

**MINUTES OF THE PLAN COMMISSION MEETING HELD AT THE
GREENFIELD CITY HALL ON TUESDAY, MARCH 12, 2019**

1. The meeting was called to order at 6:30 p.m. by Mayor Michael Neitzke

ROLL CALL:	Mayor Michael Neitzke	Present
	Ald. Karl Kastner	Present
	Mr. Brian Weis	Present
	Ms. Denise Collins	Present
	Ms. Christine Hallen	Present
	Mr. Bradley Sponholz	Excused
	Mr. Steve Rogers	Present
	Mr. Don Carlson (alt.)	Present
	Mr. Robert Krenz (alt.)	Present

ALSO PRESENT: Kristi Johnson – Community Development Manager

**2. Approval of the minutes from the February 12, 2019 meeting.
Motion by Ms. Hallen, seconded by Ms. Collins to approve the February 12, 2019
Regular Meeting minutes. Motion carried unanimously, with Mr. Rogers
abstaining.**

3. Discussion regarding the last Common Council meeting.
At the February 20, 2019 meeting, the public hearing for the Special Use for Regional
Finance Corp (7448 W. Holmes) was held and the item was approved as presented.

**4. Certified Survey Map to divide an existing parcel located at 8925 Sura Ln.,
submitted by Scott Yauck, d/b/a 84South Small Shops, LLC, and Justin Johnson,
d/b/a JSD Professional Services, Inc. (Tax Key No. 606-0053-004)**

Cobalt Partners, LLC is requesting approval to split off the western portion of “Area D,” which is the parcel along W. Layton Ave. that houses Grate Mac & Cheese, Café Zupas, MOD Pizza, FedEx, Hand & Stone, and Men’s Hair House. The existing 3.3006-acre site will be split off into a 2.5072-acre site (Lot 2) (housing the two existing multi-tenant commercial buildings), and a 0.7934-acre site (Lot 1), which will be vacant and referred to as the “D2 pad.” Cobalt Partners, LLC is actively marketing the D2 pad as a sale, ground/land lease or a typical build-to-suit/lease. The land division allows for the flexibility for separate ownership from the two (2) multi-tenant commercial buildings.

The Engineering Department staff has requested that a fully executed cross-access agreement between the two (2) ownership entities be provided to the City prior to recording since the east/west driveway off of Falcon Pass will cut through Lot 1 for access to Lot 2. Staff recommends that this item be expedited to the March 19, 2019 Common Council meeting.

Recommendation: Recommend Common Council approval of the Certified Survey Map to divide an existing parcel located at 8925 Sura Ln., submitted by Scott Yauck, d/b/a 84South Small Shops, LLC, and Justin Johnson, d/b/a JSD Professional Services, Inc. (Tax Key No. 606-0053-004), subject to a fully executed cross-access agreement between the two (2) ownership entities being provided to the City, and Plan Commission and staff comments, to be expedited to the March 19, 2019 Common Council meeting.

The representative for this item was unable to attend tonight's meeting.

Motion by Mr. Weis, seconded by Ald. Kastner, to recommend approval of a Certified Survey Map to divide an existing parcel located at 8925 Sura Lane, subject to Plan Commission and staff comments, and authorize this item to be expedited to the March 19th Common Council meeting. Tax Key No. 606-0053-004. Motion carried unanimously.

5. Master Signage Plan and Signage Plan Appeal for Everbrite, an existing business located at 4969 S. 110 St., submitted by Mike Mondloch, d/b/a Everbrite, LLC. (Tax Key No. 612-8971-014)

Everbrite is a sign sales and manufacturing business whose headquarters to their seven (7) facilities is located in Greenfield. The Everbrite campus on S. 110 St. includes two (2) buildings, one being built in 1987 and the other in 1993. The newer building, known as the Everbrite Innovation Center, is situated far from the road and has no visible signage. Everbrite is proposing to install a 55 sq. ft. wall sign on the southeast elevation of their Innovation Center building that will read "Everbrite Innovation Center." People often mistake the corporate office building, which is the first building you see when you enter the site, as the Innovation Center. The applicant is requesting the proposed wall sign to property direct their clients to the correct building.

Master Signage Plan – Existing Signage Inventory

The Innovation Center building has an existing 98 sq. ft. wall sign on the northwest elevation that reads "Everbrite," which is the rear over the loading docks.

The Corporate Office building has the following signs:

Monument sign – 66 sq. ft., 6.7 ft. in height

Directional sign – 12 sq. ft., 4 ft. in height

Pylon sign (facing freeway) – 207 sq. ft., 50 ft. in height

Building channel letters south elevation – 17 sq. ft.

Building channel letters east elevation – 55 sq. ft.

In addition to Everbrite's campus signage, the facility includes a "garden" of freestanding signs that they use to display signage product to their clients. These display signs are not included in the existing inventory mentioned above and staff feels they don't apply to property signage, as the displays change and are simply products that the business produces.

Everbrite's proposal request for the new 55 sq. ft. wall sign does not create a signage clutter situation, as this is a very large campus and the proposed individual-letter sign is a clean design and is to scale for the size of the building and site. Staff recommends approval.

Recommendation: Approve the Master Signage Plan and Signage Plan Appeal for Everbrite, an existing business located at 4969 S. 110 St., submitted by Mike Mondloch, d/b/a Everbrite, LLC. (Tax Key No. 612-8971-014)

Motion by Mayor Neitzke, seconded by Mr. Carlson, to recommend approval of the Master Signage Plan and Signage Plan Appeal for Everbrite, an existing business located at 4969 S. 110 Street, subject to Plan Commission and staff comments. Tax Key No. 612-8971-014. Motion carried unanimously.

6. Site and Landscaping Plans for proposed parking lot expansion for STU's Flooring, an existing business located at 4820 W. Loomis Rd., submitted by Craig Ellsworth, d/b/a The Architectural Firm. (Tax Key No. 620-9998-000)

Overview and Zoning

STU's Flooring is proposing a nine-stall addition to their parking lot off of W. Loomis Rd. The parcel is 3.64 acres in size and is zoned C-2 Community Commercial District. In 2017, STU's received Plan Commission and Common Council approval for a 5,500 sq. ft. addition to the north side of their building for warehouse space, in addition to a nine-stall parking lot addition just west of the house at 4800 W. Loomis Rd. STU's has decided not to pursue the building addition at this time but is still interested in expanding the parking lot. Because permits for the parking lot construction were not issued within one (1) year of the Common Council approval for the previously approved 2017 site plans, the approval expired and the applicant must reapply for approval.

Site and Landscaping Plan

STU's Flooring currently has 30 on-premises parking spaces, including two (2) ADA spaces. The applicant is proposing an addition of nine (9) parking spaces just off the northernmost W. Loomis Rd. entrance. A sidewalk would be constructed connecting the new parking spaces to the existing sidewalk at the existing parking lot. The addition would increase the impervious surface by 2,500 sq. ft., with a total disturbed area of 5,000 sq. ft. There is an identified wetland fill area and DNR permitting will be needed. A line of (12) Emerald Green Arborvitae trees, trimmed to 4' diameter and 6' tall will be planted at 6' on center to block any head lights from shining on the property next door. The total project cost is under \$15,000.

Recommendation: Recommend Common Council Approval of the Site and Landscaping Plans for proposed parking lot expansion for STU's Flooring, an existing business located at 4820 W. Loomis Rd., submitted by Craig Ellsworth, d/b/a The Architectural Firm, (Tax Key No. 620-9998-000), subject to Plan Commission comments and staff comments, and subject to the following conditions, to be expedited to the March 19, 2019 Common Council meeting:

(Items 1 through 2 are required to be satisfied prior to the issuance of permits associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly.)

1. An updated stormwater management report being submitted to the Engineering Department for review and approval.
2. A wetland delineation plan being submitted to the Engineering Department for review and approval.

Motion by Mayor Neitzke, seconded by Mr. Weis, to recommend approval of Site and Landscaping Plans for a proposed parking lot expansion for STU's Flooring, an existing business located at 4820 W. Loomis Road, subject to Plan Commission and staff comments, and authorize this item to be expedited to the March 19th Common Council meeting. Tax Key No. 620-9998-000. Motion carried unanimously.

7. Temporary Use Permit for a trailer to be located in front of the future Planet Fitness, to be located at 4478 S. 108 St., submitted by Elizabeth Spurgis, d/b/a RGLA Solutions, Inc. (Tax Key No. 608-9995-012).

Planet Fitness intends to open their new facility next to the Ridge Community Church on Hwy 100 in summer 2019. They would like to set up a temporary trailer in the parking lot in front of the new club for the purpose of presale memberships. The trailer will include test equipment and sign-up information. Approximately 4-5 Planet Fitness employees will staff the trailer at all times.

Dates and times of operation:
Sunday, March 24, 2019 – Friday, May 17, 2019.
Monday – Friday, 10:00am – 7:00pm
Saturday – Sunday, 9:00am – 3:00pm

Section 21.09.0105 of the Municipal Code states that one of the Plan Commission's duties is to "...hear and grant applications for temporary uses in any district if such uses are of a temporary nature, do not involve the erection of a substantial structure, and are compatible with the neighboring uses. The permit shall be temporary, revocable, subject to any conditions required by the Plan Commission, and shall be issued for a period not to exceed twelve (12) months. Compliance with all other provisions of this Code shall be required." This is the reason this item is before the Plan Commission for review.

Staff recommends approval to June 30, 2019, in case there is an unforeseen delay in the opening.

Recommendation: Approve the Temporary Use Permit for a trailer to be located in front of the future Planet Fitness, to be located at 4478 S. 108 St., submitted by Elizabeth Spurgis, d/b/a RGLA Solutions, Inc. (Tax Key No. 608-9995-012), from March 24, 2019 – June 30, 2019.

Both the regional manager and the manager for this location were present to answer questions.

There was discussion that the inclusion of a bike path to Kulwicky Park is still under agreement with The Ridge/St. Vincent de Paul, and any future tenant at the site. This extension would allow access from the Kulwicky Park to The Ridge parking lot in order to utilize it for additional parking spaces, which are greatly needed. Mayor Neitzke stated that he learned today that this item did not make it on the Milwaukee County Park Board agenda this month. It is his understanding that it will be placed on the April agenda. Action on this has reached a critical juncture as the City had an Arbor Day program potentially planned there. Currently, the City is operating under last year's contract with the County and the Greenfield Little League, which expired in good faith. If the agreement would not go thru it would greatly impact the future of the Greenfield Little League. Also, funds were not budgeted by the County for maintaining Kulwicky Park in 2019, so that factor would impact the County as well.

Motion by Mayor Neitzke, seconded by Mr. Carlson, to recommend approval for a Temporary Use Permit for a trailer to be located in front of the future Planet Fitness, to be located at 4478 S. 108 Street, subject to Plan Commission and staff comments. Tax Key No. 608-9995-012. Motion carried unanimously.

8. Architectural Plans for exterior improvements to Piccadilly Apartments, an existing multi-family apartment complex located at 10105-10205 W. Cold Spring Rd., submitted by Richard Ihnen, d/b/a MI Family Builders. (Tax Key No. 608-9996-001)

Piccadilly Apartments, built in the last 1960s/early 1970s, is proposing to update their building materials. The apartment complex houses 11 apartment buildings and a club house. The vast majority of each building is constructed of brick, but the sections of exterior siding in between windows and the gable of each building are constructed with cream-colored metal with green-colored trim and band boards, which is a very dated look. The scope of work includes removing the cream metal and all green trim and band boards. The gables will be constructed with new Mastic vinyl shake siding (staggered in design). The areas between windows will be constructed of new Carvedwood vinyl siding. In addition, new "LP Smartside" vertical boards and batten siding, new aluminum vented soffit panels above the windows, and new brick ledges below the lower-level windows will be constructed. All existing decks and railings will be repainted. All trim and siding will be "almond" or "rugged canyon" in color for a new fresh look for the entire residential complex. The project cost is estimated at \$530,000.

Staff visited the site and observed that all refuse containers are out in the open, scattered throughout the site. There appear to be six (6) different refuse areas. Staff spoke with the contractor and explained that refuse enclosures would typically be requested for a project of this scope. The contractor said that the property owners were constructing enclosures for the same property owner at a project in Franklin, but also explained that their 2019 budget is established and requested that the enclosures could be delayed to 2020. Staff is recommending that a site plan showing the refuse enclosures/details be provided to staff by July 2019 and that construction of the enclosures be complete by July 2020, and that building permits for the exterior improvements be issued in the meantime.

Recommendation: Recommend Common Council Approval of the Architectural Plans for exterior improvements to Piccadilly Apartments, an existing multi-family apartment complex located at 10105-10205 W. Cold Spring Rd., submitted by Richard Ihnen, d/b/a MI Family Builders, (Tax Key No. 608-9996-001), subject to Plan Commission comments, staff comments, and the following conditions, to be expedited to the March 19, 2019 Common Council meeting:

1. A Site Plan being submitted to the Community Development Division to show the following: construction of new 4-sided board-on-board refuse enclosures, with personnel doors, throughout the property, including elevations of the enclosure designs. This condition is to be completed by July 31, 2019.
2. The construction of all 4-sided board-on-board refuse enclosures is to be completed by December 31, 2020.
3. Building permits for the proposed exterior building improvements may be issued after Common Council approval on March 19, 2019.

A representative with MI Builders was present to answer questions.

Ms. Johnson stated that in her discussion with the apartment owners, they have asked if they may complete the refuse enclosures in 2020 as they had not budgeted for that in their 2019 budget. Under discussion a completion date of December 31, 2020 was granted to complete the dumpster enclosures rather than the recommended date of July 31, 2020.

Motion by Ald. Kastner, seconded by Mr. Rogers, to recommend approval of Architectural Plans for exterior improvements to Piccadilly Apartments, an existing multi-family apartment complex located at 10105-10205 W. Cold Spring Road, subject to Plan Commission and staff comments, and authorize this item to be expedited to the March 19th Common Council meeting. Tax Key No. 608-9996-001. Motion carried unanimously.

9. Temporary Use Permit for an event tent to be located at the House of Harley, an existing business located at 6221 W. Layton Ave., submitted by Mark McClain, d/b/a House of Harley. (Tax Key No. 618-9996-008)

House of Harley is requesting to install a long-term temporary 30' x 50' tent in the rear of their building. The tent will be used as extra storage outside of the dealership and is assembled by a professional tent rental company, JK Rentals. House of Harley is requesting permission to keep the tent up from April 1, 2019 to November 30, 2019.

Section 21.09.0105 of the Municipal Code states that one of the Plan Commission's duties is to "...hear and grant applications for temporary uses in any district if such uses are of a temporary nature, do not involve the erection of a substantial structure, and are compatible with the neighboring uses. The permit shall be temporary, revocable, subject to any conditions required by the Plan Commission, and shall be issued for a period not to exceed twelve (12) months. Compliance with all other provisions of this Code shall be required." This is the reason this item is before the Plan Commission for review.

Recommendation: Approve the Temporary Use Permit for an event tent to be located at the House of Harley, an existing business located at 6221 W. Layton Ave., submitted by Chevon Young, d/b/a House of Harley-Davidson, (Tax Key No. 618-9996-008), from April 1, 2019 to November 30, 2019.

Motion by Mr. Carlson, seconded by Mr. Weis, to recommend approval of a Temporary Use Permit for an event tent to be located at the House of Harley, an existing business located at 6221 W. Layton Avenue, subject to Plan Commission and staff comments. Tax Key No. 618-9996-008. Motion carried unanimously.

10. Community Development Manager Report.

Ms. Johnson report that the proposed multi-tenant development at S. 76th & Holmes Avenue will be submitting plans to appear before the April Plan Commission. There have been two neighborhood meetings held and, with the Engineering Department's support, due to an existing traffic issue their proposal may include closing Holmes in line with this development and in line with Art's Cameras Plus, thereby dividing residential to the west and commercial to the east. This plan is also supported by the Police Department and is considered a safer option. It is expected that there will be a large neighborhood turnout at the April Plan Commission regarding this item.

- 11. Adjournment.**
Motion by Mr. Weis, seconded by Ms. Hallen, to adjourn the meeting at 7:10 p.m.
Motion carried unanimously.

Respectfully submitted,

Alison J. Meyer
Administrative Assistant

Distributed March 19, 2019