

CITY OF GLENDALE -- PLAN COMMISSION

Monday, April 3, 2017

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 JoAnn Shaw, Karn Cronwell, Fred Cohn, Gary Lippow, Josh Wadzinski, and Tomika Vukovic. Absent: None.

Other Officials Present: Shawn Lanser, Deputy City Administrator/Finance Director and Todd M. Stuebe, Director of Community Development.

In accordance with the Open Meeting Law, the North Shore NOW, the City's official newspaper, was advised on Thursday, March 30, 2017, 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. Vukovic, seconded by Comm. Lippow, to approve the minutes of the meeting held on Tuesday, March 7, 2017. Comm. Cohn suggested corrections to the Meeting Minutes to reflect the fact that Comm. Cole was present for Comm. Cohn, and a likely cut and paste error within the document. Roll Call: Ayes: Mayor Kennedy, Commissioners Shaw, Cronwell, Cohn, Lippow, Wadzinski, and Vukovic. Noes: None. Abstain: None. Motion carried unanimously.

MATTERS FOR CONSIDERATION.

- I. Plan Commission Use and Occupancy Review, Ogden Fine Dry Cleaning (Uniprice) 6260 North Port Washington Road (former Accessibility and CPAP Snore-No-More). Review and approve proposed dry cleaner counter service only retail store 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:

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Applicant, Keyhan Kia Sheikholeslami, seeks Plan Commission review and approval for Ogden Fine Dry Cleaning (UniPrice), Incorporated, to use and occupy the tenant space located at 6260 North Port Washington Road, as a dry cleaner counter service. Dry cleaning will not be completed on premises. The subject site is zoned B-1, Sub-Area F1, which allows for the proposed use with Plan Commission review and approval.

At any given time Ogden Fine Dry Cleaning anticipates a maximum of a single employee in the store, and has a total of three. Hours of operation are Monday through Friday from 7:00 a.m. to 7:00 p.m., Saturday from 8:00 a.m. to 5:30 p.m., and Sunday from 9:00 a.m. to 2:00 p.m.

Parking is not expected to be a problem for the proposed use. The pavement in front of the store requires some repair.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant use and occupancy approval for Keyhan Kia Sheikholeslami to operate Ogden Fine Dry Cleaning (Uniprice), a dry cleaner counter service only retail store use and occupancy, in the tenant space located at 6260 North Port Washington Road, with the following requirements: 1) Dry cleaning will not be completed on the premises; 2) Signage requires a Sign Permit per the Glendale Sign Code; 3) All landscaping and lighting features being maintained and replaced and/or replenished whenever necessary pursuant to tenant/owner lease responsibilities; 4) Dumpster enclosure in compliance with 13.1.144 of the Zoning Code; 5) City of Glendale building and fire codes per the Building Inspector and the North Shore Fire Department; and 6) Compliance with State of Wisconsin ADA parking requirements.

Kayhan Zia Sheikholeslami introduced himself as representing Ogden Fine Dry Cleaning (Uniprice). Mr. Sheikholeslami introduced the dry cleaning establishment and services available and noted that the dry cleaning was completed in two other communities at its dry cleaning factory facilities.

Motion by Comm. Cohn, seconded by Comm. Cronwell, that the Plan Commission grant use and occupancy approval for Keyhan Kia Sheikholeslami to operate Ogden Fine Dry Cleaning (Uniprice), a dry cleaner counter service only retail store use and occupancy, in the tenant space located at 6260 North Port Washington Road, per the six requirements. Roll Call: Ayes: Mayor Kennedy, Commissioners Shaw, Cronwell, Cohn, Lippow, Wadzinski, and Vukovic. Noes: None. Abstain: None. Motion carried unanimously.

II. Plan Commission Review: Dr. Paul M. Sandvick, DDS, 6062 and 6070 North Port Washington Road. Review and approve proposed architecture, site, landscaping plans for a professional dentist office, as well as 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:

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Dr. Paul M. Sandvick proposes to construct a dental office within the assembled 6062 and 6070 North Port Washington Road properties. Dr. Sandvick presently has his dental practice at 6070 North Port Washington Road and will relocate his dental practice within the to-be-constructed facility. The site is zoned B-1, F2 and Plan Commission review and approval is required.

Architecture and Site Plan

The assembled site will be about 195 x 100 (19,300) square feet or 0.44 acres. The proposed project will involve razing the existing residential-commercial building (most recently The Hearing Professionals Audiologists) located on the 6062 parcel and construction of the dental office there while Dr. Sandvick continues to operate his dental practice, Dr. Sandvick will then move into the completed dental office, the existing commercial-residential building located on the 6070 parcel will be razed, and the remainder of the parking and landscape work will be completed.

The proposed building is about 3,660 square feet in area. The proposed architecture is modern and four-sided. Exterior materials will include thin veneer cut stone, Longboard premium aluminum siding that has a wood-grain look, EIFS (exterior insulation finishing system), aluminum storefront window glazing system, four-inch cast-stone window sills, and standing seam metal roofing. The various surfaces are articulated in height and depth.

Ingress and egress will be provided at of the north side of the site, with the parking located along the north and east sides of the building. The site plan includes 23 parking stalls, of which there is an ADA accessible space.

Proposed site lighting includes a pole-mounted light with cut-off fixture, four bollard walkway light fixtures along the south side of the building, and a full cut-off wall fixture at the rear entrance. The landscaping plan is included with the submittal documents.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant approval for Dr. Paul M. Sandvick, DDS, to construct the proposed professional dental office at the merged 6062 and 6070 North Port Washington Road site, all in conformance with the architectural, site, landscape, lighting, and signage plans, as well as granting approval of the use and occupancy, per the following requirements: 1) Certified Survey Map (CSM) to merge the two properties and clarifying the ownership and maintenance of the northeast corner of the site; 2) All modifications within the right-of-ways, disconnections or connections to City infrastructure (driveways, sanitary sewer, watermain, storm sewers, etc.) require prior review and approval and permits from the City of Glendale Department of Public Works; 3) All costs associated with modifications and connections within the right-of-way are the sole responsibility of the applicant; 4) Obtain a stormwater management permit per Glendale Code of Ordinances 6-5, and Milwaukee Metropolitan Sewerage District approval, if required; 5)

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Signage requires a Sign Permit per the Glendale Sign Code; 6) All landscaping and lighting features being maintained and replaced and/or replenished whenever necessary; 7) Dumpster enclosure in compliance with 13.1.144 of the Zoning Code; 8) City of Glendale building and fire codes per the Building Inspector and the North Shore Fire Department; 9) Compliance with State of Wisconsin ADA parking requirements.

Sean Sullivan introduced himself as being the architect with Design-2-Construct and walked the Plan Commission through the proposed project plan.

Dr. Paul M. Sandvick was seated in the audience.

Comm. Cronwell asked how many ADA parking stalls were provided and advocated to consider how many persons might require an ADA space.

Motion by Comm. Cronwell, seconded by Comm. Cohn, that the Plan Commission grant approval for Dr. Paul M. Sandvick, DDS, to construct the proposed professional dental office at the merged 6062 and 6070 North Port Washington Road site, all in conformance with the architectural, site, landscape, lighting, and signage plans, as well as granting approval of the use and occupancy, per the nine requirements. Roll Call: Ayes: Mayor Kennedy, Commissioners Shaw, Cronwell, Cohn, Lippow, Wadzinski, and Vukovic. Noes: None. Abstain: None. Motion carried unanimously.

III. Certified Survey Map, Dr. Paul M. Sandvick, DDS, 6062 and 6070 North Port Washington Road. Review and recommend Common Council approval of Certified Survey Map (CSM).

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:

The proposed dental office development site necessitates that the 6062 and 6070 North Port Washington Road parcels of land be assembled into a single parcel and, with that, developer seeks approval of the proposed Certified Survey Map to facilitate the proposed project. The ownership and maintenance of the northeast part of the proposed parcel will need to be resolved with the City of Glendale such that it may be incorporated into the Certified Survey Map such that it will be maintained within the development site.

The necessary action by the Plan Commission is to recommend that the Common Council approve the Certified Survey Map with requirement of payment of the \$175 administrative fee, making the required technical corrections to the document (which upon agreement with the City of Glendale may include incorporating the land located at the northeast part of the development site), and payment of City Engineer CSM technical review fees, and any other required fees.

Director of Community Development Stuebe stated that the necessary action of the Plan Commission is to recommend to the Common Council the approval of the Certified Survey Map with requirement of payment of the \$175 administrative fee, making the required

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technical corrections to the document (which upon agreement with the City of Glendale may include incorporating the land located at the northeast part of the development site), and payment of City Engineer CSM technical review fees, and any other required fees.

Mayor Kennedy asked Director of Community Stuebe to describe for the Plan Commission the northeast notch being referenced.

Director of Community Development Stuebe shared that in the past an alley must have been contemplated running north and south along the municipal boundary with the Village of Whitefish Bay, that the alley never was and never will be constructed, and that in order to provide for the maintenance of the land it is probably best to fully incorporate into the proposed parcel without limitation should the Common Council agree.

Motion by Comm. Vukovic, seconded by Comm. Cronwell, that the Plan Commission recommend to the Common Council to approve the Certified Survey Map subject to payment of the \$175.00 administrative fee, making the required technical corrections to the document (which upon agreement with the City of Glendale may include incorporating the land located at the east part of the development site), and payment of City Engineer CSM technical review fees, and any other required fees. Roll Call: Ayes: Mayor Kennedy, Commissioners Shaw, Cronwell, Cohn, Lippow, Wadzinski, and Vukovic. Noes: None. Abstain: None. Motion carried unanimously.

- IV. Specific Implementation Plan (SIP), Fairfield Inn and Suites by Marriott, Center Fields Sports Bar & Grill, and North Shore Conference Center, 7065 North Port Washington Road (Former Radisson Hotel Milwaukee North Shore). Review and approve complete Specific Implementation Plan (SIP) for 83-Unit Fairfield Inn & Suites Hotel, Centerfield Sports Bar and Grill, and North Shore Conference Center.

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:

Rachit Dhingra and his team will formally present the Specific Implementation Plan (SIP) to the Plan Commission. The SIP is the precise plan for the proposed Planned Development District project (Please note that the developer cover correspondence dated November 7, 2017, is from the earlier submittal and that referenced documents including Odyssey Hotel information and the site exhibit is not included again in this submittal).

The Fairfield Inn & Suites by Marriott, Center Fields Bar & Grill, and North Shore Convention Center Planned Development project is somewhat of an anomaly in that it is not a to-be-built from the ground up development project; it is a conversion of the use of existing site improvements (former Radisson North Shore Milwaukee Hotel) to a separate hotel, restaurant, and convention center complex that will include a lobby being constructed and renovating the part of the existing hotel that will be converted to the Fairfield inn & Suites hotel, otherwise there will be nominal changes to the existing

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facilities. The SIP submittal is included in the Plan Commission materials, and it is nearly identical to the plans as previously reviewed and approved by the Plan Commission and Common Council.

Required Action

The necessary action by the Plan Commission is to approve the Specific Implementation Plan as submitted consistent with the approved General Development Plan. A Development Agreement is required that is ultimately reviewed and approved by the Common Council.

Director of Community Development Stuebe stated that the necessary action of the Plan Commission is to approve the Specific Implementation Plan as submitted consistent with the approved General Development Plan.

Rachit Dhingra and his team shared the Specific Implementation Plan with the Plan Commission, stating that there are not any changes from the project as was previously presented to and approved of by the Plan Commission and Common Council.

Motion by Comm. Cohn, seconded by Comm. Cronwell, that the Plan Commission approve the Specific Implementation Plan as submitted consistent with the approved General Development Plan. Roll Call: Ayes: Mayor Kennedy, Commissioners Shaw, Cronwell, Cohn, Lippow, Wadzinski, and Vukovic. Noes: None. Abstain: None. Motion carried unanimously.

- V. Planned Sign Program, 7001, 7003, and 7065 North Port Washington Road (Residence Inn, Fairfield Inn & Suites, Center Fields Sports Bar and Grill, and North Shore Conference Center). Review and approve proposed Planned Sign Program.

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:

A Planned Sign Program (PSP) is proposed for the Residence Inn by Marriott, Fairfield Inn & Suites by Marriott, Center Fields Sports Bar & Grill, and North Shore Event Center properties as a multiple property, multiple building, and multiple tenant hospitality campus. The purpose of the PSP is to establish a set of guidelines and criteria for all signs in such a development. The hospitality campus includes four properties within about 6.0 acres (265,000 square feet) of land to form the hospitality campus.

Proposed changes facilitated by the PSP include the following:

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1. Residence Inn by Marriott and Fairfield Inn & Suites will share a monument and message sign located on the parcel that contains the Center Fields Sports Bar & Grill.
2. Residence Inn by Marriott will have two wall signs (north and south facades) as previously approved by the Plan Commission and agreed to be Mr. Dhingra.
3. Fairfield Inn & Suites by Marriott will have two wall signs (west and south facades).
4. Two existing Radisson North Shore Milwaukee signs located on the east side of the Center Fields Sports Bar & Grill and North Shore Event Center properties will be changed to reflect the name change of the facility to the North Shore Event Center.
5. The existing pylon type sign structure located on the west side of the Fairfield Inn & Suites property will be removed.

Based on the intent of the PSP and the nature of the hospitality campus, Staff recommends that PSP status be approved per the exhibits and previous Plan Commission approval of the Residence Inn by Marriott signage.

Community Development Director Stuebe stated that Staff recommends that PSP status be approved per the exhibits and previous Plan Commission approval of the Residence Inn by Marriott signage.

Mr. Rachit Dhingra and his team were present to answer any inquiries about the proposed Planned Sign Program.

Motion by Comm. Cronwell, seconded by Comm. Lippow, that the Plan Commission grant approval of the PSP per the exhibits and previous Plan Commission approval of the Residence Inn by Marriott signage. Roll Call: Ayes: Mayor Kennedy, Commissioners Shaw, Cronwell, Cohn, Lippow, Wadzinski, and Vukovic. Noes: None. Abstain: None. Motion carried unanimously.

VI. Chubby's Cheesesteaks, 430 West Silver Spring Drive (Bayshore Town Center). Per Plan Commission approval review status of business operations as relates to late-night business hours.

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:

The Plan Commission approval of October 4, 2016, included a requirement to evaluate Chubby's Cheesesteaks business operating hours each quarter of the first year of business. The Glendale Police Department (Refer to Memorandum) finds that there have not been any calls pertaining to the Chubby's Cheesesteak enterprise. Mr. Hamdan Murad is anticipated to be present to speak to how the enterprise is operating and answer any inquiries that the Plan Commission has at this time.

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Director of Community Development Todd Stuebe shared with the Plan Commission that the Glendale Police Department has reported in its Memorandum that they have not had any response calls related to Chubby's Cheesesteaks other than several false alarms related to the function of the installed burglar alarm system, and there were not any actual incidents.

Murad Hamdan introduced himself as project owner, informed the Plan Commission as to how they have been doing and how they have been handling the requirements for the delivery-only service late night closing hours.

There was not any formal action by the Plan Commission.

Mr. Hamdan was thanked for being present for the review of Chubby's Cheesesteaks late-night hours.

ADJOURNMENT.

Motion by Comm. Cohn, seconded by Comm. Cronwell, to adjourn the Plan Commission until 6:00 p.m., Tuesday, May 2, 2017. Roll Call: Ayes: Mayor Bryan Kennedy, Commissioners Shaw, Cronwell, Cohn, Lippow, Wadzinski, and Vukovic. Noes: None. Motion carried unanimously.

Todd M. Stuebe, Director of Community Development

Recorded: April 6, 2017
April 26, 2017