MINUTES OF THE PLAN COMMISSION MEETING HELD AT THE GREENFIELD CITY HALL ON TUESDAY, MAY 10, 2016

1. The meeting was called to order at 6:30 p.m. by Mayor 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	Present
	Mr. Steve Rogers	Present
	Mr. Don Carlson (alt.)	Present
	Mr. Robert Krenz (alt.)	Present

ALSO PRESENT: Charles Erickson – Community Development Manager
Jeff Katz – Interim Director of Neighborhood Services

2. Motion by Mr. Sponholz, seconded by Ms. Collins to approve the April 12, 2016 Meeting minutes. Motion carried unanimously.

3. Discussion regarding the Common Council meeting held on April 19th & May 3rd. At the April 19th meeting the Welk's (8333 W. Layton Avenue) Special Use hearing to sell beer at their gas station was held and was approved, also all the elements (building elevations, Certified Survey Map, signage and site plan layout) related to the 84 South project were approved as presented. Also approved as presented was the House of Harley (6221 W. Layton Avenue) deck proposal and Certified Survey Map.

At the May 3rd meeting the Clothes Mentor (5020 S. 74th Street) Special Use was approved, subject to some conditions from the Police Dept. due to the product line that they would sell includes jewelry and other higher ticket clothing and accessory items that may have been a potential issue.

4. John Wahlen, Glen of Greenfield, 3801 S. 116th Street, Greenfield, WI, represented by John Konopacki, Pinnacle Engineering Group, 15850 W. Bluemound Road, Suite 210, Brookfield, WI 53005 requests a Certified Survey Map to combine the two tax key parcels into one lot associated with this approved Glen of Greenfield condo development at 3801 S. 116th Street. Tax Key #564-9995 & 564-9994-001.

1. Background: As a follow-up to the approvals for both a rezoning and Site/Building/Landscaping Review for this condominium development, Cornerstone Development requests a CSM to combine the their two parcels into one lot and dedicate a 45' wide x 540' long piece of land for S. 116th Street right of way.
2. Outside Agencies: The CSM will be reviewed by Milwaukee County Register of Deeds, and City Engineering staff. All corrections, if any, must be completed before recording. The applicant needs to be informed of the following: provided that a) the necessary approvals have been obtained; b) the original CSM map is in order; and c) all applicable charges have been paid, applicant must submit a final signed and notarized CSM to the Engineering Dept. for recording. The City requires a minimum of seven (7) working days to perform its final processing and recording of the CSM. If the applicant requires the CSM to be recorded on, or by a specific date, plan for appropriate lead-time to be sure to submit the necessary materials to the City allowing for its processing time.

Failure to submit the necessary materials with the CSM for recording may cause additional recording delays.

3. Miscellaneous: Last week Mr. Wahlen had shared some info. regarding the interest in his project at this location. Attached is a map with the units/buildings 'circled' where he has considered them 'reserved'; in short, 18 of the 26 are reserved.

Recommendation: Approve subject to and staff comments, and authorize this item to be expedited to the May 17th Common Council meeting.

Motion by Mr. Weis, seconded by Mr. Sponholz to recommend approval of a Certified Survey Map to combine the two tax key parcels into one lot associated with this approved Glen of Greenfield condo development at 3801 S. 116th Street, subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 17th Common Council meeting. Tax Key #564-9995 & 564-9994-001. Motion carried unanimously.

5. Paul Sidhu, 4306 W. Layton Avenue, Greenfield, WI, represented by Angela Dlugi, Bauer Sign Co., 2500 S. 170th Street, New Berlin, WI 53151 requests a Special Use Amendment and Site/Building/Landscaping Review for re-branding his gas station/convenience store back to the Citgo brand. Tax Key #601-9852-001.

1. Background: The existing gas station/convenience on the corner of 43rd and Layton will be rebranded from Paul's Gas Station to a Citgo – actually was a Citgo previously.
2. Architectural Review/Exterior Materials: The new building façade will be rebranded with the traditional Citgo corporate colors. The 48" fascia will feature computer cut graphics on an aluminum face. Renovations on the canopy will exhibit updated designs, displaying the Citgo logo on the south elevation facing Layton Avenue. Gas pumps will be improved with new bollards, pump toppers, valances, and ID flag signs.
3. Signage: There are two identical monument signs that will remain in place on the site. However, Citgo will reface the monument panels with rebranding graphics. Images are to be computer cut and opaque vinyl overlays.

   Any temporary signage needs permitting (i.e. 'Free Coffee).
4. Landscaping/Buffer Yard: Current site landscaping consists of numerous bushes but with 'gaps' where potentially plantings had been located, but had died and were never replaced. Continual landscaping improvements/efforts are recommended to enhance the design and aesthetics for the street corner.

Recommendation: Approve subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 17th Common Council meeting.

Mr. Sidhu was present to answer questions.

Mr. Weis questioned the state of the landscaping that had been previously proposed, to which Mr. Sidhu replied that it has yet to be completed. Where there is room to add landscaping, it is the City's wish that it be added.

Motion by Ms. Hallen, seconded by Ms. Collins, to recommend approval of a Special Use Amendment and Site/Building/Landscaping Review for re-branding the gas station/convenience store at 4306 W. Layton Avenue back to the Citgo brand, subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 17th Common Council meeting. Tax Key #601-9852-001. Motion carried unanimously.

6. Gurmeet Arora, Jen's Beverage Center, represented by Steven Sharpe, 5110 S. Loomis Road, Waterford 53185 requests a Special Use Amendment and a Site/Building/Landscaping Review for a proposed alteration plan for both the exterior and interior of Jen's Beverage Center at 4312 W. Howard Avenue. Tax Key #555-8979.

1. Background: The owners wish to construct a +1,300 s.f. addition to the existing business building to accommodate growth and make the building ADA accessible. Mr. Arora became the new property and business owner last May. Part of the application materials includes a narrative from Mr. Sharpe; included in that info. is a reference to a neighbor issue to the north which apparently has been resolved by PD.
2. Architectural Review/Exterior Materials: The existing garage will be removed with the proposed addition to the business. The addition will feature additional display cases, beer cave, walk-in cooler, storage areas, office, and improved restrooms. Architectural materials consist of an 'EIFS hard coat', pre-finished metal coping, fabric awnings, ceramic tile accents, and outdoor light fixtures. See attached site, building, and floor plans.

   Still needed to be identified: Finished color(s) on all four sides; the north and west exterior materials; a product sample board; and revision to the submitted building plan notes regarding "… apartment on second floor…".
3. Parking/Traffic Flow/Access/Curbed Parking Lot: Access points will remain the same; parking lot is already curbed.
4. Storm Drainage/Grading (lot & building): Storm water accumulates in the northeast corner of the parking lot. As part of the overall site/building investment, staff would suggest the owner at some point install a catch basin into the lot at that location; a storm main is close by in the west 'parking lane' of south-bound S. 43rd Street. An impervious area calculation form is attached.
5. Lighting (building & site): No changes proposed for the parking lot, but the building elevation references what would appear to be an accent-type light fixture for 'wall-wash' purposes; cut-sheet on fixture needed.
6. HVAC/Utility Box Screening: Building HVAC location needs to be identified. If on the roof-top, it will need to be properly screened.
7. Signage: Existing monument sign to remain in place. See attached pictures which also includes a wall sign (i.e. 'Angry Orchard' that was never permitted and needs to be removed).
8. Dumpster/Screening/Gated (materials used): Plans need to identify dumpster and/or refuse collection location and necessary screening if outside.
9. Fencing: The fence behind the business belongs to the neighboring residential property.
10. Landscaping/Buffer Yard: No site landscaping currently exists. The proposed landscaping plan borders the parking lot with five Little Leaf Linden trees, along with other shrubs, bushes, and flowers.
11. Landscaping Cash Deposit/Letter of Credit: 125% of the landscaping costs with 30% retained for two years after initial planting. Furthermore, an on-going condition of approval will be that the landscaping will be subject to annual review by the City to make sure all landscaping features are still being maintained, and that any dead/dying landscaping be replaced as necessary.
12. City Forester Site Inspection: Review underway.
13. Hours of Operation: No change.
14. Sidewalks: Sidewalks currently do not exist on the corner of 43rd Street and Howard Avenue. Staff recommends installing sidewalks on both of these frontages as part of this project. Along 43rd Street, there is a small gap but just in front of 3865/67 S. 43rd. This gap, along with what exists to the west on the north side of Howard, would be filled by future GF sidewalk installation projects on these quarter-section streets.
15. Fire Department: Review underway.
16. Police Department: Review underway.
17. Erosion Control: Needed from the Engineering Office prior to construction.

18. Miscellaneous: No outside product storage is permitted. Presumably it is an unused ice machine, but it currently sits next to the garage on site.

    The property owner mailing list created by the 400' radius lines around this parcel will be shared with Mr. Arora. If he wants to do some basic outreach in advance of the formal public hearing at a future Common Council meeting 4 – 6 weeks from now – similar to what is suggested for all other items coming before the CC that include a public hearing -- then that will be his determination.

Recommendation: Approve subject to Plan Commission and staff comments, consider this building project a major change needing a public hearing, and authorize that hearing to proceed.

Mr. Arora and Mr. Sharpe were present to answer questions.

Discussion occurred on proceeding with going forth with the Special Use public hearing at this time and holding the Site/Building/Landscaping portion of the request and bringing it back to another meeting.

It was questioned where the dumpster will be located, to which Mr. Sharpe stated that it will go next to the handicap parking space, with the existing light pole being relocated. It will be constructed of the same material that the addition will be constructed of. Discussion occurred on a more desirable location for the dumpster.

Mr. Sharpe stated he hasn't put the sidewalks into his plan yet as he is waiting to know what is happening on the corner as far as if there will be an accessible sidewalk ramp there, and will need to then incorporate it into his plans.

Motion by Ald. Kastner, seconded by Mr. Weis to authorize the public hearing process to begin for Jen's Beverage Center at 4312 W. Howard Avenue, and that the Site/Building/Landscaping Review for a proposed alteration plan for both the exterior and interior be brought back to the next Plan Commission meeting so then it can act on that aspect along with a recommendation on the Special Use Amendment itself. Tax Key #555-8979. Motion carried unanimously.

7. Greenfield Highlands LLC, represented by Alicia Hurst, Ener-Con Companies, 8575 W. Forest Home Avenue, Unit #160, Greenfield, WI 53228 requests a PUD Amendment to:

- **Allow the conversion of the entire Greenfield Highlands project at 110th & Cold Spring Road from condominiums as originally approved in 2007 to luxury leased apartments; overall project includes six 30-unit buildings.**
- **Request approval to construct the remaining five (5) buildings.**

Tax Key #609-9994-014, 609-0094 to 609-0123, and 609-9994-011.

1. Background: The Greenfield Highlands (GH) condominium project was initially approved in 2007. They are now seeking approval to convert from condominiums to apartments, and also approval to proceed with construction of the remaining five buildings. Attached are the following materials that were with the PC application:

    - 4/22/16 letter from Ms. Hurst describing their proposal.
    - 4/11/16 letter inviting nearby property owners to a neighborhood info. mtg. that GH hosted here at the City Hall; the results of that meeting are shown in the attached email; and the 400' radius mailing list was provided to GH for property identification purposes.
    - Phase 1 – 6 site plan
    - Copy of a multi-page GH flyer referencing 'Brand New Apartment Homes' with a floor-plan and description of other exterior/interior features.

- Detailed document from Tracy Cross & Associates (i.e. real estate market analysis firm) entitled *'Analysis of the Market Potential for Rental Apartment Development – Greenfield Highlands'.* [[FYI – part of this market analysis does include a reference to '…350 units along Layton Ave. in GF…' (i.e. 84 South).]]

2. Architectural Review/Exterior Materials: An Amendment was approved in 2013 for six (6) 30-unit buildings all with a similar design – no changes proposed with this conversion request.
3. Storm Drainage/Grading (lot & building): An amendment to the DA Agreement should address a solution to the leaking storm water ponds. While some pond-lining work has occurred, the leaking onto neighboring properties still needs to be corrected prior to any additional building construction taking place on-site. Those corrections would include:

   Prior to the issuance of occupancy of any new building, the two (2) northernmost ponds need to be lined to the elevation of the pond emergency spillway crest or equivalent elevation.

   Prior to the issuance of occupancy of any new building, the wells on the property shall be removed and properly abandoned.

   Prior to the occupancy of any new building, the three (3) remaining ponds shall be evaluated by a professional engineer for their ability to function as a wet water quality pond. If they don't meet current standards, they must be lined to the elevation of the pond emergency spillway crest or equivalent elevation.
4. Park Fees: Per the existing DA, $34K of park fees are due with the completion of the sixth and final building.
5. PUD Requirements: The reason that the *'...Request approval to construct the remaining five (5) buildings…*' is listed on the PC agenda, is simply to clarify the intent of the Developer's Agreement (DA) as initially prepared and as amended. As written the DA makes reference to the "…Developer…shall submit Documents to the City for approval for each Phase…".

   Staff is recommending that this be clarified to reflect that this 'Document' reference pertains to the usual Building/Plumbing/Electrical Permit submittals, but that there is no need for each of the remaining Building Phases (2 – 6) to return to the PC/CC for Site/Building/Landscaping Review, because we have that information as part of the 2013 amendment process.

   A DA amendment document will be drafted by City staff if this request is approved.
6. Miscellaneous: For background purposes, the same type of conversion request (i.e. condos to apartments) was submitted to the PC/CC process and approved as follows: Falcon Glen @ 113th & Edgerton in 2009; and The Orchard @ 90th & Forest Home in 2013.

Recommendation: Approve subject to Plan Commission and staff comments, consider this a major change needing a public hearing, and authorizing the public hearing process to proceed.

Alicia Hurst with Ener-Con Companies was present to answer questions. She confirmed Mayor Neitzke's statement that buildings 2 thru 6 would not be able to be built unless they were converted to apartments.

Ms. Hallen stated she is not in favor of this proposal, and questioned what would become of the existing condo buyers. Ms. Hurst replied 6 units were sold, with 3 of those buyers agreeing to sell back their condos to Ener-Con. Of the remaining 3 owners, one is looking a new residence, one prefers to not sell at this time, and the third has not responded. Ms. Hurst feels that maybe those 3 owners are waiting to see if tonight's proposal will be passed before they make any plans. She feels they have all been treated reasonably and favorably.

Ms. Hurst said they have been attempting to rent their supply of unsold condo units as apartments, a process they began the week of April 11th. They have rented 15 units and have a waiting list for one bedroom units with dens. They have 11 unrented units still available. The future plan is that construction would start on the next building immediately, and once it reaches 50% occupied they would seek financing to build the next building. They will be built in accordance with the originally submitted plans and also use the same materials as were submitted.

At the neighborhood informational meeting held on April 21, Ms. Hurst stated they received positive feedback from the neighbors as to the proposal to now build as apartment buildings.

Mayor Neitzke stated that they need to work on ensuring the storm water system works the way it is supposed to, along with the ponds. These items are requirements of the developer's agreement. Ms. Hurst replied that they are working on these items. Other than these water-related issues, Mayor Neitzke said he does not recall any other complaints.

Motion by Ald. Kastner, seconded by Mr. Weis, to recommend approval of the request to convert the entire Greenfield Highlands project from condominiums as originally approved in 2007 to luxury leased apartments, consider this a major change needing a public hearing, and authorize that hearing scheduling process to get underway. Motion carried 6-1 with Ms. Hallen voting no.

Motion by Mr. Rogers, seconded by Mayor Neitzke, to approve request to construct the remaining five (5) buildings in Greenfield Highlands LLC, 110th & Cold Spring Road, subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 17th Common Council meeting. Tax Key #609-9994-014, 609-0094 to 609-0123, and 609-9994-011. Motion carried unanimously.

8. Jeff Jones, HGR Development LLC, 9 S. 151 Skylane Drive, Naperville, IL 60564 requests a Conceptual Project Review for the purpose of constructing 14,600 s.f. 'Point Blank Range & Gun Shop' on the 1.5 acre parcel immediately west of the First Weber building, 10521 W. Layton Avenue; ultimately a rezoning, a Comprehensive Land Use Map change, and a Special Use approval would all be needed should this project go forward. Tax Key #613-8996-018.

1. Background: Point Blank Range & Gun Shops (PB), via HGR Development, is proposing to construct a 14,600 s.f. building on the vacant 1.5 acre parcel west of the 1st Weber office building lot. PB is a company out of Cincinnati Ohio that currently owns and operates six stores throughout the Midwest region. In addition to the PC application, other materials included are the following:

    - 4/22/16 letter from Mr. Jones on '…why this site…' information.
    - Detailed narrative as prepared by Tom Willingham – CEO, on the PB Concept and Store Business Model. The business model focuses on three profit generators: education, retail sales, and an indoor shooting range.
    - Picture of a finished PB building.
    - Preliminary site plan super-imposed onto this proposed parcel
    - Proposed floor-plan
    - Document entitled 'PB Construction Plans' with an emphasis on sound abatement efforts.
    - 4/26/16 email from Craig Landre, member of Greenfield Real Estate LLC (i.e. property owner). It reads, in part, regarding their efforts since 2008 to find someone interested in constructing an office building, and that the only serious inquiries have been retail uses.

Staff has attached the following:

- Aerial photo of general area
- Excerpt of the Zoning Map for the area; this parcel was rezoned to 'O-Office' in 2005 when the 1st Weber project was approved.
- Ord. #2826 (Oct., '15) which designated that 'Shooting Ranges' were a Special Use but only allowed in an M-1 Light Industrial zoning district.
- Excerpt of the 4/12/16 PC minutes where a proposed ordinance text change was recommended for approval where gun shops and firearm/ammo sales are a Special Use in most non-residential zoning categories. This matter has been forwarded to the Legislative Committee and its May 16th meeting, which would later have a public hearing at a future Common Council meeting.

2. Architectural Review/Exterior Materials: Staff believes that the exterior building design for the PB building should include some architectural features/materials with the neighboring 1st Weber building. The picture of a finished PB building is that it's essentially a masonry 'box' with a raised 'turret-like' element on a corner. If there is a desire to be in a predominately commercial/retail area, then the building exterior will need to incorporate more commercially-friendly design amenities.
3. Parking/Traffic Flow/Access/Curbed Parking Lot: The preliminary site plan identifies the continued use of the shared driveway onto Layton and having approx. 60 stalls on-site, with PB desiring 85. The idea of doing a shared parking arrangement with 1st Weber is certainly fine given the respective 'peak times' of normal usage.

   In general, having the entire front yard being a parking lot isn't the most desired design layout element. Rather, 'flipping' the parking lot to the south so the building is the more prominent feature on the property is preferred, and at the same time is also more complimentary to the 1st Weber building layout.

4. Storm Drainage/Grading (lot & building): An updated storm water plan will be required before any actual construction begins on the site. Current site drainage flows to the pond east of the 1st Weber building. While that pond was designed to accommodate runoff from the west lot, a review of specific vs. potential development is the updating needed.
5. HVAC/Utility Box Screening: Additional roof-top screening will be required for HVAC and utility boxes that are associated with a shooting range.
6. Signage: Example of a PB wall sign is on the finished building picture.
7. Dumpster/Screening/Gated (materials used): A proposed location is shown near the SE corner of the building.
8. Fencing: Based upon the site plan, it would appear that there is a fenced-in area on the east side of the building, but it is unclear what that area is for – further identification needed.
9. Landscaping/Buffer Yard: Proposed open space area is 18K s.f. or 27% of the site.
10. Fire Department: Review underway.
11. Police Department: Review underway.

Recommendation: No formal action needed at this point.

- Planning staff had mixed reviews on the idea of a shooting range and gun shop at this location – regardless of whether or not someone owns firearms or not.
- Clearly a rezoning and Land Use Plan change are both needed into some category other than 'O-Office' for anything like this proposed PB use.
- Based upon the preliminary floor plan, the predominate use square footage-wise of this building would appear is as a 'shooting range' (i.e. 9K s.f. of the 15K s.f. building per the business model narrative). The importance of that is because the predominate use is typically the guide for

determining the appropriateness of the use in a respective zoning category(ies). [[Knowing PB's NAICS # would be beneficial in that regard as well; North American Industry Classification System.]]

- This would then mean an 'M-1 Light Industrial' zoning category is needed based upon the presumption that its NAICS # is 713990.
- Which then would raise the basic/rhetorical land use question of '…Is it a good thing to spot-zone to an 'M-1 Industrial' category a 1.5 ac. parcel in the middle of the entire commercial/retail/office corridor in and along Hwy. 100 thru GF?...'.
- Alternatively though, making a change to a 'Commercial' category (likely C-4) could be considered if the business were more predominately a retail gun shop/classroom, with a very limited shooting range component.

Tom Willingham and Jeff Jones were present to answer questions.

Mayor Neitzke spoke on how the architectural value is important. There is a major new development (84 South) happening up the street and this would need to be commensurate with that effort from a site and building design perspective.

As far as the zoning classification, Mr. Willingham stated that the primary use of the square footage is based on the amount of revenue generated. They anticipate 80% of the revenue would be retail from the gun shop element, and 20% of the revenue is from the gun range. Mayor Neitzke said that both methods could be probably be used to determine what the predominate use is. It needs to be weighed objectively, and requires a public hearing for the zoning (as it is currently zoned Office) and a Land Use plan change. Discussion occurred on how this is predominately a commercial zoning area.

Mr. Sponholz questioned the use times for sales versus the shooting range. Mr. Willingham replied that both components are open the same hours. Peak usage for the range is Friday, Saturday, and Sunday, while the majority of their profit comes from gun sales and educational services. Mr. Carlson questioned if their other locations have both the range and sales area, to which Mr. Willington replied that they do, as both are part of their business model.

Mayor Neitzke and Ms. Hallen said they don't feel that this is the highest/best use for the site. It is next to an office building and the hope was attracting more office type users nearby. Mr. Willingham said they view this as the highest/best use for the site and that they feel what they intend to do is both legal and permissible. He mentioned that the site has been vacant for 6-8 years, so at this point the fact that there may be interested users outside of what the City's desires is inevitable. They've made all their other facilities blend into their neighboring surroundings per the municipality's desires. The majority of their use, the revenue producing portion via gun sales, is permitted under one zoning classification code as commercial use, while the other use, the gun range, is permitted under a manufacturing zoning. Mayor Neitzke questioned if they would then be willing to get rid of the range and just have a gun shop, to which Mr. Willingham replied they would not, as their business model includes both components.

Further discussion occurred and the Plan Commission consensus on the use was mixed, and that if a code change were needed then the M-1 category is the appropriate designation but not desired at this location. This will require further review by appropriate legal counsel.

Conceptual Review – No Action Required.

9. Review/discuss possible re-development site(s) as it relates to the South 27th Street Strategic Action Plan that is underway now as a combined effort with the 27th Street Business Improvement District (i.e. College Ave. to Oklahoma Ave.) and the City of Milwaukee Dept. of Development, regarding potential design charrette-type long-range planning efforts.

1. Background: Collective/combined efforts are underway with the 27th Street Business Improvement District (College Ave. to Oklahoma Ave.), City of GF, and the City of Milwaukee Dept. of Development (DOD) to do some detailed long-range planning, of which potential could include some site(s) specific 'charrette' on some properties in GF (i.e. see attached short excerpt from Wikipedia on what that means in a planning context).

   Other attachments:
   - Flyer/email attachment inviting interested residents/property owners to a Kick-Off meeting on April 20th @ Pulaski High School
   - Info. about following up on a survey for both residents/business owners
   - Background email from DOD regarding the proposed project.
   - Draft 'Work Plan' which tentatively lays out a range of activities that started earlier this year, through the end of the year.
   - 3/21/16 article in BizTimes entitled **'..Stakeholders seek S. 27th Street Revitalization…GF and Milw. work together to attract retail..'**
   - *Disclaimer: At a staff level only and there has not been any review with any property owners either, a very preliminary listing of five potential 'design charrette sites' has been put together just to initiate discussion with the idea that at least one GF site (no more than two) could be done along with whatever Milwaukee may come up with on their own. This listing is not in any specific ranking/order; it is simply starting on the south City limits (College Ave.) and going to the north City limits (Howard Ave.).*

Recommendation: None at this time. Again the purpose of having something like this on an agenda is to start the discussion of the topic. Ultimately/hopefully at some point a recommendation is made to the Common Council for their consideration.

Mayor Neitzke gave a review of this item. Basically, it is to help revitalize areas that may be a little tired and in need of regeneration. Possible sites for consideration are at 27th & Cold Spring, 27th & Layton, and 27th & College.

Motion by Mayor Neitzke, seconded by Ms. Hallen to approve a recommendation that the following general areas be considered as potential locations that could be included in the charrette-type long-range planning design efforts as it relates to the South 27th Street Strategic Action Plan currently underway as it as a combined effort with the 27th Street Business Improvement District (i.e. College Avenue to Oklahoma Avenue) and the City of Milwaukee Dept. of Development *(FYI: listing is not in any specific ranking/order; simply going from south-to-north; and one or more of these general areas may be eliminated later by the City as well):* Northwest corner of 27th & College Avenue; Northwest corner of 27th & Layton; and Northwest corner of 27th & Cold Spring Road, subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 17th Common Council meeting. Motion carried unanimously.

9a. Greg Nisenbaum, Nisenbaum Homes & Realty, 8103 Country Club Circle, Franklin, WI 53132 requests a Certified Survey Map to combine two tax key parcels into one lot at 3629 S. 33rd Street in order to construct a single-family house. Tax Key #553-0162-001 and 553-0162-002.

1. Background: Request from Mr. Nisenbaum is to combine these two smaller (30' x 120') tax key parcels into one larger lot (60' x 120') in order to build a single-family house.

   In 2012, a fire in the house which was on the southern lot, created too much damage for any further repairs and was demolished. This street is/was part of the Lynndale Area Major Street Reconstruction Project.
2. Storm Drainage/Grading (lot & building): Downspouts and sump pump discharge from the new house will be able to go into the back side of a new catch basin in front of these parcels.
3. Utilities: Since there were two tax key parcels (i.e. buildable lots) during the Lynndale project, there actually is two sets of water/sanitary laterals here:
   - South lot: As part of the demolition in 2012 after the fire, the sanitary lateral was 'capped' and the water lateral was cut-off at the 'water stop box' at the lot line. Both of these lines can be re-used for the new house.
   - North lot: With the street reconstruction project, the general practice is always to extend new water/sanitary laterals into vacant lot(s), as was installed here, to avoid future road-cuts if at all possible.
4. Outside Agencies: The CSM will be reviewed by Milwaukee County Register of Deeds, and City Engineering staff. All corrections, if any, must be completed before recording. The applicant needs to be informed of the following: provided that a) the necessary approvals have been obtained; b) the original CSM map is in order; and c) all applicable charges have been paid, applicant must submit a final signed and notarized CSM to the Engineering Dept. for recording. The City requires a minimum of seven (7) working days to perform its final processing and recording of the CSM. If the applicant requires the CSM to be recorded on, or by a specific date, plan for appropriate lead-time to be sure to submit the necessary materials to the City allowing for its processing time. Failure to submit the necessary materials with the CSM for recording may cause additional recording delays.
5. Special Assessments/Deferred Charges: Final assessment notices as it relates to the Lynndale Street Project will be mailed out later this summer and will include payment options; 9/30/16 is a critical date depending upon which option is selected.

Recommendation: Approve subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 17th Common Council meeting.

Greg Nisenbaum was present to answer questions.

Motion by Mr. Weis, seconded by Ms. Hallen, to recommend approval of a Certified Survey Map to combine two tax key parcels into one lot at 3629 S. 33rd Street in order to construct a single-family house, subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 17th Common Council meeting. Tax Key #553-0162-001 and 553-0162-002. Motion carried unanimously.

10. Community Development Manager Report.

A "City web-page navigation" guide was distributed as it relates to Community Development & Zoning information. Mr. Erickson stated he and staff met with School District reps about some alterations occurring at Maple Grove School. The project is approximately $2.5 million and is mostly interior work, and also a front ADA ramp. Next year improvements are planned for the Greenfield Middle School.

There is activity happening near Southridge Mall, with a proposal coming before the Village of Greendale for building apartments along the 68th Street side of the Mall.

11. Motion by Mr. Weis, seconded by Ms. Hallen, to adjourn the meeting at 8:25 p.m. Motion carried unanimously.

Respectfully submitted,

Alison J. Meyer
Administrative Assistant

Distributed May 26, 2016