

CITY OF GLENDALE -- PLAN COMMISSION

Tuesday, December 01, 2015

Pursuant to adjournment, the City Plan Commission met in the Common Council Chambers of City Hall, 5909 North Milwaukee River Parkway.

Mayor Kennedy called the meeting to order at 6:00 p.m.

Roll Call: Present: Mayor Bryan Kennedy, Commissioners Izzy Goldberg, Fred Cohn, Gary Lippow, Robert Pfauth, and Tomika Vukovic. Absent: Commissioner Bruce Cole.

Other Officials Present: Richard E. Maslowski, City Administrator, Todd M. Stuebe, Director of Community Development

In accordance with the Open Meeting Law, the Glendale Herald, the City's official newspaper, was advised on Tuesday, November 24, 2015, of the date of this meeting, the agenda was posted on the official bulletin board in City Hall, copies of the agenda were made available to the general public in the Municipal Building and the Police Department, and those persons who have requested were sent copies of the agenda.

PLEDGE OF ALLEGIANCE.

The Members of the Plan Commission, City staff and all those present pledged allegiance to the flag of the United States of America.

ADOPTION OF THE MINUTES.

Motion was made by Comm. Cohn, seconded by Comm. Goldberg, to approve the minutes of the meeting held on Tuesday, November 3, 2015. Roll Call: Ayes: Mayor Bryan Kennedy, Commissioners Goldberg, Cohn, Lippow, Pfauth, and Vukovic. Noes: None. Motion carried unanimously.

MATTERS FOR CONSIDERATION.

- I. Plan Commission Review, State Farm Insurance, 5464 North Port Washington Road (Worth Building). Review and approve proposed State Farm Insurance service office use and occupancy.

Mr. Stuebe stated that the Plan Commission Report was distributed to the Plan Commissioners and Applicant and is incorporated herein as follows:

Plan Commission Report:

Applicant, Brian Armstrong (Brian Armstrong State Farm), seeks Plan Commission approval for Brian Armstrong State Farm Insurance and Financial Services, to occupy about 1,254 square feet of tenant space located within the Worth Building. A larger 2,200 square-foot tenant space was previously approved for use and occupancy by the National Cremation Society, however, the occupancy did not move forward. The site is zoned B-

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1, Sub-Area B, Business and Commercial District, and the proposed use and occupancy is required to attain Plan Commission review and approval.

Other tenants at the site include Subway, Worth Realty, Aba Semar, Studio C Hair Salon, Russell A. Bronson Insurance Services, Rehabilitation Institute of Wisconsin (RIOW), and Mail N More. There are a sufficient number of parking spaces available at the site to accommodate the proposed use.

The State Farm Insurance agency office will be utilized for customary insurance agency office use, and will have one to three employees, with at the most five persons present within the 5464 North Port Washington Road tenant space. Hours of operation are Monday through Friday from 8:00 a.m. to 6:00 p.m., and Saturdays from 9:00 a.m. to 1:00 p.m.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant use and occupancy approval for the Brian Armstrong State Farm Insurance, an insurance and financial services office, at 5464 North Port Washington Road, subject to the following conditions: 1) Signs require a permit under the Planned Sign Program for the property per the Glendale Sign Code; 2) All landscaping and lighting features being maintained and replaced and/or replenished whenever necessary pursuant to tenant/owner lease responsibilities; 3) Dumpster enclosure(s) per 13.1.144 of the Zoning Code; 4) All City of Glendale building and fire codes being carried out to the satisfaction of the Building Inspector and the North Shore Fire Department; and 5) Compliance with State of Wisconsin requirements for physically disabled parking.

Brian Armstrong introduced himself as the owner representative for Brian Armstrong State Farm Insurance Agency office and stated his enthusiasm for helping clients deal with expected risk and financial goals, and shared that there will be two to five team members working there.

Motion by Comm. Goldberg, seconded by Comm. Cohn, that the Plan Commission grant use and occupancy approval for the Brian Armstrong State Farm Insurance, an insurance and financial services office, at 5464 North Port Washington Road, per the five requirements. Roll Call: Ayes: Mayor Bryan Kennedy, Commissioners Goldberg, Cohn, Lippow, Pfauth, and Vukovic. Noes: None. Motion carried unanimously.

II. Plan Commission Review, Remove A Tattoo Laser Tattoo Removal Clinic (Lemel Building), 7161 North Port Washington Road (Lemel Building). Review and approve proposed laser tattoo removal clinic use and occupancy.

Mr. Stuebe stated that the Plan Commission Report was distributed to the Plan Commissioners and Applicant and is incorporated herein as follows:

Plan Commission Report:

Applicant, Gregory L. Brotzman, M.D., seeks Plan Commission review and approval for Remove A Tattoo Laser Tattoo Removal Clinic, a laser tattoo removal office and clinic use, to operate in a tenant space located in the Lemel Building. The proposed use is a permitted use in the B-1, Sub-Area G2 zoning district, subject to Plan Commission use and occupancy review and approval.

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Remove A Tattoo Laser Tattoo Removal joins Lemel Homes, Incorporated, Comprehensive Clinical Services, and Portraits & Dreams, Incorporated, as tenants in the Lemel Building.

Proposed office hours are 8:00 a.m. to 6:30 p.m. Monday through Saturday. There will typically be one or two persons working present at the site. There is sufficient parking available to accommodate the proposed use.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant use and occupancy approval for Gregory L. Brotzman, M.D., to operate Remove A Tattoo Laser Tattoo Removal Clinic, a laser tattoo removal office and clinic, in the tenant space located at 7161 North Port Washington Road (Lemel Building), subject to the following conditions: 1) Signs require a permit under the Planned Sign Program for the property per the Glendale Sign Code; 2) All landscaping and lighting features being maintained and replaced and/or replenished whenever necessary pursuant to tenant/owner lease responsibilities; 3) Dumpster enclosure(s) per 13.1.144 of the Zoning Code; 4) All City of Glendale building and fire codes being carried out to the satisfaction of the Building Inspector and the North Shore Fire Department; and 5) Compliance with State of Wisconsin requirements for physically disabled parking.

Gregory Brotzman, M.D. introduced himself as the owner representative for the Remove A Tattoo Laser Tattoo Removal Clinic, and provided information about his professional medical credentials.

Motion by Comm. Cole, seconded by Comm. Goldberg, that the Plan Commission grant use and occupancy approval for Gregory L. Brotzman, M.D., to operate Remove A Tattoo Laser Tattoo Removal Clinic, a laser tattoo removal office and clinic, in the tenant space located at 7161 North Port Washington Road (Lemel Building), per the five requirements. Roll Call: Ayes: Mayor Bryan Kennedy, Commissioners Goldberg, Cohn, Lippow, Pfauth, and Vukovic. Noes: None. Motion carried unanimously.

ADJOURNMENT.

Motion by Comm. Cohn, seconded by Comm. Goldberg, to adjourn the Plan Commission until 6:00 p.m. on Tuesday, January 5, 2015. Roll Call: Ayes: Mayor Bryan Kennedy, Commissioners Goldberg, Cohn, Lippow, Pfauth, and Vukovic. Noes: None. Motion carried unanimously.

Todd M. Stuebe, Director of Community Development

Recorded: December 4, 2015