

**MINUTES OF THE PLAN COMMISSION MEETING HELD AT THE
GREENFIELD CITY HALL ON TUESDAY, SEPTEMBER 14, 2021**

1. The meeting was called to order at 6:00 p.m. by Mayor Neitzke

ROLL CALL:	Mayor Michael Neitzke	Present
	Ald. Karl Kastner	Present
	Mr. Brian Weis	Excused
	Mr. Steve Rogers	Present
	Mr. Don Carlson	Present
	Mr. David Schilz	Present
	Mr. Robert Krenz	Present
	Mr. Michael Braswell (alt.)	Present

ALSO PRESENT: Kristi Porter – Community Development Manager

1. Roll Call

2. Approval of the minutes from the August 10, 2021 meeting.

Motion by Mr. Carlson, seconded by Mr. Schilz, to approve the August 10, 2021 Meeting minutes. Mr. Braswell abstained.

3. Discussion regarding last Common Council meetings.

Ms. Porter said that there were two Public Hearings. Common Council approved the Special Use Permit for Anne's Acres and the Special Use permit for Playtime Doggy Daycare.

4. Certified Survey Map for proposed recombination of 15 parcels located at 4000-4300 W. Layton Ave., 4365 & 4377 W. Loomis Rd., and 4650, 4658, 4666 & 4676 S. 43 St., submitted by Scott Yauck, d/b/a Cobalt Loomis, LLC. (Tax Key Nos. 601-9854-001, 601-9853-001, 600-0081-008, 600-9951-001, 600-9950-000, 600-9949-000, 600-9948-000, 600-9946-000, 600-9945-000, 600-9944-000, 600-9943-003, 600-9943-002, 600-9942-001, 600-9941-001, and 600-9939-001)

Cobalt Partners is proposing the recombination of 14 parcels and a portion of Wisconsin Department of Transportation right-of-way north of W. Layton Ave. and east of W. Loomis Rd. for the development of The Interchange project. The parcels are owned by Cobalt and consist of former residential and commercial properties. The CSM is necessary to accommodate the approved office and multi-family residential projects. The remaining parcel is proposed to be used as a funeral pre-planning office and the site/building/landscaping for this parcel will be addressed under Item #6 of this agenda. The properties are now vacant and demolition has started on the first of these properties.

The proposed Certified Survey Map consists of 13.0319 acres of land, consisting of the 14 parcels located between W. Loomis Rd. and approximately S. 39 St., between W. Layton Ave. and I-894/I-43, excepting the Starbucks and We Energies parcels and the a portion of the former

S. 43 St. right of way. The portion of S. 43 St., north of Starbuck and We Energies was officially vacated by the City and is grouped into the new CSM. The new land division consists of four (4) new parcels:

Lot 1 (Loomis office building parcel) – 2.7261 acres

Lot 2 (multi-family building A, clubhouse, and stormwater retention pond) – 4.2902 acres

Lot 3 (Church and Chapel pre-planning office, to be owned by Ted Larson) – 0.4979 acres

Lot 4 (multi-family buildings B & C) – 4.2032 acres

Staff recommends that this item be expedited to the September 21st Common Council meeting.

Recommendation: Recommend Common Council approval of Certified Survey Map for proposed recombination of 15 parcels located at 4000-4300 W. Layton Ave., submitted by Scott Yauck, d/b/a Cobalt Loomis, LLC. (Tax Key Nos. 601-9854-001, 601-9853-001, 600-0081-008, 600-9951-001, 600-9950-000, 600-9949-000, 600-9948-000, 600-9946-000, 600-9945-000, 600-9944-000, 600-9943-003, 600-9943-002, 600-9942-001, 600-9941-001, and 600-9939-001), subject to Plan Commission and staff comments and the following conditions:

(Items 1 through 2 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, if applicable.
2. A \$30.00 fee payable to City of Greenfield for the recording fee.

The proposed recombination of 15 parcels include addresses 4365 & 4377 W. Loomis Rd., and 4650, 4658, 4666 & 4676 S. 43 St.

Ms. Porter noted that Cobalt may need to shift the proposed lot line between Lot 1 and Lot 2. The Plan Commission recommended that the Certified Survey Map approval included the lot line as presented, as well as the possibility that the lot line between Lot 1 and Lot 2 may shift.

Motion by Mr. Carlson, seconded by Mr. Braswell, to approve the Certified Survey Map for proposed recombination of 15 parcels located at 4000-4300 W. Layton Ave., submitted by Scott Yauck, d/b/a Cobalt Loomis, LLC (Tax Key Nos. 601-9854-001, 601-9853-001, 600-0081-008, 600-9951-001, 600-9950-000, 600-9949-000, 600-9948-000, 600-9946-000, 600-9945-000, 600-9944-000, 600-9943-003, 600-9943-002, 600-9942-001, 600-9941-001, and 600-9939-001), subject to Plan Commission and staff comments, and recommends that this item be expedited to the September 21st Common Council meeting. Motion carried unanimously.

5. **Certified Survey Map for proposed recombination of three (3) parcels located at 5403 S. 42 St., 5380 S. 43 St., and 5404 S. 43 St. submitted by James Krukowski. (Tax Key Nos. 646-9948-001, 646-9948-002, and 646-9948-003)**

The applicant owns the land-locked vacant parcel at 5403 S. 42 St. and has agreed to sell the parcel to the owners of the properties located at 5380 S. 43 St., and 5404 S. 43 St. The proposed CSM would recombine their lots with the vacant lot along the undeveloped S. 42 St., to the east of their properties. The vacant lot is adjacent to dedicated right of way for S. 42 St. but the parcel is unlikely to be developed in the near future due to the piecemeal nature of right away

dedication in the area. The recombined lots would increase the depth of the two residential properties by approximately 85 feet. The parcels are zoned R-2 Single-Family Residential Conservation District and the Comprehensive Land Use Map identifies these parcels as being single family.

As proposed, both 5380 S. 43 St. and 5404 S. 43 St. will be 85' x 265' for a total of 0.52 acres.

A deed will need to be recorded at the time the CSM is recorded to grant ownership of the vacant parcel to the two (2) property owners along S. 43 St. Staff recommends that this item be expedited to the September 21, 2021 Common Council meeting.

Recommendation: Recommend Common Council approval of the Certified Survey Map for proposed recombination of three parcels located at 5403 S. 42 St., 5380 S. 43 St., and 5404 S. 43 St. submitted by James Krukowski. (Tax Key Nos. 646-9948-001, 646-9948-002, and 646-9948-003), subject to Plan Commission and staff comments and the following conditions:

(Items 1 through 2 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, if applicable.
2. A \$30.00 fee payable to City of Greenfield for the recording fee.

Motion by Mr. Carlson, seconded by Mr. Braswell, to approve the Certified Survey Map for proposed recombination of three (3) parcels located at 5403 S. 42 St., 5380 S. 43 St., and 5404 S. 43 St. submitted by James Krukowski (Tax Key Nos. 646-9948-001, 646-9948-002, and 646-9948-003), subject to Plan Commission and staff comments, and recommends that this item be expedited to the September 21st Common Council meeting. Motion carried unanimously.

6. **Site, Landscaping and Architectural Plans for Church & Chapel Pre-Planning Center, a proposed funeral pre-planning office, to be located at 4200 W. Layton Ave., submitted by Fred Carlson, d/b/a i-design, and Ted Larson and Pam Larson, d/b/a Church and Chapel Real Estate, LLC. (Tax Key No. 600-9946-000)**

Overview and Zoning

The applicants, Ted and Pam Larson, are proposing to develop a funeral pre-planning office along W. Layton Ave. as part of The Interchange project. The approximately 0.50 acre parcel will be created as part of the proposed CSM (agenda Item #4) for The Interchange. The property is zoned PUD Planned Unit Development (PUD #2), which permits an office use as a permitted use. As part of the larger Interchange project, the existing single family houses and businesses will be removed. Work is currently underway to remove the first of these structures.

This facility will be the location of a Pre-Planning Center for Church & Chapel Funeral Service. The function of this facility is to service families in the arrangement of funeral services. There will not be any services or preparation done on site. The function will be similar to the existing Pre-Planning Center at 9230 W. Bluemound Rd. The Church & Chapel Services has been in the metropolitan market for decades. Normal hours for the facility are from 9:00 AM until 4:00 PM on week days. Most arrangements are done on an appointment basis. There would be three (3)

to four (4) employees and customers would vary depending on appointments but could be up to four families.

Site and Landscaping Plans

A 3,675 sq. ft., single story building is proposed along with an 18-vehicle parking lot. The Municipal Code requires 13 off-street parking spaces for an office use. A sidewalk is proposed along the front of the building, with pedestrian access along W. Layton Ave. A board-on-board refuse enclosure is proposed along the north façade of the building, with personnel access to the enclosure from the building. A sidewalk is proposed from the refuse enclosure to the parking lot for trash pickup. The proposed site plan includes an entry drive along W. Layton Ave. This driveway will not be on the subject parcel. Likewise a portion of the driveway for a portion of the parking lot for the multi-family development will be on the subject parcel. An executed cross access agreement will to be executed between these parcels.

Extensive landscaping is proposed for the development. The lawn around the building is proposed to have evergreen trees, deciduous trees, deciduous shrubs, evergreen shrubs, and perennials. Deciduous trees are also proposed along the entry drive.

Architectural Plans

The building will be a wood framed structure with a metal clad roof. There is extensive use of neutral tone stone on the façade, with wood look siding and soffit as secondary materials. All four façades include bays of aluminum storefront windows. The entryway on the west façade will have an aluminum storefront tinted insulated glass door. The basic design is a traditional look with an 8: 12 roof pitch. A recessed backlit stained glass image will be prominently featured on the south façade, with a smaller stained glass window on the west façade near the entrance. The building is designed to cohesively fit with the surrounding multi-family development adjacent to this project.

Staff recommends that this item be expedited to the September 21, 2021 Common Council meeting.

Recommendation: Recommend Common Council approval of Site, Landscaping and Architectural Plans for Church & Chapel Pre-Planning Center, a proposed funeral pre-planning office, to be located at 4200 W. Layton Ave., submitted by Fred Carlson, d/b/a i-design, and Ted Larson and Pam Larson, d/b/a Church and Chapel Real Estate, LLC. (Tax Key No. 600-9946-000), subject to Plan Commission and staff comments and the following conditions:

(Items 1 through 7 are required to be satisfied prior to the issuance of 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) landscaping species and quantity modifications at the request of the City Forester, if applicable.
2. A Civil Plan set showing modifications/requirements as directed by the Engineering Division.
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 for necessary sidewalk connection.
6. A photometric plan and cut sheet showing light luminaires.
7. An executed cross access agreement between the owners of the subject parcel (Lot 3) and the owners of the parcels identified as Lot 2 and Lot 4 on the Certified Survey Map submitted by Cobalt Loomis, LLC.

Motion by Mayor Neitzke, seconded by Mr. Schilz, to approve the Site, Landscaping and Architectural Plans for Church & Chapel Pre-Planning Center, a proposed funeral pre-planning office, to be located at 4200 W. Layton Ave., submitted by Fred Carlson, d/b/a i-design, and Ted Larson and Pam Larson, d/b/a Church and Chapel Real Estate, LLC (Tax Key No. 600-9946-000), subject to Plan Commission and staff comments, and recommends that this item be expedited to the September 21st Common Council meeting. Motion carried unanimously.

7. **Site and Landscaping Plans for Boot Connection, an existing commercial building located at 4275 W. Layton Ave., submitted by Daniel Meier, d/b/a Lynch and Associates, and Brian Campbell, d/b/a Boot Connection. (Tax Key No. 621-9957-001)**

Overview and Zoning

The owners of the Boot Connection multi-tenant commercial building are proposing a site plan modification for a new entrance along W. Layton Ave. as part of W. Layton Ave. reconstruction project. The approximately 1.35 acre parcel is zoned C-2 Community Commercial District.

Site and Landscaping Plans

The owners of the Boot Connection property are proposing relocating the existing entrance on W. Layton Ave. approximately 35 feet to the east. A new driveway to the southern portion of the parking lot would need to be constructed for truck traffic, while customer vehicles could enter/exit using the front lot. Construction of the new driveway will necessitate removing an existing concrete pad near the storage shed, and relocating a light pole and a small landscaping bed. One (1) new off-street parking space will be created with the new layout. No modifications are planned for the building or the remainder of the site. The site appears in good condition.

New curb is shown along the western portion of the driveway and staff recommends the new curb be added to the eastern portion of the driveway. No improvements are planned as part of this site redesign for the gravel lot at the back of the paved parking lot. This area is currently used for truck turnarounds. As part of the site improvements, staff recommends the rear parking lot be paved by September 2023.

Staff recommends that this item be expedited to the September 21, 2021 Common Council meeting.

Recommendation: Recommend Common Council approval of Site and Landscaping Plans for Boot Connection, an existing commercial building located at 4275 W. Layton Ave., submitted by Daniel Meier, d/b/a Lynch and Associates, and Brian Campbell, d/b/a Boot Connection. (Tax Key No. 621-9957-001), subject to Plan Commission and staff comments and the following conditions:

(Item 1 is required to be satisfied prior to the issuance of 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) curb added to the eastern portion of the driveway; a notation that the rear parking lot will be paved by September 2023; (c) landscaping species and quantity modifications at the request of the City Forester, if applicable.

Plan Commission stated that they recommended that the applicant be provided an extra year beyond staff recommendation to pave the rear parking lot, with a new required completion date of September 2024.

Motion by Mayor Neitzke, seconded by Mr. Rogers, to approve the Site and Landscaping Plans for Boot Connection, an existing commercial building located at 4275 W. Layton Ave., submitted by Daniel Meier, d/b/a Lynch and Associates, and Brian Campbell, d/b/a Boot Connection (Tax Key No. 621-9957-001), subject to Plan Commission and staff comments, and recommends that this item be expedited to the September 21st Common Council meeting. Motion carried unanimously.

8. Community Development Manager Report

Ms. Porter said that the City purchased the 15 acre park-n-ride parcel at Loomis and I-894 from the DOT and sold it to Cobalt as part of Cobalt's large development project. The City also sold 2813 W. Layton Ave. by the Ashley Furniture and Festival Foods driveway, to Festival Foods for construction of a new driveway.

There is a lot of construction activity taking place on Cobalt's properties with the homes on S. 43 St. demolished, the homes on W. Layton Ave. being demolished soon, and the old ramps being removed from the park-n-ride site.

Ascension Hospital on S. 76 St. had their Grand Opening yesterday.

9. Adjournment.

Motion by Mr. Krenz, seconded by Mr. Schilz, to adjourn the meeting at 6:21 p.m. Motion carried unanimously.

Respectfully submitted,

Natalie Phillips
Administrative Assistant

Distributed September 21, 2021