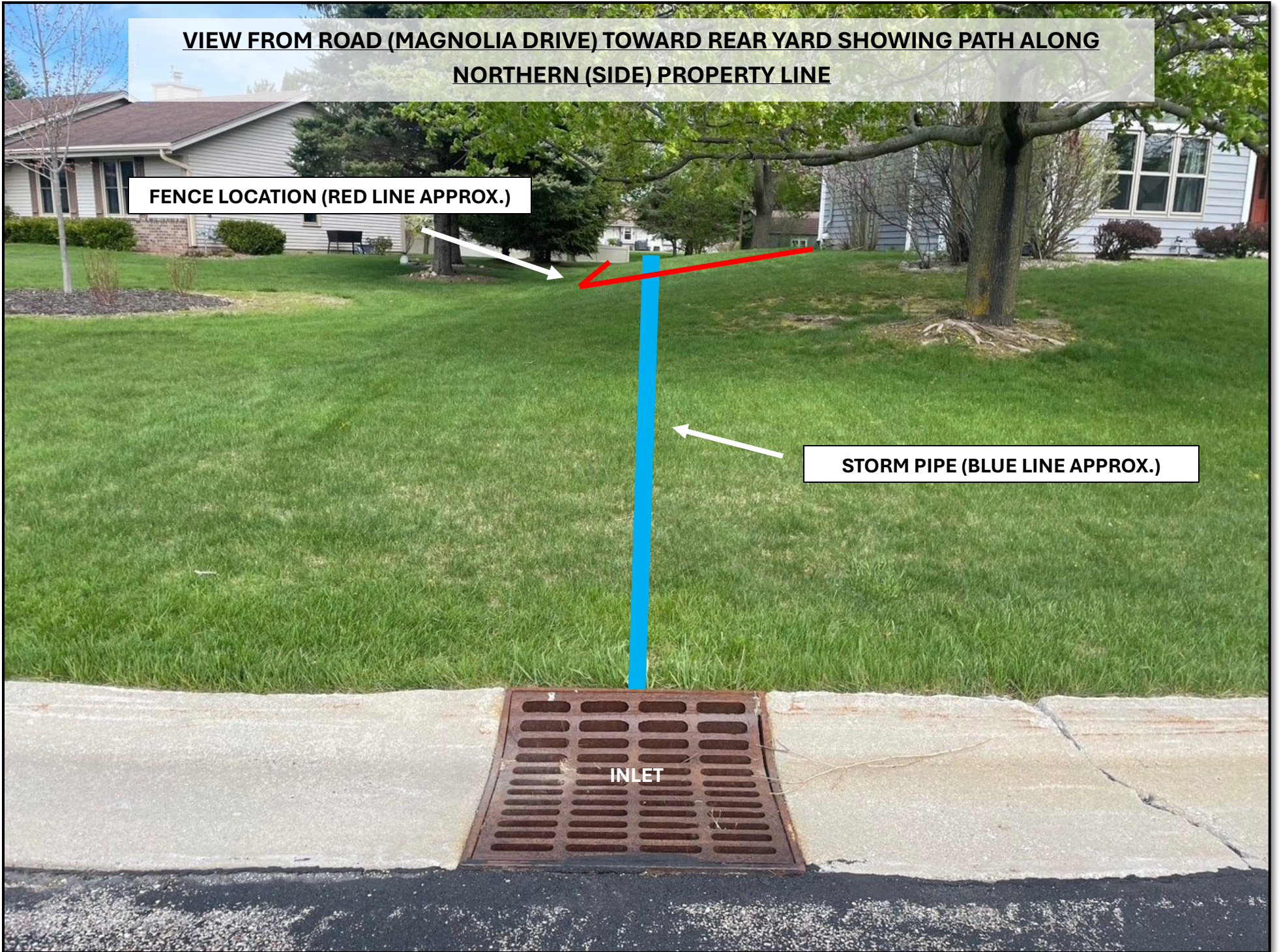
IGNOLIA

**VIEW FROM ROAD (MAGNOLIA DRIVE) TOWARD REAR YARD SHOWING PATH ALONG
NORTHERN (SIDE) PROPERTY LINE**

FENCE LOCATION (RED LINE APPROX.)

STORM PIPE (BLUE LINE APPROX.)

INLET

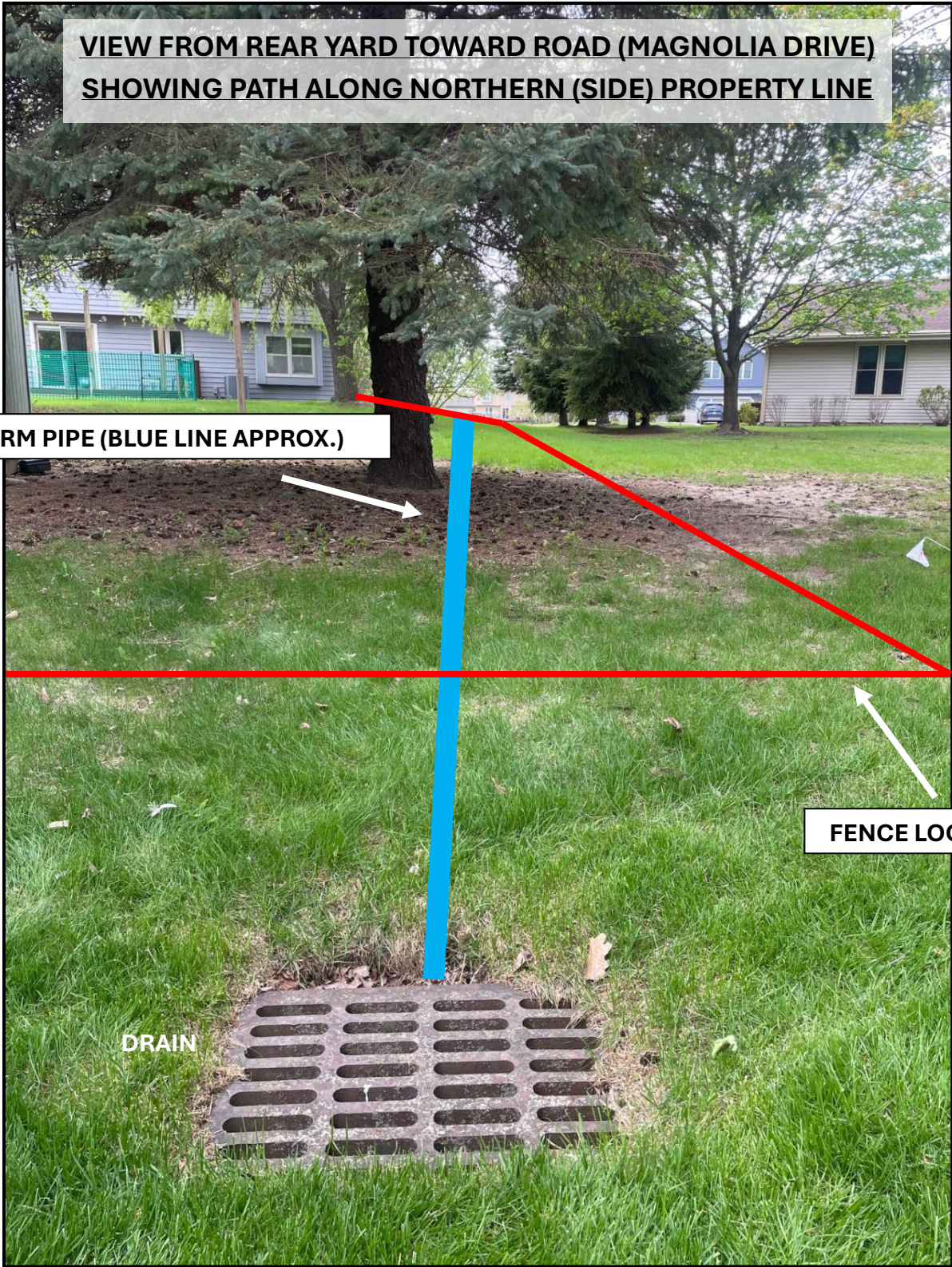


**VIEW FROM REAR YARD TOWARD ROAD (MAGNOLIA DRIVE)
SHOWING PATH ALONG NORTHERN (SIDE) PROPERTY LINE**

STORM PIPE (BLUE LINE APPROX.)

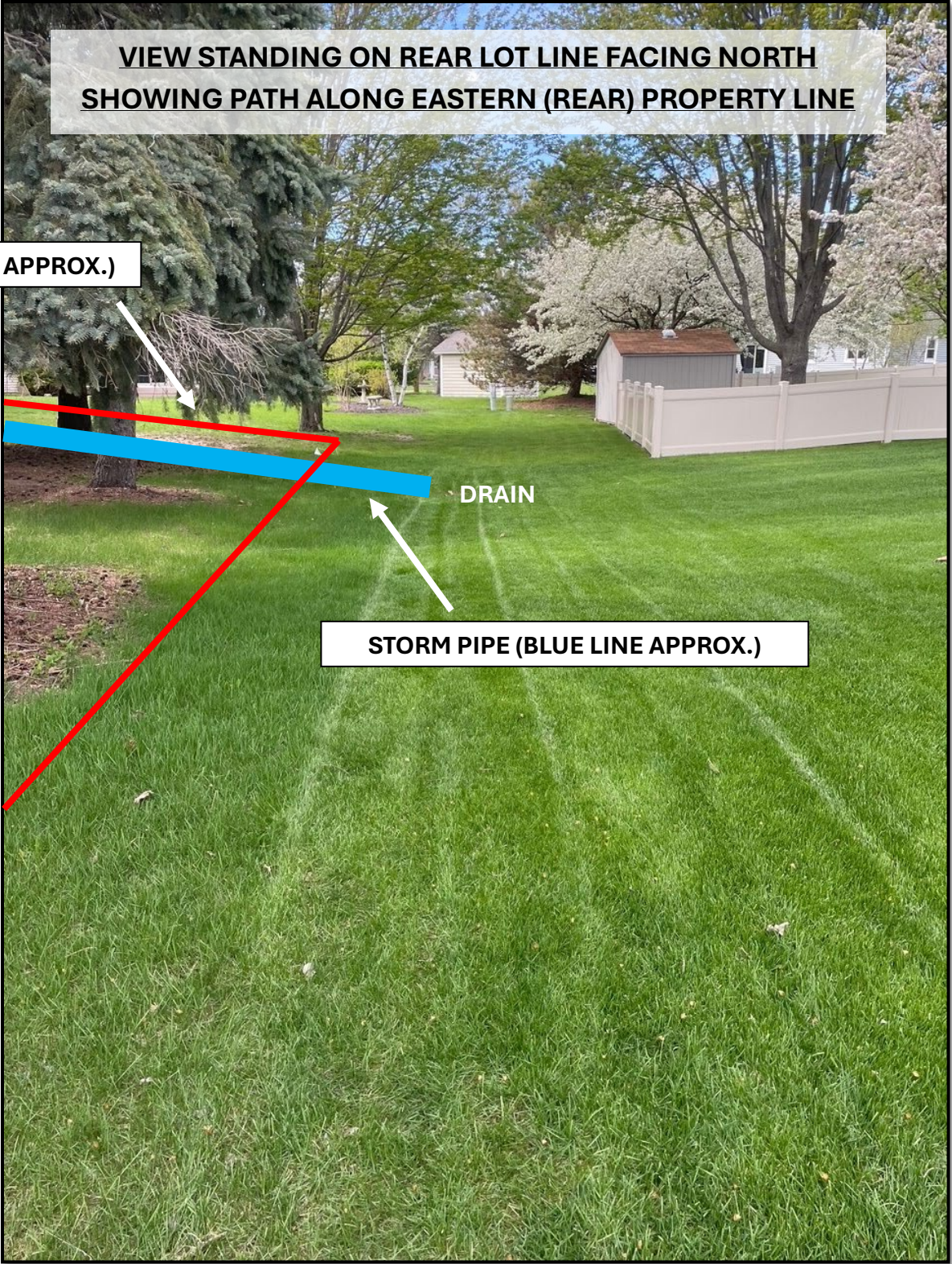
FENCE LOCATION (RED LINE APPROX.)

DRAIN



**VIEW STANDING ON REAR LOT LINE FACING NORTH
SHOWING PATH ALONG EASTERN (REAR) PROPERTY LINE**

FENCE LOCATION (RED LINE APPROX.)



DRAIN

STORM PIPE (BLUE LINE APPROX.)

ZONING PERMIT REVIEW

05/11/26 Plan Commission Meeting

Michael and Pam Madrzak

Village Staff Report & Recommendation

Germantown, Wisconsin

SUMMARY

Michael and Pam Madrzak, Property Owners of N116W13444 Elm Lane. Request for a variance from the architecture and exterior materials requirements under Section 17.41(2a) of the Zoning Code for a detached accessory building.

Property Location: N116W13444 Elm Lane

Applicant/Owner: Michael and Pam Madrzak
N116W13444 Elm Lane
Germantown, WI 53022

Zoning: Rs-1: Single-Family Residential District

Adjacent Land Uses		Zoning
North	Residential	Rs-1
South	Park (Friedenfeld)/Residential	I/Rs-2/Rs-3
East	Agricultural/Residential	A-2
West	Agricultural	A-1



Proposal/Background

Michael and Pam Madrzak, Property Owners of N116W13444 Elm Lane, are requesting for a variance from the architecture and exterior materials requirements under Section 17.41(2a) of the Zoning Code for a detached accessory building.

As indicated in the application materials, the owner is requesting approval to construct a 36' x 40' (1,440 sqft) detached accessory building (pole building) for personal use, including the keeping of animals. The proposed building will incorporate metal siding and roof materials with primary "barn red" and "charcoal" colors. Section 17.41(2a) of the Zoning Code requires detached accessory buildings over 160 square feet to have "...a similar architectural appearance and exterior material as the dwelling on the property." The existing dwelling (image attached) has exterior cedar siding and asphalt shingle roof.

The Madrzak's building proposal has been referred to the Plan Commission pursuant to Section 17.41(2a) of the Zoning Code that requires accessory buildings greater than 160 sqft to have a similar architectural appearance and exterior materials as the dwelling unless a variance is granted by the Plan Commission:

17.41(2a) ARCHITECTURAL APPEARANCE AND MATERIALS. *(Cr. Ord. #02-18) In single-family and 2-family zoning districts (Rs-1 through Rs-7 and Rd-2), accessory buildings which exceed 160 square feet in area shall be of a similar architectural appearance and exterior material as the dwelling on the property. For accessory buildings greater than 160 square feet in area, the Plan Commission may, in circumstances which it deems appropriate, grant a variance to this requirement and approve different architecture and/or exterior materials with a Zoning Permit.*

In 2018 the Village made several revisions to the accessory building allowances for all the residential districts. Generally speaking, the number, size, and height of accessory buildings in all the residential districts was increased to allow more, taller, and larger accessory buildings. The Village also revised the provision that requires the architecture and materials of larger accessory buildings to be like those of an existing dwelling on a property. The revisions made were to add the word "similar" (vs. "same") and to allow the Plan Commission the ability to approve different materials and architecture (vs. an owner filing an appeal to the Board of Zoning Appeals). The requirement is less stringent, and the process is streamlined compared to years ago for owners to seek a "variance" from this requirement if the architecture and materials for a proposed accessory building are different. In 2021, the Plan Commission reviewed the ordinance adopted in 2018 and directed staff to leave the ordinance as written with respect to the "similar architectural appearance and exterior material..." requirement.

Staff Comments

As indicated above, the Plan Commission has the authority to approve the architectural appearance and exterior materials for residential accessory buildings that the Zoning Administrator and/or Building Inspector determine do not meet the requirements of Section 17.41(2a). In doing so, the Plan Commission acting as the Architectural Review Board is to consider the following principles pursuant to Section 17.49(3) of the Zoning Code:

- a) *No building shall be permitted, the design or exterior appearance of which is of unorthodox or abnormal character in relation to its surroundings as to be unsightly or offensive to generally accepted taste and community standards.*
- b) *No building shall be permitted, the design or exterior appearance of which is so identical with those adjoining as to create excessive monotony or drabness.*
- c) *No building shall be permitted where any exposed facade is constructed or faced with a finished material which is aesthetically incompatible with the other facades, and which presents an unattractive appearance to the public and to surrounding properties.*
- d) *No building or sign shall be permitted to be sited on the property in a manner which would unnecessarily destroy or substantially damage the natural beauty of the area, particularly insofar as it would adversely affect values incident to ownership of land in that area; or which would unnecessarily have an adverse effect on the beauty and general enjoyment of existing structures on adjoining properties.*

The applicant has provided architectural building plans showing exterior materials and color specifications for the proposed detached accessory building (pole building). The pole building will be finished with metal siding and roof materials, with “barn red” color for the siding and “charcoal” color for the roof. An image of the existing dwelling provided by the applicant is attached to this memo, which shows the dwelling’s cedar siding (light brown) and asphalt shingle roof (gray).

Although the proposed pole building incorporates metal materials for its siding and roof (vs. cedar siding and asphalt shingle roof on home), staff understands that the metal materials were chosen based on its durability and affordability. Additionally, the “charcoal” color of the pole building’s roof will generally align with the gray asphalt shingles on the existing dwelling. For these reasons, and given the fact that the property is situated in a rural residential setting and the proposed building location will be screened by existing tree lines from neighboring properties, staff supports the variance and finds that the above principles are upheld.

Finally, review of the property shows two (2) existing detached accessory buildings. Under Village Code Sec. 17.41, properties in the Rs-1: Single-Family Residential District are limited to two (2) detached accessory buildings, so staff has added a condition stipulating that the applicant/owner shall take action to comply with this code standard by removing one (1) of the existing accessory buildings within a reasonable amount of time (3 months) after the new pole building is constructed.

VILLAGE STAFF RECOMMENDATION

APPROVE the Zoning Permit application for an architectural variance from Section 17.41(2a) of the Zoning Code to construct a detached accessory building (pole building) with metal siding/roof materials on property located at N116W13444 Elm Lane, subject to the following condition

1. Applicant/owner shall remove one (1) detached accessory building from the property within 3 months after the new pole building is constructed and has passed final inspection by SAFEBuilt Inspection Services.



Village of

Germantown
 Willkommen

Fee must accompany application.

- \$210 Zoning Permit (New construction or tenant occupancy)
- \$30 Residential/Agricultural (accessory buildings, fences & other minor items)
- \$60 Non-Residential (accessory buildings, fences & other minor items)

Paid On: 4/21/26 Check/CC # 7827

ZONING COMPLIANCE / OCCUPANCY PERMIT

Please read and complete this application carefully. All applications must be signed and dated.

APPLICANT/AGENT:

 Phone () _____
 Email _____

PROPERTY OWNER:

MICHAEL & PAM MADREAK
1116 W13444 Elm Ln.
GERMANTOWN, WI
53022
 Phone (414) - 477-5028
 Email MMFLY4FUN@GMAIL.COM

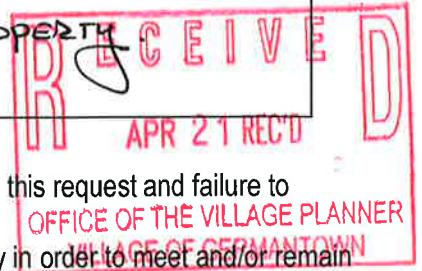
PROPERTY ADDRESS

TAX KEY NUMBER

<u>1116 W13444 Elm Ln. GERMANTOWN</u>	<u>#242986</u>
---------------------------------------	----------------

DESCRIPTION OF PROPOSED USE (Describe improvements, structures, uses and activities conducted, services provided, products made or sold, # of employees, hours of operation, etc. that will enable Zoning Administrator to determine if the proposed use or operation complies with the applicable zoning district and/or other use restrictions that may apply to the subject property. Use back side or additional sheets as needed):

REQUESTING APPROVAL / VARIANCE EXCEPTION TO PLACE A 36' x 40' "POLE TYPE BARN" - WOOD POLES, METAL EXTERIOR - WHICH DIFFERS FROM PRIMARY RESIDENCE CURRENTLY ON THE PROPERTY



READ AND INITIAL THE FOLLOWING:

- MBM I understand that Village Staff may request additional information to properly evaluate this request and failure to provide such information may in itself by sufficient cause to deny the petition.
- MBM I understand that Village Staff can impose conditions or other requirements necessary in order to meet and/or remain in compliance with the Village's Zoning Codes and/or other Village requirements that may apply to the subject property.

INCLUDE THE FOLLOWING WITH YOUR APPLICATION:

- A scaled site plan showing location of proposed use on the property (not required if within building).
- Other Information required by Zoning Administrator



SIGNATURES: ALL APPLICATIONS MUST BE SIGNED

Michael Madreak 4.20.2026
 Applicant Date
 Revised 12/5/25
[Signature] 4-20-26

Michael Madreak 4.20.2026
 Owner Date
 Sharepoint>06-APPLICATIONS ALL>Application Forms>Zoning Compliance
[Signature] 4-20-26





P.O Box 930220
 Verona, WI 53593-0220
 Phone: (608) 845-9700
 Fax: (608) 845-7070

4/11/2026
 MADRZAK, MICHAEL
 Doc ID: 6766320260411090241

Elevations & Floor Plan

Client Information

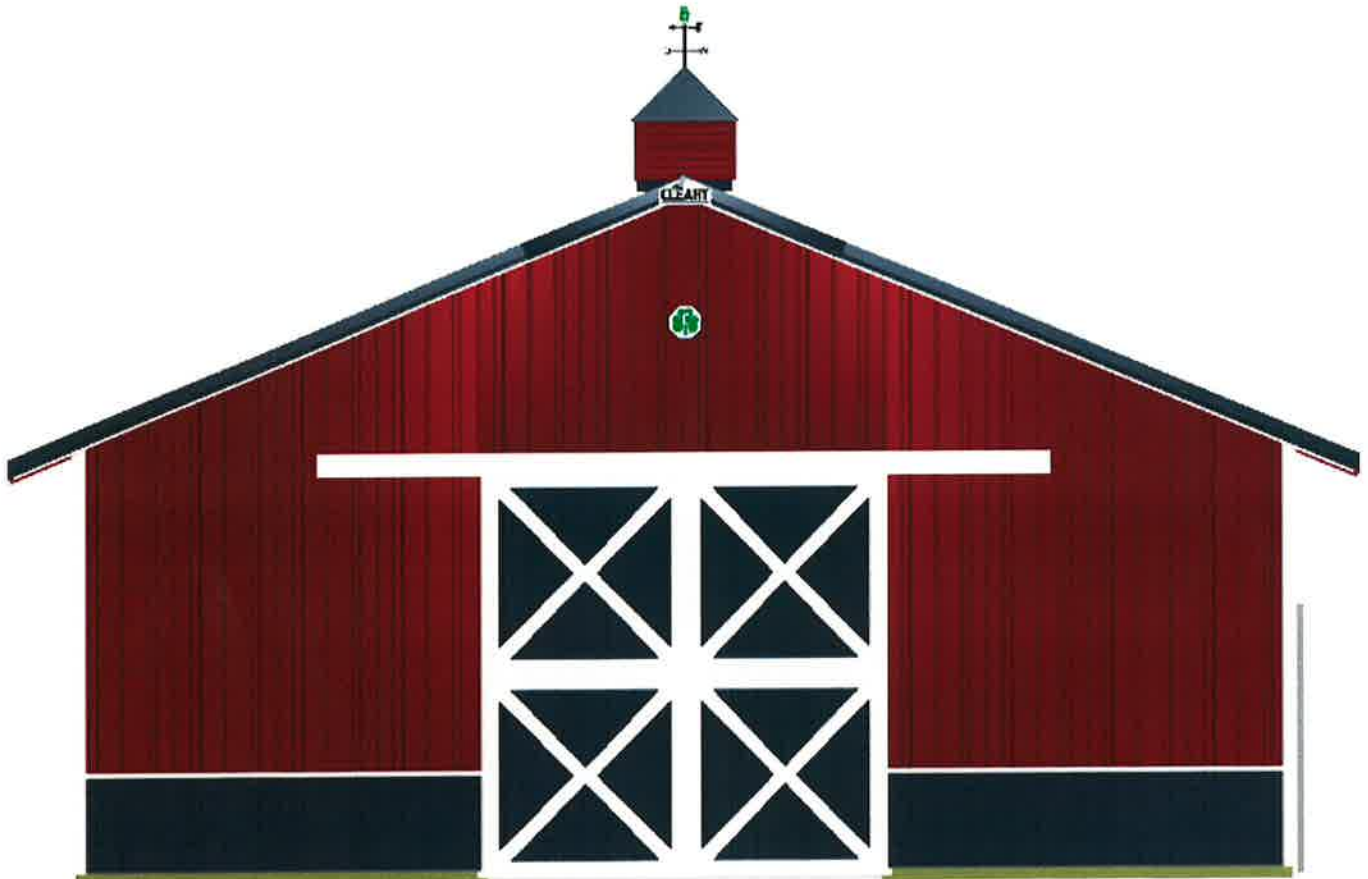
Building Specification For:

MADRZAK, MICHAEL
 N116W13444 ELM LN.
 GERMANTOWN, WISCONSIN 53022
 Cell Phone: (414) 477-5028
 Email: mmfly4fun@juno.com

Building Site Location:

Location: N/A
 Tenant: N/A
 N116W13444 ELM LN.
 GERMANTOWN, WISCONSIN 53022
 County: WASHINGTON

Elevations for Building 1



South End Wall 1 on Building 1

Note: These colors are as close to the actual colors as permitted by printing. Actual metal samples must be reviewed with your Sales Specialist. Colors vary depending upon position and angles.

Elevations & Floor Plan



North End Wall 2 on Building 1

Note: These colors are as close to the actual colors as permitted by printing. Actual metal samples must be reviewed with your Sales Specialist. Colors vary depending upon position and angles.



P.O Box 930220
Verona, WI 53593-0220
Phone: (608) 845-9700
Fax: (608) 845-7070

4/11/2026
MADRZAK, MICHAEL
Doc ID: 6766320260411090241

Elevations & Floor Plan



West Side Wall 1 on Building 1

Note: These colors are as close to the actual colors as permitted by printing. Actual metal samples must be reviewed with your Sales Specialist. Colors vary depending upon position and angles.

Elevations & Floor Plan

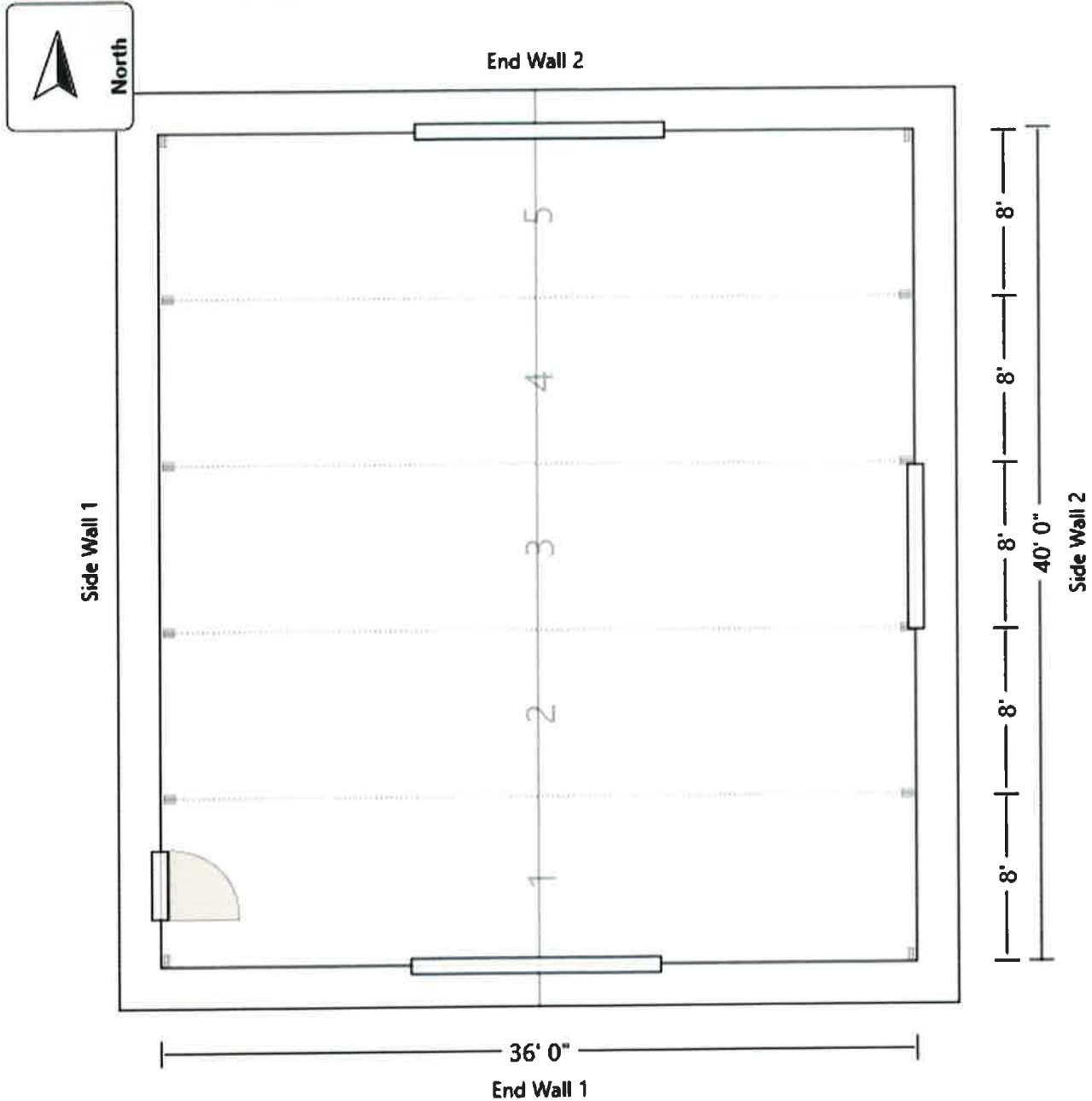


East Side Wall 2 on Building 1

Note: These colors are as close to the actual colors as permitted by printing. Actual metal samples must be reviewed with your Sales Specialist. Colors vary depending upon position and angles.

Elevations & Floor Plan

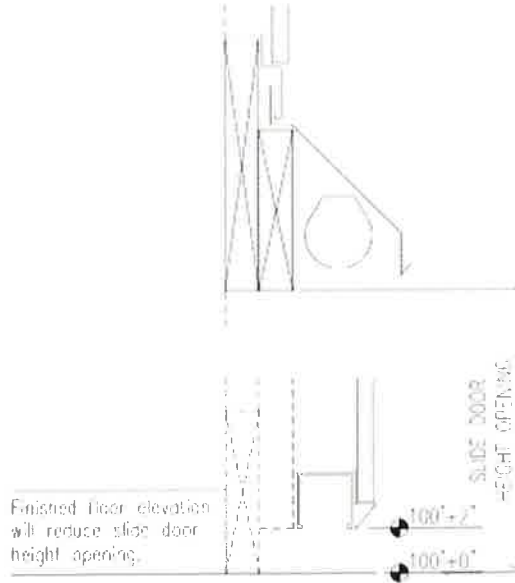
Floor Plan



Elevations & Floor Plan

Sliding Door

Example Sliding Door Section



STANDARD SLIDE DOOR



All slide door sizes are nominal. Actual width of door is determined from opening width.

Nominal Size:	12' 0" x 12' 0"
Slide Door Width Opening:	11' 6"
Slide Door Height Opening:	12' 0"
Distance from 100'+0" to bottom of door plus:	0' 2"

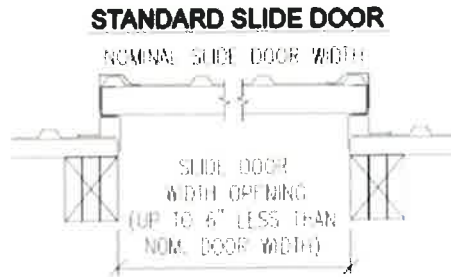
STANDARD SLIDE DOOR



All slide door sizes are nominal. Actual width of door is determined from opening width.

Nominal Size:	12' 0" x 12' 0"
Slide Door Width Opening:	11' 6"
Slide Door Height Opening:	12' 0"
Distance from 100'+0" to bottom of door plus:	0' 2"

Elevations & Floor Plan

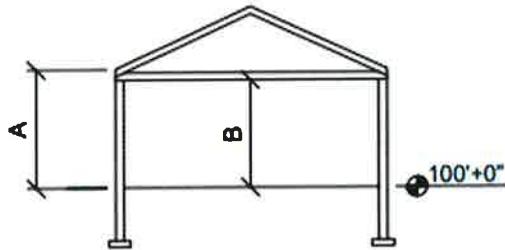


All slide door sizes are nominal. Actual width of door is determined from opening width.

Nominal Size:	8' 0" x 8' 0"
Slide Door Width Opening:	7' 6"
Slide Door Height Opening:	8' 0"
Distance from 100'+0" to bottom of door plus:	0' 2"

Interior Clearances and Exterior Heights

Building 1



Standard Lower Chord Truss (SLC)

No Concrete Floor in Building - Gravel Floor at 100'+0"

Interior Clearances:

"B" = Clearance from finished floor to bottom of truss: **12' 0"**
(Clearance is reduced by the thickness of any ceiling and the thickness of any floor covering)

Exterior Heights:

"A" = Actual Eave Height: **13' 4"**
Roof Peak Height: **20' 10"**
Roof Pitch: **5/12**



CERTIFIED SURVEY MAP (CSM)

05/11/26 Plan Commission Meeting

Ruekert & Mielke / F Street Germantown, LLC

Village Staff Report & Recommendation

Germantown, Wisconsin

SUMMARY

Ruekert & Mielke, Agent for F Street Germantown LLC, Property Owner. Certified Survey Map (CSM) to divide an existing 37-acre parcel into (2) parcels to accommodate Phase 2 of an industrial development. Property is located at N104W12659 Donges Bay Road in the Town 9 Business Park.

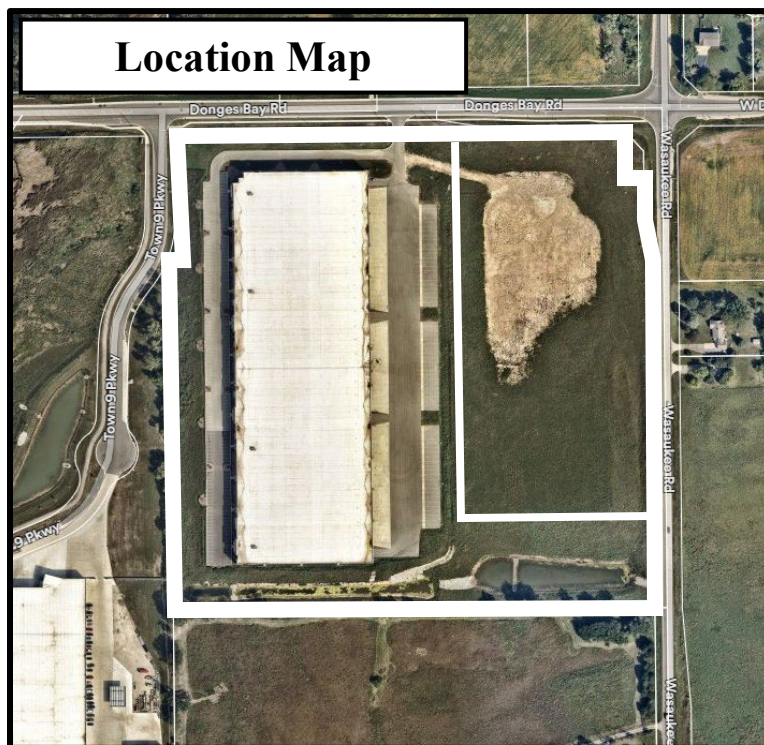
Location: N104W12659 Donges Bay Road

**Applicant /
Property Owner:** Ruekert & Mielke
W233N2080 Ridgeview Pkwy
Waukesha, WI 53188

F Street Germantown, LLC
1134 N 9TH Street, Suite 200
Milwaukee, WI 53233

Zoning: M-1: Limited Industrial

Adjacent Land Uses		Zoning
North	Agricultural/Residential	Rs-2/Rs-3/A-1
South	Agricultural	A-1
East	Agricultural/Residential	N/A (City of Mequon)
West	Institutional (Public Works)	I



Background/Proposal

Ruekert & Mielke, Agent for F Street Germantown LLC, Property Owner. Certified Survey Map (CSM) to divide an existing 37-acre parcel into (2) parcels to accommodate Phase 2 of an industrial development. Property is located at N104W12659 Donges Bay Road in the Town 9 Business Park.

The land subject to the proposed Certified Survey Map (CSM) was originally platted in 2023 (CSM 7272) to accommodate a 375,000 sqft industrial building that was granted site plan approval by the Village the same year. The building was approved under an initial phase of a 2-phase industrial development. The building has since been completed and is now fully leased by [ID Logistics](#). Given that the Phase 1 building is now occupied, the applicant/owner has submitted this CSM application to split off a new lot from the existing 37-acre parcel to allow for a future industrial building under Phase 2. Note that during implementation of Phase 1, utilities, stormwater infrastructure, and grading were completed for Phase 2 as well. Details associated with the proposed lots are listed below:

OWNER	CSM LOTS & ZONING
F STREET GERMANTOWN, LLC	LOT 1 (23.6 ACRES); M-1 ZONING DISTRICT (EXISTING IND. BUILDING)
F STREET GERMANTOWN, LLC	LOT 2 (13.3 ACRES); M-1 ZONING DISTRICT (FUTURE IND. BUILDING)

Staff Comments

Community Development: Planning & Zoning

The parcel subject to the proposed Certified Survey Map (CSM) is currently zoned M-1 Limited Industrial and meets applicable development standards. The proposed lots will maintain the same zoning designation and comply with zoning standards for lots within the M-1 District.

Village Surveyor

The Village Surveyor has identified minor technical corrections in a May 6, 2026, memo that will need to be addressed by the applicant in a revised CSM prior to recording. Note that a revised CSM (attached) has been submitted and is currently under review.

VILLAGE STAFF RECOMMENDATION

APPROVE the proposed 2-lot Certified Survey Map (CSM) for F Street Germantown, LLC, for property located at N104W12659 Donges Bay Road, subject to the following condition:

1. All technical issues and corrections identified by the Village Surveyor (see attached May 6, 2026, memo from Bob Beilfuss, PLC) shall be addressed and reflected in a revised CSM reviewed and approved by Village staff prior to recording.



Fee must accompany application
 \$2,900 with public improvements
 \$1,960 no public improvements
 Paid 31 8260 Date _____

CERTIFIED SURVEY MAP APPLICATION

Pursuant to Section 18.06 of the Municipal Code

Please read and complete this application carefully. **All applications must be signed and dated.**

1 APPLICANT OR AGENT
 Ruekert & Mielke
 W233N2080 Ridgeview Pkwy
 Waukesha, WI 53188
 Phone (262) 542-5733
 Fax ()
 E-Mail cmeisel@ruekert-mielke.com

PROPERTY OWNER
 F Street Germantown LLC
 1134 N 9th St
 Milwaukee, WI 53233
 Phone (414) 315-3196

PROPERTY ADDRESS OR GENERAL LOCATION

TAX KEY NUMBER

2 SW corner W Donoes Bav Rd & Wasaukee Rd. GTNV 361978

3 PURPOSE OF LAND SPLIT

Divide into two parcels for sale of one lot.	Will the land split require rezoning?	
	No	
	From NA	To NA

4 READ AND INITIAL THE FOLLOWING:

- [Signature]* I understand that the Certified Survey Map is not valid until recorded at the Washington County Register of Deeds. The Village will record the document and charge the applicant all applicable recording fees.
- [Signature]* I understand that the Map will not be placed on the Village Board agenda until all the technical corrections to the CSM are made, the payment of any outstanding impact fees are paid to the Village Clerk's Department, and the original signed and stamped copy of the Map is submitted on the proper paper.
- [Signature]* I understand that parcels created outside the Sewer Service Area will require a soil test. I also understand that all properties abutting a State Highway will require DOT approval and I will be responsible for securing such approval prior to recording.
- [Signature]* I understand all delinquent property taxes on any of the properties involved shall be paid prior to recording.

5 SIGNATURES -- ALL APPLICATIONS MUST BE SIGNED BY OWNER!

[Signature] 4-22-26
 Applicant Date

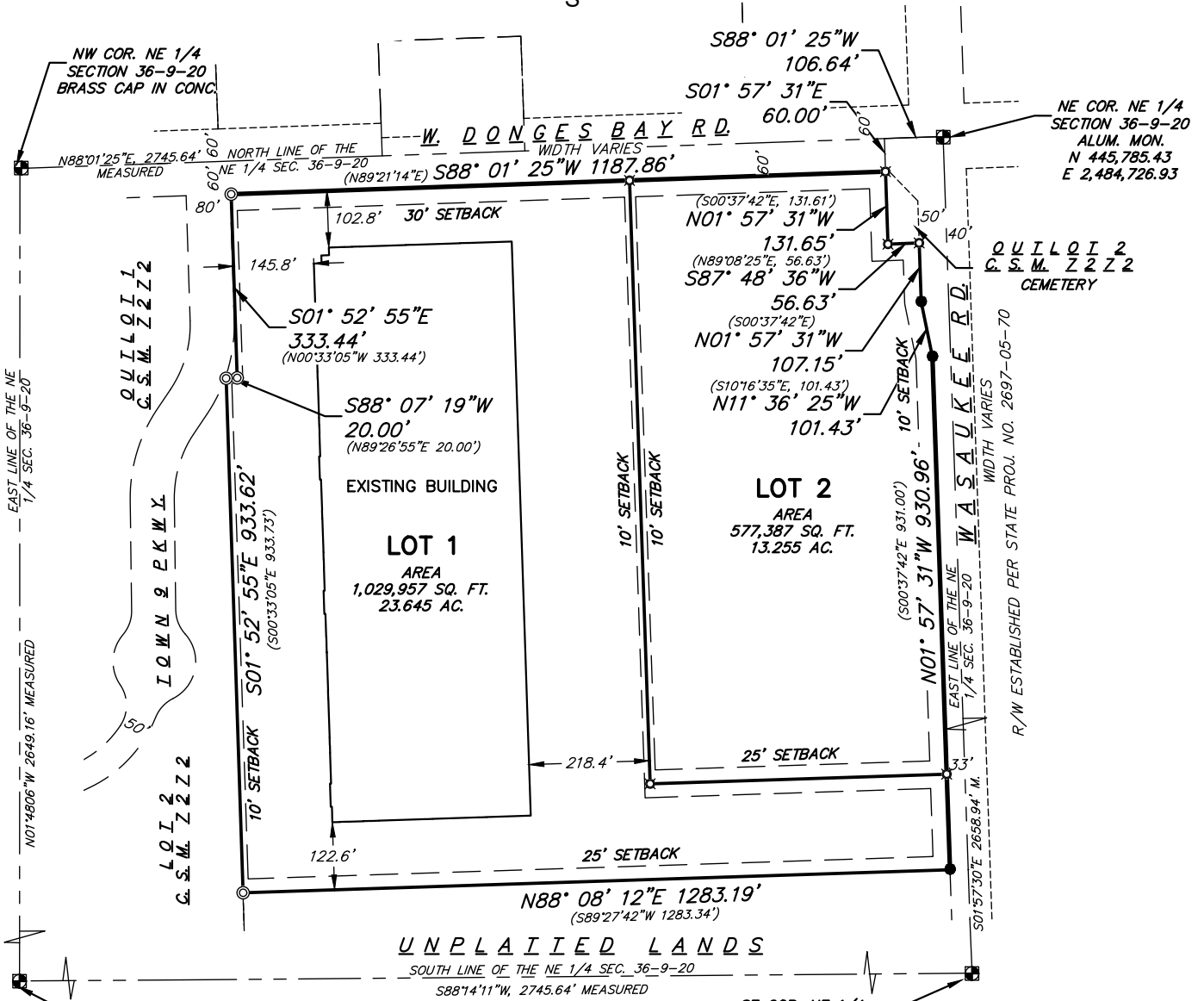
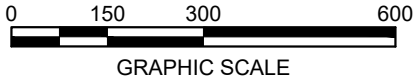
[Signature] 4/22/26
 Owner Date

CERTIFIED SURVEY MAP

Lot 1 of Certified Survey Map No. 7272, recorded on March 9, 2023 as Document No. 1576008, and corrected by Affidavit of Correction, recorded as Document No. 1586055, in part of the Northeast 1/4 of the Northeast 1/4 of Section 36, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin

SURVEY LEGEND

- PLSS MONUMENT FOUND, AS SHOWN
- FOUND 1" O.D. IRON PIPE
- ⊙ FOUND 3/4" O.D. IRON ROD
- ⊠ 1 1/2" O.D. IRON PIPE SET 18" LONG AND 1.13 LBS / PER FOOT



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OWNER:
F Street Germantown LLC
1134 N 9th St.
Milwaukee, WI 53233

SUBDIVIDER:
Keller, Inc.
W204N11509 Goldendale Rd.
Germantown, WI 53022

PREPARED BY:
Ruekert & Mielke, Inc.
W233 N2080 Ridgeview Pkwy.
Waukesha, WI 53188



Ruekert • Mielke
www.ruekertmielke.com

ZONING/SETBACKS:

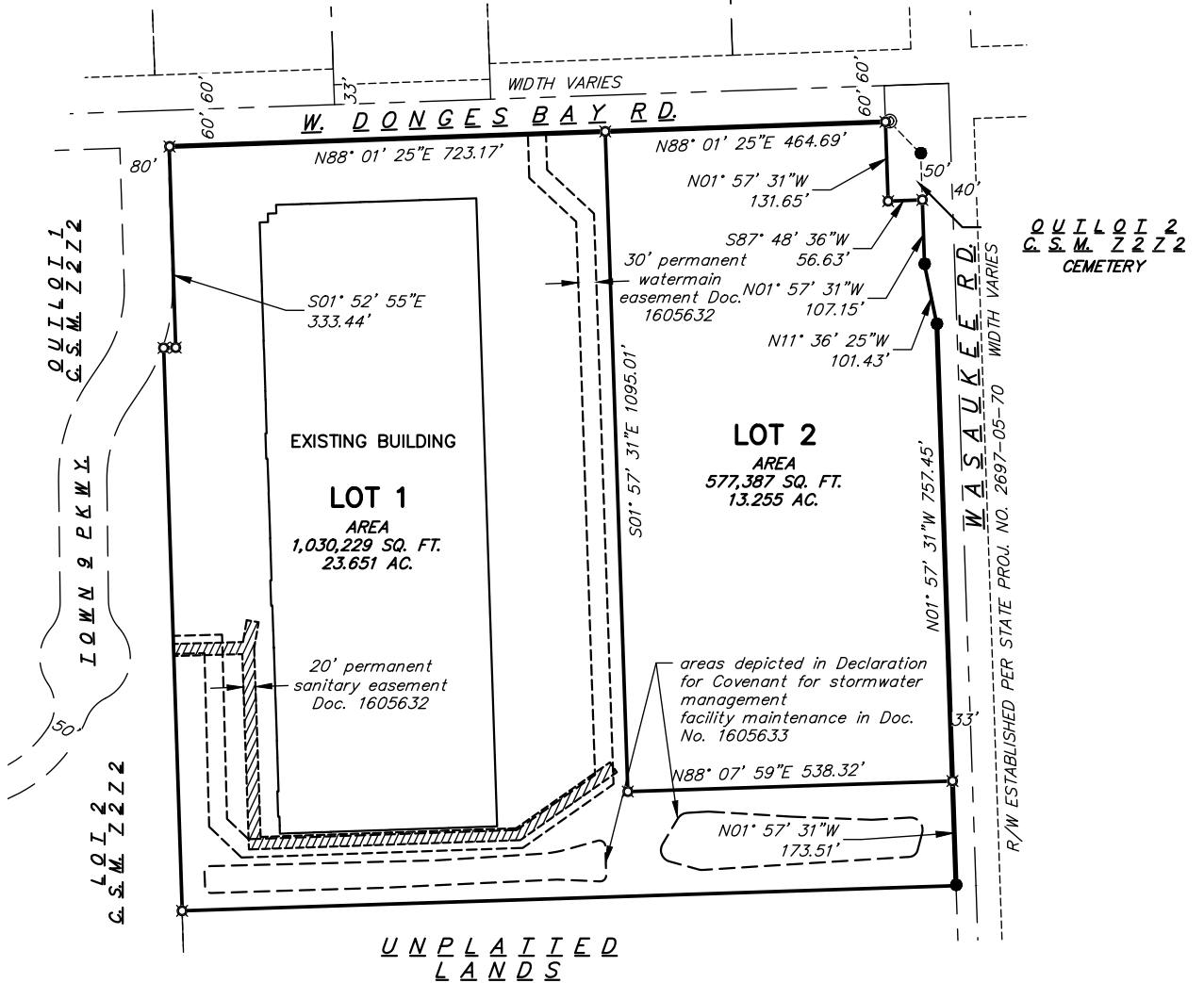
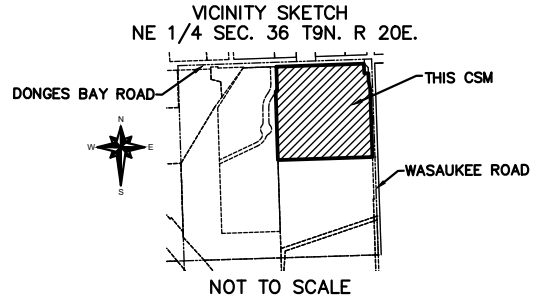
ZONING: M1 LIMITED INDUSTRIAL (PER V-GERMANTOWN ZONING HUB MAP ON 5/07/2026)

MINIMUM SETBACKS:
FRONT YARD = 30'
REAR YARD = 25'
SIDE YARD = 10'

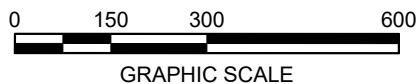
BEARINGS ARE REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM, (SOUTH ZONE), NAD 83 (2011) PER CSSD DATED 6/11/2025, NORTH LINE OF THE NE 1/4 OF 36-9-20, MEASURED AS N88°01'25"E.

CERTIFIED SURVEY MAP

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EXISTING EASEMENTS



SURVEY LEGEND

- FOUND 1" O.D. IRON PIPE
- ◎ FOUND 3/4" O.D. IRON ROD
- ⊠ 1 1/2" O.D. IRON PIPE SET 18" LONG AND 1.13 LBS / PER FOOT

GENERAL NOTES:

- A. All of the land within this Certified Survey Map is currently Zoned M-1 (Limited Industrial District).
- B. Tax Parcel ID GTNV 3619781

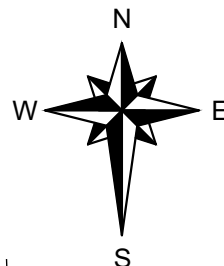
RUEKERT/MIELKE TAKES NO RESPONSIBILITY FOR ANY UNDERGROUND STRUCTURES OR BURIED MATERIALS SUCH AS, BUT NOT LIMITED TO, FOUNDATIONS, WELLS, SEPTIC, HOLDING TANKS, UTILITIES, HAZARDOUS MATERIALS, OR ANY OTHER ITEMS OF WHICH NO EVIDENCE CAN BE FOUND ON THE SURFACE BY A REASONABLE INSPECTION.

BEARINGS ARE REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM, (SOUTH ZONE), NAD 83 (2011) PER CSSD DATED 6/11/2025, NORTH LINE OF THE NE 1/4 OF 36-9-20, MEASURED AS N88°01'25"E.

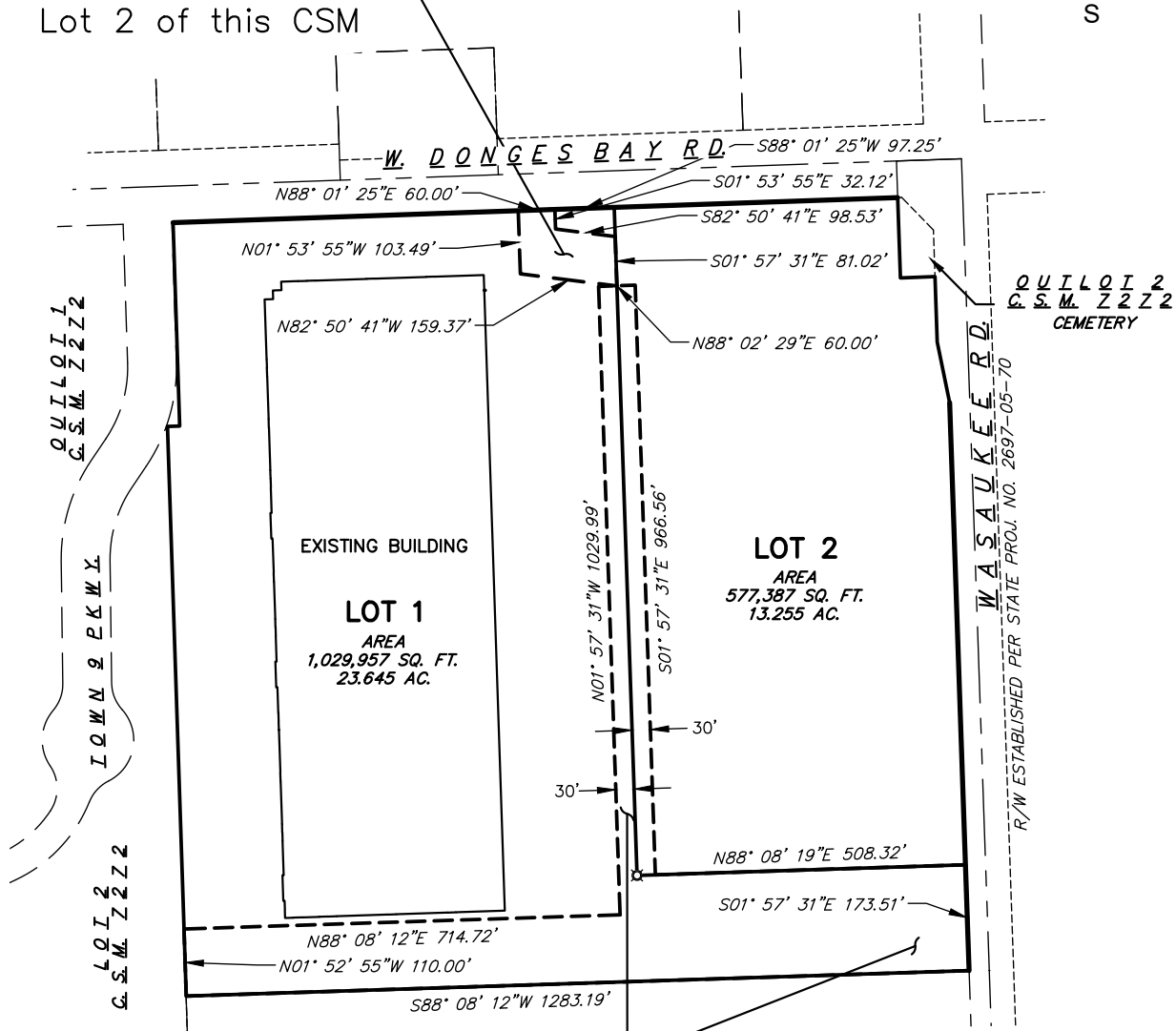


CERTIFIED SURVEY MAP

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Access Easement
for the benefit of
Lot 2 of this CSM



Stormwater Easement
for the benefit of Lots 1
& 2 of this CSM with
rights granted to the
Village of Germantown.
Terms and conditions
recorded in Document
No. 1605633



BEARINGS ARE REFERENCED
TO THE WISCONSIN STATE
PLANE COORDINATE SYSTEM,
(SOUTH ZONE), NAD 83
(2011) PER CSSD DATED
6/11/2025, NORTH LINE OF
THE NE 1/4 OF 36-9-20,
MEASURED AS N88°01'25"E.



Ruekert • Mielke
www.ruekertmielke.com

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SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN }
COUNTY OF WAUKESHA } SS

I, Baiba M. Rozite, Professional Land Surveyor, do hereby certify that I have surveyed, divided and mapped Lot 1 of Certified Survey Map No. 7272, recorded on March 9, 2023 as Document No. 1576008, and corrected by Affidavit of Correction, recorded as Document No. 1586055, in part of the Northeast 1/4 of the Northeast 1/4 of Section 36, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin.

Said parcel contains 1,607,344 square feet or 37.00 acres of land, more or less. That I have made this survey, land division and map at the direction of F Street Germantown LLC, the owner of said land.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the division thereof made.

That I have fully complied with the provisions of Chapter 236 or the Wisconsin Statutes and the Village of Germantown ordinances in surveying, dividing and mapping of same.

Baiba M. Rozite, PLS 2351 _____ Date



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CERTIFIED SURVEY MAP _____

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OWNER'S CERTIFICATE

F Street Germantown LLC., a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said company caused the land described on this map to be surveyed, divided, and mapped, as shown on this map.

_____ day of _____, 20____.
Owner, F Street Germantown LLC.

STATE OF WISCONSIN }
_____ COUNTY } SS

Personally came before me this _____ day of _____, 20____, the
above named _____ to me known to be the person who executed the
foregoing instrument and acknowledge the same.

_____ My Commission expires

Notary Public, State of Wisconsin.

CONSENT OF CORPORATE MORTGAGEE

_____, a corporation duly organized and existing under and by virtue of
the laws of the State of _____, as mortgagee of the herein described
land, does hereby consent to the above certificate of F Street Germantown LLC., owner.

IN WITNESS WHEREOF, the said _____, mortgagee, has caused these presents
to be signed by _____, Title _____

and countersigned by _____, Title _____
at _____ and its corporate seal to be hereunto affixed on this _____ day of
_____, 20____.

In the presence of:

_____ (Corporate Seal)
Corporate Name

President Date

Secretary or Cashier Date

STATE OF _____ }
COUNTY OF _____ } SS

Personally came before me this _____ day of _____, 20____,
_____, Title _____

and _____, Title _____
of the above named corporation, to me known to be the persons who executed the foregoing
instrument, and to me known to be such President and Secretary (cashier) of said corporation,
and acknowledged that they executed the foregoing instrument as such offices as the deed of
said corporation, by its authority.

Notary Public, State of _____.

My Commission expires _____



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CERTIFIED SURVEY MAP _____

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VILLAGE OF GERMANTOWN PLAN COMMISSION APPROVAL

This Certified Survey Map is hereby approved by the Planning Commission of the Village of Germantown on this ____ day of _____, 20____

By: _____
Robert A. Soderberg, Chairman

Date: _____

Deborah J. Remich, Secretary

Date: _____

VILLAGE OF GERMANTOWN VILLAGE BOARD APPROVAL

Approved and accepted for recording by the Village Board of Village of Germantown.

By: _____
Robert A. Soderberg, Village President

Date: _____

Donna Ott, Village Clerk

Date: _____



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To: Kevin Driscoll, Village Engineer
CC: Jeff Retzlaff Village Planner
From: Bob Beilfuss, PLS
Date: May 6, 2026
Re: F Street Germantown LLC CSM

Kevin,

Here are my review comments for the F Street Germantown CSM received 5/5/2026.

Certified Survey Map

Applicant or Owner: Ruckert and Mielke : F Street Germantown LLC

Address: 1134 N. 9th Street, Milwaukee
Tax Key No. GNTV 361978

Land Surveyor/Firm: Baiba Rozite PLS, Ruckert and Mielke

Review Comments are based on the CSM Review Checklist approved 4/9/2025:

1. Per Chapter 18 of the Village Land Division Ordinance, all subdivision and Certified Survey Maps will be referenced to the Wisconsin State Plane Coordinate System, South Zone (NAD 1983-2011 datum) grid bearings for a bearing basis.
2. The provided legend does not indicate the PLSS monument type and size and needs to be provided.
3. Wisconsin State Plane Coordinates, South Zone Grid (NAD 1983 2011 adjustment) of at least one PLSS monument needs to be added
4. Add the current building setback lines for Lot 1 and 2, mapped, dimensioned per current zoning code. Include a date stamp for the current zoning code being used.
5. Village of Germantown Planning Commission Approval:

Correct the name of the Planning Commission Chair and Village President as shown below:

Professional Land Surveying and Mapping Services
W174 N9467 Joper Road, Menomonee Falls, Wisconsin, 53051
262-250-8003 office pointlandsurveying@gmail.com email

This Certified Survey Map is hereby approved by the Planning Commission of the Village of Germantown on this day _____ of _____, 2026.

Robert A. Soderberg, Chairman

Date

Deborah J. Remich, Secretary

Date

6. On Page 6 of 6. the Planning Secretary's name is incorrect and needs to be corrected to read Deborah J. Remich.
7. Along the east side of Lot 2, there is a strip of land of varied width that according to County records is owned by the City of Mequon (Tax Key No. 361-990). If this is the case, the Parcel should be noted. Document No 1180493 could reveal the owner and if these lands are dedication or a deed in Fee for Right of Way purposes.

This item should be resolved prior to recording.

Document Approval and Recording

For this CSM to be approved by the Village Board and recorded at the Washington County Register of Deeds, the document must be provided to the Village Clerk's office in a completed format including all original signatures of the owner and lending institution, original seals of the professional land surveyor on the recordable media the Wednesday prior to the scheduled Village Board meeting.

This includes the CADD file.

Any documents or digital files not submitted by the due date or contain outstanding technical review comments that have not be addressed, will be moved to the next scheduled Village Board meeting agenda.

Document Submittals and Data Conversion

As of October 2005, the Village of Germantown requires a digital copy of all Certified Survey Maps, Condominium Plats and Subdivision Plats in addition to the documents as required by Wisconsin Statute and Village Ordinances as part of the land division approval.

The model space of the drawing will be done in Wisconsin State Plane Coordinate System, South Zone (NAD 1983 datum 2011 Adjustment) and the Grid Bearing basis.

Professional Land Surveying and Mapping Services
W174 N9467 Joper Road, Menomonee Falls, Wisconsin, 53051
262-250-8003 office pointlandsurveying@gmail.com email

Prior to Recording the Certified Survey Map or Subdivision Plat

The professional land surveyor is responsible for submitting a copy of the AutoCAD drawing file (.dwg) of the document in version 2025 via email to the Village Surveyor for mapping purposes.

All digital professional land surveyor seals and signatures will be purged from the digital copy prior to submittal.

Sincerely,
Point Land Surveying & Mapping

Bob Beilfuss

Bob Beilfuss, P.L.S.
Principle