

**MINUTES OF THE PLAN COMMISSION MEETING HELD AT THE
GREENFIELD CITY HALL ON TUESDAY, APRIL 10, 2018**

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

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

ALSO PRESENT: Kristi Johnson – Community Development Manager

2. Approval of the minutes from the March 13, 2018 meeting.

Motion by Mr. Carlson, seconded by Ms. Collins to approve the March 13, 2018 Regular Meeting minutes. Motion carried unanimously. Mr. Sponholz abstained.

3. Discussion regarding the March 20, 2018 and April 4, 2018 Common Council meeting.

There were no Plan Commission items at the March 20th meeting. At the April 4th meeting the Council approved the ordinance to add massage therapists as a Special Use Permit in all commercial districts. Also at the April 4th meeting an agreement between Cobalt Partners, the City of Greenfield, and the State of Wisconsin-Dept. of Administration has released a Request for Proposal seeking proposals for land for the proposed State Crime Lab at the Loomis Crossing site. Cobalt is interested in responding to that RFP, with the deadline being April 11th.

4. Site and Landscaping Plans for O Yeah Chicken & More, a proposed restaurant to be located at 3322 W. Loomis Rd., submitted by Adnan Bin-mahfouz, d/b/a Halal Investments, LLC. (Tax Key No. 553-0436-001)

Site and Landscaping Plans

This item was before the Plan Commission last month (March 13, 2018) and was held to allow the applicant time to put together a phased site/landscaping plan. The site/landscaping plan is tied to a proposed Special Use Permit to open a restaurant at 3322 W. Loomis Rd. A public hearing is scheduled for April 17, 2018.

The applicant, the applicant's landscape designer, and the City Forester met on site to prepare a phased landscaping improvement plan. The property has no landscaping—only a small planter bed in the front along W. Loomis Rd. where the existing monument sign is located (with no landscaping planted in it).

The revised phased landscaping plan includes the following site improvements, to be completed in 2018:

1. Landscaping in front of the building within the existing landscape bed.
2. Extension of landscaping/grass in the State right-of-way, replacing the two (2) parking spaces in the right-of-way (applicant is trying to contact WisDOT).
3. Landscaping being installed in the painted triangle in the northeast corner of the property.
4. Bollards being placed around the existing fire hydrant along W. Loomis Rd. for protection purposes.
5. New chain link slats being placed where missing within the refuse enclosure in the rear of the building.
6. A bike rack being provided on site.

The applicant has requested to make the remaining site/landscaping improvements in 2020, after he has been able to generate revenue from the new restaurant business.

The revised phased landscaping plan includes the following site improvements, to be completed in 2020:

1. Removal of the poured asphalt along the west and south property lines, to be replaced with large fieldstone boulders and various landscaping.
2. Poured curb around perimeter parking rather than wheel stops.

Parking spaces required per code (20 spaces/1,000 sq. ft. of gross floor area) = 39

Parking spaces provided on site = 26

The off-street provided parking shortage may be waived by the Common Council as part of the Special Use Permit approval. Staff feels there is sufficient on-site parking to accommodate the proposed use.

Recommendation: Recommend Common Council approval of the Site and Landscaping Plans for O Yeah Chicken & More, a proposed restaurant to be located at 3322 W. Loomis Rd., submitted by Adnan Bin-mahfouz, d/b/a Halal Investments, LLC. (Tax Key No. 553-0436-001), subject to Plan Commission comments, staff comments, and the following conditions:

(Items 1 through 4 are required to be satisfied prior to the issuance of an occupancy permit associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly.)

1. An estimated cost of landscaping and screening being submitted to the Community Development Division for approval.
2. A letter of credit or other form of security as required under 21.06.0304 of the Municipal Code in the amount of 125% of the estimated cost of landscaping and screening.
3. Easement or grant of privilege being provided by WisDOT for landscaping and other site work in the State right-of-way.
4. Common Council approval of the Special Use Permit for O Yeah Chicken & More, a proposed restaurant to be located at 3322 W. Loomis Rd., submitted by Adnan Bin-mahfouz, d/b/a Halal Investments, LLC following a public hearing scheduled for April 17, 2018.

No one was present to represent this item.

Ms. Johnson went over the phased site and landscaping plan that will accomplish what the City is requesting over a period of several years, commencing 2020. Also, it was stated that the applicant has received verbal approval from WisDOT for the landscape work in the State right-of-way.

Motion by Mr. Weis, seconded by Mr. Sponholz, to recommend approval of the Site and Landscaping Plans for O Yeah Chicken & More, a proposed restaurant to be located at 3322 W. Loomis Road, submitted by Adnan Bin-mahfouz, d/b/a Halal Investments, LLC, subject to Plan Commission and staff comments and authorize this item to be forward to the April 17th Common Council meeting. Tax Key No. 553-0436-001. Motion carried unanimously.

- 5. Conceptual Plan Review, including rezoning from R-2 Single-Family Residential Conservation District to PUD Planned Unit Development District and a Comprehensive Land Use Map amendment from Single Family to Mixed Residential, for a multi-unit Community Based Residential Facility (CBRF), to be located at 4761 S. 35 St., submitted by Shaun Sullivan, d/b/a Design 2 Construct, on behalf of Danielle Morey, d/b/a Live to Serve, LLC. (Tax Key No. 621-9996-000)**

Overview and Zoning

Live to Serve, LLC is looking to build three (3) 12-unit Community Based Residential Facilities (CBRFs) on the vacant 5.68-acre site located across the street from Greenfield Middle School on the west side of S. 35 St. This site used to have a single-family home on it, which was demolished many years ago and has been vacant since. Live to Serve, LLC specializes in assisted living for seniors and has two other assisted living facilities in Oak Creek and Cudahy.

The proposal calls for three (3) buildings on the one (1) parcel, which would require a Planned Unit Development (PUD) rezoning from its current zoning district of R-2 Single Family Residential Conservation District. The City of Greenfield 2008 Comprehensive Land Use Plan identifies the future land use on this parcel as "Single Family." A Comprehensive Land Use Map Amendment would need to be applied for/approved to change the particular property to "Mixed Residential." Both would require public hearings and approval by the Common Council.

The proposed buildings would be constructed in phases and would be approximately 6,000 sq. ft. each. The proposed buildings would be one-story tall with no basement. The building design follows a residential style with pitched roofs, single-hung cottage-style windows and vinyl siding and trim with a stone base around the building. Each building has a low density traffic flow, as each building is limited to three (3) employees/building.

The applicant has an architect and civil engineer on board to address the wetlands in the rear of the parcel. The City's Engineering Department has had preliminary conversations with the applicant's team regarding the wetlands. The proposed site plan utilizes the existing driveway approach off of S. 35 St.

Shaun Sullivan, d/b/a Design 2 Construct, and Danielle Morey, d/b/a Live to Serve, LLC were present to answer questions. Mr. Sullivan gave a short presentation on their phased building plan. Access will be from 35th Street, with shared parking in the center, with 29 stalls which meets the parking requirements. He stated that each building is not much larger than the surrounding single family homes so it fits in very nicely with the residential surroundings, which was their design goal.

Mr. Weis said he is in favor of the use at this site and questioned what the future plans are for the western portion. Mr. Sullivan replied that they are interested in donating that portion to the City. As that portion is landlocked, that is not a desirable option for the City. It was discussed that perhaps trails could be added for access to create a nature preserve.

Discussion occurred on how many units are allowed per a development or even per a building. Ms. Morey replied that in terms of square foot allocated per resident, the Dept. of Health Services has regulations for that, but has no regulations in terms of land size for units/buildings. The buildings in tonight's proposal meeting the space for housing requirements. Discussion also occurred on how this project will not be well received by the neighbors. Ms. Morey stated they will try to maintain as many trees on the site as possible, to create a beautiful wooded environment for their senior patients.

Conceptual Review – No action required.

- 6A. Special Use Permit for Calvary's Christian Academy Early Childhood Center, a proposed daycare to be located at 3131 S. 100 St., submitted by Shelina Harvey, d/b/a Resurrection Power Ministries. (Tax Key No. 524-8996-002)**
- 6B. Site Plan for Calvary's Christian Academy Early Childhood Center, a proposed daycare to be located at 3131 S. 100 St., submitted by Shelina Harvey, d/b/a Resurrection Power Ministries. (Tax Key No. 524-8996-002)**

Items 6A and 6B may be considered together.

Overview and Zoning

Resurrection Power Ministries, Inc., located at 3131 S. 100 St., is proposing to expand its services by offering a daycare at their facility: Calvary's Christian Academy, Early Childhood Center. Currently the facility houses a church and school, which are both permitted uses in the "I Institutional" Zoning District. Daycare facilities require a Special Use permit in the "I Institutional" District. A public hearing is required, along with Plan Commission and Common Council approval of the proposed Special Use permit. The proposed hours of operation for the daycare would be 6:00am – 11:00pm, and children ages birth to 13 years of age would be cared for. The applicant anticipates approximately 79 children would use the facilities (within two (2) shifts) within four (4) separate classrooms broken down as follows: birth – 2 ½ yr old, 13 children; 2 ½ - 3 yr old, 11 children; 4 – 6 yr old, 8 children; 7 – 9 yr old, 15 children; 10 – 13 yr old, 15 children. The daycare facility will provide transportation, which they anticipate most families will use. There will also be a dedicated pick-up/drop-off location on site. The applicant does not anticipate an increased volume of traffic with the proposed use due the fact that most families will likely utilize the transportation/van/bus that the daycare offers.

Site Plan

Resurrection Power Ministries, Inc. purchased the property located at 3131 S. 100 St. in December 2016. The previous occupant had a lease with We Energies to utilize the parking lot across the street on the east side of S. 100 St.; however, Resurrection Power Ministries, Inc. did take over that lease as part of their purchase in December 2016. Resurrection Power Ministries, Inc. has 34 parking spaces provided on site. The daycare will provide a designated fenced-in outdoor play area in the rear of the building with mulch covering over the pavement. There is greenspace to the north of the building/parking lot, however, that land is owned by Milwaukee County, so the daycare is not able to utilize it for their dedicated outdoor play area. The fence material will be a white Cape Cod spaced picket fence. The outdoor play area is heavily screened by trees and brush along S. 100 St.

Required parking spaces per code for the church = 127 off-street parking spaces.
Required parking spaces per code for the school = 116 off-street parking spaces.
Required parking spaces per code for the daycare = 10 off-street parking spaces.
TOTAL required parking spaces per code for the property = 253 off-street parking spaces

Provided parking spaces = 34 off-street parking spaces

The off-street provided parking shortage may be waived by the Common Council as part of the Special Use Permit approval. The church and school uses are permitted uses and without the review of the proposed daycare, parking would not have been analyzed/reviewed by the City. The majority of congregation members and school children rely on busing/van transportation provided by Resurrection Power Ministries or public transportation.

Recommendation: Recommend Common Council approval of the Special Use Permit and Site Plan for Calvary's Christian Academy Early Childhood Center, a proposed daycare to be located at 3131 S. 100 St., submitted by Shelina Harvey, d/b/a Resurrection Power Ministries (Tax Key No. 524-8996-002), subject to Plan Commission and staff comments, and a public hearing being held.

Shelina Harvey was present to answer questions.

Ms. Johnson gave an overview of tonight's item. She stressed that the heaviest use at this facility is the church. Adding the daycare doesn't heavily intensify the parking situation. She stated that the parking stall shortage per our Code may be waived by the Common Council.

Mayor Neitzke stated that a long-term lease with We Energies for the parking area across the street was required as a condition of the previous church. Ms. Johnson stated that the current property owners, upon their purchase of the building, chose not to enter into an agreement with We Energies for this additional parking lot. The former church is still paying We Energies a monthly lease, which will expire shortly. Ald. Kastner stated that now would be the time for Resurrection Power Ministries church to acquire this lease. Mayor Neitzke stated that to not utilize the additional We Energies lot would leave the church short spaces; perhaps the allocated spaces would be adequate for just day care, but not for a church. Ms. Johnson stated this fact had been presented to Shelina Harvey. It was discussed how 34 parking stalls is not adequate for all their varied uses, and that they need to pursue leasing the lot across the street from We Energies.

Ms. Harvey spoke on how many students will be using transportation services, and also how their church services are in shifts in the evenings, and thus far they have not experienced a parking shortfall. They are in discussion with We Energies about leasing the parking lot.

Upon discussion it was decided to hold this item over to a future meeting when more can be presented about available/acquired parking spaces.

Item held over.

7. Temporary Signage Plan Appeal for Forté Apartments, to be located at 9025, 9075, 9125 and 9175 Sura Ln., submitted by Peter Todd, Fiduciary Real Estate Development. (Tax Key No. 606-0053-005)

Fiduciary Real Estate Development (FRED) has begun the leasing process for their 4-building apartment complex known as “Forté Apartments.” FRED has requested a temporary signage plan that exceeds the Signage Ordinance’s limit, hence requiring Plan Commission approval. FRED is requesting to keep all temporary signs posted until July 15, 2019.

The signage package includes:

1. One (1) 10’ x 10’ 1/8” aluminum mounted “Now Leasing” sign, to be located along S. 92 St. near I-894.
2. Two (2) 4’ x 10’ vinyl banners to be mounted on the chain link fence on the corner of S. 92 St. and W. Layton Ave.
3. One (1) 5’ x 15’ vinyl banner to be mounted on Forté’s leasing trailer that is located near Sura Ln., in front of Steinhafel’s.
4. Three (3) 2’ x 3’ aluminum A-frame sandwich board signs to be located along W. Layton Ave.

The appeal is for the following:

1. Temporary banners are limited to 24 sq. ft. in area—the proposals exceed the size limitation.
2. Temporary signs are limited to 30 days—the proposal exceeds the time limitation.
3. A-frame/sandwich board signs are not permitted—the proposal includes three (3) A-frame/sandwich board signs.

Given the fact that the City has financially participated in the 84 South project and relies on the success of development and leasing of apartment buildings for the tax base to increase within the development boundaries, staff recommends approval of the temporary signage plan appeal.

Recommendation: Approve the Temporary Signage Plan Appeal for Forté Apartments, to be located at 9025, 9075, 9125 and 9175 Sura Ln., submitted by Peter Todd, Fiduciary Real Estate Development. (Tax Key No. 606-0053-005)

Ald. Kastner requested that the currently installed signs at the site be reinstalled so they are not sagging.

Motion by Mayor Neitzke, seconded by Ms. Collins to approve a temporary Signage Plan Appeal for Forté Apartments, to be located at 9025, 9075, 9125 and 9175 Sura Ln., submitted by Peter Todd, Fiduciary Real Estate Development, subject to Plan Commission and staff comments. (Tax Key No. 606-0053-005). Motion carried unanimously.

8. Community Development Manager Report.

Ms. Johnson stated that at the April 17th Common Council meeting the public hearings would be held for Oh Yeah Chicken and More, Pearson Point, and Nifty Thrifty.

Also, in the near future required amendments will be made to the City’s Fair Housing Ordinance.

McDonalds on S. 27th Street has contacted the City about some proposed changes. Point Burger has now secured an architect so that project has begun to move forward. Brightlife Communities' proposal has stalled due to issues that need to be resolved with the Village of Hales Corners.

- 9. Motion by Ms. Collins, seconded by Ms. Hallen, to adjourn the meeting at 7:13 p.m.
Motion carried unanimously.**

Respectfully submitted,

Alison J. Meyer
Administrative Assistant

Distributed April 19, 2018