

**CITY OF GLENDALE
COMMUNITY DEVELOPMENT AUTHORITY
MEETING MINUTES
May 8, 2023**

The Community Development Authority held at City Hall, 5909 North Milwaukee River Parkway, Glendale, Wisconsin and via Zoom conference call.

The meeting was called to order by Mayor Kennedy at 5:15 p.m.

Roll Call CDA: Present: Mayor Bryan Kennedy, Peter Brennan, Rock Ridolfi, Casey Shorts, and Danielle Bailey. Absent: Ald. Jim Daugherty and Ald. Tomika Vukovic.

Other Officials Present: Kenneth Smith, Planner; and Megan Humitz, City Clerk.

Open Meeting Notice.

The Executive Director advised that in accordance with the Open Meeting Law the City's official newspaper was advised on Thursday, May 4, 2023, of the date of this meeting, that the agenda was posted on the official bulletin board of City Hall, the general public in the Municipal Building and the Police Department, and those persons who requested were sent copies of the agenda.

Approval of the minutes of meeting held on October 24, 2022.

Motion was made by Mr. Shorts, seconded by Mr. Brennan, to approve the minutes of meeting held on October 24, 2022. Ayes: Mayor Kennedy, Mr. Brennan, Mr. Ridolfi, Mr. Shorts, and Ms. Bailey. Absent: Ald. Daugherty and Ald. Vukovic. Abstain: None. Motion carried.

Discussion and possible action for Regus Bayshore building wall signage on North Port Washington Road at 5800 N. Bayshore Drive, Tax key 166-8011-000.

Kenneth Smith, Planner, stated signage along Silver Spring Drive and North Port Washington Road and Lydell Avenue are required to be approved Community Development Authority (CDA) per agreements and design guidelines. In this situation, the approval authority is deferred to the CDA. Each tenant in a building is allowed one wall sign when a freestanding sign is used for a building. If no freestanding sign is used, then tenants may have two wall signs. For this specific building the Bayshore signage standards required City approval of signage on the North and West elevations of the buildings, while signage on the east and south elevations required review by Bayshore. Bayshore/Cypress Management is required to approve the signage under their purview prior to submission of the application to the City.

The applicant proposes a "Regus" tenant wall sign on the west elevation along N. Port Washington Road, between where the Northwestern Mutual sign was and the Bryant & Stratton College sign, above the Trader Joe's. The sign is proposed to be a set of Lit Channel Letters, individually mounted. The signs will have a photocell to control the on and off functions. The letters will be 5" deep with aluminum black returns, 1" black trim cap and white acrylic faces. The circle portion of the logo will have 3M translucent vinyl graphics (red). Letters are individually mounted, there will not be a raceway. Staff recommends that the Community

Development Authority approve a wall sign for Regus, at 500 W. Silver Spring Drive, on N. Port Washington Road, Tax Key 1668011000.

Motion was made by Mr. Brennan, seconded by Ms. Bailey, to approve a wall sign for Regus, at 500 W. Silver Spring Drive, on N. Port Washington Road, Tax Key 166-8011-000. Ayes: Mayor Kennedy, Mr. Brennan, Mr. Ridolfi, Mr. Shorts, and Ms. Bailey. Absent: Ald. Daugherty and Ald. Vukovic. Abstain: None. Motion carried.

Discussion and possible action for proposed wall signs by Dental Associates at 5780 N. Port Washington Road, Tax key 166-8000-000.

Kenneth Smith, Planner, stated Signage along Silver Spring Drive and North Port Washington Road and Lydell Avenue are required to be approved Community Development Authority (CDA) per agreements and design guidelines. In this situation, the approval authority is deferred to the CDA. Each tenant in a building is allowed one wall sign when a freestanding sign is used for a building. If no freestanding sign is used, then tenants may have two wall signs. For this specific building the Bayshore signage standards required City approval of signage on the North and West elevations of the buildings, while signage on the east and south elevations required review by Bayshore. Bayshore/Cypress Management is required to approve the signage under their purview prior to submission of the application to the City.

The applicant proposes two “Dental Associates” tenant wall signs on the west elevation along N. Port Washington Road, south of The Cheesecake Factory, in the space formerly occupied by Vici Cabilli Salon and Beaty School. One sign is proposed to be an illuminated white LED set of face-lit channel letters mounted flush to the back cabinet under the fascia. The other will face N. Port Washington Road on the canopy, consisting of first surface cut vinyl bent to the showbox over the existing canopy. Bayshore/Cypress Management has approved the signage as presented. Staff recommends that the Community Development Authority approve a wall sign for Dental Associates, at 5780 N. Port Washington Road, Tax Key 166-8008-000.

Motion was made by Mr. Brennan, seconded by Ms. Bailey, to approve a wall sign for Dental Associates, at 5780 N. Port Washington Road, Tax Key 166-8008-000. Ayes: Mayor Kennedy, Mr. Brennan, Mr. Ridolfi, Mr. Shorts, and Ms. Bailey. Absent: Ald. Daugherty and Ald. Vukovic.. Abstain: None. Motion carried.

ADJOURNMENT

There being no further business, motion was made by Mr. Shorts, seconded by Mr. Ridolfi to adjourn the meeting. Ayes: Mayor Kennedy, Mr. Brennan, Mr. Ridolfi, Mr. Shorts, and Ms. Bailey. Absent: Ald. Daugherty and Ald. Vukovic. Abstain: None. Motion carried unanimously, and adjournment of the Community Development Authority was ordered at 5:21 p.m.

Megan Humitz
City Clerk