MINUTES OF THE PLAN COMMISSION MEETING HELD AT THE GREENFIELD CITY HALL ON TUESDAY, JULY 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	Present
	Mr. Don Carlson (alt.)	Present
	Mr. Robert Krenz (alt.)	Present

ALSO PRESENT: Kristi Johnson – Community Development Manager

2. Approval of the minutes from the June 12, 2018 meeting.
Motion by Mr. Rogers, seconded by Ald. Kastner to approve the June 12, 2018 Regular Meeting minutes. Motion carried unanimously, with Mr. Sponholz abstaining.

3. Discussion regarding the June 19, 2018 Common Council meeting.
All Plan Commission items presented at the June 19th Common Council meeting were approved as presented.

4. Ordinance to amend Section 21.04.0603 of the Municipal Code pertaining to Other Personal Care Services, specifically makeup salons, permanent, and tanning salons.

The owner of Phenix Salon Suites has submitted an ordinance amendment request regarding the NAICS “Other Personal Care Services” code of 812199. Today’s zoning code requires all uses that fall into the “Other Personal Care Services” category to obtain a special use permit. Example services are:

Day spas
Depilatory or electrolysis (i.e., hair removal) salons
Saunas
Ear piercing services
Steam or turkish baths
Hair replacement (except by offices of physicians) or weaving services
Color consulting services
Tanning salons
Spray tanning salons
Massage parlors
Tattoo parlors
Permanent makeup salons

The applicant is requesting that some of these specific services be considered "permitted uses" rather than be required to obtain a special use permit and go through a public hearing process. The applicant has stated that he has not been able to license suites as quickly as they would like due to the restriction of uses that fall under the NAICS 812199 code. The following services are requested to become "permitted uses":

Depilatory or electrolysis (i.e., hair removal) salons
Ear piercing services
Hair replacement (except by offices of physicians) or weaving services
Color consulting services
Permanent makeup salons
Tanning salons
Spray tanning salons

The applicant provided additional information on microblading, which is the term used for permanent makeup techniques. Microblading applies pigment to the skin with a hand-held tool and usually resembles fine hairs, and lasts around 12 months. Microblading and semi-permanent makeup services are becoming quite popular. These professional technicians are required to be licensed by the State, just as tattoo artists are.

Staff recommends approval of the proposed uses listed above, to becoming permitted uses within the NAICS code of 812199. These uses have high customer turn-around where vehicles would not be parked for long periods of time and they have typical daytime business hours. A public hearing would be scheduled for Common Council consideration on August 21st.

Recommendation: Recommend Common Council approval of the Ordinance to amend Section 21.04.0603 of the Municipal Code pertaining to Other Personal Care Services, specifically makeup salons, permanent, and tanning salons following a public hearing.

Ms. Johnson stated that making these identified services Permitted Uses would result an applicant obtaining their occupancy sooner, as opposed to the current Special Use process, which involves a public hearing and can take up to several months.

Ms. Hallen stated that she is not in favor of picking and choosing certain services to now be categorized as Permitted Uses, and that keeping them Special Use continues to ensure City oversight and compliance. She cited that the Savlation Army food pantry request was designated a Special Use and thus would have fees tied to it; which she felt inappropriate as it serves a need in the community. Ms. Johnson replied that recently the City had reviewed the codes for Massage Therapy type businesses, carving out specific categories, and the City Attorney did not have an issue with that.

Mayor Neitzke stated that what we are doing is to take out the simpler uses and remove their Special Use requirements.

Motion by Ald. Kastner, seconded by Mr. Weis, to recommend approval of an Ordinance to amend Section 21.04.0603 of the Municipal Code pertaining to Other Personal Care Services, specifically makeup salons, permanent, and tanning salons, and authorize the Public Hearing process to begin. Motion carried 6-1, with Ms. Hallen voting no.

5. Master Signage Plan for Aurora Health Care, to be located within the 84 South Development at 8960 & 9000 Sura Ln., submitted by Deb Burton, d/b/a Poblocki Sign Company, LLC. (Tax Key No. 606-9980-013)

Aurora requested that the master signage plan be "held" for consideration at last month's Plan Commission meeting, and has since submitted a revised plan. The master signage plan encompasses the parking structure and the medical office building at the 84 South development.

North medical office building elevation, northwest corner:
582.77 sq. ft. channel letter wall sign reading Aurora Health Center with logo

East medical office building elevation, center of wall:
94.72 sq. ft. channel letter wall sign reading Aurora Sports Health with logo

South medical office building elevation, southwest corner:
105.74 sq. ft. channel letter wall sign reading Aurora Children's Health with logo

South medical office building elevation, southeast corner:
178.76 sq. ft. channel letter wall sign reading Aurora Health Center with logo

South parking structure elevation, southeast corner:
58.03 sq. ft. channel letter wall sign reading Aurora Health Center with logo
12.29 sq. ft. channel letter wall sign reading "Parking"

North parking structure elevation, northeast corner:
116.61 sq. ft. channel letter wall sign reading "Aurora Health Care Center"

Recommendation: Approve the Master Signage Plan for Aurora Health Care, to be located within the 84 South Development at 8960 & 9000 Sura Ln., submitted by Deb Burton, d/b/a Poblocki Sign Company, LLC, not including the electronic message display sign. (Tax Key No. 606-9980-013)

Matt Kaminski with Poblocki Sign was present to answer questions.

Ms. Johnson stated that since application was submitted, the reader board sign was withdrawn from their proposal. Instead there will be a channel lettered wall sign facing the freeway.

Mayor Neitzke stated he'd like "Greenfield" added to the signage to help market the City. Mr. Kaminski stated they would present that request to Aurora.

Motion by Mr. Weis, seconded by Ms. Collins, to approve the Master Signage Plan for Aurora Health Care, to be located within the 84 South Development at 8960 & 9000 Sura Lane, subject to Plan Commission and staff comments. Tax Key No. 606-9980-013. Motion carried unanimously.

6. Revised Site, Landscaping and Architectural Plans for Pearson Point, a proposed multi-family development, to be located at 11800 W. Beloit Rd., submitted by Raymond Chou, d/b/a Pearson Point, LLC. (Tax Key No. 565-9955-007)

This item was before the Plan Commission at its February 13, 2018 meeting, and the Common Council held a public hearing for rezoning and a land use map amendment on April 17, 2018. At the request of the applicant, the Common Council did not vote on the two (2) public hearing items, but rather "held" them for future consideration.

Since April, the developer has hired a PR consultant to speak with the neighbors, some of whom had verbally opposed the proposal at the public hearing. Mr. Chou and his team also held an additional neighborhood meeting on Wednesday, June 27th at City Hall.

Mr. Chou's revised plans have reduced the number of units by six (6): two (2) per building. The general site layout and architectural elevations/building materials have not changed with the unit reduction.

With Plan Commission's recommendation, this item may be expedited to the July 17th Common Council meeting, where Common Council will again reconsider the site, landscaping, architectural plans, as well as the rezoning and land use amendment proposal. Staff's recommendations remain similar to those in February.

Staff recommends that this item be expedited to the July 17, 2018 Common Council meeting.

Recommendation: Recommend Common Council approval of the Revised Site, Landscaping and Architectural Plans for Pearson Point, a proposed multi-family development, to be located at 11800 W. Beloit Rd., submitted by Raymond Chou, d/b/a Pearson Point, LLC, (Tax Key No. 565-9955-007), subject to Plan Commission comments, staff comments, and the following conditions:

(Items 1 through 11 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly.)

1. A revised Site, Landscaping and Architectural Plan being submitted to the Community Development Division to show the following: (a) accurate building material identifications; (b) colored light pole specifications; (c) an additional refuse enclosure at the northeast section of the site; (d) the WEPCO light fixture near W. Beloit Rd., to be of the same design as the on-site light fixtures; and, (e) any landscaping specie/quantity recommendations as provided by the City Forester.

2. A revised Site Plan and a Stormwater Management Plan showing modifications/requirements as directed by the Engineering Department's letter to the developer dated February 2, 2018, subject to change in order to meet Municipal Code requirements.

3. An estimated cost of landscaping and screening being submitted to the Community Development Division for approval.

4. 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.

5. Permit application and approved plans being submitted to Milwaukee County and the Engineering Department for necessary driveway permit.

6. Permit application approvals from WDNR/MMSD for sanitary permits, WDNR/Milwaukee Water Works for water permits, and WDNR/MMSD for stormwater permits.

7. Permit application approvals from WDNR for wetland fill permits.

8. Common Council approval of the Ordinance to amend the official Greenfield Zoning Map by rezoning the property located at 11800 W. Beloit Rd. from R-1 Single-Family Residential District to PUD Planned Unit Development District.

9. Common Council approval of the Ordinance to adopt a Land Use Map amendment to the 2008 City of Greenfield Comprehensive Plan for the property located at 11800 W. Beloit Rd. from Single Family to Mixed Residential.

10. An executed Planned Unit Development (PUD) Agreement signed by the applicant and the City. Said PUD Agreement will require certain security and cash payments/deposits from applicant and will be defined in the Agreement once drafted by the City.

11. Payment of the City's impact fee of $1,806 per new dwelling unit.

Raymond Chou, property owner, Mary Clair Lanser with Lanser Public Affairs, Bob Williams with TDI, and Wayne Higgins were present to answer questions.

Ms. Johnson reported that the number of units has now been lowered by six. Ms. Lanser reported on her community outreach efforts, stating that the majority of the attendees at the outreach meeting did not want apartment homes. Per Ms. Lanser, the input she received varied from wanting the City to purchase the land for a park or a nature preserve to using the land residentially for two extremely large homes. Other concerns were traffic, yet no one was interested in reviewing the traffic study that was conducted, along with concerns on fencing around the pond, landscape screening, the building materials, and the possible displacement of wildlife. She primarily found most people wanted to see where the development would be in relation to their property.

Ms. Johnson stated that the Clerk's office did a second mailing within the 400' required radius to notify of this item returning to the Common Council meeting on July 17th to reconsider the site, landscaping, architectural plans, as well as the rezoning and land use amendment proposal. Also, it was noted that requirement 1. (c) can be removed as Mr. Chou has noted the garbage carts will be kept in the garages.

Motion by Mr. Rogers, seconded by Mr. Weis, to recommend approval of Revised Site, Landscaping and Architectural Plans for Pearson Point, a proposed multi-family development, to be located at 11800 W. Beloit Road, subject to Plan Commission and staff comments, and authorize this item to be expedited to the July 17th Common Council meeting. Tax Key No. 565-9955-007. Motion carried unanimously.

7A. Special Use Permit for Picturesque Massage Therapy, a new massage therapist business to be located at 4406 S. 68 St. #103, submitted by Dana Dewildt, d/b/a Picturesque Massage Therapy, LLC. (Tax Key No. 603-0148-000)

7B. Site and Landscaping Plans for Picturesque Massage Therapy, a new massage therapist business to be located at 4406 S. 68 St. #103, submitted by Dana Dewildt, d/b/a Picturesque Massage Therapy, LLC. (Tax Key No. 603-0148-000)

Items 7A and 7B may be considered together.

Overview and Zoning

The applicant, Ms. Dewildt, is proposing to lease approximately 300 sq. ft. for a massage therapy business at 4406 S. 68 St. The property is zoned C-1 Neighborhood Commercial District, which permits massage therapists as a Special Use. A public hearing can be scheduled for August 21st.

Ms. Dewildt is the owner and independent contractor of Picturesque Massage Therapy, LLC. Types of massages that she offers are deep tissue massage, Swedish massage, sports massage, hot stone massage and prenatal massage. Hours are by appointment only, but generally Monday – Friday, 12pm – 8pm; and Saturday 10am – 4pm.

Site and Landscaping Plan

A site and landscaping plan was not submitted, but the site is subject to review when the Plan Commission and Common Council consider Special Use Permits. The site is surrounded by grass on the west and north ends—that grass is in the City right-of-way and the only landscaping on the actual property is some grass along the south property line. Staff recommends that three (3) small non-parking areas be converted to landscape beds within the parking lot. These areas are in prominent/visible spots that will add aesthetic improvement to the site with the addition of shrubs, flowers and possibly trees. The aerial photo in this report highlights the suggested new landscape areas.

The property has one dumpster in the southeast corner, not in an enclosure. With residential abutting the property to the south, and with the dumpster being visible from driveways to the north and west, staff recommends that a 4-sided board-on-board refuse enclosure with a personal door be constructed.

A parking inventory (required vs. provided) for all of the tenants in the multi-tenant commercial building will be provided prior to the Plan Commission meeting. A visual inspection seemed to indicate adequate parking for the variety of tenants.

Recommendation: Recommend Common Council approval of the Special Use Permit and the Site and Landscaping Plans for Picturesque Massage Therapy, a new massage therapist business to be located at 4406 S. 68 St. #103, submitted by Dana Dewildt, d/b/a Picturesque Massage Therapy, LLC, (Tax Key No. 603-0148-000), subject to Plan Commission comments, staff comments, and the following conditions:

(Items 1 through 4 are required to be satisfied within one (1) year, with construction to be completed by year-end 2019.)

1. A Site and Landscaping Plan being submitted to the Community Development Division to show the following: (a) a 4-sided board-on-board refuse enclosure with a personal door in the southeast corner of the property; (b) three (3) new landscape islands, delineating species/quantities, being installed in the parking lot at the recommended locations, species to be approved by the City Forester; and, (c) required vs. provided parking calculations on a site plan.

2. An estimated cost of landscaping and screening being submitted to the Community Development Division for approval.

3. 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.

4. Common Council approval of the Special Use Permit and the Site and Landscaping Plans for Picturesque Massage Therapy, a new massage therapist business to be located at 4406 S. 68 St. #103 following a public hearing.

Dana Dewildt was present to answer questions. Discussion occurred on the lack of landscaping at the site.

Ms. Dewildt expressed her concerns on the City's requirement of massage therapists as a Special Use, to which Ms. Johnson stated that this requirement was a recent one, stemming from a desire by the City to categorize massage type services as Special Uses, thus having additional City oversight. Further discussion on how the site is challenging in adding landscaping, and how planters would work but then also require someone watering them daily.

Motion by Ms. Hallen, seconded by Ms. Collins, to recommend approval of a Special Use Permit and Site and Landscaping Plans for Picturesque Massage Therapy, a new massage therapist business to be located at 4406 S. 68 St. #103, subject to Plan Commission and staff comments, and subject to requirement 1. (b) being removed from the recommendations, and authorize the Public Hearing process to begin. Tax Key No. 603-0148-000. Motion carried unanimously.

8A. Special Use Review for Eagle Automotive Services, a new automotive repair facility to be located at 3320 W. Howard Ave., submitted by Dan Stojsavljevic, d/b/a Eagle Automotive Services. (Tax Key No. 553-8999-000)

8B. Site, Landscaping and Architectural Plans for Eagle Automotive Services, a new automotive repair facility to be located at 3320 W. Howard Ave., submitted by Dan Stojsavljevic, d/b/a Eagle Automotive Services. (Tax Key No. 553-8999-000)

Items 8A and 8B may be considered together.

Overview and Zoning

The applicant, Mr. Stojsavljevic, is proposing to lease, for a minimum of three (3) years, the entire 1,240 sq. ft. existing automotive repair facility located at 3320 W. Howard Ave. from a new owner that has an accepted offer to purchase. Closing is scheduled at the end of July 2018. The property is zoned C-3 Neighborhood Commercial District, which permits general automotive repair as a Special Use. Mr. Stojsavljevic does not plan on employing anyone other than himself and some assistance with paperwork. Hours of operation would be Monday – Friday, 8am – 5pm; Saturday 8am – 12pm; Sunday closed.

Site and Landscaping Plan

Planned improvements to the building include: new vehicle lifts, new roof, new epoxy flooring, painting of the awning, painting the doors white, seal-coating the parking lot. Staff is recommending that poured curb be installed along W. Howard Ave., with slits for drainage, and that poured curb specs be provided to the Engineering Department for review prior to installation. This section of the site has curb stops that have been pushed around by snow plows and are in rough shape. Staff is also recommending that the concrete blocks that seem to be the remains of light pole bases along W. Loomis Rd., be removed from the site.

A site and landscaping plan was not submitted, but the site is subject to review when the Plan Commission and Common Council consider Special Use reviews. The grass along W. Howard Ave. is in City right-of-way. The applicant plans on planting some shrubs in the small landscape island along W. Loomis Rd.

The site currently has a stand-alone dumpster that is not screened. The applicant has requested to provide in writing, that the dumpster will be kept inside the building, out of site, rather than constructing a refuse enclosure.

This site has historically been loaded with vehicles, from property line to property line. The applicant will be restriping the lot and vehicles will be required to be parked inside the delineated striped parking stalls—no vehicles shall be parked in the middle of the lot nor blocking any driveway.

Staff recommends that this item be expedited to the July 17, 2018 Common Council meeting.

Recommendation: Recommend Common Council approval of the Special Use Review and the Site, Landscaping and Architectural Plans for Eagle Automotive Services, a new automotive repair facility to be located at 3320 W. Howard Ave., submitted by Dan Stojsavljevic, d/b/a Eagle Automotive Services, (Tax Key No. 553-8999-000), subject to Plan Commission comments, staff comments, and the following conditions:

(Items 1 through 4 are required to be satisfied within one (1) year, with construction to be completed by year-end 2019.)

1. Revised Site and Landscaping Plan being submitted to the Community Development Division to show the following: (a) landscaping in the W. Loomis Rd. landscaping island, including species and quantities being identified on the plan, to be approved by the City Forester; (b) notation that the dumpster will be kept inside the building; (c) poured curb with slits (specs to be provided to the Engineering Department prior to installation) along the W. Howard Ave. parking lot edge; and, (d) removal of the concrete blocks sitting in the grass along W. Loomis Rd.

2. An estimated cost of landscaping and screening being submitted to the Community Development Division for approval.

3. 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.

4. Common Council approval of the Special Use Review and the Site and Landscaping Plans for Eagle Automotive Services, a new automotive repair facility to be located at 3320 W. Howard Ave.

Dan Stojsavljevic was present to answer questions. Ms. Johnson relayed a request from Ald. Linda Lubotsky that the parking lot be repaved and that the east property fence remain. Disucssion occurred that to repave would be a huge expense for a new business operator, with Mr. Stojsavljevic stating that he would be willing to sealcoat the lot. Also discussed was adding a poured curb along Howard Avenue, with it being decided that secured curb stops would be sufficient; with the timeframe for the parking lot and curb work to occur by December, 2019. Also, the dumpster needs to be kept inside the building, or if an enclosure is desired then the location needs to be worked out with City staff.

Motion by Ms. Hallen, seconded by Mr. Sponholz to recommend approval of a Special Use Review and Site, Landscaping and Architectural Plans for Eagle Automotive Services, a new automotive repair facility to be located at 3320 W. Howard Avenue, subject to Plan Commission and staff comments, and with the conditions of sealcoating the parking lot, there be secured curb stops along Howard Avenue, notation of a 4-sided board-on-board refuse enclosure being constructed if refuse is kept outside, earth tone painting of building, and that the east property fence remain, and authorize this item to be expedited to the July 17th Common Council meeting. Tax Key No. 553-8999-000. Motion carried unanimously.

9A. Special Use Permit for Planet Fitness, a proposed fitness center to be located at 4478 S. 108 St., submitted by David Church, d/b/a PF 108, LLC. (Tax Key No. 608-9995-012)

9B. Site, Landscaping, Architectural and Signage Appeal Plans for Planet Fitness, a proposed fitness center to be located at 4478 S. 108 St., submitted by David Church, d/b/a PF 108, LLC. (Tax Key No. 608-9995-012)

Items 9A and 9B may be considered together.

Overview and Zoning

The applicant, Mr. Church, is proposing to purchase a +/- 23,750sf portion of The Ridge Community Church building located at 4500 S. 108th St. The portion of the building being purchased is located between the Ridge and St. Vincent DePaul and is currently vacant. The developer will look to create a condominium unit from the space, thus getting it back on the tax rolls.

The site is zoned Planned Unit Development (PUD), which requires "health clubs" to obtain a Special Use Permit.

Planet Fitness is a health club company with gyms in all 50 states and a foothold in Canada, Mexico, the Dominican Republic and Panama. Planet Fitness has over 1,500 locations nationwide and is approaching 12 million members (worldwide). The fitness club was founded in 1992. All Planet Fitness gyms feature a vast selection of brand-name cardio and strength equipment and provide free and unlimited fitness instruction with all memberships.

Black Duck 3, LLC is a Wisconsin based franchisee of Planet Fitness and will be the tenant at the proposed location. Black Duck Partners is the sole franchisee for the state of Wisconsin and has clubs in three (3) states including Wisconsin, Illinois and Nebraska. Presently, they operate over 30 clubs in Wisconsin and over 40 in their territories. They have been operating Planet Fitness health clubs in Wisconsin for over 10 years.

Hours of operation include being open 24 hours per day, seven days per week. Peak times for the health club are 6 – 9 AM and 4- 7 PM weekdays with shorter steady traffic on Saturday and lighter traffic on Sunday. Sunday is the least busiest day of the week. During peak times there will be 4-6 employees on site and during normal hours we would expect to have 2-4 employees on site. Overall at this club we expect to hire 5 full-time employees and 12-15 part-time employees.

Site, Landscaping and Architectural Plans

As noted above, the applicant is proposing to condo-ise the Planet Fitness section. A condominium plat will be prepared and recorded with the Milwaukee County Register of Deeds, making the Planet Fitness section taxable under a non-exempt business owner. The parking lot, driveways and landscaping are considered common areas for use by all owners of the condo units. As with a residential condominium, there is a condo association that was created by the Ridge Community Church Corporation, which establishes rules, through a declaration recorded with Milwaukee County, and manages the common areas.

The applicant submitted an as-built site and landscaping plan for the entire Ridge Church property. The middle portion in front of the proposed Planet Fitness tenant was recently repaved. When visiting the site, staff noticed that all the trees in the landscape islands closest to Hwy 100 were dead. The City Forester noted that those were Ash trees, which need to be replaced with a different species and noted on revised plans.

When visiting the site, staff noticed remnant concrete bases along Hwy 100 of what likely used to be light poles. Revised plans should note the removal of any remnant concrete bases on site. Also, dumpsters are not located within a four-sided refuse enclosure. Staff recommends that a four-sided board-on-board with a personal door be constructed in the rear of the building to screen dumpsters.

Considering all the uses on site (St. Vincent, The Ridge Church and the proposed Planet Fitness), 545 parking spaces are required per municipal code. The site provides 432 parking spaces, which includes 16 ADA-accessible spaces. While there is a shortage, per code, staff does not anticipate any parking issues on site considering the varying hours of operation of the three (3) uses. The Common Council may waive the parking shortage at the time of the public hearing.

Planet Fitness is proposing a front façade alteration for their entrance, constructed of single-score split-face CMU columns on the entrance sides with smooth-face CMU horizontal accent bands, clear anodized aluminum storefront doors and windows with clear glazing, purple EIFS wall above the windows/doors, a brake-metal coping to top off the EIFS, and a yellow brake-metal canopy.

Staff is recommending to limit the purple to the rectangle behind the signage area and to add decorative scoring in the EIFS to give the upper portion of the façade some architectural relief. Staff is also recommending that the metal canopy be grey or taupe in color, rather than the proposed yellow.

Signage Plan Appeal
The applicant is proposing a 175-sq. ft. wall sign, which doesn't meet the sign ordinance, but matches the sign scale of the other two (2) tenants and recommends approval. In addition, the applicant is requesting to add a sign panel to the existing monument sign along Hwy 100. The sign panel must have an opaque background. The proposed height would go up from 10 ft. to 12 ft., which a variance is required of the Plan Commission. Staff recommends approval.

Recommendation: Recommend Common Council approval of the Special Use Permit and the Site, Landscaping, Architectural and Signage Appeal Plans for Planet Fitness, a proposed fitness center to be located at 4478 S. 108 St., submitted by David Church, d/b/a PF 108, LLC, (Tax Key No. 608-9995-012), subject to Plan Commission comments, staff comments, and the following conditions:

(Items 1 through 5 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly.)

1. A Site, Landscaping and Architectural Plans being submitted to the Community Development Division to show the following: (a) tree replacement of any dead trees on the property, species to be approved by the City Forester; (b) notation of removal of remnant concrete light pole bases; (c) reduction of purple-colored EIFS to the rectangle sign portion of the front façade; (d) scoring of EIFS on the front façade; (e) the metal canopy being painted a natural color, not yellow;

(f) accurate notation of sidewalk locations in the rear of the building; and, (g) the construction of a four-sided board-on-board refuse enclosure with a personal door in the northeast portion of the property.

2. An estimated cost of landscaping and screening being submitted to the Community Development Division for approval.

3. 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.

4. Common Council approval of the Special Use Permit and the Site, Landscaping and Architectural Plans for Planet Fitness, a proposed fitness center to be located at 4478 S. 108 St. following a public hearing.

5. An executed Planned Unit Development (PUD) Agreement signed by the applicant and the City. Said PUD Agreement will require certain security and cash payments/deposits from applicant and will be defined in the Agreement once drafted by the City.

David Church, the applicant, and Peter Ogorek with Perspective Design, were present to answer questions. Ms. Johnson noted that a plat needs to be recorded to create a separate tax key for this space.

Discussion occurred on the proposed additional height being added to the monument sign. Mr. Ogorek stated that the building materials they are proposing are similar to the other two users at the building. Ms Johnson stated the City would prefer the EIFS be scored to add some relief to the expanse.

Mayor Neitzke also discussed the agreement for the path that was negotiated between The Ridge Church and nearby Kulwicki Park, connecting the site and the Park.

Motion by Mayor Neitzke, seconded by Ms. Hallen, to recommend approval of a Special Use Permit and Site, Landscaping, Architectural and Signage Appeal Plans for Planet Fitness, subject to Plan Commission and staff comments, and removal of conditions 1. (c), 1. (e) and notation that traffic arrows will be repainted at north driveway exit, and authorize the public hearing process to begin. Tax Key No. 608-9995-012. Motion carried unanimously.

10. Site, Landscaping, Architectural and Signage Appeal Plans for McDonald's Restaurant remodel, an existing business located at 4275 S. 27 St., submitted by Brian Bevan, d/b/a Schroeder & Holt Architects. (Tax Key No. 576-9977-003)

Site, Landscaping and Architectural Plans
McDonald's Corporate is making architectural upgrades to many of its restaurants, including the two (2) located in Greenfield. In addition, at this particular location, McDonald's is proposing to expand the drive-thru area to become a double drive-thru lane.

Through a recorded access easement agreement, a sliver of land from the property owner to the west will be modified with the retaining wall being removed, to make room for the double drive-thru. A new landscape retaining wall and fence will be constructed further west to accommodate the new drive-thru configuration.

The municipal code requires that 20 parking spaces be provided for each 1,000 gross sq. ft. of area, which would require 104 parking spaces for this McDonald’s. Today 44 parking spaces are provided, but the new site layout will make room for one (1) additional space, providing a total of 45 parking spaces, of which two (2) will be ADA-accessible. McDonald’s is also proposing to add two (2) new landscape islands in the parking lot and will add landscaping in the southwest corner of the property where the new retaining wall and new parking stalls will be located.

Architecturally, the building will have a new look with the elimination of the double mansard roof. The new design features straight vertical facades with a flat roof. The existing painted brick will be painted a new taupe color on the bottom half of the façade, while the top half will be constructed of a Nichiha siding material, with an aluminum trellis breaking up the two façade materials. The south elevation will include a new column design around an existing window, constructed of tile and capped with a metal fascia. The third material along the roof line will be constructed of a metal corrugated panel. The front, west façade, will keep the existing side columns, but the glass block windows will be replaced with storefront glazed windows. The south drive-thru facade will include corrugated metal panels around both drive-thru windows. The payment drive-thru window will be shifted west, with the existing window opening filled with brick, to be painted the new color to match. All other windows will remain.

The architect supplied staff with pictures of existing McDonald’s that have gone through the corporate remodel. Staff would like to work with the architect to see if more color variety could be incorporated into this particular location, as was done with other McDonald’s. Material samples will be provided at the Plan Commission meeting.

Staff recommends that this item be expedited to the July 17, 2018 Common Council meeting.

Signage Plan Appeal
McDonald’s is proposing additional signage beyond what the code allows (five proposed, one allowed). At the time of publication, the architect was still waiting for a signage inventory from the sign contractor. Details of the signage variance request will be provided at the Plan Commission meeting.

Recommendation: Recommend Common Council approval of the Site, Landscaping, Architectural and Signage Appeal Plans for McDonald’s Restaurant remodel, an existing business located at 4275 S. 27 St., submitted by Brian Bevan, d/b/a Schroeder & Holt Architects, (Tax Key No. 576-9977-003), subject to Plan Commission comments, staff comments, and the following conditions:

(Items 1 through 5 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping and Architectural Plans being submitted to the Community Development Division to show the following: (a) building elevations incorporating three (3) color pallets; (b) notation of light pole bases containing j-bolts; (c) truncated domes on ADA ramps; (d) dimensions on the very southwest parking stall on the property, and the shorter parking stall that is located at the northwest corner of the building; (e) notation that easement area will be charged for McDonald's stormwater usage; and, (f) notation of WDNR erosion control measures being adhered to.

2. An estimated cost of landscaping and screening being submitted to the Community Development Division for approval.

3. 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.

4. Structural calculations for the new retaining wall being supplied to and approved by the Inspection Services Division.

5. Erosion control permit being applied to and approved by the Engineering Division.

(Construction of item 6 is required to be satisfied within one year of Plan Commission approval):

6. A monument sign being constructed in place of the existing pylon sign.

Brian Bevan, with Schroeder & Holt Architects was present to answer questions.

Disucssion occurred on the existing pylon sign versus a monument sign. This remodel submittal included no plan to change the existing pylon sign. Ald. Kastner indicated that he sees no reason to bend on his desire to convert the existing pylon sign to a monument sign. It was discussed how S. 27th Street is a main arterial and a very busy street, and that having the pylons help with locating a business, and also how the pylons are part of McDonald's branding. A suggestion to altering the sign is perhaps getting rid of the "box" portion on the sign, but maintaining the arches.

Motion by Ms. Hallen, seconded by Mr. Sponholz, to recommend approval of Site, Landscaping, Architectural and Signage Appeal Plans for McDonald's Restaurant remodel, an existing business located at 4275 S. 27 Street, subject to Plan Commission and staff comments, with the elimination of the requirement of a monument sign being constructed in place of the existing pylon sign, and that the pylon sign face be refaced and the changeable copy be removed, and authorize this item to be expedited to the July 17th Common Council meeting. Tax Key No. 576-9977-003. Motion carried unanimously.

11. Site, Landscaping, Architectural and Signage Appeal Plans for McDonald's Restaurant remodel, an existing business located at 4550 S. 108 St., submitted by Bronce Adam, d/b/a Schroeder & Holt Architects. (Tax Key No. 608-9995-007)

Site, Landscaping and Architectural Plans
McDonald's Corporate is making architectural upgrades to many of its restaurants, including the two (2) located in Greenfield.

The municipal code requires that 20 parking spaces be provided for each 1,000 gross sq. ft. of area, which would require 110 parking spaces for this McDonald's. Today 45 parking spaces are provided, but to become ADA-compliant, a new parking configuration had to take place, reducing provided parking to 38 spaces, of which two (2) will be ADA-accessible.

Architecturally, the building will have a new look with the elimination of the double mansard roof. The new design features straight vertical facades with a flat roof. The existing painted brick will be painted a new taupe color on the bottom half of the façade, while the top half will be constructed of a Nichiha siding material, with an aluminum trellis breaking up the two façade materials. The south elevation will include a new column design around an existing window, constructed of tile and capped with a metal fascia. The third material along the roof line will be constructed of a metal corrugated panel. The north drive-thru facade will include corrugated metal panels around both drive-thru windows.

The architect supplied staff with pictures of existing McDonald's that have gone through the corporate remodel. Staff would like to work with the architect to see if more color variety could be incorporated into this particular location, as was done with other McDonald's. Material samples will be provided at the Plan Commission meeting.

Signage Plan Appeal
McDonald's is proposing additional signage beyond what the code allows (five proposed, one allowed). At the time of publication, the architect was still waiting for a signage inventory from the sign contractor. Details of the signage variance request will be provided at the Plan Commission meeting.

Staff recommends that this item be expedited to the July 17, 2018 Common Council meeting.

Recommendation: Recommend Common Council approval of the Site, Landscaping, Architectural and Signage Appeal Plans for McDonald's Restaurant remodel, an existing business located at 4550 S. 108 St., submitted by Bronce Adam, d/b/a Schroeder & Holt Architects, (Tax Key No. 608-9995-007), subject to Plan Commission comments, staff comments, and the following conditions:

(Items 1 through 2 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping and Architectural Plans being submitted to the Community Development Division to show the following: (a) building elevations incorporating three (3) color pallets; (b) notation of light pole bases containing j-bolts; (c) truncated domes on ADA ramps; and, (d) notation of WDNR erosion control measures being adhered to.

2. Erosion control permit being applied to and approved by the Engineering Division.

(Construction of item 3 is required to be satisfied within one year of Plan Commission approval):

3. A monument sign being constructed in place of the existing pylon sign.

Bronce Adam, with Schroeder & Holt Architects, was present to answer questions.

Disucssion occurred on the proposed elements at this location versus those being proposed at the S. 27th Street location, with there being a lot of gray tone at the site, rather than the more desired brownish tone being used at the S. 108th Street location. Also, more architectural elements are desired to break up the long expanses. It was decided that this item's revised plans be reviewed with Ald. Kastner prior to the July 17th Common Council meeting, and if the revised plans incorporate the requested color and element changes that the City desires then this item may be forwarded to Council for their consideration.

Motion by Mayor Neitzke, seconded by Ms. Hallen, to recommend approval of Site, Landscaping, Architectural and Signage Appeal Plans for McDonald's Restaurant remodel, an existing business located at 4550 S. 108 Street, subject to Plan Commission and staff comments, with the elimination of the requirement of a monument sign being constructed in place of the existing pylon sign, and that the pylon sign face be refaced and the changeable copy be removed, and authorize this item to be expedited to the July 17th Common Council meeting. Tax Key No. 608-9995-007. Motion carried unanimously.

12. Site, Landscaping and Architectural Plans for an addition to Nolan Accounting, an existing business located at 4262 S. 108 St., submitted by Gary Dickerson, d/b/a Stier Construction, and Tim Nolan, d/b/a Nolan Real Estate Mgt., LLC. (Tax Key No. 567-9971-004)

Site, Landscaping and Architectural Plans
Nolan Accounting is proposing to construct a 1,968 sq. ft., 41' x 48' addition to the back of the building along the east façade to match the existing building. The addition will result in a loss of five (5) parking spaces, which will be made up with the construction of eight (8) new parking spaces.

The proposal includes the installation of five (5) new Sprinter Boxwood shrubs along the west Hwy 100 property line and the construction of a new four-sided hardiplank refuse enclosure. Staff recommends that a personal door be added to the refuse enclosure design.

The design proposes to keep the existing asphalt in the southeast corner of the site, surrounding the addition. Staff recommends that in order to eliminate a potential outdoor storage issue, that that area be converted to grass. Staff has been informed that the property owner keeps a trailer on site, which could simply be delineated on a revised site plan in a designated location.

The municipal code requires that 3.3 parking spaces be provided for every 1,000 gross sq. ft. of office space. The existing plus proposed building addition requires 21 off-street parking spaces. The entire property provides 42 parking spaces.

The building and northern-most section of the property are technically two (2) separate lots, combined into one tax key. The municipal code does not allow for stand-alone parking lots without a principal building. As a condition of approval, staff is recommending that a Certified Survey Map (CSM) be submitted for Plan Commission and Common Council approval by September 13, 2018 for review in October 2018. Building permits shall not be issued until the CSM has been submitted for review.

Architecturally, the addition is designed to match the existing building. The north elevation will be constructed of brick and a new mansard roof, capped with metal flashing and will include a new anodized aluminum storefront door and frame. The east and south elevations will be constructed of smooth concrete block, painted to match the existing building facades. The east elevation will include a new insulated hollow metal door and frame.

Staff recommends that this item be expedited to the July 17, 2018 Common Council meeting.

Recommendation: Recommend Common Council approval of the Site, Landscaping and Architectural Plans for an addition to Nolan Accounting, an existing business located at 4262 S. 108 St., submitted by Gary Dickerson, d/b/a Stier Construction, and Tim Nolan, d/b/a Nolan Real Estate Mgt., LLC, (Tax Key No. 567-9971-004), subject to Plan Commission comments, staff comments, and the following conditions:

(Items 1 through 2 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping and Architectural Plans being submitted to the Community Development Division to show the following: (a) refuse enclosure including a personal door; (b) area around the building addition being converted to grass; and, (c) delineation of location for trailer storage.

2. A Certified Survey Map being submitted to the Community Development Division by September 13, 2018 for Plan Commission and Common Council review, for the combination of two (2) lots.

Gary Dickerson, Stier Construction, and Tim Nolan, Nolan Real Estate Management were present to answer questions.

Ald. Kastner questioned the request to remove the asphalt behind the proposed expansion. He asked that we change the desire to remove the asphalt and instead require that there be no storage in this area.

Mayor Neitzke noted that the light poles need to have their light pole heads angled straight down.

Motion by Mayor Neitzke, seconded by Mr. Rogers, to recommend approval of the Site, Landscaping and Architectural Plans for an addition to Nolan Accounting, an existing business located at 4262 S. 108 Street, subject to Plan Commission and staff comments, the removal of condition 1. (b) and the addition that light pole fixtures must be angled straight down, and authorize this item to be expedited to the July 17th Common Council meeting. Tax Key No. 567-9971-004. Motion carried unanimously.

13. Certified Survey Map to divide an existing parcel located at 48 S. 35 St., submitted by Scott Chapko, d/b/a Greenfield Parkview Estates, LLC. (Tax Key No. 622-9988-018)**

The owners of the property located on the east side of S. 35 St., south of W. Barnard Ave., in front of Greenfield Middle School, are proposing to divide the existing 4.19-acre parcel into three (3) single-family lots plus and outlot in the rear/east. MMSD has confirmed that stormwater management will not be required with the proposed layout, making it more financially-feasible for the developer. The property is zoned R-2A Single-Family Residential District and the Comprehensive Land Use Map identifies this parcel as being single family.

Lot 1 will be 0.4225 acres.
Lot 2 will be 0.3695 acres.
Lot 3 will be 0.3642 acres.
Outlot 1 will be 2.7756 acres.

The Engineering Division staff has submitted comments to the surveyor, requesting editing modifications on the proposed CSM, including a 10-foot drainage easement along the south of Lot 3, which will be edited prior to recording of the CSM. The Engineering Division has commented that sanitary/storm/water laterals will be required to be installed up to the lot lines prior to recording of the CSM. In addition, a grading plan shall be submitted to the Engineering Division for review/approval prior to recording of the CSM, to ensure that future development of the lots will be graded appropriately. Staff recommends that this item be expedited to the July 17, 2018 Common Council meeting. The developer will be required to pay the City's impact fee of $1,806/new dwelling unit.

Recommendation: Recommend Common Council approval of the Certified Survey Map to combine two existing parcels located at to divide an existing parcel located at 48** S. 35 St., submitted by Scott Chapko, d/b/a Greenfield Parkview Estates, LLC, (Tax Key No. 622-9988-018), subject to Plan Commission and staff comments, and the following conditions:

(Items 1 through 4 are required to be satisfied prior to the recording of the Certified Survey Map.)

1. A revised Certified Survey Map being submitted to the Engineering Division showing a 10-foot drainage easement along the south of Lot 3, in addition to any other comments the Engineering Division may have.

2. A grading plan being submitted to the Engineering Division for review and approval.

3. Installation of sanitary/storm/water laterals, subject to Engineering Division approval.

4. Payment of the City's impact fee of $1,806 per new dwelling unit prior to recording of the CSM.

Scott Chapko and Jerry Klamrowski were present to answer questions.

Mayor Neitzke stated he does not support this configuration as it creates a large outlot portion that will continually just "hang out there", and doesn't take into account the lots along S. 35th Street. Mr. Klamrowski noted that a portion of the overall site is under DNR monitoring as contamination occurred at one time. Mayor Neitzke stated the City has been accommodating to the various proposals at this site from this developer thru the years. Mr. Klamrowski stated that their original nine lot subdivision would cost them more that it could be sold for due to the stormwater management requirement; therefore it won't be developed. They have sought out developers and no one has any interest in this site. They believe that these lots are cohesive to the neighboring lots.

It was determined that future staff meetings are needed on this item. Decision occurred to hold this item over to a future Plan Commission meeting.

Item tabled.

14. Certified Survey Map to divide an existing parcel located at 4761 S. 35 St., submitted by Richard Nowak, owner. (Tax Key No. 621-9996-000)

Mr. Nowak, owner of the property located at 4761 S. 35 St., is proposing to split the existing 5.68-acre property into three (3) single-family lots, each being 1.894 acres in area. Past proposals for this particular parcel have been denied by the Plan Commission and Common Council, and the owner has decided to proceed with single-family lots. The property is zoned R-2 Single-Family Residential Conservation District and the Comprehensive Land Use Map identifies this parcel as being single family.

Approval of the proposed CSM means that the City would move forward with official de-mapping of future right of way, which is identified on the map below. This would ultimately end potential development of the back halves of several lots along S. 35 St. (because there would be no room for vehicles to turn around), and the northern-most extension of S. 37 St. Staff does not foresee the feasibility of the future right-of-way, due to the ever-escalating cost of infrastructure installation, and recommends approval of the proposed CSM.

The Engineering Division staff has submitted comments to the surveyor, requesting editing modifications on the proposed CSM, including accurate wetland delineations, which will be edited prior to recording of the CSM. In addition, a grading plan shall be submitted to the Engineering Division for review/approval prior to recording of the CSM, to ensure that future development of the lots will be graded appropriately. Staff recommends that this item be expedited to the July 17, 2018 Common Council meeting.

Recommendation: Recommend Common Council approval of the Certified Survey Map to divide an existing parcel located at 4761 S. 35 St., submitted by Richard Nowak, owner, (Tax Key No. 621-9996-000), subject to Plan Commission and staff comments, and the following conditions:

(Items 1 through 3 are required to be satisfied prior to the recording of the Certified Survey Map.)

1. A revised Certified Survey Map being submitted to the Engineering Division showing accurate wetland delineations, in addition to any other comments the Engineering Division may have.

2. A grading plan being submitted to the Engineering Division for review and approval.

3. Payment of the City's impact fee of $1,806 per new dwelling unit prior to recording of the CSM.

Ms. Johnson stated that she had a request from the applicant to waive the $550.00 Plan Commission Review Fee for tonight's item as applicant had paid that fee previously in 2014, yet didn't pursue the request at that time. The $550.00 fee covers the cost to record with the County of over $300.00, along with staff time. Under discussion it was decided to not honor the request of waiving the fee for tonight's proposal, as the overall process is a matter of time and required fees.

Motion by Ms. Hallen, seconded by Ms. Collins, to recommend approval of a Certified Survey Map to divide an existing parcel located at 4761 S. 35 Street, subject to Plan Commission and staff comments, and authorize this item to be expedited to the July 17th Common Council meeting. Tax Key No. 621-9996-000. Motion carried unanimously.

15. Site and Architectural Plans for exterior alterations to an existing multi-tenant commercial building located at 2741 W. Layton Ave., submitted by Isidoro Lopez, d/b/a LA Contractors. (Tax Key No. 622-9986-001)

The applicant, on behalf of the property owner, is proposing to completely re-side the entire multi-tenant commercial building located just west of 27 St., on the south side of W. Layton Ave. In addition, all existing windows would be replaced with new double-pane units. The siding will be constructed of LP Smart Side (samples to be provided at the Plan Commission meeting). Staff is recommending that two (2) siding tones be used—one on the bottom half of the building and one on the top half—to provide some architectural relief.

A site and landscaping plan was not submitted, but is subject to review. Staff recommends that a new four-sided board-on-board refuse enclosure with a personal door be constructed, as the existing enclosure is in rough condition. The landscaping needs attention as there is an abundance of weeds on the property. Staff recommends general clean-up of the existing landscaping and planting of perennials in existing landscape beds.

The building has three (3) wall signs in it, which is not in conformance with the Sign Code. Since the signs will be coming off the building with the residing, staff recommends that a new signage plan be submitted for review, that meets the Sign Code and is not designed to be a box sign, as exists today. Staff recommends that this item be expedited to the July 17, 2018 Common Council meeting.

Recommendation: Recommend Common Council approval of the Site and Architectural Plans for exterior alterations to an existing multi-tenant commercial building located at 2741 W. Layton Ave., submitted by Isidoro Lopez, d/b/a LA Contractors, (Tax Key No. 622-9986-001), subject to Plan Commission comments, staff comments, and the following conditions:

(Items 1 through 3 are required to be satisfied prior to the issuance of building permits associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly.)

1. Revised Site, Landscaping and Architectural Plans being submitted to the Community Development Division to show the following: (a) four-sided board-on-board refuse enclosure including a personal door; (b) additional landscaping, subject to the approval of the City Forester, in existing landscape beds; and, (c) two-toned color pallet of the proposed building siding.

2. An estimated cost of landscaping and screening being submitted to the Community Development Division for approval.

3. 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.

(Item 4 is required to be satisfied within one year of Plan Commission approval):

4. A wall sign being submitted for staff review, meeting the Sign Code requirements.

Ms. Johnson stated she asked the contractor to provide samples for tonight's meeting, which he did not. Also, no one was present to represent this item tonight. Also needed at the site is repair or replacement of the refuse enclosure as it is in poor condition, some clean up of the landscape areas and, as the signage will need to be removed, staff would like a signage plan submitted that conforms with the City signage plan.

Discussion occurred that the City would prefer the property owner or a representative be present. It was determined to table this item at this time.

Item tabled.

16. Community Development Manager Report.
None.

17. Adjournment.
Motion by Mr. Weis, seconded by Ms. Collins, to adjourn the meeting at 9:04 p.m. Motion carried unanimously.

Respectfully submitted,

Alison J. Meyer
Administrative Assistant

Distributed July 17, 2018