

**MINUTES OF THE SPECIAL PLAN COMMISSION MEETING HELD AT THE
GREENFIELD CITY HALL ON TUESDAY, NOVEMBER 3, 2015**

1. The meeting was called to order at 6:45 p.m. by Mayor Neitzke

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

ALSO PRESENT: Charles Erickson – Community Development Manager
Rick Sokol – Director of Neighborhood Services
Aldersperson Linda Lubotsky
Aldersperson Bruce Bailey
Aldersperson Pam Akers
Aldersperson Shirley Saryan

2. Allied Investment, 4131 W. Loomis Road, Greenfield, WI 53221 requests a rezoning of approximately 3.6 acres that includes 4040/4110/4142 W. Layton Avenue and an in-between vacant lot, from R-2 Single-Family Residential to Planned Unit Development (PUD) – Commercial. Their proposal is to construct an approx. 54,000 s.f. three-story medical/commercial office building (18,000 s.f. building foot-print); possible future structure on the site would be for a 4,000 s.f. single-story retail.

These same lots were part of a rezoning proposal in 2014 for Lakeland College and a multi-tenant commercial building, and this specific area is west of a rezoning approval granted in 2009 for a funeral home at 3910/4000/4010 W. Layton Avenue.

Tax Key #600-9943-002, 600-9943-003, 600-9944, and 600-9945.

1. Background: Allied Investments (AI), 4131 Loomis Road, has proposed to construct a second professional office building that would also be a similar 3-story, 50K s.f. structure (i.e. 17K building foot-print) on approx. 3.6 acres at 4040/4110/4142 Layton and a vacant lot in-between (i.e. area where previously Lakeland College and Value Place Extended Stay Hotel had been proposed). AI has entered into an Offer-to-Purchase agreement with the owner (TCB Development Co.). This is an alternative location that AI is considering due to issues/uncertainty in dealing with potential acquisition of properties in the 4000 block of Loomis.
2. Architectural Review/Exterior Materials: Attached is a preliminary rendition of a predominately brick building.
3. Parking/Traffic Flow/Access/Curbed Parking Lot: The proposed site plan shows the capability of having 185 surface parking stalls. The requirement for an office is 3.3 stalls per 1,000 of floor area, and the requirement for any retail-type building is 5 stalls per 1,000 of floor area.
4. Storm Drainage/Grading (lot & building): A storm basin is shown on the north side of the parcel, and likely would be shared with the funeral home site.
5. Utilities: Sanitary, water, and storm mains are in Layton,
6. Landscaping/Buffer Yard: The PUD-Commercial landscape ratio is 35%.

7. Fire Department: Building will be sprinklered.
8. Outside Agencies: Milwaukee County Transportation/DPW Division (i.e. median cut modifications/stack lanes/turn lanes/possible Traffic Impact Analysis), MMSD (i.e. stormwater management), and Milwaukee Water.
9. PUD Requirements: A preliminary developer agreement draft will be prepared by staff at the appropriate time.
10. Miscellaneous: Via these PC notes, AI will be informed about the formal public hearing process involving a rezoning. Usually the hearing is held at a CC meeting roughly in eight weeks after the PC has made a recommendation. Part of the process involves mailing the hearing notice to all property owners within 400' of the parcel boundaries about 2 weeks in advance of the mtg., along with a double notice in the GF NOW weekly newspaper.

Furthermore, as a practical matter, staff also suggests that when applicants who have a project that requires a formal public hearing at a future CC meeting, that it can be important to make an effort to 'reach-out' to the now affected neighboring property owners in advance of the formal public hearing so that the impacted property owners are better informed about what is actually being proposed earlier than later. This is done by staff providing electronically the exact same property owner mailing list based upon the same 400' radius line. An applicant can host a neighborhood information meeting on-site or at a separate location or here at the City Hall or go door-to-door, or do a mailing, etc. The list has not been prepared yet.

Recommendation: Approve subject to PC and staff comments, and authorize the public hearing process to proceed. Allied will be returning to the PC with and appropriate Site/Building/Landscaping Review submittal prior to the public hearing at a future CC mtg.

Michael Welman, the project architect, was present to answer questions and also gave a presentation about the preliminary site plan and building rendition, followed by Mr. Erickson then giving a review of some of the meeting packet materials.

Mayor Neitzke spoke on how it is the owner's desire to move this project along rather quickly, based on their urgency to have it completed in less than one year. He also cited that one of the biggest concerns of this site is buffering the parking from the residential homes. It was also questioned by Ms. Hallen if the building could be shifted further to the west, with parking then along the east, as a benefit to provide buffering for the neighbors.

It was noted however, that tonight's action is focused on formally starting the rezoning component of the project, not on the detailed site/building/landscaping portion, which is anticipated to come before the December 8th Plan Commission.

Motion by Ald. Kastner, seconded by Ms. Collins to recommend approval of a rezoning of approximately 3.6 acres that includes 4040/4110/4142 W. Layton Avenue and an in-between vacant lot, from R-2 Single-Family Residential to Planned Unit Development (PUD) – Commercial for a proposal to construct an approx. 54,000 s.f. three-story medical/commercial office building (18,000 s.f. building foot-print); possible future structure on the site would be for a 4,000 s.f. single-story retail, subject to Plan Commission and staff comments, and authorize the public hearing process to begin. Tax Key #600-9943-002, 600-9943-003, 600-9944, and 600-9945. Motion carried unanimously.

3. **Motion by Mr. Sponholz, seconded by Mr. Hess to adjourn the meeting at 7:00 p.m. Motion carried unanimously.**

Respectfully submitted,

Alison J. Meyer
Administrative Assistant

Distributed November 4, 2015