

**MINUTES OF THE PLAN COMMISSION MEETING HELD AT THE GREENFIELD CITY HALL ON
TUESDAY, JANUARY 14, 2025**

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

ROLL CALL:	Mayor Neitzke	Present
	Ald. Kastner	Present
	Mr. Steve Rogers	Present
	Mr. Brian Weis	Present
	Mr. Don Carlson	Present
	Mr. Zak Marshall	Present
	Mr. Bob Krenz	Present
	Mr. Mike Braswell (Alt)	Present
	Ms. Danielle Wojak (Alt)	Present

2. **Approval of the Minutes from the December 10, 2024 meeting.**

Motion by Mr. Carlson, seconded by Mr. Krenz, to approve the minutes from the December 10, 2024 meeting. Motion passed unanimously.

3. **Discussion regarding last Common Council meeting.**

Mrs. Vlach stated that the Common Council meeting was held on January 7th instead of December 17th due to a notice error with the newspaper. Mrs. Vlach stated that the expansion at NiNi's Pizzeria was approved and that the work is already in progress. An opening date for the dining room is expected in the near future. She also stated that both Radiant Healing Massage and Revival Ink were approved and had already received their Occupancy Permits.

- 4A. **Special Use Review for an ownership change to Deli Food Express, an existing gas station and convenience store, located at 3900 S. 92nd St., submitted by Kaushal Malde, d/b/a Malde, Inc. (Tax Key No. 569-9990-001)**

- 4B. **Site Plan Review for an ownership change to Deli Food Express, an existing gas station and convenience store, located at 3900 S. 92nd St., submitted by Kaushal Malde, d/b/a Malde, Inc. (Tax Key No. 569-9990-001)**

Items 4A and 4B may be considered together.

Overview and Zoning

The Citgo gas station, currently located at 3900 S. 92nd St., is an existing business for review triggered by a change in ownership. The property is zoned C-3 Highway and Commercial Service Business District, which permits gasoline stations with convenience

stores as a special use. Deli Food Express occupies approximately 4,800 sq. ft. of the multi-tenant commercial building. The proposed hours of operation are 5am to 9pm, daily. The pumps will be available 24-hours daily, but will only accept card as no attendant will be present outside the proposed hours of operation. The new owner anticipates having three (3) full-time employees and one (1) part-time employee.

The applicant, Kaushal Malde, grew up in the business and has run the business for the last seven (7) years. The change in ownership is the result of the business transferring from Mr. Malde's father to him. The applicant will rent the property for three (3) months before it is fully transferred to the applicant.

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. When staff conducted the site visit, several issues were observed. These issues have been communicated to the applicant who has agreed to address each of them.

The dumpster enclosure, located on the north side of the building, needs maintenance and repair. The current enclosure is a cyclone fence with wooden vertical wooden slats providing screening. Unfortunately, many of the wooden slats are either missing or damaged and the enclosure does not have a separate man-gate. The wooden slats that do remain have not been maintained and are in need of replacement. Staff recommends that all wooden slats be replaced to provide a harmonious appearance for the enclosure. Located next to the dumpster is a rusted electrical panel cover. The cover will need to be repainted or replaced.

The windows, located on the west side of the building, are littered with signage clutter. Code limits window signage to no more than 20% of each window unit. The window signage will need to be reduced to comply with code restrictions. Additionally, the property has firewood for sale, located in a red storage container near the main entrance. Municipal Code (Sec. 21.04.0703(J)8) explicitly prohibits the outdoor storage and display of merchandise, including firewood. The firewood box will need to be removed. Located on the north and east elevation of the building are wall mounted lights. The lights currently do not meet the 90-degree angle requirement and point outwards toward the parking lot and the residential property to the west. These lights will either need to be repositioned or replaced to comply with code requirements.

Finally, there are two large poles, located near the monument sign and payphone. The larger pole props up electrical wiring from the canopy and then runs to the shorter pole that is connected to a payphone. The larger pole also has a connection to the monument sign. There are currently two (2) bollards located adjacent to the payphone that were recently hit. These will need to be addressed to ensure they continue to protect the payphone from vehicles. After speaking with the applicant, his intention will

be to remove the payphone, both bollards, and the associated pole and remove the larger pole, if possible. The applicant intends to complete this work ahead of asphalt work he has planned.

Recommendation: Recommend Common Council approval of the Special Use and Site Plan Review for an ownership change to Deli Food Express, an existing gas station and convenience store, located at 3900 S. 92nd St., submitted by Kaushal Malde, d/b/a Malde, Inc. (Tax Key No. 569-9990-001), subject to Plan Commission and staff comments, with the following conditions:

(Items 1 through 6 are required to be satisfied by July 31, 2025.)

1. Window signage removed so that, in no instance, is window signage covering more than 20% of the window area defined as the area of glass of a single window unit.
2. Removal of outdoor storage of merchandise (ex. firewood).
3. Replacement or repainting of electrical panel cover.
4. Wall lighting being removed or repositioned to be parallel to the ground.
5. Replacement of all wooden slats of the dumpster enclosure to provide a harmonious appearance for the enclosure.
6. Removal of the payphone and associated bollards and poles, as possible.

The applicant, Mr. Malde, was present to answer questions.

Ald. Kastner asked for clarification regarding the proposed hours of operation. Mr. Malde stated that the proposed hours of operation were his preference. Mayor Neitzke reminded the applicant about the City's restrictions concerning LED lighting in windows, window signage, and general upkeep of the property.

Motion by Mayor Neitzke, seconded by Mr. Weis, to recommend Common Council approval of the Special Use Review and Site Plan Review for an ownership change to Deli Food Express, an existing gas station and convenience store, located at 3900 S. 92nd St., submitted by Kaushal Malde, d/b/a Malde, Inc. (Tax Key No. 569-9990-001), subject to staff and Plan Commission comments, and authorize this item to be expedited to the January 21, 2025 Common Council meeting. Motion carried unanimously.

5. **Temporary Use Permit for Blackline Limousines at 3442 S. 103rd St., submitted by Michael Skemp, d/b/a Blackline Limousines, INC. (Tax Key No. 524-8986-020)**

Overview and Zoning

The applicant, Michael Skemp, is proposing to occupy the vacant building and property located at 3442 S. 103rd St. as a home base for Blackline Limousines, Inc. Blackline Limousines, Inc. is a corporate ground transportation coordinator for companies located in southeastern Wisconsin. They have an office staff of 4 employees that operate the sales, service, and administrative functions. Office hours are 7:30am-5:00pm Monday through Friday, and 9:00am-3:00pm Saturday and Sunday. Their fleet consists of 13 vehicles, made up primarily of SUV's, sedans, and Sprinters. Their intent is to store the vehicles inside the building on 103rd St. to protect them from the elements. Local companies that contract with them include Northwestern Mutual, Husco International, Advocate Healthcare (Aurora), Komatso Mining, Kohl's (corporate), and FISERV.

In December, the City was approached by the company inquiring about the necessary permits needed to operate from this location. Upon investigation by staff, it was determined that the use was neither special nor permitted in the Planned Unit Development (PUD) district. However, the Alderman for the district where the property is located (District 3, Alderman Karl Kastner) and Mayor Neitzke have indicated that they would be willing to consider an amendment to the PUD to make Limousine Services (NAICS Code 485320) a special use.

A temporary use permit, as issued by the City Planner, is in effect from January 2, 2025 through January 31, 2025. Extensions for temporary use permits may be issued by the Plan Commission for a period not to exceed twelve (12) months. To provide the timing necessary to formally propose an amendment to the zoning code and act on the proposal, a temporary use extension is being requested.

Site Review

A site visit revealed a site in very good conditions. The only access to the property is via the private road portion of S. 103rd St. There is no access to the site via S. 104th St. The property does abut residential properties to the west. Plan Commission may wish to require additional screening on the west or impose specific use restrictions to prevent spillover to those neighboring properties. Beyond potential conflicts with the neighbors, the site is well suited for the proposed use. The building is in good condition and staff has no feedback regarding its condition.

Recommendation: Recommend Common Council approval of the Temporary Use Permit for Blackline Limousines at 3442 S. 103rd St., submitted by Michael Skemp, d/b/a Blackline Limousines, INC. (524-8986-020), subject to Plan Commission and staff comments.

The applicant, Mr. Skemp, was present to answer questions.

Mayor Neitzke stated that he felt that the site would be well suited for this use. Ms. Wojak asked the applicant what their intention will be following the expiration of the temporary use permit. The applicant states that they are seeking a 2-year lease for the property contingent on the City's action related to the zoning. Mayor Neitzke explained how the administration of PUDs in the City has complicated the ability of the limousine service to operate at the location. He further stated that the City is pursuing action that will enable the applicant to operate in the City of Greenfield and that the extension of the temporary use permit will enable the City to work through the bureaucratic hurdles associated with achieving that outcome.

Motion by Mayor Neitzke, seconded by Mr. Rogers, to approve the Temporary Use Permit for twelve months for Blackline Limousines at 3442 S. 103rd St., submitted by Michael Skemp, d/b/a Blackline Limousines, INC. (Tax Key No. 524-8986-020), subject to Plan Commission and staff comments. Motion carried unanimously.

6. Community Development Report

Mrs. Vlach provided two updates. She showed an image on the PowerPoint of the new Holey Mackerel monument sign that was installed. Additionally, she noted that Crunch Fitness is having a ribbon cutting ceremony on Saturday, January 18th at 11:30am.

Mayor Neitzke provided an update on The Turf project, Cooper's Hawk, Chipotle, and Starbucks. He also noted that upcoming elections were likely impacting economic activity in the City and anticipates a lull in new development until after the election. Mayor Neitzke provided an update on the timing of closing on the Spring Mall property. Mayor Neitzke also shared that the ice-skating rink is open. Multiple commissioners noted their excitement that the rink was able to be open this year and desire for a safe skating season.

7. Adjournment

Motion by Ald. Kastner, seconded by Mr. Weis, to adjourn the January 14, 2025 Plan Commission meeting at 6:20 p.m. Motion passed unanimously.

Respectfully submitted,

Natalie Phillips
Administrative Assistant

Distributed January 17, 2025