

**MINUTES OF THE PLAN COMMISSION MEETING HELD AT THE
GREENFIELD CITY HALL ON TUESDAY, May 14, 2024**

1. The meeting was called to order at 6:00 p.m. by Ald. Kastner

ROLL CALL:	Mayor Michael Neitzke	Excused
	Ald. Karl Kastner	Present
	Mr. Brian Weis	Present
	Mr. Steve Rogers	Excused
	Mr. Don Carlson	Present
	Mr. Zak Marshall	Present
	Mr. Robert Krenz	Present
	Mr. Michael Braswell (alt.)	Present
	Ms. Danielle Wojak (alt.)	Excused

ALSO PRESENT: Gina Vlach – City Planner

1. Roll Call

2. Approval of the minutes from the April 9, 2024 meeting.

Motion by Brian Weis, seconded by Don Carlson, to approve the April 9, 2024 meeting minutes. Motion passed unanimously.

3. Discussion regarding last Common Council meetings.

VANEE Tattoo Studio was the only public hearing. Common Council decided to place the item on a later agenda and there are not currently any updates to share about the project. A Special Common Council Meeting was held on April 18th regarding the 90-day moratorium on any new liquor license applications. Ms. Vlach encouraged members of the Plan Commission to read the approved ordinance if they haven't already.

4A. Special Use Permit for 831 Tattoos, a proposed tattoo business, to be located at 5170 S. 76th St., Suite 304, submitted by David Barron, d/b/a 831 Tattoos LLC. (Tax Key No. 650-8998-009)

4B. Site Plan Review for 831 Tattoos, a proposed tattoo business, to be located at 5170 S. 76th St., Suite 304, submitted by David Barron, d/b/a 831 Tattoos LLC. (Tax Key No. 650-8998-009)

Items 4A and 4B may be considered together.

Overview and Zoning

The applicant, David Barron, is proposing to occupy Suite 304, approximately 140 sq. ft., of tenant space within the My Salon multi-tenant commercial building. The applicant is proposing to operate a tattoo business. The applicant, David Barron, has been a tattoo artist for over 22 years, has owned his own business in West Allis for 8 years, and specializes in line work, color, and portraits/ realism.

The property is zoned C-4 Regional Business District, which permits tattoo parlors as a Special Use. Since this is a new use in this tenant space, a public hearing and a new Special Use Permit is

required. A public hearing can be scheduled as early as June 18, 2024. The hours of operation would be 10am – 11pm, daily. The applicant is seeking a one-year lease for the suite and will be the only full-time employee.

Site Review

A site plan was not submitted, but the Zoning Code allows for the comprehensive review of the condition of the site as part of the Plan Commission review. There is an approved site and landscape plan on file from 2021. The site underwent a review in September 2023 as part of a special use permit process. All issues identified as part of prior Special Use processes have been addressed fully and the site has remained in good shape.

The proposed 831 Tattoos requires 3 (2 spaces per chair plus 1 space per employee) parking spaces and the remaining building requires 101 parking spaces, for a grand total of 104 parking spaces. A total of 47 stalls are provided on the property. The Common Council may waive the shortage.

Recommendation: Recommend Common Council approval of the Special Use Permit and Site Plan Review for 831 Tattoos, a proposed tattoo business, to be located at 5170 S. 76th St., Suite 304, submitted by David Barron, d/b/a 831 Tattoos LLC. (Tax Key No. 650-8998-009), subject to Plan Commission and staff comments

Motion by Ald. Kastner, seconded by Mr. Krenz, to recommend Common Council approval of the Special Use Permit and Site Plan Review for 831 Tattoos, a proposed tattoo business, to be located at 5170 S. 76th St., Suite 304, submitted by David Barron, d/b/a 831 Tattoos LLC (Tax Key No. 650-8998-009), subject to Plan Commission and staff comments, and authorize a public hearing to be scheduled for June 18, 2024. Motion carried unanimously.

- 5A. Special Use Permit for The Injector Med Spa, a proposed medical spa, to be located at 4111 S. 108th St., submitted by Esmeralda Robelo Campos, d/b/a The Injector Med Spa. (Tax Key No. 566-9958-002)**
- 5B. Site Plan Review for The Injector Med Spa, a proposed medical spa, to be located at 4111 S. 108th St., submitted by Esmeralda Robelo Campos, d/b/a The Injector Med Spa. (Tax Key No. 566-9958-002)**

Items 5A and 5B may be considered together.

Overview and Zoning

The applicant, Esmeralda Robelo Campos, is proposing to occupy 120 sq. ft. of tenant space within the VICI Beauty Schools – Milwaukee Campus, an existing commercial building. The applicant is proposing to operate a medical spa offering neurotoxin injections, dermal filler, and weight loss injections. The applicant has been board certified as a Physician Assistant since 2018 and has worked at a community health center for 6 years.

The property is zoned C-4 Regional Business District, which permits medical spas as a Special Use. A public hearing and a Special Use Permit are required. A public hearing can be scheduled as early as June 18, 2024. The hours of operation would be 8:00am – 10:00pm, daily. The applicant is seeking a one-year lease.

Site Review

A site plan was not submitted, but the Zoning Code allows for the comprehensive review of the condition of the site as part of the Plan Commission Review. The site is in very good condition and staff has no feedback to provide.

The Injector Med Spa requires 2 (1 space per chair plus 1 space per employee) parking spaces and the remaining building requires 72 (1 space per student based upon the maximum number of students that can be accommodated within the design capacity of the facility) parking spaces, for a grand total of 74 required parking spaces. A total of 165 stalls are provided on the property.

Staff recommends that a public hearing be scheduled for June 18, 2024.

Recommendation: Recommend Common Council approval of The Injector Med Spa, a proposed medical spa, to be located at 4111 S. 108th St., submitted by Esmeralda Robelo Campos, d/b/a The Injector Med Spa. (Tax Key No. 566-9958-002), subject to Plan Commission and staff comments.

The applicant, Esmeralda Robelo Campos, was present for discussion. Ald. Kastner asked what procedures will be performed and if there will be students. Ms. Robelo Campos explained that there will not be students. Ms. Robelo Campos said that she will be performing filler injections, neurotoxin injections, and weight loss injections.

Motion by Mr. Weis, seconded by Mr. Carlson, to recommend Common Council approval of The Injector Med Spa, a proposed medical spa, to be located at 4111 S. 108th St., submitted by Esmeralda Robelo Campos, d/b/a The Injector Med Spa. (Tax Key No. 566-9958-002), subject to Plan Commission and staff comments, and authorize a public hearing to be scheduled for June 18, 2024. Motion carried unanimously.

6. Certified Survey Map for a proposed land division of 8415 Sura Lane and 8515 Sura Lane, submitted by Scott Yauck, d/b/a 84South Restaurants, LLC c/o Cobalt Partners, LLC., and Justin Johnson, d/b/a JSD Professional Services. (Tax Key No. 606-0053-008)

The 3.15-acre parcel is located at the northwest intersection of S. 84th St. and W. Layton Ave and is currently vacant. The applicant is proposing to divide the parcel into two (2) parcels. Both parcels will be zoned Planned Unit Development (PUD). The Comprehensive Land Use Map identifies these parcels as Planned Mixed Use. Lot 1 will be 0.8446 acres and Lot 2 will be 2.3006 acres, satisfying the size requirements in the zoning code.

The Engineering Division has reviewed the proposal and has shared comments from staff and Milwaukee County with the surveyor and applicant. Staff recommends approval and recommends this item be expedited to the May 21, 2024 Common Council meeting.

Recommendation: Recommend Common Council approval of the Certified Survey Map for a proposed land division of 8415 Sura Lane and 8515 Sura Lane, submitted by Scott Yauck, d/b/a 84South Restaurants, LLC c/o Cobalt Partners, LLC., and Justin Johnson, d/b/a JSD Professional

Services. (Tax Key No. 606-0053-008), subject to Plan Commission and staff comments, and the following conditions:

(Items 1 and 2 are required to be satisfied prior to the recording of the Certified Survey Maps.)

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 CSM recording fee.

Motion Mr. Braswell, seconded by Mr. Weis, to recommend Common Council approval of the Certified Survey Map for a proposed land division of 8415 Sura Lane and 8515 Sura Lane, submitted by Scott Yauck, d/b/a 84South Restaurants, LLC c/o Cobalt Partners, LLC., and Justin Johnson, d/b/a JSD Professional Services. (Tax Key No. 606-0053-008), subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 21, 2024 Common Council meeting. Motion carried unanimously.

7. **Site and Landscaping Plans for a parking lot redesign for the property located at 6300 W. Layton Ave., submitted by Dan Large, d/b/a Milwaukee Electrical JATC, and Martin Worden, d/b/a Site Engineering Services. (Tax Key No. 603-9940-000)**

Site and Landscaping Plan

The applicant, Dan Large, d/b/a Milwaukee Electrical JATC, has submitted a site and landscaping plan for a parking lot redesign at 6300 W. Layton Ave. The purpose of the proposal is to relocate landscaping islands for ease of maintenance and to provide enhanced landscaping in the expanded areas. The modification will result in the relocation of two (2) landscape islands from the northeast area of the lot and three (3) landscape islands from the southern section of the lot. The area of landscaping lost from the removal of the landscape islands will be added to an expanded landscaping bed in the southeastern corner of the lot.

Furthermore, the landscaping beds along the eastern side of the lot will have curbs added. Currently, there is no curb delineating the parking lot from the landscape beds. This addition was recommended by the Engineering Division and incorporated into the submitted plan. Staff recommends this item be expedited to the May 21, 2024 Common Council Meeting.

The proposed parking lot redesign results in 154 parking stalls, six (6) being ADA stalls. The updated design results in two (2) additional ADA spots located in closer proximity to the front door than the current layout.

Recommendation: Recommend Common Council approval of the Site and Landscaping Plans for a parking lot redesign for the property located at 6300 W. Layton Ave., submitted by Dan Large, d/b/a Milwaukee Electrical JATC, and Martin Worden, d/b/a Site Engineering Services (Tax Key No. 603-9940-000), subject to Plan Commission and staff comments.

Ald. Kastner thanked the organization for all of the support that they provide the City of Greenfield.

Motion by Ald. Kastner, seconded by Mr. Carlson, to recommend Common Council approval of the Site and Landscaping Plans for a parking lot redesign for the property located at 6300 W.

Layton Ave., submitted by Dan Large, d/b/a Milwaukee Electrical JATC, and Martin Worden, d/b/a Site Engineering Services (Tax Key No. 603-9940-000), subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 21, 2024 Common Council meeting. Motion carried unanimously.

8. **Site and Architectural Plans for two (2) covered pavilions at Southwest YMCA, an existing business, located at 11311 W. Howard Ave., submitted by Mike Toomey, d/b/a Toomey Construction LLC., and Pete Damsgaard, d/b/a Groth Design Group. (Tax Key No. 566-9997-001)**

Overview and Zoning

The Southwest YMCA is requesting to build two (2) covered pavilions over existing concrete pads in the west soccer field area. The purpose of the pavilions is to provide shelter and to be used primarily by the youth summer program and sports classes. The pavilions will enable the programs offered by the Southwest YMCA to have a dedicated space for outdoor activities, lunches, and providing shade relief in an area that is otherwise unprotected. The property is zoned I-Institutional.

Site and Architectural Plans

The two (2) proposed pavilions will be identical. The pavilions will be approximately 19' x 19' and feature painted wood columns and dark gray, asphalt shingles. Neither pavilion will have walls; the pavilions will be open-air. At the time of submittal, no electrical nor plumbing has been proposed for either pavilion. The timeframe for construction is to have both structures completed prior to the start of the summer programs.

Staff recommends that this item be expedited to the May 21, 2024 Common Council meeting.

Recommendation: Recommend Common Council approval of the Site and Architectural Plans for two (2) covered pavilions at Southwest YMCA, an existing business, located at 11311 W. Howard Ave., submitted by Mike Toomey, d/b/a Toomey Construction LLC., and Pete Damsgaard, d/b/a Groth Design Group. (Tax Key No. 566-9997-001), subject to Plan Commission and staff comments.

Mike Toomey, representing Toomey Construction LLC, was present for discussion. Mr. Braswell asked if electrical or plumbing projects will occur later. Mr. Toomey said that there will never be electrical or plumbing work occurring at the pavilion.

Motion by Mr. Carlson, seconded by Mr. Braswell, to recommend Common Council approval of the Site and Architectural Plans for two (2) covered pavilions at Southwest YMCA, an existing business, located at 11311 W. Howard Ave., submitted by Mike Toomey, d/b/a Toomey Construction LLC., and Pete Damsgaard, d/b/a Groth Design Group. (Tax Key No. 566-9997-001), subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 21, 2024 Common Council meeting. Motion carried unanimously.

- 9A. **Special Use Permit for Gardner Learning Center, LLC, for child day care services, to be located at 2915 W. Layton Ave., submitted by Eunice Heredia-Colon, d/b/a Gardner Learning Center, LLC. (Tax Key No. 622-9979-000)**

9B. Site Plan Review for Gardner Learning Center, LLC, for child day care services, to be located at 2915 W. Layton Ave., submitted by Eunice Heredia-Colon, d/b/a Gardner Learning Center, LLC. (Tax Key No. 622-9979-000)

Items 9A and 9B may be considered together.

Overview and Zoning

The applicant, Eunice Heredia-Colon, is proposing to lease the existing building located at 2915 W. Layton Ave. to establish Gardner Learning Center, LLC., a child day care center. The applicant has worked as a formal MPS teacher for five (5) years, and during the last six (6) years, has been the director and primary provider of a family childcare. The applicant has a bachelor's degree in Special Education, with a specialization in Visual Impairments and a Minor in Education of Arts, a Master's in Educational Administration and Supervision, and eighteen credits of a doctoral program in Special Education. Additionally, the applicant holds numerous certifications. Gardner Learning Center will offer day care to children between 4-weeks-old and 8-years-old. They anticipate having four (4) full-time employees and two (2) part-time employees.

The building is approximately 2,500 sq. ft. in area. The property is zoned C2, which allows child day care centers as a Special Use. A public hearing could be scheduled as soon as June 18, 2024.

Site Review

A site plan was not submitted, but the Zoning Code allows for the comprehensive review of the condition of the site as part of the Plan Commission review. Upon staff visiting the site, a couple of issues were identified.

The garage doors are in disrepair with several panels needing to be replaced. Above the garage is a light that will either need to be removed or repositioned to be parallel with the ground in compliance with the Municipal Code. The applicant has also been made aware that they will need to coordinate with the Fire Marshal regarding their Knox Box.

The applicant has communicated with staff that their intention is to submit a formal fence plan following approval of their Special Use Permit. The fence would reduce the backyard size in half, thereby limiting the area accessible to children. The applicant is aware of the requirement to submit permitting and will work with the Inspections Services Division to acquire the necessary permits needed to complete the work.

Staff has also been in communication with the applicant regarding garbage and recycling service provided on the site. During the site visit, two standard, residentially sized garbage and recycling bins were present. In speaking with the applicant, their intention is to only use the bins that are on the site and not enter into a contract for a dumpster. It has been communicated with the applicant, and they agree, that should their needs exceed the current bins, that they will need to obtain a dumpster and that the dumpster must be screened from view in compliance with the Municipal Code.

The proposed Gardener Learning Center requires 8 (1 space per employee, plus 1 space per 10 children) parking spaces. A total of 6 parking stalls are provided on the property. The Common Council may waive the shortage.

Recommendation: Recommend Common Council approval of the Special Use Permit and Site Plan Review for Gardner Learning Center, LLC, for child day care services, to be located at 2915 W. Layton Ave., submitted by Eunice Heredia-Colon, d/b/a Gardner Learning Center, LLC. (Tax Key No. 622-9979-000), subject to Plan Commission and staff comments, and the following conditions:

(Item 1 is required to be satisfied prior to the issuance of a Certificate of Occupancy.)

1. A letter being submitted to the Community Development Division stating that the light above the garage door has been removed or repositioned to be parallel to the ground, the garage door panels have been fixed, and a Knox Box has been added to the business.

Eunice Heredia-Colon, representing Gardner Learning Center LLC, was present for discussion. Mr. Braswell asked how long it would take for the applicant to install a fence before occupancy. Mr. Heredia-Colon said that he could install the treated, 4 foot wooden fence in about a week. Mr. Heredia-Colon explained that 25 children will be enrolled at the day care, and pick up and drop off by parents is usually spread out throughout the day.

Mr. Braswell asked Mr. Heredia-Colon if he's going to restripe the parking lot. Mr. Heredia-Colon said that yes, he would restripe it. Mr. Braswell verified that 8 parking stalls are required.

Motion by Ald. Kastner, seconded by Mr. Braswell, to recommend Common Council approval of the Special Use Permit and Site Plan Review for Gardner Learning Center, LLC, for child day care services, to be located at 2915 W. Layton Ave., submitted by Eunice Heredia-Colon, d/b/a Gardner Learning Center, LLC. (Tax Key No. 622-9979-000), subject to Plan Commission and staff comments, and authorize a public hearing to be scheduled for June 18, 2024. Motion carried unanimously.

10. **Site and Architectural Plans for a shed and new light poles at Fin & Feather, an existing business, located at 4060 W. Loomis Rd., submitted by Mark Silber, d/b/a Fin & Feather. (Tax Key No. 600-0123-001)**

Overview and Zoning

Fin & Feather, an existing business, is requesting to build a shed in the rear of their building and install three (3) new light poles. The property is zoned C2 Community Commercial District. The shed will be used for the storage of outdoor furniture and the lighting will illuminate the volleyball court and bags area. The applicant, Mark Silber, has indicated that, in the future, the shed may be used to serve canned alcohol during the summer months when the bags and volleyball leagues are taking place.

Should Fin & Feather ever decide that they are going to use the shed to serve alcohol, they will need to modify the premises description of their liquor license. A premises description describes where liquor is sold, served, stored, and where records are kept. The modified liquor license would then appear before Common Council for approval. Following approval, the updated premises description will be printed on their liquor license.

Site and Architectural Plans

The proposed shed is 10 ft. x 25 ft. in size and a maximum of 12 ft. in height at the highest point of the cantilevered overhang. The shed will have a 30-year, dark brown roof to match the primary structure on the property. Additionally, the building will have cedar wrapped posts, light-neutral vinyl siding, and galvanized steel or stone. Staff recommends that stone be selected to compliment the primary structure on the property, which also has stone. The shed will be constructed on the existing concrete patio.

The three (3) new light poles are 35 ft. in height. Two (2) of the poles will have one (1) 300-watt bulb and the other pole will have two (2) 300-watt bulbs that will be “daylight” color. The location of light pole #1 (as depicted in the site plan) to the nearest houses is over 250 ft. away. Furthermore, the light poles labeled #1 and #2 will be installed with switches to turn them on and off. The applicant has indicated that those lights will only be turned on when either the bags area or volleyball courts are actively in use. Light pole #3 will turn on automatically once the ambient light levels reach a certain threshold.

Upon inspection of the property, a couple of issues were discovered. The existing wooden parking blocks, located on the northern extent of the parking lot, are in disrepair and in need of replacement. Staff has been in communication with the owners and they have agreed to replace the parking blocks. However, they have indicated that the standard concrete barriers may not be appropriate since their snow storage area is the grass area immediately behind the parking blocks and concrete parking blocks would likely be damaged in the process. The owners are seeking a solution that provides them the flexibility of easy snow removal while still providing an aesthetically pleasing solution.

The other issue identified by staff was the dumpster enclosure. During the site visit, it was noted that one of the two doors was detached and leaning against the structure and the other door had been wedged permanently open due to the location of the dumpster. Upon further research, it was discovered that the dumpster enclosure location crosses the property line and extends into the neighboring property to the north. The applicant has indicated that his plan is to immediately repair the doors of the dumpster enclosure. The applicant has also indicated that his preference is to work with his neighbor regarding the location of the enclosure so that it may remain in its current location. The applicant understands that if he cannot find an agreeable solution with his neighbor that he will need to relocate and reconstruct a dumpster enclosure.

Staff recommends this item be expedited to the May 21, 2024 Common Council meeting.

Recommendation: Recommend Common Council approval of the Site and Architectural Plans for a shed and new light poles at Fin & Feather, an existing business, located at 4060 W. Loomis Rd., submitted by Mark Silber, d/b/a Fin & Feather (Tax Key No. 600-0123-001), subject to Plan Commission and staff comments and the following condition:

1. A letter being submitted to the Community Development Division stating that the existing wheel blocks will be replaced and the doors of the dumpster enclosure will be reinstalled by June 30, 2024.

Mark Silber was present for discussion, representing Fin & Feather. He said that he has already addressed the dumpster enclosure with Staff and come to an agreement. He talked to Ald. Kastner and said that he will put cement parking blocks in place of the logs in the parking lot.

Motion by Mr. Marshall, seconded by Mr. Weis, to recommend Common Council approval of the Site and Architectural Plans for a shed and new light poles at Fin & Feather, an existing business, located at 4060 W. Loomis Rd., submitted by Mark Silber, d/b/a Fin & Feather (Tax Key No. 600-0123-001), subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 21, 2024 Common Council meeting. Motion carried unanimously.

- 11. Site, Landscaping, and Architectural Plans for proposed remodeling of Kwik Market, a new convenience retailer, to be located at 6437 W. Forest Home Ave., submitted by Guriqbal Singh Sra, d/b/a Kwik Market and Thomas Stochowiak, d/b/a Stack Design Group. (Tax Key No. 572-8989-002)**

Overview and Zoning

The former Schweitzer's Lawn Equipment Center and Repair building, located at 6437 W. Forest Home Ave. has a prospective buyer, the applicant, Guriqbal Singh Sra. The applicant's intention is to use the existing 5,800 sq. ft. space as a convenience store and to build a 1,650 sq. ft. addition for a future tenant.

The property is zoned C-1 neighborhood Commercial District, which allows convenience stores as a permitted use. The store would have two (2) full-time employees and one (1) part-time employee, for a total of three (3) employees. The proposed hours of operation are 5:00am – 10:00pm, daily. The applicant owns and operates Kwik Pantry, located at 6716 W. Lincoln Avenue, in West Allis. The proposed establishment would operate in a similar manner to this existing store.

Site and Landscaping Plans

The applicant is proposing significant exterior site and building modifications, along with landscaping along W. Forest Home Ave. Site plan changes include a new 1,650 sq. ft. addition to be constructed in front of the garage portion of the building. The addition is designed as divisible leased tenant space. The tenant space would be a combination of the existing garage and the addition, resulting in a tenant space of approximately 3,700 sq. ft. in area. No indication has been made that a specific tenant is currently being considered for the space. Any future tenant would need to apply for a separate occupancy permit. The addition of the tenant space would align the front façade to present a more cohesive, intentional look for the building.

The southern corner of the addition incorporates a recessed area for a trash enclosure. The design incorporates a maze entry path and wooden gates, satisfying code requirements. The parking lot will be reconfigured to allow for 37 parking stalls around the site. Currently, the southern portion of the parking lot is gravel; the applicant is proposing pavement throughout the site.

A lighting package was not submitted as part of the application.

Architectural Plans

Extensive modifications are proposed for all facades.

The existing concrete block building will be repainted a cream/beige color and the new brick masonry material will be a reddish-brown multi-tone brick. The upper roof bump-out will be painted in a green tone that compliments the business logo color and the same color will be used on the steel rods supporting the canopy. The existing make-shift enclosures located on the sides of the building will be removed.

All original windows and window frames will be removed. New infill walls would selectively fill in some window openings with the main expanses of glass area having new windows installed above a brick masonry belt line of three feet in height with a limestone window sill. The storefront window system would include new aluminum doors with all aluminum systems being anodized bronze. On the west side of the building there are four (4) existing narrow windows. The masonry between the two (2) pairs will be removed to create two (2) larger window openings that will have aluminum windows to match all others.

The existing building has a deep overhang canopy on the west side. An existing overhead door under this overhang is being converted to the main entrance with aluminum frame double doors with a center sidelight. The existing canopy currently has steel fence posts supporting the left side portion of the overhang. The steel post will be removed and the existing 1" diameter steel rods that run diagonally from the upper facade and will be replicated along the remaining portion of the canopy to allow for structural support without the existing steel posts. The face of the overhangs will be brown in a similar color tone as the anodized bronze windows. The 1" diameter steel down rods supporting the roof canopy will have this same green color. All aluminum cap flashing will be black or very dark grey.

A civil plan set has not been submitted and will be needed prior to the issuance of building permits. The City is requesting that the owner grant a permanent sanitary sewer easement to the City. When the existing sanitary sewer was rerouted to connect to the MMSD MIS in 1959, a formal easement with the property owner was never executed and the City would like to rectify that. The Engineering Department also has concerns with the management of stormwater given the increase of impervious surface and drainage right-of-way to the east of the property. The Engineering Department has recommended that the building downspouts should be connected to the sewer.

Changes Since Prior Submission

Since the previous submittal and appearance of Kwik Market, several of the comments and concerns posed to the applicant have been addressed and incorporated into the current submittal document.

Staff had previously noted that a striped, pedestrian crosswalk should be added to enhance connectivity and safety for pedestrians. A striped, 6ft. wide walkway extending from the business to the sidewalk on W. Forest Home Ave. has been incorporated into the site plan.

Staff had previously noted that the continuation of the curb to the trash enclosure on the southern extent of the property should be incorporated. The current submittal has incorporated this change; a continuous curb is depicted from the entrance off of S. 65th St. to the trash enclosure.

The applicant has also submitted an updated floor plan. The updated plan provides labels for the types of products that will be sold and where they will be located within the space. Of note, liquor is identified as only being located behind the counter and beer and wine is identified as only being located in an area behind an overhead gate. The Clerk's Office has reached out to the applicants to modify their premises description on their liquor license application to reflect where these items are sold. A premises description describes where liquor is sold, stored, and where records are kept. Should the applicant ever wish to expand where alcohol is sold within their store, they would need to modify their premises description with the Clerk's Office. The modified liquor license would then appear before Common Council for approval. Following approval, the updated premises description will be printed on their liquor license.

Staff recommends that this item be expedited to the May 21, 2024 Common Council meeting.

Recommendation: Recommend Common Council approval of the Site, Landscaping, and Architectural Plans for proposed remodeling of Kwik Market, a new convenience retailer, to be located at 6437 W. Forest Home Ave., submitted by Guriqbal Singh Sra, d/b/a Kwik Market and Thomas Stochowiak, d/b/a Stack Design Group. (Tax Key No. 572-8989-002), subject to Plan Commission and staff comments, and the following conditions:

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

1. Revised Site Plan being submitted to the Community Development Division of all proposed landscaping species and quantities to be reviewed and approved by the City Forester, as applicable.
2. Civil Plan Set being submitted to the Engineering Division for review and approval. The Civil Plan Set shall include a site plan, a grading plan, a utility plan, and an erosion control plan. Any modifications or requirements are as directed by the Engineering Division, 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 by Municipal Code in the amount of 125% of the estimated cost of landscaping and screening.

Thomas Stochowiak, representing Stack Design Group, was present for discussion. He said that the plans have designated exactly what area alcohol products will go on the shelves. The plans also illustrate a place where the beer and wine can be closed off after 9:00 pm. Mr. Stochowiak mentioned that the future tenant would ideally be a professional office, not a retailer.

Motion by Ald. Kastner, seconded by Mr. Carlson, to recommend Common Council approval of the Site, Landscaping, and Architectural Plans for proposed remodeling of Kwik Market, a new convenience retailer, to be located at 6437 W. Forest Home Ave., submitted by Guriqbal Singh Sra, d/b/a Kwik Market and Thomas Stochowiak, d/b/a Stack Design Group (Tax Key No. 572-

8989-002), subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 21, 2024 Common Council meeting. Motion carried unanimously.

- 12A. **Special Use Review for Southwest Auto Body, a proposed automotive repair business, to be located at 5049 W. Loomis Rd., submitted by Naser Berisha, d/b/a Southwest Auto Body, and Gerry Ramos, d/b/a Ramos & Associates. (Tax Key No. 647-9973-000)**
- 12B. **Site, Landscaping, and Architectural Plans for Southwest Auto Body, a proposed automotive repair business, to be located at 5049 W. Loomis Rd., submitted by Naser Berisha, d/b/a Southwest Auto Body, and Gerry Ramos, d/b/a Ramos & Associates. (Tax Key No. 647-9973-000)**

Items 12A and 12B may be considered together.

Overview and Zoning

The applicant, Naser Berisha, owns the property located at 5049 W. Loomis Rd., approximately 3,600 sq. ft. in area. The property is zoned C1 Neighborhood Commercial District. The proposed use of auto body, paint, and interior repair and maintenance is not a permitted or special use within the district. However, the property has an existing Special Use Permit, for this use, from the previous occupant that has not yet expired since it has been less than one year since the previous occupant left. A new Special Use Permit could not be issued for the use of auto body, paint, and interior repair and maintenance at this location given its current zoning designation. A change in ownership authorizes Special Use Review by the Plan Commission and Common Council.

The applicant has ten (10) years of experience in the automotive industry and twenty years of customer service experience. The proposed hours of operation are Monday to Saturday, 9am to 7pm. The applicant/ business owner plans on having three (3) full-time employees.

Site, Landscaping, and Architectural Plans

A simple site and landscaping plan was submitted as part of the application. The plan provides a very general overview of the proposed changes and improvements to the site. A note on the plan indicates that “additional future landscaping trees and shrubs will be provided when the future building will be constructed”. However, no indication has been made to the City about plans to construct a future building.

Highlights of the site plan include the addition of a new asphalt parking area and driveway, regrading of the lot to address ponding issues, and installation of a concrete pad for construction of a cedar wood enclosure with a man-door.

Information the site plan does not include:

1. Elevations with scale and schematics of all proposed buildings and structures.
2. A colored, architectural rendering of all proposed buildings and structures.
3. A detailed and dimensioned elevation of any proposed or existing signage, including copy and color schematic, with the location of existing and proposed signage.
4. Location for temporary and convenient storage of snow removed from parking and other public areas.

The site currently has three buildings, the primary structure used for maintenance and two garages. The main building was recently inspected by the building inspectors and all issues that were identified at that time have been addressed. Given the current proposal, inspectors did note that additional health and safety features must be added to the primary structure. Specifically, auto body work will require an HVAC system to address the fumes associated with body work and the spray booth will need to be sprinkled. To properly support the water needs of the spray booth, a 6" water main will need to be brought to the building.

The current application proposes that the two garages will remain and receive some necessary repairs and improvements. Building 2 (as noted on the submitted site plan) is in a worse state of disrepair. The building improvement plan states that it will have its gable roof replaced, the existing wood shake siding and underlayment replaced with new wood siding to match the siding on Building 3, a new garage door installed, and painting of the existing concrete masonry walls. Building 3 (as noted on the submitted site plan) will not have any work done to its roof, will have the wood siding painted, the existing concrete masonry walls will be painted, and the existing garage doors will be painted.

A utility plan has not been submitted. A utility plan would include:

1. Existing and proposed grades, and site drainage plans, including catch basin locations. All paved areas and buildings must be connected to the storm sewer system, if available.
2. Existing and proposed easements, water, and sanitary sewer plans, location, and size, along with hydrant location(s).
3. Exterior lighting plans, including location, illumination levels (in foot-candles), and type with photometric analysis.

While the landscaping plan submitted is simple, it does provide clear locational information for the nine (9) plants they are proposing. However, the landscaping plan does not identify any existing plantings on the property and if they intend for them to remain on the property. Additionally, the area to the south and east of the garages is simply labeled as "open space". In its current state, the area is covered in gravel. Staff recommends that greater detail be provided regarding the landscaping plans for this area to ensure that it enhances the overall site and does not become abandoned. At a minimum, staff recommends that the gravel be removed from the area and sod be installed.

Another concern raised by staff is the condition of the existing retaining wall. Staff highly recommends that the retaining walls be replaced to ensure their long-term support of the grade difference. The submitted site plan does not indicate whether the applicant intends to install curbs around the parking lot. The submitted site plan depicts the proposed dumpster enclosure access requiring users to walk through grass. Staff recommends that the pavement be extended to allow for the man door to be accessed without walking through the grass.

Staff recommends that this item be expedited to the May 21, 2024 Common Council meeting.

Recommendation: Recommend Common Council approval of the Special Use Review and Site, Landscaping, and Architectural Plans for Southwest Auto Body, a proposed automotive repair business, to be located at 5049 W. Loomis Rd., submitted by Naser Berisha, d/b/a

Southwest Auto Body, and Gerry Ramos, d/b/a Ramos & Associates. (Tax Key No. 647-9973-000), subject to Plan Commission and staff comments, and the following conditions:

(Items 1 and 2 are required to be satisfied prior to the issuance of any building, electrical, or plumbing permit associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly. Items 3 through 5 are required to be satisfied prior to the issuance of an Occupancy Permit)

1. Revised site and landscaping plans being submitted to the Community Development Division to show the following: (a) elevations with scale and schematics of all buildings and structures; (b) a colored, architectural rendering of all buildings and structures; (c) a detailed and dimensioned elevation of any proposed or existing signage, including copy and color schematic, with the location of existing and proposed signage; (d) identification of the location for temporary and convenient storage of snow removed from parking and other public areas; (e) inclusion of existing landscaping to the landscaping plan; (f) information regarding the landscaping plan for the area currently labeled "OPEN SPACE"; (g) notation that overgrown brush will be cleaned up throughout the site; and (h) notation that the concrete pad for the dumpster enclosure will be extended to allow for access to the man door.
2. A photometric plan being submitted to the Community Development Division for review and approval. Depending on the scope of lighting on the site, a lighting plan may be sufficient.
3. Submittal of a building permit application for the full replacement of the existing, wooden retaining wall.
4. Successful final inspection of the new retaining wall.
5. A revised Civil Plan Set showing modifications/ requirements as directed by the Engineering Department, which may include the addition of curbs, subject to change in order to meet Municipal Code requirements.

Applicants Naser Berisha, d/b/a Southwest Auto Body, and Gerry Ramos, d/b/a Ramos & Associates, were present for discussion. Mr. Berisha explained that the business will have a minimum of 20 cars on the site. He said that there will be only one owner and the back area will only be grass. Mr. Braswell and Ald. Kastner discussed how the open space used to be full of cars. Mr. Berisha said that he'll close off the back and convert it to grass. Ald. Kastner suggested a border like a fence for the area and indicated that the fence shall be installed prior to an occupancy permit being issued for the property. Mr. Berisha said that any work done on site will be painting and auto body repair. Plan Commission stressed that the new retaining wall must be completed prior to occupancy.

Motion by Ald. Kastner, seconded by Mr. Braswell, to recommend Common Council approval of the Special Use Review and Site, Landscaping, and Architectural Plans for Southwest Auto Body, a proposed automotive repair business, to be located at 5049 W. Loomis Rd., submitted by Naser Berisha, d/b/a Southwest Auto Body, and Gerry Ramos, d/b/a Ramos & Associates

(Tax Key No. 647-9973-000), subject to Plan Commission and staff comments, and authorize this item to be expedited to the May 21, 2024 Common Council meeting. Motion carried unanimously.

- 13. Ordinance to amend the official Greenfield Zoning Map by rezoning the property located at 4110 S. 76th St. from C-4 Regional Business District to Planned Unit Development District #4. (Tax Key No. 571-8997-000)**

The proposal is for the rezoning of the property located at 4110 S. 76th St. to Planned Unit Development District #4. The property is currently zoned C-4 Regional Business District but is used as a single-family home.

Mandel Group, Inc. currently has the property under contract, but has not purchased it yet. Mandel Group, Inc. intends to incorporate the parcel as part of its multi-family development project. Before the parcels can be combined through the Certified Survey Map (CSM) process, the parcel located at 4110 S. 76th St. must be rezoned to match the former Spring Mall parcel (Tax Key No. 571-8984-009; zoned Planned Unit Development #4). Whenever any parcel is rezoned, the new zoning must be consistent with the Land Use Map found within the 2020 City of Greenfield Comprehensive Plan. The Future Land Use Map identifies this parcel as Planned Mixed Use. As such, rezoning the parcel to Planned Unit Development District #4 is consistent with the Land Use Map.

Staff recommends this item be scheduled for the July 16, 2024 Common Council meeting.

Recommendation: Recommend Common Council approval of Ordinance to amend the official Greenfield Zoning Map by rezoning the property located at 4110 S. 76th St. from C-4 Regional Business District to Planned Unit Development District #4. (Tax Key No. 571-8997-000)

Motion by Ald. Kastner, seconded by Mr. Weis, to recommend Common Council approval of Ordinance to amend the official Greenfield Zoning Map by rezoning the property located at 4110 S. 76th St. from C-4 Regional Business District to Planned Unit Development District #4 (Tax Key No. 571-8997-000) and authorize a public hearing to be scheduled for July 16, 2024. Motion carried unanimously.

- 14A. Resolution to adopt a Land Use Map amendment to the 2020 City of Greenfield Comprehensive Plan for the property located at 7154 W. Forest Home Ave. from Single Family to Planned Mixed Use. (Tax Key No. 571-8983-000)**
- 14B. Ordinance to amend the official Greenfield Zoning Map by rezoning the property located at 7154 W. Forest Home Ave. from R-3 Single-Family Residential Conservation District to Planned Unit Development District #4. (Tax Key No. 571-8983-000)**

Items 14A and 14B may be considered together but must be voted on separately.

A motion for 14A, for the Land Use Amendment to the Comprehensive Plan, must be made and approved prior to a motion for 14B, an ordinance to amend the official zoning map, being made and approved.

The proposal is a comprehensive land use plan amendment and rezoning for the property located at 7154 W. Forest Home Ave. The property is currently zoned R-3 Single-Family Residential Conservation District, consistent with its current use as a single-family home. The Future Land Use Map identifies this parcel as Single Family.

Mandel Group, Inc. currently has the property under contract, but has not purchased it yet with the intention of incorporating the parcel as part of its multi-family development project. Before the parcels can be combined through the Certified Survey Map (CSM) process, the parcel located at 7154 W. Forest Home Ave. must be rezoned to match the former Spring Mall parcel (Tax Key No. 571-8984-009; zoned Planned Unit Development #4).

Whenever any parcel is rezoned, the new zoning must be consistent with the Land Use Map found within the 2020 City of Greenfield Comprehensive Plan. To achieve the goal of rezoning 7154 W. Forest Home Ave. from Single-Family to Planned Unit Development #4, staff recommends an amendment to the Comprehensive Land Use Map from Single Family to Planned Mixed Use.

State Statutes require the Plan Commission to adopt a Resolution supporting this proposed Comprehensive Land Use amendment, which will be considered by the Common Council during a public hearing. State Statutes also require a 30-day public comment period prior to a Comprehensive Land Use map amendment consideration. As such, the public hearing would be scheduled for July 16, 2024, if the Plan Commission adopts the proposed Resolution.

A rollcall vote is needed for the Resolution.

Recommendation: Approval of the Resolution to adopt a Land Use Map amendment to the 2020 City of Greenfield Comprehensive Plan for the property located at 7154 W. Forest Home Ave. from Single Family to Planned Mixed Use. (Tax Key No. 571-8983-000)

Recommendation: Recommend Common Council approval of Ordinance to amend the official Greenfield Zoning Map by rezoning the property located at 7154 W. Forest Home Ave. from R-3 Single-Family Residential Conservation District to Planned Unit Development District #4. (Tax Key No. 571-8983-000)

Phillip Aiello, President of Mandel Group, Inc., was present for discussion. He explained that this is part of the larger Spring Mall Redevelopment. He said that someone is living there right now, similar to the 76th street home, and Mandel Group has this under contract. Mr. Aiello said that Mandel Group will close on the property when the development goes forward.

Motion by Ald. Kastner, seconded by Mr. Weis, to approve the Resolution to adopt a Land Use Map amendment to the 2020 City of Greenfield Comprehensive Plan for the property located at 7154 W. Forest Home Ave. from Single Family to Planned Mixed Use (Tax Key No. 571-8983-000), subject to Plan Commission and staff comments, and authorize a public hearing to be scheduled for July 16, 2024. Motion passed on a roll call vote.

Motion by Mr. Weis, seconded by Ald. Kastner, to recommend Common Council approval of Ordinance to amend the official Greenfield Zoning Map by rezoning the property located at 7154 W. Forest Home Ave. from R-3 Single-Family Residential Conservation District to Planned

Unit Development District #4 (Tax Key No. 571-8983-000), subject to Plan Commission and staff comments, and authorize a public hearing to be scheduled for July 16, 2024. Motion passed unanimously.

- 15. Site, Landscaping, and Architectural Plans for Cold Spring Crossing Apartments, a proposed new construction multi-family development, to be located at 4200 S. 76th St., submitted by Phillip Aiello, d/b/a Mandel Group, Inc., and Eric Ponto, d/b/a Engberg Anderson Architects. (Tax Key No. 571-8984-009)**

Overview and Zoning

Mandel Group, Inc. ("Mandel") presented a conceptual plan review before the Plan Commission in February 2024 for new construction of a multi-family development located at the site of the former Spring Mall. The City of Greenfield owns the 23.84-acre former Spring Mall site and in September, issued a Request for Proposal (RFP) seeking developers who would take over ownership and develop the property. A Real Estate Purchase and Sale Agreement has been executed. Closing is scheduled no later than November 2024. The working name of the development is Cold Spring Crossing Apartments.

In addition to the 23.84-acre site, formerly Spring Mall, Mandel has acquired two other parcels to incorporate into the overall development. These two parcels are currently in the process of being rezoned so the entire site will be zoned Planned Unit Development District #4. The City rezoned the Spring Mall parcel to PUD #4 in November 2022 with particular standards and permitted uses listed to match the [at the time] proposed mixed-used development by Cobalt Partners. Mandel's proposal will meet those already-adopted standards.

The proposed development includes 256-unit luxury apartments within eleven (11) buildings. The campus will include studio, one-bedroom, two-bedroom, and three-bedroom apartments. Additionally, the community will be "highly-amenitized" with enclosed and surface parking, an on-site property management team, clubhouse, fitness center, pool, car wash, and dog run. The design is centered around a greenspace and creates a walkable neighborhood on the campus.

The parking is broken down as follows:

Attached, enclosed	102
Detached, enclosed	84
<u>Surface</u>	<u>254</u>
Total	440

Mandel, since inception in 1991, has closed over \$2 billion in real estate transactions. Their offices are in Milwaukee and they have an excellent commercial and multi-family development reputation throughout the metro-Milwaukee area. For this particular project, Phil Aiello, President and COO, will be utilizing his 23-year commercial real estate career to bring the Spring Mall project to fruition.

Mandel is proposing to keep the Meyer's Restaurant portion of the southern building, the tenant space immediately west of the existing Meyer's Restaurant, and their southern and eastern parking lot in place. The remaining western portion of that building will be demolished, along with the former Pick 'n Save building on the north, and the utility building in the center of

the site. The redevelopment of Spring Mall will create a walkable neighborhood that provides connectivity to the Powerline Trail, Meyer's, Walgreens, City Hall, and Metro Market.

Site and Landscaping Plans

The parcel is currently zoned Planned Unit Development #4 (PUD). Following the successful rezoning and subsequent Certified Survey Map (CSM) process for combination with the two acquired parcels (Tax Key Nos. 571-8997-000 and 571-8983-000), no rezoning or public hearing is necessary. As such, this proposal is simple a formal site, landscaping, and architectural review process.

The proposed 256 units on 24.4 acres creates a gross density of 10.49 units/ acre. The proposed density is well below the maximum gross density of 21 units/acre allowed within the PUD #4 zoning district. Furthermore, the proposed principle structures and accessory structures are within the maximum heights permitted within the PUD #4 district of 5 stories and 1 story, respectively. The site plan also indicates that the site is compliant with the minimum distance between buildings of 20 ft.

In comparison to the Conceptual Site Plan that was previously reviewed by the Plan Commission, the most notable changes have occurred on the southern portion of the site. Due to the tenant space next to the Meyer's Restaurant being retained, the site could no longer accommodate two residential buildings. As such, the current site plan shows the removal of Building 12 and a smaller Building 13. Additionally, the Meyer's Restaurant parking lot has been reconfigured and expanded to include areas to the south and east of the restaurant. Furthermore, access to the Walgreen's property to the west has been re-established through the provision of a driveway.

Other changes that have been made since the Conceptual Site Plan include reconfiguration of the biofiltration basins located on the eastern side of the parcel. The proposed site plan does not include public roads, all drives will be private. Stormwater will be managed through a retention pond on the east side of the property which will also serve as a buffer for the homes to the east. Additional sidewalk has been added to the central greenspace and around all buildings. On the northern portion the existing Arby's property, slight modifications have occurred near the driveway entrance. The driveway has been curved where it used to come to a right angle. Connection via driveway entrance has also been established between the garage area for Building 10 and Walgreens. A final notable alteration from the previous plan is the reconfiguration of the garages to the west of Building 6 and to the north of Building 5.

Photometric Plans

The photometric plan shows the installation of thirty-one SIGNIFY Lumec RoadFocus LED Cobra Heads, 25-ft. tall light poles throughout the site. In addition, twelve Performance in Lighting, in the color textured black, will be located along the central pathway leading towards the Power Line Trail. Around the Leasing Office and the GA1 garage will be eight (8) STONCO wall mounted lights. Finally, fifty Celestial Lighting LED string lights will be installed around the pool area.

Architectural Plans

The eleven (11) proposed apartment buildings and the eight (8) detached garages mirror each other in architectural design and material. The buildings are constructed of a variety of materials including Buechel stone veneer, James Hardie fiber cement panel and board and batten, and

LUX metal panel in a wood tone. Staff does not have any recommended architectural modifications.

Staff recommends that this application be expedited to the May 21, 2024 Common Council meeting.

Recommendation: Recommend Common Council approval of the Site, Landscaping, and Architectural Plans for Cold Spring Crossing Apartments, a proposed new construction multi-family development, to be located at 4200 S. 76th St., submitted by Phillip Aiello, d/b/a Mandel Group, Inc., and Eric Ponto, d/b/a Engberg Anderson Architects (Tax Key No. 571-8984-009), subject to Plan Commission and staff comments, and the following conditions:

(Items 1 through 8 are required to be satisfied prior to the issuance of building permits and/or Certificate of Occupancy associated with the proposed work reviewed by the Plan Commission. Contractors applying for permits should be advised accordingly. The work associated with Item 1 must be completed within one year of Common Council approval.)

1. Revised Site, Landscaping and Architectural Plans being submitted to the Community Development Division to show the following: (a) extension of the sidewalks to the Powerline Trail; and (b) compliance with the approved Traffic Impact Analysis (TIA).
2. A revised photometric plan being submitted incorporating the existing Meyer's Restaurant.
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. A revised Civil Plan Set and a Stormwater Management Plan showing modifications/requirements as directed by the Engineering Department, subject to change in order to meet Municipal Code requirements.
6. Permit application approvals from WDNR/MMSD for sanitary permits, WDNR/Milwaukee Water Works for water permits, and WDNR/MMSD for stormwater permits.
7. All necessary new easement agreements (utility, cross-access, etc.) being approved by the Engineering Department and recorded and old easement agreements being released and recorded where necessary, as directed by the Engineering Department.
8. PUD Agreements being signed and executed.
9. Submittal of park fees of \$1,806 per unit.

Ald. Kastner mentioned that he likes the connections to the Power Line Trail and the City of Greenfield would be gracious if there was a light at the entrance to the trail. He said that it's a much needed safety feature. Plan Commission discussed the addition of a sign at the entrance to the trail besides a light.

Ald. Kastner asked if Meyer's Restaurant will be owned by Mandel Group, Inc. Mr. Aiello explained that, they will divide the property, and Meyer's will purchase the building and parking lot from Mandel Group, Inc.

Motion by Ald. Kastner, seconded by Mr. Carlson, to recommend Common Council approval of the Site, Landscaping, and Architectural Plans for Cold Spring Crossing Apartments, a proposed new construction multi-family development, to be located at 4200 S. 76th St., submitted by Phillip Aiello, d/b/a Mandel Group, Inc., and Eric Ponto, d/b/a Engberg Anderson Architects (Tax Key No. 571-8984-009), subject to Plan Commission and staff comments, including adding lights to the trail head, and authorize this item to be expedited to the May 21, 2024 Common Council meeting. Motion carried unanimously.

16. City Planner Report

Ms. Vlach said that there are two projects appearing in June for the corner of 84South.

17. Adjournment.

**Motion by Mr. Carlson, seconded by Mr. Braswell, to adjourn the meeting at 6:57 p.m.
Motion carried unanimously.**

Respectfully submitted,

Natalie Phillips
Administrative Assistant

Distributed May 17, 2024