



PLAN COMMISSION STAFF REPORT

Tuesday, November 11, 2025 – 6:00 p.m.

1. **Roll Call.**
2. **Approval of the Minutes from the October 14, 2025 meeting.**
3. **Discussion regarding last Common Council meeting.**
- 4A. **Special Use Review for Autoplex, a general auto repair shop, to be located at 5454 W. Forest Home Ave., submitted by Patty Ortiz, d/b/a Autoplex MKE LLC (Tax Key No. 556-8985-001)**
- 4B. **Site Review for Autoplex, a general auto repair shop, to be located at 5454 W. Forest Home Ave., submitted by Patty Ortiz, d/b/a Autoplex MKE LLC (Tax Key No. 556-8985-001)**

Items 4A and 4B may be considered together or separately.

Overview and Zoning

The applicant, Patty Ortiz, is proposing to operate Autoplex, a general auto repair business, in the existing buildings located at 5454 W. Forest Home Ave. The repair business will be a part of their existing used car sales business further east on W. Forest Home Ave., located in the City of Milwaukee. No used cars will be displayed for sale on this property, only repairs will be done at this location. The applicant has provided the following statement regarding the sale of cars on the property, “This email will serve as verification we will not have any cars for sale at the location 5454 W. Forest Home Ave., Greenfield, WI 53220.”



The proposed use, a general auto repair business, is a Special Use in the C-2 Community Commercial District. The previous tenant, Dave's Garage, also operated a general auto repair business. A change in tenant authorizes a Special Use Review by Plan Commission and Common Council. Staff recommends that this item be expedited to the November 18, 2025 Common Council meeting.

The proposed hours of operation are 8:00am to 7:00pm daily. The hours of operation for Dave's Garage were 8:00am to 5:00pm, Mondays through Fridays and 8:30am to 12:30pm Saturdays. There will be eight (8) full-time employees and three (3) part-time employees.

The applicant has also purchased the near-vacant parcel to the southwest (shown on the map outlined in orange). The only building on the property is a garage. The applicant has been notified that if they wish to expand their business operations to that parcel as well, they will need to combine the two parcels via Certified Survey Map.



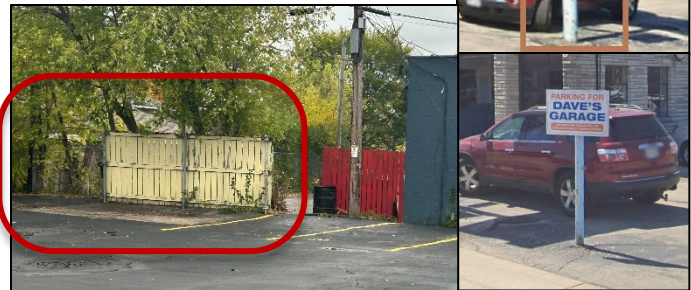
Site Review

A site plan was not submitted, but the Zoning Code allows for the comprehensive review of the condition of the site as part of a Special Use Review.

The site has recently been resurfaced and striped, therefore the new site layout will provide a more orderly layout for the parking of vehicles. The applicant will be improving the existing sign by adding a masonry base and greenery, in addition to updating the face of the sign. There are two (2) driveway signs that will be repainted and updated with the new business.

The previous dumpster enclosure, that had been located on the site, has been mostly removed. Only the rear fence and the concrete pad remain of the dumpster enclosure. Staff have explained to the applicant that code requires a dumpster enclosure and that a new one will need to be constructed.

The proposed business requires 32 parking spaces (2 spaces per



1,000 sq. ft. of floor area plus 1 space per employee and one for each company vehicle). A total of 28 stalls are provided on the property. Common Council may waive the shortage.

Architectural Updates

The applicant will be painting most of the buildings' exterior to match their existing buildings' color scheme. The walls will be painted gray, the downspouts and doors on the front building will be black, the garage doors on the rear building will be white, and the trim on both buildings will be red. The stone on the front building will not be painted.

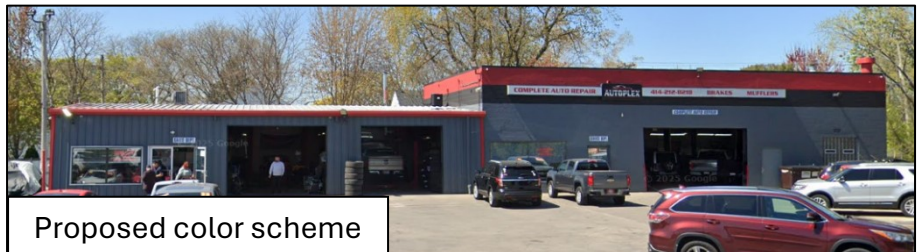
Staff recommends approval and that that item be expedited to the November 18, 2025 Common Council meeting.

Recommendation:

Recommend Common Council approval of the Special Use Review and Site Review for Autoplex, a general auto repair shop, to be located at 5454 W. Forest Home Ave., submitted by Patty Ortiz, d/b/a Autoplex MKE LLC (Tax Key No. 556-8985-001), subject to Plan Commission and Staff comments.

(Item 1 must be satisfied by November 30, 2026. Item 2 must be satisfied before the issuance of an Occupancy Permit.)

1. A revised site plan being submitted to the Community Development Division showing a proposed location for screened refused enclosure(s). Installation of the proposed screened enclosure(s) shall be completed within twelve (12) months of the revised site plan being approved.



2. A letter be submitted to the Community Development Division stating that the applicant will never display used vehicles for sale on this property.

- 5A. **Special Use Review for Dunali Pizza, a proposed limited-service restaurant to be located at 4751 S. 76th St., submitted by Aesha Tahir, d/b/a Dunali Pizza (Tax Key No. 616-8996-001).**
- 5B. **Site Review for Dunali Pizza, a proposed limited-service restaurant to be located at 4751 S. 76th St., submitted by Aesha Tahir, d/b/a Dunali Pizza (Tax Key No. 616-8996-001).**

Items 5A and 5B may be considered together or separately.

Overview & Zoning

The applicant, Aesha Tahir, is proposing to operate Dunali Pizza, a proposed Indian-fusion pizza restaurant, in the 2,000 sq. ft. commercial tenant space within the multi-tenant building at 4751 S. 76th St. This tenant space was previously occupied by Lou Malnati's pizza restaurant.

The applicant has extensive experience in the food service industry, including management operations.



The proposed use, a limited-service restaurant, is a Special Use in the C-4 Regional Business District. The previous tenant, Lou Malnati's, had a Special Use Permit for a limited-service restaurant. A change in tenant authorizes a Special Use Review by Plan Commission and Common Council. Staff recommends that this item be expedited to the November 18, 2025 Common Council meeting.

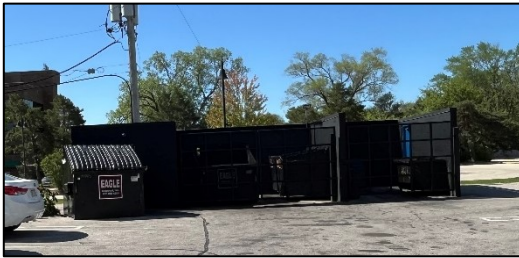
The proposed hours of operation for Dunali Pizza are 11:00am to 12:00am (midnight), daily. Lou Malnati's, the previous tenant, was open Monday – Thursday 4:00pm to 10:00pm, Friday – Saturday 11:00am to 11:00pm, and Sunday 11:00am to 9:00pm. There will be two (2) full-time and two (2) part-time employees.

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 a Special Use Review. The site was recently reviewed in June 2025 as part of the Special Use Review for Matari Coffee.

At that time, the only issue identified was that dumpsters were located outside the dumpster enclosure. As a condition of approval, the dumpsters were to be located within the enclosures, or an additional enclosure was to be constructed to accommodate all dumpsters needed on the property.

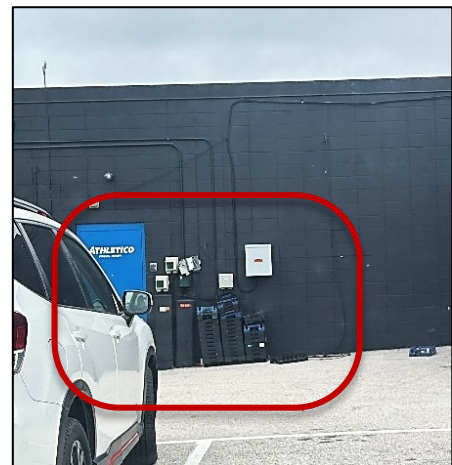
June 2025



November 2025



Upon the most recent visit of the site, Staff found that there were still dumpsters located outside of the dumpster enclosure areas. Staff recommends that a condition of approval be that the dumpsters are placed in the appropriate locations, or a building permit application is filed with the Inspection Services Department for an additional dumpster enclosure. Additionally, staff observed a few piles of items being stored outside the rear entrance to a tenant space. Staff recommends requiring that these items be removed or relocated inside.



The proposed business requires 10 parking spaces (5 per 1,000 sq. ft.) and the remaining building requires 43 (5 spaces per 1,000 sq. ft.), for a grand total of 53 parking spaces. A total of 96 stalls are provided on the property.

Staff recommends approval and that this item be expedited to the November 18th Common Council meeting.

Recommendation: Recommend Common Council approval of the Special Use Review and Site Review for Dunali Pizza, a proposed limited-service restaurant to be located at 4751 S. 76th St., submitted by Aesha Tahir, d/b/a Dunali Pizza (Tax Key No. 616-8996-001), 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 a Certificate of Occupancy. Item 3 is required to be satisfied by January 31, 2026.)

1. A fats, oils and grease “FOG” Plan being submitted for review and approval to Jake Wiltzius, Plumbing Inspector, at jake.wiltzius@greenfieldwi.gov.
2. Any items currently being stored outside are relocated or removed from site.
3. All dumpsters be placed inside the existing enclosure, or a building permit application be filed with the Inspection Services Department for an additional dumpster enclosure, in compliance with Section 21.04.0803(K).

6A. Special Use Review for Taquería Los 3 Carnales, a proposed full-service restaurant and food truck home base, to be located at 4555 W. Forest Home Ave., submitted by Alfredo Cardenas Zapot, d/b/a Taquería Los 3 Carnales (Tax Key No. 531-2001-000)

6B. Site Review for Taquería Los 3 Carnales, a proposed full-service restaurant and food truck home base, to be located at 4555 W. Forest Home Ave., submitted by Alfredo Cardenas Zapot, d/b/a Taquería Los 3 Carnales (Tax Key No. 531-2001-000)

Items 6A and 6B may be considered together or separately.

Overview and Zoning

The applicant, Alfredo Cardenas Zapot, is proposing to operate Taquería Los 3 Carnales, a full-service restaurant and food truck home base in the 2,500 sq. ft. building located at 4555 W. Forest Home Ave. This property was previously the home to Kalibres Restaurant & Bar.

The applicant has over 20 years of experience in the restaurant industry and 3 years of managerial experience. Sample menu items include tacos, burritos, enchiladas, fajitas, and more.

The applicant is also proposing to be the home base for two (2) food trucks. When on site, the food trucks will be parked behind the building, along the rear fence, out of the way of customer parking.



The proposed hours of operation are 7:00am to 11:00pm daily. The previous occupant, Kalibres Restaurant & Bar, had the same approved hours. There will be four (4) full-time employees and six (6) part-time employees.

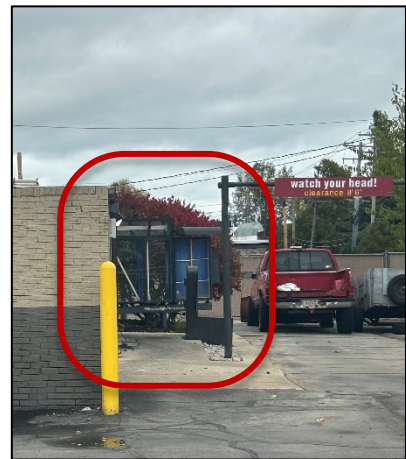
The proposed uses, a full-service restaurant and a food truck home base, are a Special Use in the C-2 Community Commercial District. The previous tenant, Kalibres, had a Special Use Permit for a full-service restaurant that included food trucks. A change in tenant authorizes a Special Use Review by Plan Commission and Common Council. Staff recommends that this item be expedited to the November 18, 2025 Common Council meeting.

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 a Special Use Review. The applicant is not proposing any exterior modifications at this time. During the site visit, staff noticed a couple of issues.

A number of exterior lights were not parallel to the ground. Section 21.06.0401 requires that lighting fixtures have an angle of less than 90 degrees, meaning that lights must be parallel to the ground. The applicant has been made aware of the issue and has agreed to adjust the wall fixtures to be parallel to the ground.

Prior to Kalibres Restaurant & Bar, the building was occupied by Burger King and included a full drive thru lane with a menu board and a pick-up window. The applicant has indicated that they will use the pick-up window for call-in orders, similar to the mobile order pickup approach by Chipotle (8515 Sura Lane). Because the drive-thru lane will not be used for ordering, staff recommends removal of the existing menu board. Should the applicant wish to offer drive-thru ordering in the future, staff would be supportive of reinstalling the menu board at that time.



The proposed use, a full-service restaurant, requires 25 parking spaces (10 per 1,000 square feet). The property provides 39 spaces.

Staff recommends that this item be expedited to the November 18, 2025 Common Council meeting.

Recommendation: Recommend Common Council approval of the Special Use Review and Site Review for Taquería Los 3 Carnales, a proposed full-service restaurant and food

truck home base, to be located at 4555 W. Forest Home Ave., submitted by Alfredo Cardenas Zapot, d/b/a Taquería Los 3 Carnales (Tax Key No. 531-2001-000), subject to Plan Commission and staff comments, and the following conditions:

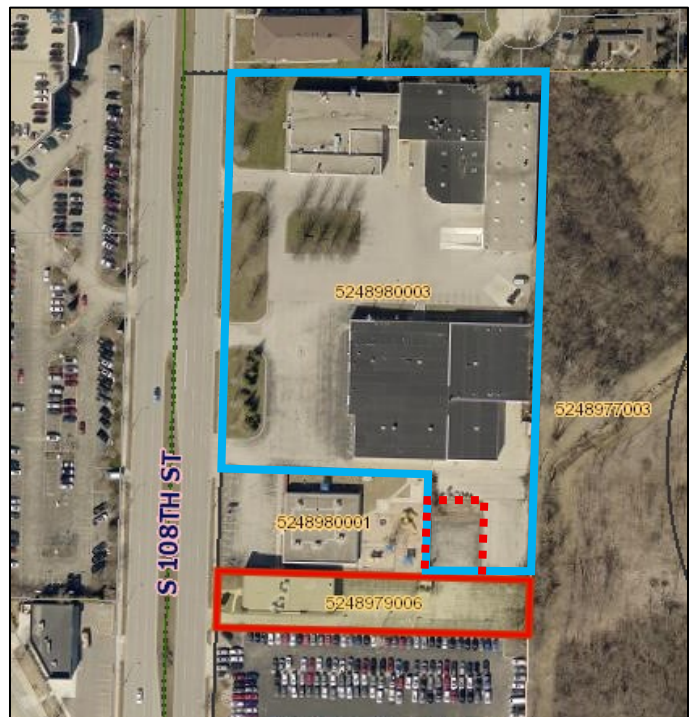
(Items 1 through 4 are required to be satisfied prior to the issuance of a Certificate of Occupancy)

1. A fats, oils and grease “FOG” Plan being submitted for review and approval to Jake Wiltzius, Plumbing Inspector, at jake.wiltzius@greenfieldwi.gov .
 2. Submittal of an operational plan to the Community Development Division depicting and describing where the food truck will be parked and how and when it will be cleaned. Specific language shall be included describing the washout of the food truck.
 3. All exterior lights not currently in compliance with Section 21.06.0401 are removed or brought into compliance.
 4. Removal of the existing drive-thru sign.
7. **Certified Survey Map for a proposed lot line adjustment between 3380 S. 108th St. and 3260 S. 108th St., submitted by Jeanette Liesen, d/b/a LJL Holdings LLC and Michael Ratzburg, d/b/a raSmith (Tax Key Nos. 524-8978-003 & 524-8980-003)**

Overview and Zoning

This CSM will take approximately 5,000 sq. ft. from the northern parcel and add it to the southern parcel. This area has been leased by the owner of the southern parcel for years for use as a parking lot. This paved parking area is only accessible from the southern parcel.

The proposed lot is compliant with minimum lot width, depth, and square footage for the C-4 Regional Business District.



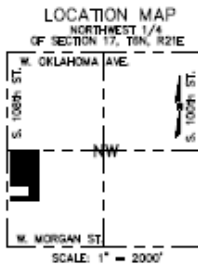
CERTIFIED SURVEY MAP NO. _____

A division of Parcel 2 in Certified Survey Map No. 2158, Parcel 2 in Certified Survey Map No. 4850 and part of the of the Southwest 1/4 of the Northwest 1/4 of Section 17, in Township 6 North, Range 21 East, in the City of Greenfield, Milwaukee County, Wisconsin.

- ▲ INDICATES FOUND 1/2" IRON ROD
- INDICATES FOUND 1" IRON PIPE
- INDICATES SET 1.315" O.D. IRON PIPE AT LEAST 18" IN LENGTH, 1.68 LBS. PER LINEAL FOOT.

ALL DIMENSIONS SHOWN ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT.
 ALL BEARINGS ARE REFERENCED TO THE WEST LINE OF THE NW 1/4 OF SECTION 17, T 6 N, R 21 E, WHICH BEARS S00°21'18"W. WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE (NAD27).

SEE SHEET 2 FOR LOT DETAILS AND EASEMENTS

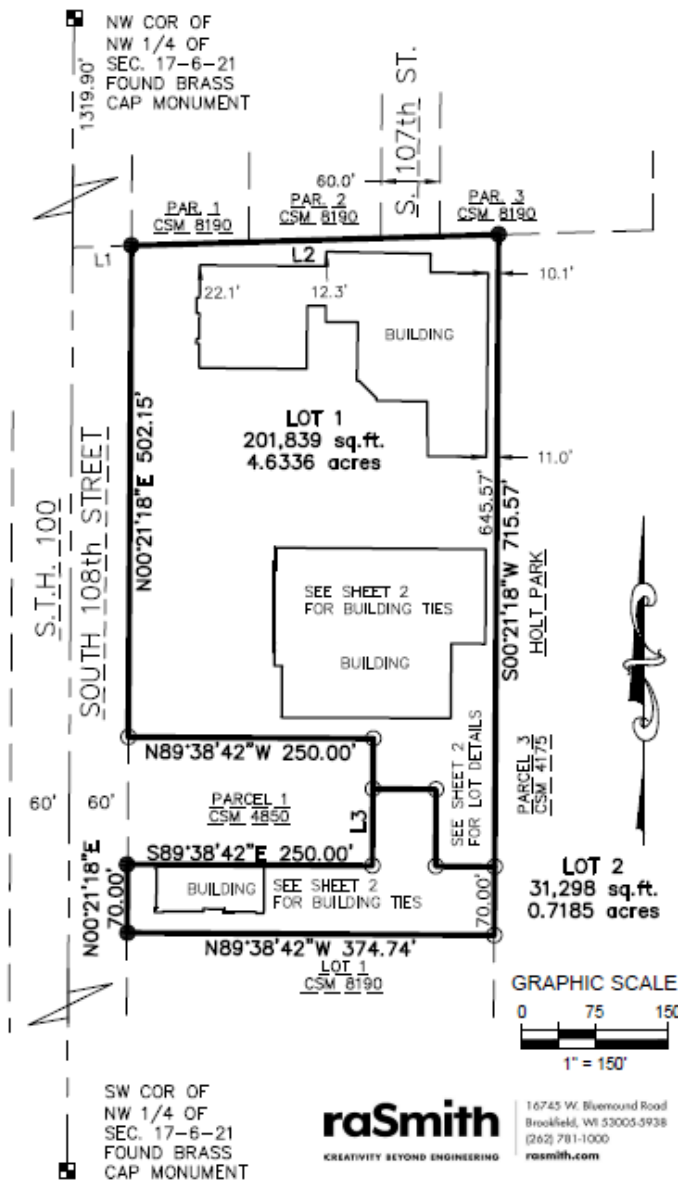


Line Table		
Line #	Direction	Length
L1	S88°18'15"W	60.04
L2	N88°18'15"E	374.98
L3	N00°21'18"E	130.00



Michael J. Ratzburg
 5/19/2025

Revised 9/22/25
 Revised 10/03/25
 Revised 10/30/2025



S:\5169766\dwg\ 169766 CS10.dwg \ SHEET 1

Sheet 1 of 6 Sheets

raSmith
 KREATIVITY BEYOND ENGINEERING

16745 W. Bluemound Road
 Brookfield, WI 53005-5938
 (262) 781-1000
 rasmith.com

Staff recommends that this item be scheduled for the November 18, 2025 Common Council meeting.

Recommendation: Recommend Common Council approval for a proposed lot line adjustment between 3380 S. 108th St. and 3260 S. 108th St., submitted by Jeanette Liesen, d/b/a LJL Holdings LLC and Michael Ratzburg, d/b/a raSmith (Tax Key Nos. 524-8978-003 & 524-8980-003), subject to Plan Commission and staff comments, and the following conditions:

(Items 1 and 2 are required to be satisfied before the CSM can be recorded with the Milwaukee County Register of Deeds.)

1. A revised Certified Survey Map is submitted to the Engineering Division, if needed.
2. A \$30.00 fee payable to the City of Greenfield for the CSM recording fee.

8. Site, Landscaping, and Architectural Plans for proposed addition to Whitnall High School, located at 5000 S. 116th St., submitted by Todd Iverson, a representative for Whitnall School District, and Ryan Sands, d/b/a Bray Architects, Inc. (Tax Key No. 612-8978-007)

Project Overview

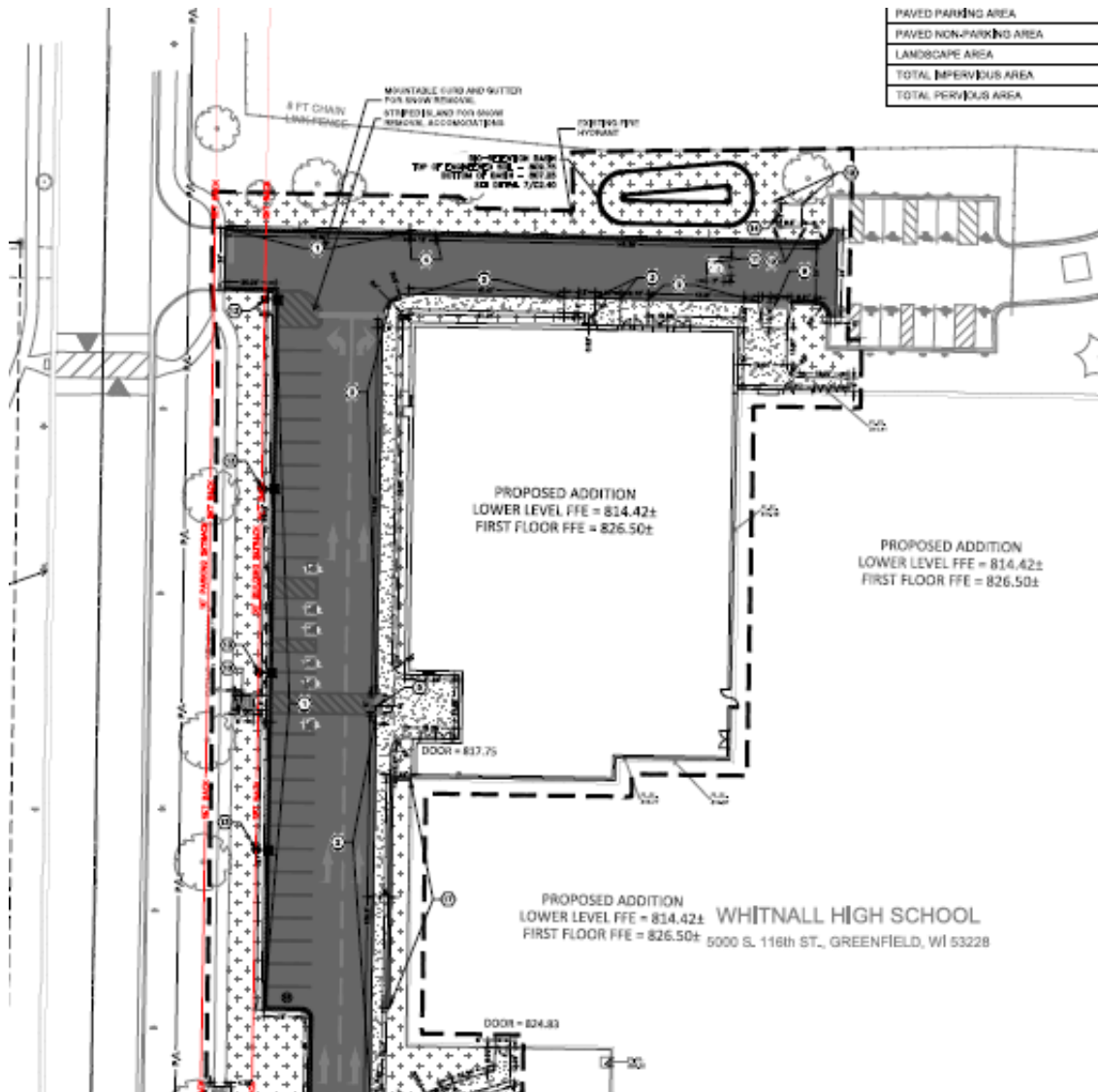
This project consists of an addition and renovations to Whitnall High School as part of the successful November 2024 referendum. The scope of site development will include the building addition, reworking the adjacent parking lots and drives, storm water management, and a new transformer.

Construction is anticipated to begin Spring 2026 with completion by end of Summer 2027.

Site Plan

The building addition will include an entry lobby, swimming pool, locker rooms, pool spectator seating, and associated support spaces. The project also includes areas of renovation, adding windows to the existing pool (new fitness and wrestling),





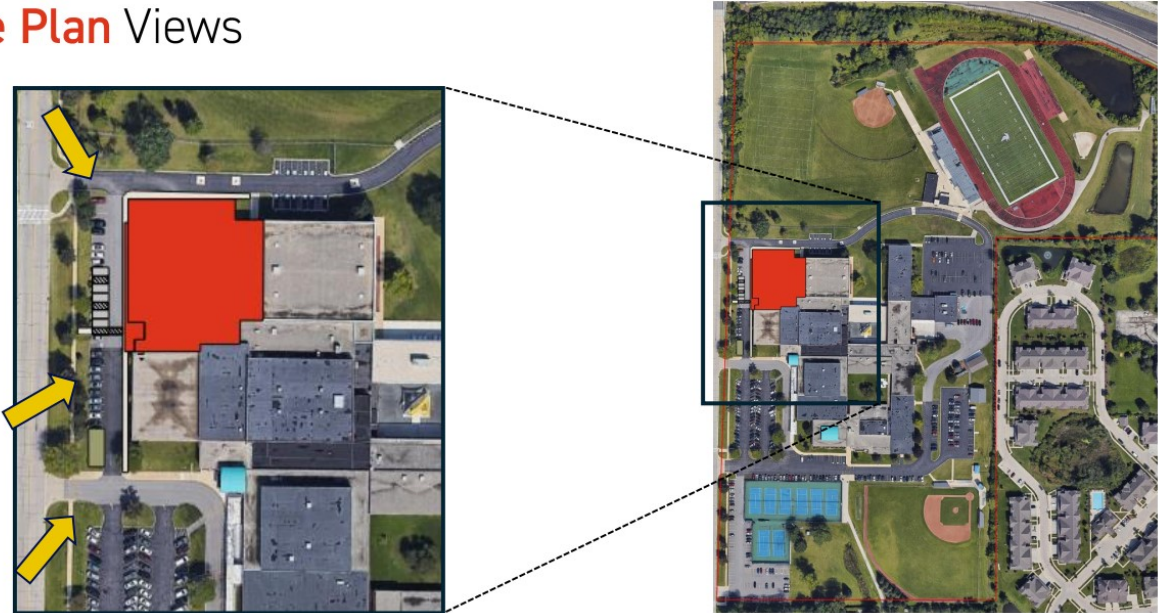
areas of one-for-one window replacements on the existing building, partial roof replacement, potentially renovating the main entry exterior, repainting some of the existing teal metal panels gray, and replacing the chiller and generator.

The asphalt parking and drives to the west and north of the addition are being revised to accommodate the addition, adjust to new site grading, and improve access to the addition entry including additional accessible parking spaces. A new ground-mounted transformer is located to the north of the addition and will be screened by landscaping. To provide storm water management, a small bio-retention basin (rain garden) is planned to the north across the drive from the addition.

The use of the site requires 272 parking spaces (1 space per employee plus 1 space per 7 students). Even with the removal of two rows of parking due to the addition, there will still be 447 parking spaces on the property.

New site lighting will include downlighting within the canopy on the building addition and accent lighting on the wall below the canopy, lit bollards along the sidewalk below the canopy, wall pack fixtures (downlighting) on the addition, and pole-mounted downlight fixtures at the parking. Landscaping will be provided within the impacted areas in compliance with landscaping requirements in the zoning ordinance.

Site Plan Views



Architectural Plans

The addition exterior is designed to complement the existing building through the use of a similar brick and elements of the existing design. The addition includes two types of metal panels, flat panels and architectural angled ribbed panels, in gray tones that relate to existing gray metal panels at areas of recent window replacements.





The addition entry also includes a long canopy element, similar to the main entry to the school, and the underside of the canopy will be clad in a wood-look flat metal panel to add warmth to the entry. The windows on the addition utilize clear anodized aluminum frames, like areas of windows on the existing building, and will utilize both clear and translucent glass to provide daylight while also managing direct sun and glare in the pool. Windows on the science wing of the existing building are being replaced as part of the project with clear anodized aluminum frames.

The existing pool portion of the building (new fitness and wrestling) will have windows added as part of the project with metal panel accents matching the addition, which further helps architecturally tie the addition and the existing building together.



The addition will have backlit letter signage near the entry, as well as a piece of backlit falcon logo artwork mounted on the building. All new signage, whether permanent or temporary, requires a sign permit application.

Landscaping Plans

The City Forester has reviewed the plans and provided feedback to the applicant.

Staff recommend approval and that this item be placed on the November 18, 2025 Common Council meeting agenda.

Recommendation: Recommend Common Council approval of the Site, Landscaping, and Architectural Plans for proposed addition to Whitnall High School, located at 5000 S. 116th St., submitted by Todd Iverson, a representative for Whitnall School District, and Ryan Sands, d/b/a Bray Architects, Inc. (Tax Key No. 612-8978-007), subject to Plan Commission and Staff comments, and the following conditions:

(Item 1 is required to be satisfied before the issuance of building permits)

1. The Landscaping Plan is revised and approved by the City Forester.

9. Site, Landscaping, and Architectural Plans for a proposed multi-tenant retail building, to be located at 4663 S. 51st St., submitted by Shayma Qasem, represented by Emad Nadi, d/b/a ETN Engineering (Tax Key No. 602-9976-001)

Overview & Zoning

The applicant is proposing to construct a multi-tenant retail building on the vacant property located at 4663 S. 51st St.

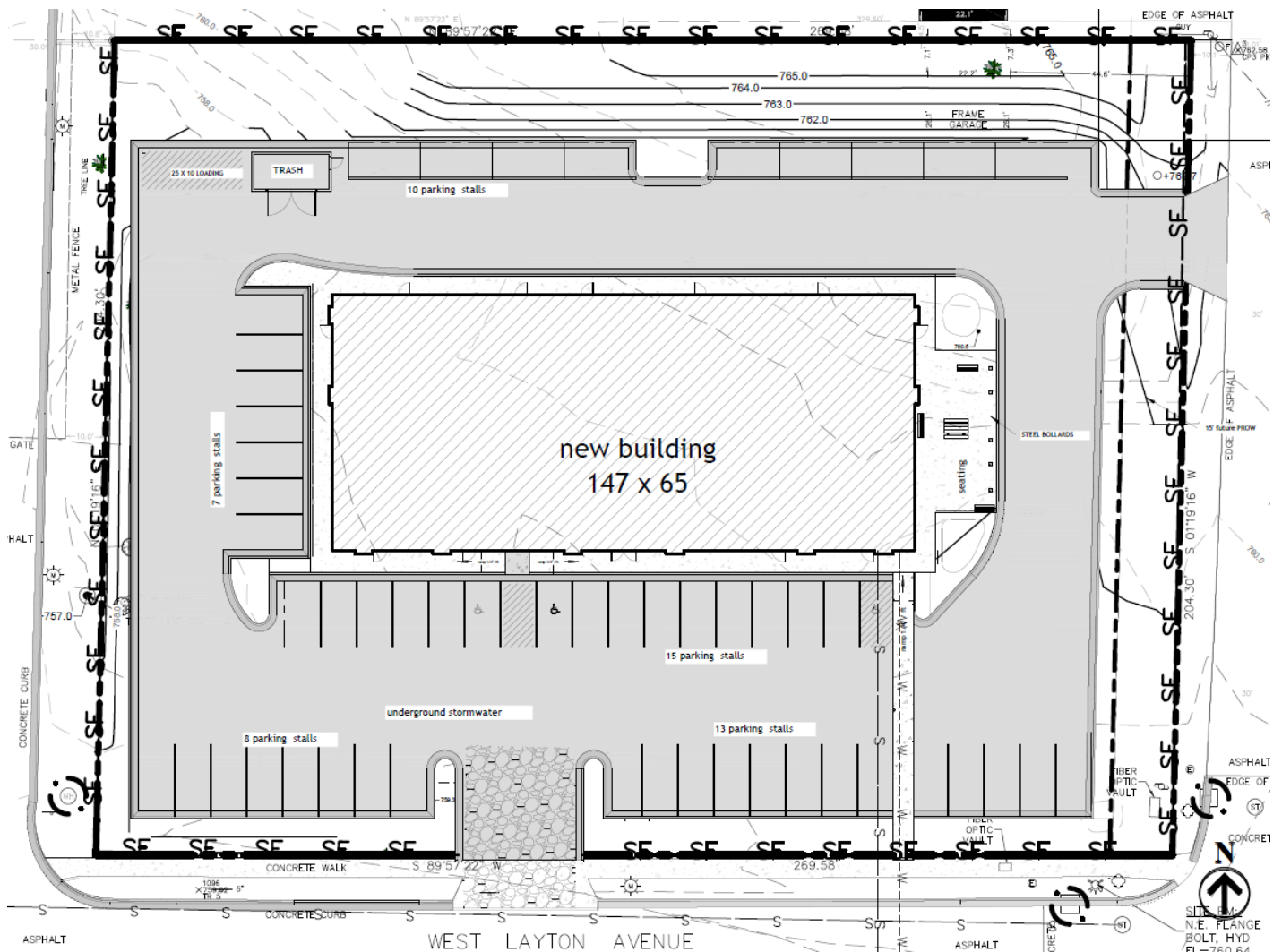
The property is located east of the Greenfield Police Department and north of Konkel Park. Properties to the immediate north and east are single-family homes. While a public hearing would not be required for the Site, Landscaping, and Architectural Review for the multi-tenant building, one would likely be needed once tenants are ready to move into the building, depending on the proposed uses.



The property is 1.26 acres and is zoned C-2 Community Commercial District.

Key Differences from the July 8th Conceptual Review

- The maximum number of tenants has decreased from nine (9) down to five (5)
- The site is designed in a way that will not allow drive-thru restaurant use
- There is a 25 ft. landscaping buffer between this property and the residential one to the north
- Changes to building materials



Site Plan

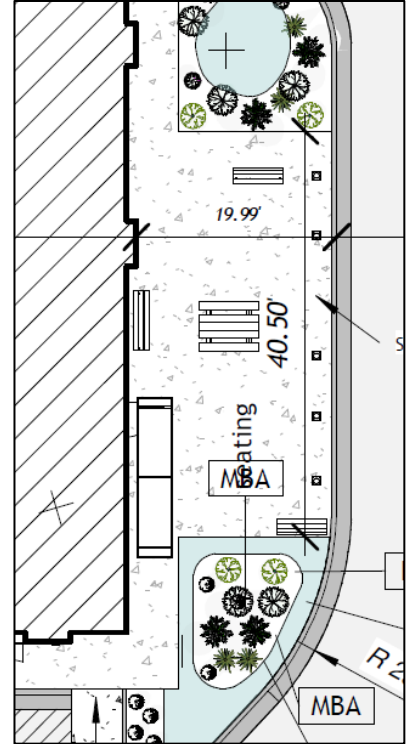
The single-story building will have shop entrances that face W. Layton Ave. Drive entrances to the site will be located off W. Layton Ave. and S. 51st St. The location of these entrances has received approval from the appropriate agencies. A striped pedestrian crosswalk connects the sidewalk on W. Layton Ave. to the front of the building. Curb will be added throughout the site. A retaining wall will be constructed

around the eastern and northern portion of the site to account for the change in elevation. The high points on the site are to the north and east.

The building is designed to house up to five (5) retail tenants. While the decreased number of tenants is a much better fit for the site, Staff is still concerned about the seemingly insufficient number of dumpster enclosures for the proposed number of tenants.

There is an outdoor seating area planned for the east side of the building. The applicant doesn't have a specific tenant lined up for the eastern tenant space, but they anticipate a casual restaurant use that will benefit from the outdoor seating.

The proposed use, multi-tenant retail, requires 48 parking spaces (5 per 1,000 sq. ft.). A total of 53 spaces are provided.



Architecture Plan

The building façade incorporates high-quality architectural materials such as burnished masonry, fiber-cement panels, aluminum composite panels, and decorative stone veneer. The storefronts feature large insulated glazing units to enhance visual transparency and daylighting.



Landscaping Plan

While the final plan is still being reviewed by the City Forester, the adjustments made from the conceptual plan to the current proposal are positive.

Staff recommends approval and that this item be scheduled for the November 18, 2025 Common Council meeting.

Recommendation: Recommend Common Council approval of the Site, Landscaping, and Architectural Plans for a proposed multi-tenant retail building, to be located at 4663 S. 51st St., submitted by Shayma Qasem, represented by Emad Nadi, d/b/a ETN Engineering (Tax Key No. 602-9976-001), subject to Plan Commission and Staff comments, and the following conditions:

(Items 1 through 3 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. Items 4 and 5 are required to be satisfied prior to the issuance of a Certificate of Occupancy)

1. A Civil Plan set and Stormwater Management Plan showing modifications/ requirements as directed by the Engineering Division.
2. Permit application approvals from WDNR/MMSD for sanitary permits, WDNR/Milwaukee Water Works for water permits, and WDNR/MMSD for stormwater permits.
3. Execution of a signed Development Agreement between the developer and City of Greenfield, drafted by the Engineering Division.
4. A landscaping plan being submitted to the Community Development Division and approved, contingent on feedback and approval from the City Forester.
5. Landscaping, per the approved landscaping plan, shall be installed.

10. Ordinance to amend Chapter 21 of the Municipal Code to create subsection 21.04.0805(K) pertaining to drop-off boxes located on private property.

Overview & Zoning

Currently, there are no clear regulations in the Municipal Code relating to drop-off boxes. As such, the goal of the proposed amendment is to remove ambiguity and provide clear direction for the presence of drop-off boxes in the City. Typically, these drop-off boxes are large containers, often found in parking lots, for collecting donations.

In addition to not having clear guidance from the code on the regulation of these boxes, there have also been several issues that have arisen related to them. Primarily, items that should be inside the box end up being located adjacent to the box and become a nuisance. Once this ordinance goes into effect, any existing drop-off boxes will become legal nonconforming. Any drop-off box that is currently located within the City may stay, but they cannot be changed or their location moved and no new boxes may be installed. Staff will create an inventory of existing boxes to enforce the ordinance, if it is adopted.

The proposed Ordinance amendment would require a public hearing before the Common Council, which could be scheduled as soon as the December 16, 2025 Common Council meeting.

ORDINANCE NO: _____

ORDINANCE TO AMEND CHAPTER 21 OF THE MUNICIPAL CODE TO CREATE SUBSECTION 21.04.0805(K) PERTAINING TO DROP-OFF BOXES LOCATED ON PRIVATE PROPERTY.

The Common Council of the City of Greenfield do ordain as follows:

PART I. Subsection 21.04.0805 (K) of the Municipal Code is hereby created as follows:

K. *Drop-off boxes.*

1. *Definition.* "Drop-off box" is a container, receptacle, or similar facility that exists for the purpose of accepting charitable donations of personal property or recycling, unless otherwise permitted by local, state, or federal law.
2. No drop-off boxes shall be permitted on any lot or parcel in the City of Greenfield, including, but not limited to, in any public or private parking area or other paved driving area in the City.

PART II. This ordinance shall take effect and be in force from and after its passage and publication.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the _____ day of _____, 2025.

Recommendation: Recommend Common Council approval of the Ordinance to amend Chapter 21 of the Municipal Code to create subsection 21.04.0805(K) pertaining to drop-off boxes located on private property, subject to Plan Commission and staff comments.

11. Ordinance to amend Chapter 21 of the Municipal Code to create subsection 21.08.0101 (B)(4) regarding the granting of reasonable accommodation under disability laws.

Overview

The City of Greenfield's code is silent on who has the authority to respond to requests for reasonable accommodations. The purpose of the proposed ordinance is to clearly define responsibility and procedure when the City receives such requests.

ORDINANCE NO: _____

AN ORDINANCE CREATING SUBSECTION 21.08.0101 (B)(4) OF THE CITY OF GREENFIELD ZONING CODE REGARDING GRANTING OF REASONABLE ACCOMMODATIONS UNDER DISABILITY LAWS

The Common Council of the City of Greenfield do ordain as follows:

PART I. Subsection 21.08.0101 (B)(4) of the Municipal Code hereby is created as follows:

21.08.0101 – Zoning Administrator designated.

.....
B. *Authority.* In the enforcement of this Code the Zoning Administrator shall have the power and authority for the following:
.....

4. *Reasonable accommodations under federal or state disability laws.* The Zoning Administrator, in consultation with the City Attorney, is authorized to grant reasonable accommodation exceptions to otherwise applicable zoning requirements or limitations when required by federal or state disability law. Such reasonable accommodations shall be granted, in writing, when the Zoning Administrator determines that a requested accommodation is (1) necessary to afford handicapped or disabled persons equal housing opportunity or equal access to public accommodations under applicable law, and (2) the minimum accommodations that will give the handicapped or disabled persons adequate relief. No accommodation that would impose an undue financial obligation or an unreasonable administrative burden may be granted, nor may an accommodation fundamentally undermine the purpose of the otherwise-applicable zoning. Any reasonable accommodation granted hereunder may remain in place only so long as necessary to accommodate the disability, and the owner of a property for which a reasonable accommodation is granted shall execute an acknowledgement of such restriction, which shall be recorded against the property in the Register of Deeds Office.

PART II. This ordinance shall take effect and be in force from and after its passage and publication.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the _____ day of _____, 2025.

The basis for reasonable accommodations is found under Title 1 of the Americans with Disabilities Act (ADA). If a local law, such as a zoning restriction, has the effect of unfairly interfering with a disabled person’s equal opportunity to housing, then the municipality must make a “reasonable accommodation” or a “reasonable modification” of the law, unless any such accommodation would fundamentally alter the zoning/land use scheme. A reasonable accommodation is the smallest change possible that still allows

the disabled person adequate relief. The accommodation may also be required to be removed if/when it is no longer needed. An example of this would be if the disabled person moves.

The proposed Ordinance amendment would require a public hearing before the Common Council, which could be scheduled as soon as the December 16, 2025 Common Council meeting.

Recommendation: Recommend Common Council approval of the Ordinance to amend Chapter 21 of the Municipal Code to create subsection 21.08.0101 (B)(4) regarding the granting of reasonable accommodation under disability laws, subject to Plan Commission and staff comments.

12. Ordinance to amend Section 21.06.0202(G) of the Municipal Code pertaining to commercial parking restrictions.

Overview

Currently, the Municipal Code is ambiguous on regulations for commercial vehicle parking on lots in the City. There have been a number of recent events that would have benefitted from stronger and clearer Code language relating to commercial vehicle parking. As such, the purpose of the proposed ordinance is to provide clarity for enforcement.

The proposed Ordinance amendment would require a public hearing before the Common Council, which could be scheduled as soon as the December 16, 2025 Common Council meeting.

ORDINANCE NO: _____

AN ORDINANCE TO AMEND SECTION 21.06.0202(G) OF THE MUNICIPAL CODE
PERTAINING TO COMMERCIAL PARKING RESTRICTIONS.

The Common Council of the City of Greenfield do ordain as follows:

PART I. Subsection 21.06.0202 (G) of the Municipal Code is hereby amended to read as follows:

G. Parking of trucks and equipment. No truck, trailer, or other equipment of a commercial or industrial nature shall be parked regularly on a lot or parcel in any zoning district except as hereinafter specifically provided. Any truck, trailer, or equipment regularly parked on a lot or parcel shall be associated with a business located on that parcel, and that business shall have a valid Occupancy Permit from the City of Greenfield. Any truck, trailer, or equipment regularly parked on a lot or parcel must be parked in painted or striped parking spaces. Notwithstanding the above, one (1) commercial pickup or panel truck not to exceed four (4) tons may be parked in any residential district. Only one (1) such commercial panel or pick-up truck shall be allowed per dwelling unit on a zoning lot.

PART II. This ordinance shall take effect and be in force from and after its passage and publication.

PASSED AND ADOPTED by the Common Council of the City of Greenfield on the _____ day of _____, 2025.

Recommendation: Recommend Common Council approval of the Ordinance to amend Section 21.06.0202(G) of the Municipal Code pertaining to commercial parking restrictions, subject to Plan Commission and staff comments.

13. Community Development Report.

14. Adjournment.