

**MINUTES OF THE PLAN COMMISSION MEETING HELD AT THE
GREENFIELD CITY HALL ON WEDNESDAY, AUGUST 10, 2016**

1. The meeting was called to order at 7:00 p.m. by Mayor Neitzke

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

ALSO PRESENT: Charles Erickson – Community Development Manager
Alderson Bruce Bailey

2. Motion by Ms. Hallen, seconded by Ms. Collins to approve the July 12, 2016 Regular Meeting minutes. Motion carried 6-0-1, with Mr. Sponholz abstaining.

3. Discussion regarding the Common Council meeting held on July 19th.
All items were approved as recommended by the Plan Commission.

4. Linda Lutz, Greenlin, 7316 Edgehill Road, Greendale, WI 53129 requests a Special Use and Site/Landscaping Review for her proposal to open a dog/cat daycare business called ‘Accommodating Petz’, with elements of retail, grooming, and potentially some veterinary care, in the former Greenfield News & Hobby Store at 6815 W. Layton Avenue. Tax Key #617-0117. *[[Follow-up to the Conceptual Review at the July PC.]]*

1. Background: As a follow-up to the Conceptual Project Review at the July PC and a neighborhood information meeting on-site on June 28th, Ms. Lutz has submitted a request for a Special Use and Site/Landscape Review in order to opening a dog and cat day-care business, which also has elements of retail, grooming, and potentially some veterinary care as well in the former GF News & Hobby Store at 6815 Layton. Attached to provide further background are the following:
 - Aerial photo of site
 - PC application with a very detailed narrative and color pictures entitled ‘Business Description for Greenlin Boarding & Grooming (DBA – Accommodating Petz)’. This more comprehensive than the handout she prepared for the Conceptual Review and what was distributed for neighborhood meeting, which also includes a floor plan and site plan with the outside play area. As noted, the daycare/boarding is available for half day, full day, and/or overnight care for pets 365 days per year.
 - Excerpt of the Zoning Code NAICS listing for ‘Pet Care Services’ (#812910) – indicates that this is a Special Use anywhere in GF.
 - Excerpt of the NAICS book for Pet Care Services.

[[BTW – in May, 2015 a Special Use was approved with conditions for ‘Dane Junction Antique Mall’ for this location. That Special Use is no longer valid because it was never used/initiated within a 12 month period after approval. Those conditions included the “...successful passage of a

site and landscaping plan...”. During that CC public hearing there was discussion concerning these features which included, but wasn’t limited to, such things as the non-conforming free-standing sign and very limited front landscaping.]]

2. Architectural Review/Exterior Materials: No changes proposed for the building exterior.
3. Parking/Traffic Flow/Access/Curbed Parking Lot: The fenced-in outside play area is proposed for the west side of the building. It will cover 11 stalls; approx. 40 stalls will remain.
As a possible alternative location, staff has discussed the idea of having the outside play area be on the south side of the building at the SW corner. Part of the reason being is to retain the north/south drive aisle for ease of accessibility to/from front/back of the site, not try to ‘force’ a second main entrance (i.e. south side), and minimize the alley as a business access route.
4. Storm Drainage/Grading (lot & building): Per Ms. Lutz, a parking lot catch-basin is more readily available if the outside play area is on the south side of the building.
5. Signage: Given the above reference to signage as it pertained to the Dane Junction approval, Ms. Lutz has separately indicated to staff that the existing free-standing sign would be removed in its entirety from the site, and she would rely on two or three wall signs.
6. Dumpster/Screening/Gated (materials used): As indicated in the business description, they would be using regular disposal for their solid waste, so that existing enclosure on the south side of the building will continue to be used
7. Fencing: Per the narrative, for the ‘outside play area’, the proposed fencing is to be six feet high and a vinyl material. The asphalt surface will stay as is, but maybe a small amount of fake turf will be put down. In the attached narrative, there is background information about a type of ‘dog silencer’ which only dogs can hear, which safely and humanely discourages them to not bark when they are outside.
8. Landscaping/Buffer Yard: In staff discussions with Ms. Lutz, it was noted that the site has limited landscaping. The suggestion was that by the time the public hearing is held, that an improvement plan be prepared and submitted for consideration by the Common Council that same evening as the hearing.
9. Hours of Operation: Daily 5:30 a.m. to 9:00 p.m.

Recommendation: Approve subject to Plan Commission and staff comments, and authorize the public hearing process to proceed.

Linda Lutz was present to answer questions, along with Jay Gordon, the property owner.

Mayor Neitzke commented that the outside play area needs to be more clearly defined, specifically the materials, fencing, and overall operation controls, such as smells and noise, and should be presented at the Council meeting the evening of the public hearing. Ms. Lutz replied that this area will be primarily for exercising the pets.

Ms. Lutz said a concern from neighbors was night time noise, and based on Ms. Lutz’s 30 years of experience, that wouldn’t be the case, as when the lights go out at night the animals are quiet. Staff is on site until 10:30 p.m. There are also surveillance cameras. Also, she submitted an letter of approval from the closest residential neighbor to the south, Gloria Kivi at 4741 S. 68th Street.

Motion by Mr. Weis, seconded by Ms. Collins, to recommend approval of a Special Use and Site/Landscaping Review for her proposal to open a dog/cat daycare business called ‘Accommodating Petz’, with elements of retail, grooming, and potentially some veterinary care, in the former Greenfield News & Hobby Store at 6815 W. Layton Avenue, subject to Plan Commission and staff comments, and authorize the public hearing process to begin. Tax Key #617-0117. Motion carried unanimously.

5. **Ramzey Shawar, 6906 W. Brunn Drive, Franklin, WI 53132 requests a Special Use for the purpose of opening a daycare center called ‘Little Stars’ at 5210 W. Loomis Road. Tax Key #648-0022-003.**

1. Background: Mr. Shawar is proposing to convert this building into a State-licensed daycare. See attached PC application, background narrative, and floor-plan. As noted in his description, he currently has been operating a similar daycare facility in Racine for the past four years, and has included comments regarding the proposed operational features, and interior modifications. Also included is a reference to the nearby Kinder Care Learning Center.

Also attached:

- Aerial photo of site
 - Excerpt of the Zoning Code NAICS listing for 'Child Care Services' (#624410) – indicates that this is a Special Use in all the Commercial zoning categories.
 - Excerpt of the NAICS book for Child Care Services.
2. Parking/Traffic Flow/Access/Curbed Parking Lot: Per the aerial picture, the access drive aisle is north of the building and Mr. Shawar has indicated that 13 stalls are available for parents dropping off/picking up and employees.
 3. Fencing: The proposed outside playground area will be on the NW side of the building and will need to be fenced-in and must meet appropriate State guidelines for surface preparations and sizing (i.e. 75 s.f. min. per child over 2 years old).
 4. Hours of Operation: 6 a.m. to 9 p.m.
 5. Fire Department: In accordance with applicable State Building Codes that have changed as of January, 2015 the conversion of this separate unoccupied building specifically for a child care center will require the sprinkling of the building and installation of appropriate life-safety alarm system.
 6. Miscellaneous: The property owner mailing list created by the 400' radius lines around this parcel will be shared with Mr. Shawar. 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, and authorize the public hearing process to proceed.

Ramzey Shawar was present to answer questions.

Mayor Neitzke asked that Mr. Shawar present a site plan at the public hearing and also a rendering for signage. It was questioned if there would be any transportation provided, to which it was replied not at this time. It was noted this type of use also requires State approval for the daycare aspect and that it does require a building sprinkler system.

Motion by Mayor Neitzke, seconded by Mr. Weis to recommend approval of a Special Use for the purpose of opening a daycare center called 'Little Stars' at 5210 W. Loomis Road, subject to Plan Commission and staff comments, and authorize the public hearing process to begin. Tax Key #648-0022-003. Motion carried unanimously.

6. **Michelle Dronso, 3025 E. Belsar Avenue, Cudahy, WI 53110 requests a rezoning from R-2 Single-Family to R-3 Single-Family of an open portion of approx. 27,200 s.f. on the southerly side of 4532 W. Grange Avenue in order to create two new parcels both of which would exceed the R-3 Single Family minimum lot size of 9K s.f.; one would be +14K s.f. and the other +13K s.f.; the proposed remaining +21K s.f. area around the existing house would stay as R-2 Single-Family; and a CSM would be needed if this request is ultimately approved to create these proposed parcels. Tax Key #647-9952-007.**

1. Background: Ms. Dronso represents a new ownership entity of this 49K s.f. parcel. She is requesting a rezoning from *R-2 Single-Family* to *R-3 Single-Family* of an open portion of approx. 27,200 s.f. on the southerly side of 4532 West Grange Ave. The intent is to create two new parcels both of which would exceed the R-3 Single Family minimum lot size of 9K s.f.

See attached preliminary CSM:

- +14K s.f. lot @ SW corner
- +13K s.f. lot @ SE corner
- +22K s.f. lot around the existing house on north side would stay as R-2 Single-Family

Per the attached excerpt of the Zoning Map, the R-3 category is immediately across Grange Avenue to the south, so this would be an extension of an existing adjacent zoning category, and not a 'spot zoning' situation. The intention is simply two create conforming lots.

Also, in this instance there isn't any need to amend the Comprehensive Land Use Plan because both an R-2 category and an R-3 category are included in the 'Single-Family' designation as it exists in this area.

2. Utilities: All utilities are in either 45th Street and/or in Grange. If this rezoning process is successful, the intention per Ms. Dronso is to sell these parcels as unimproved lots (i.e. buyer would need to extend laterals to the lots).
3. Miscellaneous: CSM would be needed if this request is ultimately approved to create these proposed parcels.

The property owner mailing list created by the 400' radius lines around this parcel will be shared with Ms. Dronso. If she wants to do some basic outreach in advance of the formal public hearing at a future Common Council meeting 8 – 10 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 her determination.

Recommendation: Approve rezoning request from R-2 Single-Family to R-3 Single-Family subject to Plan Commission and staff comments, and authorize the public hearing process to proceed.

Michelle Dronso was present to answer questions.

Mayor Neitzke spoke on how he'd like to see the driveway for the westerly lot come off 45th Street as opposed to Grange Avenue, in that it would be safer.

Motion by Mr. Carlson, seconded by Mr. Weis to recommend approval of a rezoning from *R-2 Single-Family* to *R-3 Single-Family* of an open portion of approx. 27,200 s.f. on the southerly side of 4532 W. Grange Avenue in order to create two new parcels both of which would exceed the R-3 Single Family minimum lot size of 9K s.f.; one would be +14K s.f. and the other +13K s.f.; the proposed remaining +21K s.f. area around the existing house would stay as R-2 Single-Family; subject to Plan Commission and staff comments, and authorize the public hearing process to begin. Tax Key #647-9952-007. Motion carried unanimously.

7. Kenneth Sidello, Sidello Property LLC, 4864 S. 10th Street, Milwaukee, WI 53221 requests a Conceptual Project Review for a proposed multi-family apartment development called 'The Sanctuary at Cherokee Point' at 4142 & 4202 S. 43rd Street; a similar type of multi-family use request had previously been submitted by a different developer for this same approx. 3 acres in 2012. Tax Key #575-8926, 575-8926-001, 575-8926-002.

1. Background: Mr. Sidello has presented a preliminary proposal that would involve the removal of the two existing single-family homes in order to develop a multi-family apartment project consisting of three 10-unit buildings. The 3.2 acre site consists of two wooded lots that will need to be eventually rezoned and have a Comp. Plan change for a development of this type. Given the nature and topography of the site, approx. the easterly 1/3 will remain undeveloped due to existing wetlands and edge of bluff (i.e. overall from west to east the topography drops about +/- 25').

Since a few years have passed from the prior Conceptual Review in 2012 and a different perspective developer/owner is involved, staff has suggested that another conceptual review be done, which is why this item is before the PC in this manner. Attached is an aerial photo which identifies the adjacent other multiple-family apartments (i.e. Ravinia and Cherokee Village), along with an excerpt of the Zoning Map and topography map for this area.

Before these site/building materials (i.e. in the 11" x 17" format) were prepared, there was an earlier version submitted for the June PC, but Mr. Sidello was asked to make some revisions to the site layout and the building exteriors, which he has done. But attached is simply that earlier 2016 version as an FYI.

As noted above, previously in 2012 a similar conceptual review was done for a multi-family apartment project then called 'Greenfield Ravine' for approx. 40 units. See attached preliminary site and building plan, along with the PC minutes excerpt. Obviously that project never materialized.

BTW -- Mr. Sidello's firm owns/developed/constructed the multi-family buildings at the SW corner of S. 43rd and Howard.

2. Architectural Review/Exterior Materials: Attached are a color rendition for all the elevations and a floor plan for the proposed buildings. Staff likes the various design features of the building with this most recent submittal. Per our Site Development Standards terminology, the building(s) have the following desired variables: façade articulation; vertical departure; shade coverage; horizontal/diagonal roof planes; and fenestrations (windows).

One of the aspects of the site which is going to be harder to address is the close proximity of the proposed north building and the back-side of at least one the garages on the Cherokee Village parcel that would appear to be within a few feet of the shared lot line. The north side of the Sanctuary building is its 'front' elevation.

3. Parking/Traffic Flow/Access/Curbed Parking Lot: Per the site plan there is a single 24' wide driveway to/from S. 43rd St. leading to an 'inside courtyard' type layout with just about all the garages facing 'inside'. Two of the buildings have a parking stall outside '...its garage...' along with two separate outside parking areas of about 21 stalls total. Also, a review of building foot-print layout plan shows that at least a single car 'inside' garage is provided for each unit (i.e. garage depth ranges from approx. 20' – 35', and a width range from 12' to 20').

Overall the initial stall count:

- Garage: 30
 - Outside of garage: 13
 - Separate parking areas: 21
- 64

4. Storm Drainage/Grading (lot & building): As shown on the site plan, a storm water basin has been identified. The developers will be over the .5 acre of new impervious surface so MMSD and WI DNR storm water management regulations should apply. Wetlands were defined in 2012 and may require updated wetland delineation.

While subsequent design details would address this matter, it should be noted that the storm basin would be on the edge of what is shown as the ‘..line of bluff..’. So the ‘strength’ of the downhill slopes will need to be reviewed closely.

5. Utilities: A private interceptor main for sanitary will require approval from MMSD and DSPS. Milw. Water will require a meter-pit to be installed as part of providing water service to the buildings.
6. Dumpster/Screening/Gated (materials used): No dumpster enclosure identified in the site plan, but the current layout would seem to provide ample room for an enclosure(s). Alternatively though, there may be ‘inside’ storage requirement for each unit to be responsible for.
7. Landscaping/Buffer Yard: As noted above because of the natural features of the site, the approx. easterly 1/3 of the site will remain in an ‘as is’ condition, which then means the Open Space ratio of 40% (i.e. assuming a PUD-Residential zoning) will easily be exceeded.
8. Park Fees: \$1,497 per unit.
9. Sidewalks: Sidewalks are shown to wrap around the development in order to provide for general pedestrian activity within the site, and also to increase accessibility for emergency services.
10. Fire Department: Fire sprinkler system needs to be installed in each building.
11. Outside Agencies: MMSD, Wisconsin DNR, Wis. Department of Safety and Professional Services, and Milwaukee Water Utility.
12. Miscellaneous: Later on a CSM to combine the lots and also dedicate an approx. 55’ deep swath along the entire +235’ parcel width, will be needed.

Recommendation: Staff believes that a multi-family development will be a good fit for this site as it did in 2012 – particularly given that the immediate neighbors to the north/east/south are multi-family uses (i.e. Cherokee Village and Ravinia); Good Hope Cemetery is across the street to the west. Furthermore, the ‘natural limitations’ on the easterly 1/3 of the site require a clustering of any building or development type.

Mr. Sidello was present to answer questions.

The consensus amongst the Plan Commission was favorable. Mr. Sidello stated there is really more parking than was shown on the initial conceptual plan, as some of the garages are two car, so about 14 cars will be parking indoors per building, which creates 42 indoor spaces, 20 spaces outside the garages, and 21 additional separate spaces. Construction would begin in Spring.

Conceptual Review – No formal action required.

8. **Portillo’s Hot Dogs LLC, represented by Wendy Hunter, HD Consulting Services Group, Inc., 13605 W. 86th Drive, Arvada, CO 80005, requests a PUD Amendment that includes a Site/Building/Landscaping Review and a Special Use for a 9K s.f. restaurant building on a 1.9 acre site at 8705 W. Sura Lane which is within the 84 South project area; part of this request also includes: outdoor seating area, double drive-thru lanes, and that alcohol products would be available.**

1. Background: Ms. Hunter has prepared the attached detailed letter dated 7/25/16 and associated plan details regarding Portillo's request to construct/operate a 9K s.f. restaurant building on a 1.9 acre site at 8705 W. Sura Lane which is within the 84 South project area. It includes some history about the firm, aspects about the specific use and its operation within the site, and architectural design elements. Part of this request also includes: outdoor seating area, double drive-thru lanes, and that alcohol products would be available. See sheet C200 – Preliminary Site Plan for more specific site detail and an 84 South overall site plan with the Portillo's location noted.
2. Architectural Review/Exterior Materials: Attached are the color renditions of all building sides, along with elevation details (sheets A-4.0 & A. 4.1). As noted the building will be constructed of brick, with corbelling, insets, arches, and accent stone details. Some of the bays of the façade will contain 'ghosted' artwork. The faux water tower detail itself will contain the name of the 'Greenfield' as an identifier. The façade facing south will contain outside seating for patron's seasonal use with full service available. Attached is a seating plan for approx. 250 customers with an additional 35 seasonal seats on the patio.

The building height at the main parapet is 25' and architectural features are up to 31' high. A product sample board will be presented at the meeting.

3. Parking/Traffic Flow/Access/Curbed Parking Lot: Ms. Hunter's letter provides further background on how the double drive-thru functions operationally including the use of interior cameras, along with the site design elements that were considered in relation to vehicle circulation and parking. There are 100 parking stalls on this lot with four assigned for handicapped purposes. This site is part of a cross-access/shared parking arrangement/design previously reviewed by the PC back in April; the intention then was to look at the parking on a larger/broader scale throughout the entire 84 South development where the overall 84 South site has sufficient parking but there may be 'spill-over' to adjacent user areas on occasion. That aspect becomes more critical in this area of the site where more food users are expected to go.

Staff has been in contact with JSD (i.e. main civil engineering firm for 84 South) regarding the traffic aisle/entry-way at the NE corner of the site. The main access to the site is at one of the 'intersections' within Sura Lane with its decorative design features, etc. With the current layout as proposed, essentially the alignment for north-bound *exiting* vehicles is directly in-line with south-bound *entering* vehicles, so further review/revision is needed.

4. Storm Drainage/Grading (lot & building): The underground storm basins that now have been installed to north of Sura Lane, are designed/sized to accommodate the drainage from this site/building, as also noted in Ms. Hunter's letter.

Essentially with a flat roof, the secondary roof drainage will need to be connected to the new lateral system. Attached is the Grading Plan – sheet C300, and also see sheet C400 – Utility Plan for the storm lines (i.e. in 'green').

5. Lighting (building & site): The proposed parking lot fixture is a Gardco cut-off LED style light (i.e. same fixture for all of 84 South), with a proposed 20' high mounting height. Attached is that fixture example, and a photo-metric layout is part of the submittal also. The 'Ave/Min' levels are in a good range of 3.42 – 4.78. As shown on the building elevation details, there will be the use of 'gooseneck' accent-type down-lighting fixtures around all four sides of the building.

External light levels will need to be reviewed within the context of the 2009 Energy Code. The pole bases if in a 'protected' landscape area must be no more than 6" (six inches) above grade and pole bases that are 'unprotected' within a parking lot can have a pole base up to 2' (two feet) high. But the overall fixture mounting heights, regardless of 'protected/unprotected', still must remain at the same overall height throughout.

6. Utilities: See attached sheet C400 for water, sanitary, cable, electric, and gas laterals. Since obviously this is a restaurant use, this same sheet includes info. about the grease trap design which is important given the City's "FOG" ordinance (i.e. Fats/Oil/Grease).
7. HVAC/Utility Box Screening: The color renderings actually show the parapet wall feature quite well but as noted in the building elevations, the screening of the roof-top mechanicals will be handled via an actual 8' high parapet wall.
8. Signage: The color elevations show the desired signage of four wall signs and two monuments for specifically Portillo's signage; the 'ghosted' signage included in the building design are not going to be counted as part of the signage calculation. Cobalt Partners is still working on a 'Master Sign Plan' which would be more applicable to the areas of the development with single-users in a single-building, etc. [[This past April was when the Master Sign Plan for multi-tenant buildings to the north (Mid-Box West and Mid-Box East) were considered and approved.]]
9. Dumpster/Screening/Gated (materials used): The back of the building (north) will contain a detached trash enclosure constructed of the same materials and adornment as the main building, even metal planter boxes are included along with a trench drain feature; see sheet A9.0 for details. The main employee access is 'break' or gap in the south enclosure wall that is in-between the two service doors on the north side of the building.
10. Fencing: There is a short length of retaining wall of about 110' proposed for along the southwest edge of the parcel to accommodate a 2' – 3' grade difference.
11. Landscaping/Buffer Yard: Per sheet C200, approx. 19% of the site is the landscape surface ratio. On an overall basis the landscaping plan calls for 12 trees, 205 shrubs, 179 ornamental grasses, and 332 perennials. See sheets L100 and L200 for this appropriate detail for plantings on the site perimeter, along the building foundation, and within parking lot islands. The plantings on the perimeter are intended to be coordinated with the immediately adjacent landscaping within the R-O-Ws of Sura/Hawk/Layton.
12. 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.
13. Street Trees: Included in overall public improvements of Sura and Hawk.
14. City Forester Site Inspection & Plan Review: Underway.
15. Hours of Operation: 10:30 a.m. – 10:30 p.m. daily.
16. Sidewalks: Public sidewalks are along Layton now and will be installed in Sura and Hawk. Staff noted that an actual pedestrian access is still needed to/from the public sidewalks and believed that going south to the Layton walk made the most sense at this location. In addition, the site plan does show that there is an east/west 'cross-hatch' feature for pedestrians leading to/from the main entrance. The presumption is that design is part of a larger, multi-parcel intended alignment, but clarification is needed.
17. Fire Department: Building will be sprinklered.
18. Police Department: Review underway.
19. Outside Agencies: The State entity for building plan review/approval – DSPS – will be involved.
20. Erosion Control: Proposed plan identified on sheet C300. Approval from the City Engineering Office will be needed prior to site work proceeding.
21. PUD Requirements: PUD amendment document will incorporate this project, its attachments, and record of approvals; City will draft initial document.
22. Engineering Comments:
 - C200 – Staff has been waiting for Cobalt to provide a truck route / turning plan for the areas south of Sura. It's assumed the non-raised island on the north is related to truck routes, but we should verify? If the island on the north is not part of a truck routing, then why is it not a raised island?

- C300 - Overland flow route is shown -- should the landscaping on the south be adjusted to allow unobstructed flow and prevent damage to landscaping if water follows the overland flow? Building grade is one foot higher than what is shown on the approved 84 South grading plan. No major issues – just 3:1 slopes between property and sidewalk on Hawk and Layton
 - C400 – see attached PDF and the blue lines. There is a City sanitary sewer and a water main (WM) that are not shown on the plans on the south side. The WM was going to be relocated, but that has since changed. Revised 84 South plans are due out soon. In any event, the sanitary and water should be added to these plans along with the existing easements limits. These will need to be evaluated for conflicts with the proposed storm line they want to install on the south side. Staff thinks the WM runs right under the south curb line for their parking lot.
 - L100 – some of the landscaping is on areas where slopes are 3:1, and so will the landscaping ‘hold’ or do we end up with washout of mulch onto sidewalk, etc.?
 - Site lighting – will the lighting used here match the rest of the 84 South site? We have not seen any overall 84 South lighting plan yet.
 - A PIA developer amendment will be needed. It sounds like Cobalt will be leasing the property to Portillo’s, so it may need to be a 3-way agreement.
23. Miscellaneous: As shown on the site plans, immediately west of the dumpster enclosure is a rectangular-shaped box which is marked as a ‘holiday cooler area’. During the holiday season, Portillo’s will desire to place a temporary cooler adjacent to the trash enclosure to be used for storing excess product for catering holiday meals.

Recommendation: Approve all the requested items subject to PC and staff comments with the follow consideration:

- Due to multiple prior reviews and approvals at both the PC and CC levels, the PC has determined that this request is to be considered a ‘minor change’ not needing an additional public hearing. That is because what is being proposed is consistent with those earlier reviews and approvals.
- Authorize all the requested items to be expedited to the August 16th Common Council meeting.

Wendy Hunter, HD Consulting Services Group, Inc., was present to answer questions.

Mayor Neitzke suggested that due to the nature of the building that there be some latitude on signage, and that they work with Cobalt on signage matters.

Motion by Mr. Weis, seconded by Ms. Hallen, to recommend approval of a PUD Amendment that includes a Site/Building/Landscaping Review and a Special Use for a 9K s.f. Portillo’s restaurant building on a 1.9 acre site at 8705 W. Sura Lane which is within the 84 South project area; part of this request also includes: outdoor seating area, double drive-thru lanes, and that alcohol products would be available, subject to Plan Commission and staff comments, which includes that this item is to be considered a “minor change” not needing a public hearing, and authorize this item to be expedited to the August 16th Common Council meeting. Motion carried unanimously.

9. Community Development Manager Report.

Mr. Erickson mentioned that the first apartment building in the 84 South development may be coming to the September Plan Commission, along with a Special Use for a martial arts business at 64th & Forest Home, and an Enterprise Rent-A-Car in the vacant former Midas business on 27th Street. Also, the owner of Holyland Grocery at 27th & Ramsey is returning with a Plan Commission application for now proceeding with previously approved façade improvements back in 2005 but never done.

Mayor Neitzke mentioned that tomorrow there will be a meeting with the City of Milwaukee and UW-Milwaukee to elevate the planning process along S. 27th Street. He also noted the improvements being made at At Home (4601 S. 27), and Schlossmann's Honda (3450 S. 108th Street), and that the Shorewest building (6725 W. Layton) is nearing completion, as is Culvers (6031 W. Layton). Also the roadwork along Layton at 60th Street is nearing completion and improvements are nearly in at 84 South so that vertical construction can begin.

- 10. Motion by Mr. Weis, seconded by Mr. Carlson, to adjourn the meeting at 7:45 p.m.
Motion carried unanimously.**

Respectfully submitted,

Alison J. Meyer
Administrative Assistant

Distributed August 22, 2016