MINUTES OF THE PLAN COMMISSION MEETING HELD AT THE GREENFIELD CITY HALL ON TUESDAY, AUGUST 8, 2017

1. The meeting was called to order at 6:30 p.m. by Alderperson Karl Kastner

ROLL CALL:	Mayor Michael Neitzke	Excused
	Ald. Karl Kastner	Present
	Mr. Brian Weis	Excused
	Ms. Denise Collins	Excused
	Ms. Christine Hallen	Excused
	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

2. Motion by Mr. Carlson, seconded by Mr. Krenz to approve the July 11, 2017 Regular Meeting minutes. Motion carried 3-0-1 with Mr. Sponholz abstaining.

3. Discussion regarding the Common Council meeting held on July 18, 2017. At the meeting, the public hearing for the Special Use for a liquor store at 4955 S. 27 Street was approved as presented. All other items from the July 11th Plan Commission were also approved as presented: Aurora Office Building at 84 South, Assorted 84 South related items, Dick's Sporting Goods (5070 S. 74) Special Use, an addition at Advance Camping (6606 W. Layton), and the Park & Recreation Department's 2017–2022 Comprehensive Outdoor Recreation Plan.

4. Mark Weseloh, HGA Architects, 333 E. Erie Street, Milwaukee, WI 53202 on behalf of Cobalt Partners, requests a PUD Amendment and Site/Building/Landscaping Review for the adjacent parking structure for the Aurora Heath Center medical office building at 9000 W. Sura Lane. Tax Key #606-9980-005.

Staff met on August 2 with reps. from Aurora, Cobalt, HGA, & Graef regarding the parking structure design reviewing both the exterior 'skin' and interior 'guts'. The attached preliminary plans are almost complete, but for comfort-level sake maybe have a very small remaining 'work-in-progress' element to them. And some of those aspects will likely be finalized by the meeting and as part of the PC discussion/perspectives.

Summary:
--The exterior design elements we believe successfully created a compatibleness/complimentary 'look' with other architectural aspects within 84 South, and of course, with the main Aurora building.
--Overall structure height will be designed/engineered to be approx. 55' high (i.e. office is approx. 90' high) with six levels to accommodate 538 parking stalls. However, it's Cobalt's intent to 'phase-in' this construction, so not all the 'decks' will be constructed initially, but the 'elevator' component will be built in anticipation of the full build-out. Certainly sufficient parking will be provided for Aurora, but the unknown at this point is what potentially may be the use in the immediately east building. If that entity by chance needs some structured parking to go with the surface stall count, then the deck(s) can be added accordingly. If it's not needed, then there is no need to over-build at this time.
--Given the nature of the structure, it will not be sprinklered but in the HGA discussions with the Fire Dept., a 'stand-pipe' feature will be in the stair-well and elevator portions of the structure.

--Aurora has recently finished a parking structure at their West Allis Memorial Hospital facility @ 92nd & Lincoln, which has some of the same design characteristics.
--HGA will provide a detailed power-point presentation at the meeting.

1. Background: As a quick re-cap from the July PC/CC meeting cycle, Aurora Health Care (AHC) received approval for the construction of a five story medical office building with an approx. 65K s.f. building pad within the 84 South development, with the intention then of returning to this follow-up PC meeting with the parking structure plans.
2. Architectural Review/Exterior Materials: To be identified/detailed on the plans upon receipt.
3. Parking/Traffic Flow/Access/Curbed Parking Lot: Per the earlier narrative, the building's occupants are assigned 105 surface parking stalls, with an additional 407 spaces in the parking garage. There is a potential pinch point near the ramp entrance at to the parking garage at that SE corner in anticipation of the demand for parking near the future development site directly east; that pinch point aspect is being revised. Further information on turning radius may still be needed (i.e. 'auto-turn' data).

   Per the narrative submitted last month, when projecting out 6 – 9 months from when the facility is actually opened, the combination of the Ambulatory Surgery Center and medical office clinics (MOB) anticipate hiring approx. 170 full time and 30 part time staff members with an average number of 400 patients visiting the facility each day.

   At the southwest corner of the parking lot, the two parking stalls immediately adjacent to the public sidewalk need to be eliminated due to that close proximity (i.e. potential public pedestrian/private vehicle interaction and snow-plowing issues).

   From the corner of Sura Lane and along the entire north side of the future parking garage and continuing all the way to the east end of Mid-Box East is a +/-27' wide concrete 'service road' that will provide that daily accessibility for truck deliveries/pick-ups, etc.
4. Storm Drainage/Grading (lot & building): All on-site/roof-top drainage connects to the larger 84 South stormwater management system.
5. Lighting (building & site): Lighting plans for the top-deck and the interior decks have been prepared and will be submitted upon receipt.
6. Signage: Consistent with the discussion at the July PC, the structure renderings will identify the placement of some wall signs.

Recommendation: Approve the PUD Amendment and Site/Building/Landscaping Review subject to PC and staff comments, and authorize this item to be expedited to the August 15th Common Council meeting.

The following were present: Paula Verboomen with HGA Architects, Scott Yauck and Dan Roskopf with Cobalt Partners, E.J. Herr with Aurora, and Jason Gross with Graef.

Ms. Verboomen gave a powerpoint presentation on the proposed plans. The parking structure will house 538 cars on 6 floors, one side has 5 stories, with it "ramping" along the north side and being flat on the south side, ending with the sixth story along the west side. There are two sets of stair towers, one for those entering/existing the Aurora building, and the other to be used as an emergency exit.

Ms. Verboomen then spoke on the number of required handicapped stalls, however the van required stalls, which have a higher height requirement, are located on the surface parking area. The handicapped stalls included in the structure are non van accessible and are positioned on each floor so that they are in proximity to the elevators. Also needing to be worked in to the plans are both bicycle and motorcycle spaces. There will also be valet parking.

Ms. Verboomen then spoke on the colors and materials that are being used, and also spoke on what would be seen from each direction/vantage point of the structure per perspectives in the powerpoint and handout materials.

It was questioned how snow removal would be handled. Ms. Verboomen replied that along the west side of the structure there will be a chute adjacent to the stair tower that would handle removal from the top floor on down to the north side of the site.

Mr. Yauck then gave some background on the parking stalls. Tonight's plans show the largest structure they are proposing, with the ability to house 538 cars, however it may be as few as 458 stalls, depending on the future development of the parcel to the east. They are seeking approval at the highest number of stalls, with the possibility of the reduced number of stalls. If that were the final reality, the exterior and proposed materials would remain unchanged.

Ald. Kastner questioned what sign approval is being sought tonight, to which Mr. Yauck replied that they are seeking approval of all signage shown on the plans, with the possibility of a reduction in structure size equaling a reduction in amount of needed/desired signage.

Motion by Mr. Carlson, seconded by Mr. Sponholz, to recommend approval of a PUD Amendment and Site/Building/Landscaping Review for the adjacent parking structure for the Aurora Heath Center medical office building at 9000 W. Sura Lane, subject to Plan Commission and staff comments, and authorize this item to be expedited to the August 15th Common Council meeting. Tax Key #606-9980-005. Motion carried unanimously.

5. Ed Gerber, 5400 S. 51st Street, Greenfield, WI 53220 requests a Certified Survey Map for his property at this same address which would retain the one single-family lot fronting on 51st Street (+31K s.f.) and create an Outlot (+15K s.f.) in the rear or eastern portion of the existing parcel. Tax Key #647-9960-001.

1. Background: Similar to a nearby CSM done in 2016 at 5366 S. 51st Street, Mr. Gerber is proposed to create an Outlot (+15K s.f.) on the eastern portion of this lot, which will then be purchased later by an adjacent property owner (Aguilar's – on 49th St.). When all land assemblage is completed, the Aguilar's have indicated a desire to dedicate/donate this wooded area (approx. 4 – 5 ac. overall) to the City for a passive park. The proposed Lot 1 at +31K s.f. easily exceeds the R-2 minimum requirements of 15K s.f. lot size and lot width (130' vs 100').
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.

Recommendation: Approve subject to Plan Commission and staff comments, and authorize this item to be expedited to the August 15th Common Council meeting.

Ed Gerber was unable to attend tonight and instead his daughter, Gina Gerber, attended to answer any questions.

Motion by Ald. Kastner, seconded by Mr. Carlson to recommend approval of Certified Survey Map for 5400 S. 51st Street which would retain the one single-family lot fronting on 51st Street (+31K s.f.) and create an Outlot (+15K s.f.) in the rear or eastern portion of the existing parcel, subject to Plan Commission and staff comments, and authorize this item to be expedited to the August 15th Common Council meeting. Tax Key #647-9960-001. Motion carried unanimously.

6. Sabri Abdel-Hamid, Bright Rainbow LLC, 3340 W. Loomis Road, Greenfield, WI 53221 requests a Special Use Amendment in order expand the daycare business at this location onto the immediately adjacent parcel at 3346 W. Loomis Road that Bright Rainbow Academy owns. Tax Key #553-0435-001.

1. Background: Under Mr. Abdel-Hamid's direction, Bright Rainbow Academy (BRA) Daycare has been in operation at 3340 Loomis since 2012. BRA has now acquired the immediately adjacent parcel at 3346 Loomis wants to expand the daycare operation to that property as well. 3346 would house new classrooms and business office area.
2. Miscellaneous:
   - With children using the 3346 building, an ADA compliant ramp needed for first floor access.
   - If the second floor of the 3346 building is to be used for children activities, then a second means of direct access will be needed.
   - Since both 3340 and 3346 now have been 'combined' to have a single tax key number and the property ownership is the same. Mr. Abdel-Hamid should next have a CSM (certified survey map) done to combine both properties (i.e. the 'inside' lot line would be eliminated).

Recommendation: Approve subject to Plan Commission and staff comments, consider this to be a minor change not needing a public hearing, and authorize this item to be expedited to the August 15th Common Council meeting.

Sabri Abdel-Hamid was present to answer any questions. It was questioned how the "future" space would be used. Mr. Abdel-Hamid said that there is currently a tenant in that space with a lease in place for a few more months. Right now they are just seeking out approval for this future expansion. Mr. Abdel-Hamid also stated that there is a licensing protocol with the State of Wisconsin that would need to be followed. Mr. Carlson questioned if either building is sprinklered; to which Mr. Abdel-Hamid replied that neither is space is, and that it is not required by the State.

Motion by Mr. Carlson, seconded by Ald. Kastner to recommend approval of a Special Use Amendment in order expand the Bright Rainbow Academy daycare business at 3340 W. Loomis Road onto the immediately adjacent parcel at 3346 W. Loomis Road that Bright Rainbow Academy owns, subject to Plan Commission and staff comments, and authorize this item to be expedited to the August 15th Common Council meeting. Tax Key #553-0435-001. Motion carried unanimously.

7. Community Development Manager Report.

- ***7 – a. Reconsideration Request*: from Daniel Linck, Pet World, 5415 S. 27th Street, regarding the denial recommendation at the July 11th PC meeting on his Site/Landscaping Review request to construct a new dumpster enclosure at this location in what is considered the Front Yard of this property. Tax Key #645-9001-000.**

  At the July 11th PC meeting, the action taken was to deny the request from Mr. Linck to place a dumpster enclosure somewhere in the 'Front Yard' of his Pet World property. Essentially the belief was that the current location off the alley – albeit on a separate lot, but used to be part of one larger lot – is still the best location for the enclosure. Subsequently, the Council accepted that recommendation at its July 18th meeting.

See attached excerpts of both meeting minutes on this matter, along with pictures of the existing enclosure and area as of July 28th.

Although Mr. Linck was not at the July 11th meeting, in a follow-up conversation he indicated he would be at this meeting to present his perspective on 'why' he believes a different enclosure location then his current spot, is better for his business.

The nature of his request – reconsideration of a prior action – will need to be handled via appropriate "Robert's Rules of Order" parliamentary procedure.

All the PC Notes below are identical to what was distributed prior to the July 11th meeting.

1. Background: Pet World is seeking permission to relocate their dumpster to allow for easier access. The existing enclosure is situated off-site behind the neighboring retailer. Unfortunately, the alley behind the store does not offer sufficient space to accommodate a new dumpster enclosure. Mr. Linck has proposed two alternative locations.

   Option A: Reposition the dumpster along the northwest side of the building.

   Staff: While this option will enable garbage truck access via Mallory Avenue, it is not feasible given its proposed placement in the City ROW, plus Mallory is anticipated to be reconstructed and widen thru this 'commercial area' as part of the Capital Improvement Plan.

   Option B: Relocate the dumpster enclosure along 27th Street at the southeast corner of the parking lot. This alternative improves truck accessibility on the Pet World site. Mr. Linck has provided an enclosure plan that he would use presumably wherever the enclosure relocation can be approved; it includes 8' high Stockade Cedar fencing with a concrete pad, and 11 Techny Arborvitae (6' planting height) around its perimeter.

   Staff: placing a dumpster so close along the highly trafficked commercial corridor of 27th Street can be an eyesore, especially when there seems to be ample alternative space(s) closer to the building within the parking lot.

   As an Option C, even placing the enclosure near the northeast corner of the building could work. Aligning the dumpster with the existing driveway can better accommodate garbage collection, and with proper screening and enclosure materials (i.e. masonry), the enclosure could be blended into the building façade, instead of 'standing alone' out in the parking lot.
2. Dumpster/Screening/Gated (materials used): See above.

Recommendation: Since the proposed options place the dumpster in a highly visible location within the site, staff would recommend using brick or stone masonry instead of a wooden fence to enclose the dumpster regardless of the final location. And actually a higher quality material can match the building façade to create continuity within the property if the enclosure were adjacent to the building as referenced as Option C above. The construction of a new dumpster enclosure, if it needs to be in a 'Front Yard' should model nearby precedents, such as Famous Dave's (stone and wood) or Chick-fil-A (brick) where a 'matching/blending' with building exterior materials was done.

Daniel Linck was present to answer questions.

Before this item could be discussed further, a motion to reconsider this item, which was brought before the July 11th Plan Commission, would need to be made. At this time that motion was made.

Motion by Mr. Carlson, seconded by Ald. Kastner to reconsider the request of Pet World, 5415 S. 27th Street, regarding their Site/Landscaping Review to construct a new dumpster enclosure at this location in what is considered the Front Yard of this property. Tax Key #645-9001-000. Motion carried 3-0-1 with Mr. Sponholz abstaining.

Mr. Linck stated that where the dumpster is currently is not his property, however he is willing to improve upon it. The area is currently in poor condition and is not a practical layout for trucks to get to the dumpster. These issues have lead Mr. Linck to ask the City where he could better locate the dumpster, since the alley-way is not feasible as it would block flow to his business and the business next to him. Ald. Kastner stated that at the July 11th Plan Commission discussion occurred at length that it was not desired to have it located in the front yard/along S. 27th Street. Mr. Linck said he finds the location along 27th Street, with the dumpster located on a concrete pad with vegetation around it to be the best option.

Mr. Erickson stated that if it were to be allowed in the front as almost like an addition to the store at its northeast corner it could be constructed with similar brick materials to blend with the store. Mr. Linck said there is a slight hill at this location that would make garbage pickup difficult. Mr. Erickson gave some history how at one time the parcel was Kohl's grocery store, since that time (2004) a CSM was done to split the lot. The dumpsters then remained where they always were, even though that area is no longer owned by Pet World. Mr. Linck said he doesn't see any resolution being reached with the property owner, Mr. Le. Mr. Linck also stated that having a dumpster in the front would lessen the odds of people illegally dumping in the dumpster, as occurs regularly in its current location in the back.

Discussion occurred amongst the Plan Commission as to their opinion on locating it to the front. It was determined at this time to table the request and bring it back to a future meeting, but in the meantime additional code enforcements will get started to address the bad asphalt condition problem.

Motion by Mr. Carlson, seconded by Mr. Sponholz to table the request of Pet World, 5415 S. 27th Street, regarding their Site/Landscaping Review to construct a new dumpster enclosure at this location in what is considered the Front Yard of this property, subject to Plan Commission and staff comments. Tax Key #645-9001-000. Motion carried unanimously.

- ***7 – b. Held Over*: T-Mobile requests a Special Use Amendment to install six new antennas on the south cellular tower and place cabinets at the base of the existing rear yard fenced-in area of Bill's Auto Service at 4737 S. 108th Street. Tax Key #612-8997-006.**

  [[Item held over from the February, March, April, and May PC mtgs. regarding various clarifications which have subsequently been provided, but as noted in all these meeting minutes, an 'OK' from the property owner – Mr. Wos -- in some written format (i.e. email/letter/photo-copy of a signed agreement, etc.) had not yet been received.

  It has – finally – been received; see attached.

  No other changes made to these staff notes from February or March or April or May. Furthermore, the extensive amount of documentation already distributed for these three earlier meetings – beyond just the summary staff notes – are intentionally not included again for this meeting given the item still requested.]]

1. Background: T-Mobile is proposing to put co-locate antennas on the older (1st) cell tower at Bill's Auto at 4737 S. 108th Street. The installation will include six new antennas at approx. 90' high, as well as the placement of cabinets at the base; existing antennas are at approx. 102' high. See attached PC application, tower and ground cabinet plans, and a Structural Analysis Report has been received as part of this application. The summary of that report reads '..based upon the analysis results the structure meets the requirements per applicable codes…the tower and foundation can support the equipment as described in this report…'.

   For further background information, in 2015 when Verizon made its successful Special Use submittal for the second tower on this parcel, the existing tower was '...deemed unusable for Verizon due to structural issues...' to accommodate anymore co-locates.
2. Architectural Review/Exterior Materials: Per sheet A-0, a portion of the most easterly T-Mobile antenna is extending beyond the boundary of the chain-link fence, which is assumed to be the approved site easement area. Further review/revision/clarification with the property owner (Mr. Wos) will be
3. Miscellaneous: Given the unusual 'tower-area-ownership' history which exists at this parcel as it relates to this older tower, before any Building Permit can be released T-Mobile or Mr. Adelman will need to provide an approval/agreement has been entered into with Mr. Wos – property owner.

Recommendation: Assuming sufficient data is submitted to address/clarify the Plan Commission questions on this matter, approve subject to Plan Commission and staff comments, consider this a minor change not needing a public hearing, and authorize this item to be expedited to the August 15th Common Council meeting.

Mr. Erickson stated that this item has been held over since May pending an agreement between the vendor, T-Mobile, and the property owner, Mr. Wos. That agreement has now been reached.

Motion by Mr. Carlson, seconded by Ald. Kastner to recommend approval of a Special Use Amendment for T-Mobile to install six new antennas on the south cellular tower and place cabinets at the base of the existing rear yard fenced-in area of Bill's Auto Service at 4737 S. 108th Street, subject to Plan Commission and staff comments, and authorize this item to be expedited to the August 15th Common Council meeting. Tax Key #612-8997-006. Motion carried unanimously.

- **5057 S. 40th Street.** Mr. Erickson provided some background regarding a preliminary CSM done here going back nearly 20 years. It is a corner parcel along Edgerton Avenue. Currently this portion of Edgerton is under construction. The property owner is interested in splitting off a portion of the lot to create a separate lot. In 1998 the then property owner started the process to split the lot, with a variance granted by the Zoning Board of Appeals to change the setbacks. A fee was paid for special assessments associated with the creation of the lot, but it was never followed through with recording the document. The current property owner is now pursuing finalizing this. Today, however, the owner will be required to hire a contractor for a water main tap and a sanitary sewer main tap because this is a State/Federal project, doing a contact "extra" at this late date in relation to street paving, is problematic. . As the road project is underway he has an approximate six week window to do this. However, based on the timeframe of the previous attempt to create a new lot, the Plan Commission consensus was that these variances have now expired and new variances would need to be granted.

  While the Plan Commission was amenable to a potential CSM at this location, the variance(s) is needed first.

So the gamble or chance taken by the property owner now is to install the needed laterals hoping that later favorable action by the Zoning Board of Appeals on the variance request, would occur, and then from there, pursue the CSM process later.

8. Motion by Mr. Carlson, seconded by Ald. Kastner, to adjourn the meeting at 7:55 p.m. Motion carried unanimously.

Respectfully submitted,

Alison J. Meyer
Administrative Assistant

Distributed August 14, 2017