

**MINUTES OF THE PLAN COMMISSION MEETING HELD AT THE GREENFIELD CITY HALL ON  
TUESDAY, MARCH 10, 2026**

1. **The meeting was called to order at 6:02 p.m. by Mayor Neitzke.**

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

Also present: Gina Vlach, City Planner

2. **Approval of the Minutes from the February 10, 2026, meeting.**

**Motion by Mr. Carlson, seconded by Mr. Krenz, to approve the minutes from the February 10, 2026, meeting. Motion passed unanimously.**

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

Mrs. Vlach stated that only two items from previous Plan Commission meetings appeared before the Common Council. Both the Special Use Permit for Baba Yayo’s take and bake pizza and the ownership change for the vet clinic property on 108<sup>th</sup> Street were approved.

- 4A. **Special Use Permit for Stasis Health & Wellness, a proposed massage therapy business, to be located at 8405 W. Forest Home Ave., Suite 102, submitted by Shannon Kamine, d/b/a Stasis Health & Wellness. (Tax Key No. 615-9936-001)**

- 4B. **Site Review for Stasis Health & Wellness, a proposed massage therapy business, to be located at 8405 W. Forest Home Ave., Suite 102, submitted by Shannon Kamine, d/b/a Stasis Health & Wellness. (Tax Key No. 615-9936-001)**

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

**Overview & Zoning**

The applicant, Shannon Kamine, d/b/a Stasis Health & Wellness, is proposing to operate a massage therapy business in a tenant space within the existing multi-tenant commercial building located at 8405 W. Forest Home Ave.

The applicant appeared before Plan Commission on January 9, 2024, for the same use at 4958 W. Loomis Rd. The applicant is relocating from that location to a tenant space at 8405 W. Forest Home Ave.

The property is zoned C-2 Community Commercial District, which permits massage parlors as a Special Use. Since this is a new use in this space, a public hearing and a new Special Use Permit are required. A public hearing can be scheduled as early as the April 21, 2026 Common Council meeting.

The proposed hours of operation are 8:00am to 8:00pm, Monday through Saturday, and 8:00am to 5:00pm on Sunday. There will be one (1) full-time employee.

**Site Review**

A site plan was not submitted, but the site is subject to review when the Plan Commission and Common Council consider a Special Use Review.

Staff did not note any issues during the site visit.

**Dumpster Enclosure, Signage, Lighting, HVAC/Utility Box Screening, Fencing, and Landscaping:** No issues or proposed changes. The site appeared to be compliant with the building's original Site Plan approval in 1986. The dumpster enclosure was in very good condition.

**Engineering Comments:** N/A

Sixty-five (65) parking spaces are required for the entire multi-tenant building (5 per 1,000 sq. ft.). The property provides sixty-four (64) spaces. Common Council may waive the shortage.

Staff recommends approval and that a public hearing be scheduled for this item during the April 21, 2026 Common Council meeting.

**Recommendation:** Recommend Common Council approval of the Special Use Permit and Site Review for Stasis Health & Wellness, a proposed massage therapy business, to be located at 8405 W. Forest Home Ave., Suite 102, submitted by Shannon Kamine, d/b/a Stasis Health & Wellness (Tax Key No. 615-9936-001), subject to Plan Commission and Staff comments.

The applicant, Shannon Kamine, was present to answer questions.

**Motion by Mayor Neitzke, seconded by Mr. Marshall, to recommend Common Council approval of the Special Use Permit and Site Review for Stasis Health & Wellness, a proposed massage therapy business, to be located at 8405 W. Forest Home Ave., Suite**

**102, submitted by Shannon Kamine, d/b/a Stasis Health & Wellness (Tax Key No. 615-9936-001), subject to Plan Commission and Staff comments, and authorize a public hearing to be scheduled for April 21, 2026. Motion carried unanimously.**

- 5. Ordinance to amend the official Greenfield Zoning Map by rezoning the property located at 6825-6845 W. Layton Ave. from C-1 Neighborhood Commercial District to C-2 Community Commercial District, submitted by Robert Hoelzl, d/b/a LBJ Greenfield Realty LLC. (Tax Key No. 617-0118-000)**

**Overview & Zoning**

The applicant, Robert Hoelzl, d/b/a LBJ Greenfield Realty LLC, is applying to rezone the property located at 6825-6845 W. Layton Ave. from C-1 Neighborhood Commercial District to C-2 Community Commercial District. There is a 10,000 sq. ft. multi-tenant commercial building located on the property.

The parcel is compliant with the development standards of the C-2 Community Commercial District. The minimum lot width is 150 ft. (164.54 ft. actual), the minimum lot depth is 100 ft. (211.36 ft. actual), and the minimum lot area is 30,000 sq. ft. (34,777 sq. ft. actual).

The businesses currently operating out of the tenant spaces are a liquor store and a laundromat. There is a third tenant space that is currently vacant. The property owner’s reason for rezoning is to enable a limited-service restaurant to open in the vacant tenant space. Under the current zoning, no food services or drinking places are permitted or special uses. In the C-2 Community Commercial District, these uses are Special Uses that would still require users to obtain a Special Use Permit.

Any rezoning of a property in the City requires a public hearing. A public hearing can be scheduled as early as April 21, 2026.

**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 Rezoning application.

**Parking Area Curbs:** Staff noticed during the site visit that curbs around all parking areas are cracked, broken, and in some places, completely missing.

The curbs have been discussed previously as part of Special Use Permits that have appeared before Plan Commission. In December 2020, during a Special Use Permit site review, the condition of the curbs was noted as just being cracked and broken. Approval of the Special Use Permit was conditioned on replacement of the damaged poured curbs throughout the site by December 2022. When the site reappeared before Plan Commission for a different Special Use Permit in August 2022, the curbs had not been

repaired. The current property owner has owned the property since at least 2015 according to tax records. Staff recommends that no occupancy permits be issued for this property until all curbs on the property have been repaired or replaced and the associated building permit has been finalled. Staff has spoken with the applicant/property owner, and they intend to repair the parking lot and curbs this year.

Photos were provided showing a comparison between the 2020, 2022, and the current (2026) site visits. Notably, the curbed area around the southwest corner of the building has been entirely removed, rather than repaired, and now the mulch is uncontained.

**Window Signage:** The amount of window signage at the liquor store tenant exceeds the amount of coverage allowed by the sign code. Section 19.19(a) states that “In no instance may window signs cover more than 20% of the window area”. The property was sent a letter on December 1, 2025 reminding them of the City’s sign regulations and asking them to review their signage and to address the signage before the end of the year. Staff recommends addressing the amount of window signage be a condition of approval. The applicant/property owner is aware of the window signage issue but has not provided staff with a compliance timeframe.

**Lighting, HVAC/Utility Box Screening, Fencing, and Landscaping:** No issues or proposed changes.

**Engineering Comments:** N/A

Fifty (50) parking spaces are required for the entire multi-tenant building. There are thirty-three (33) spaces provided on the property. Common Council may waive the shortage.

Staff recommends approval and that a public hearing be scheduled for the April 21, 2026 Common Council meeting.

**Recommendation:** Recommend Common Council approval of the Ordinance to amend the official Greenfield Zoning Map by rezoning the property located at 6825-6845 W. Layton Ave. from C-1 Neighborhood Commercial District to C-2 Community Commercial District, submitted by Robert Hoelzl, d/b/a LBJ Greenfield Realty LLC (Tax Key No. 617-0118-000), subject to Plan Commission and Staff comments.

(Item 1 is required to be satisfied prior to a public hearing. Item 2 is required to be satisfied by October 31, 2026. Item 3 is required to be satisfied prior to the issuance of any new Occupancy Permits.)

1. Submittal of a contract to the Community Development Division for replacement and repair of missing and/or damaged poured curb throughout the site. The

contract shall be between the property owner and the licensed contractor who will be completing the work.

2. Replacement and repair of missing and/or damaged poured curb throughout the site.
3. Removal of window signage so that, in no instance, is window signage covering more than 20% of a window area defined as the area of glass of a single window unit.

There was a brief discussion around the issue of the condition of the curbs throughout the site. Mr. Weis suggested a more specific timeline for compliance should be used for the condition to better ensure compliance. Ms. Wojak asked if October 31, 2026 for compliance was too lenient and may not ensure compliance. Mr. Weis agreed and suggested that a contract for the work to be completed be provided prior to the public hearing and that the work itself should be completed by the October deadline.

**Motion by Mr. Weis, seconded by Ms. Wojak, to recommend Common Council approval of the Ordinance to amend the official Greenfield Zoning Map by rezoning the property located at 6825-6845 W. Layton Ave. from C-1 Neighborhood Commercial District to C-2 Community Commercial District, submitted by Robert Hoelzl, d/b/a LBJ Greenfield Realty LLC (Tax Key No. 617-0118-000), subject to Plan Commission and staff comments, and authorize a public hearing to be scheduled for April 21, 2026. Motion carried unanimously.**

- 6A. **Special Use Permit for Voigt Music Center, a musical instrument repair business, to be located at 4533 W. Forest Home Ave., submitted by Anthony Farrell II, d/b/a Voigt Music Center Inc. (Tax Key No. 531-0000-300)**
- 6B. **Site Review for Voigt Music Center, a musical instrument repair business, to be located at 4533 W. Forest Home Ave., submitted by Anthony Farrell II, d/b/a Voigt Music Center Inc. (Tax Key No. 531-0000-300)**

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

### **Overview & Zoning**

The applicant is proposing to operate a musical instrument repair business in the 922 sq. ft. lower-level tenant space in the multi-tenant commercial building located at 4533 W. Forest Home Ave.

While the company was founded in 1939, the applicant entered the business in 1992, before he took sole ownership of the company in 2009. The company does thousands of repairs per year from their Janesville facility but wishes to operate a satellite location in

the Milwaukee area. This location will focus on repair services to area schools and students, with an emphasis on woodwind instrument repair. The business will sell, rent, and repair musical instruments.

The proposed hours of operation are 8:00am to 8:00pm, daily. There will be three (3) full-time employees.

The property is zoned C-2 Community Commercial District, which permits musical instrument repair businesses as a Special Use. Since this is a new use in this space, a public hearing and a new Special Use Permit are required. A public hearing can be scheduled as early as April 21, 2026.

### **Site Review**

A site plan was not submitted, but the Zoning Code allows for comprehensive review of the condition of the site as part of a Special Use Review. The applicant has provided the following site plan regarding equipment associated with their use on the site.

The site was reviewed in April 2025 as part of a Special Use Permit application for Mystic Touch. During that site visit, several issues were identified and all items were completed within the timeline established by Plan Commission. The conditions included: repair and replacement of the railing on the front elevation, removal of pavement between the sidewalk and the front of the building, and installation of landscaping.

During the most recent site visit, the site was in very good condition. Staff did note a few issues related to signage.

### **Lighting, HVAC/Utility Box Screening, Fencing, Signage, Parking Area, and Landscaping:**

No issues or proposed changes. These items are consistent with the property's Site Review from April 2025.

**Signage, Rope Lighting, and Window Signage:** Code requires that sign permits be applied for and issued prior to the installation of any permanent or temporary signage. While both existing tenants have signs, no sign permits have been applied for by either tenant. Both tenants have installed temporary signage to the wall of the building, essentially acting as permanent wall signs, which is prohibited by code. Additionally, one tenant has a window sign that covers most of the window facing W. Forest Home Ave., far exceeding the 20% maximum, and has also installed rope lighting around that window, which is prohibited. Staff recommend that these items be remedied as a condition of approval.

**Engineering Comments:** N/A

The proposed use requires 5 parking spaces (5 per 1,000 sq. ft.). The other uses on the property require 8 spaces, for a total of 13 required. The property provides 8 parking spaces. Common Council may waive the shortage.

Staff recommends approval and that a public hearing be scheduled for the April 21, 2026 Common Council meeting.

**Recommendation:** Recommend Common Council approval of the Special Use Permit and Site Review for Voigt Music Center, a musical instrument repair business, to be located at 4533 W. Forest Home Ave., submitted by Anthony Farrell II, d/b/a Voigt Music Center Inc. (Tax Key No. 531-0000-300), subject to Plan Commission and Staff comments, and the following conditions:

(Items 1, 2, and 3 are required to be satisfied prior to the issuance of a Certificate of Occupancy.)

1. Removal of both temporary wall signs in compliance with Section 19.12. All new signage, whether permanent or temporary, requires a sign permit application. The alteration, replacement, or addition of signage triggers this requirement.
2. Removal of window signage so that, in no instance, is window signage covering more than 20% of a window area defined as the area of glass of a single window unit.
3. Removal of rope lighting used to outline the window in compliance with Section 19.10(a)1 and Section 19.10(a)6.

The applicant, Anthony Farrell II, was available to answer questions.

**Motion by Mr. Weis, seconded by Mr. Carlson, to recommend Common Council approval of the Special Use Permit and Site Review for Voigt Music Center, a musical instrument repair business, to be located at 4533 W. Forest Home Ave., submitted by Anthony Farrell II, d/b/a Voigt Music Center Inc. (Tax Key No. 531-0000-300), subject to Plan Commission and staff comments, and authorize a public hearing to be scheduled for April 21, 2026. Motion carried unanimously.**

## **7. Community Development Report**

Mrs. Vlach stated that the Whitnall School addition would be starting this month. She also provided an update on the controlled intersection between Loomis Crossing Technology Park and the Fin and Feather. She informed the members that a four-way intersection had been decided upon. Mrs. Vlach also stated that the Spring Mall redevelopment would be appearing before Plan Commission for the Certified Survey Map (CSM) that will combine all parcels. She concluded by letting everyone know that a

construction fence would be installed around the future multi-tenant commercial property at the intersection of 51<sup>st</sup> and Layton near the Library. She explained that the only activity will be the installation of the fence, no other work will be taking place at this time.

**9. Adjournment.**

**Motion by Mr. Carlson, seconded by Ms. Wojak, to adjourn the March 10, 2026, Plan Commission meeting at 6:18 p.m. Motion passed unanimously.**

Respectfully submitted,  
Gina Vlach, City Planner

Distributed March 12, 2026.