

CITY OF GLENDALE
PLAN COMMISSION MEETING MINUTES

Tuesday, July 2, 2019

The City Plan Commission Meeting convened in the David Hobbs Honda for the People Community Room, Richard E. Maslowski Community Park, 2200 West Bender, Glendale, Wisconsin (Glendale City Hall is being reconstructed), for the CDA Meeting and the Plan Commission's regular monthly meeting.

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

Roll Call Plan Commission: Present: Mayor Bryan Kennedy, Commissioners Kyle Mack, Karn Cronwell, Josh Wadzinski, Amanda Seligman, Fredrick Cohn, and Phillip Bailey.

Other Officials and Staff present: Rachel Safstrom, City Administrator, City Attorney, John Fuchs, Todd M. Stuebe, Director of Community Development, and Candice Green, Deputy Clerk/Treasurer.

Guest Speakers: Jolena Presti, Principal-In-Charge, Redevelopment and Implementation, and Meredith Perks, Project Manager and Comprehensive Plan Author from Vandewalle & Associates Inc.

In accordance with the Open Meeting Law, the North Shore NOW, the City's official newspaper, was advised Thursday, June 27, of the date and time of this meeting, the agenda was posted to 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.

MATTERS TO BE CONSIDERED.

3a. Certified Survey Map, 1980 West Florist Avenue and 6025 North Green Bay Avenue.

The Plan Commission will review and approve Certified Survey Map that substantially modifies the 1980 West Florist Avenue and 6025 North Green Bay Avenue properties, and recommend Common Council approve the Certified Survey Map.

The Certified Survey Map is necessary to transfer the parcel from the west side of 6025 N Green Bay Ave to 1980 W Florist Avenue so that the owner of the Doggy Day Care can expand the operation. The resultant land configuration is due to shift of property. This is the result of sale. The Certified Survey Map is a Statutory Requirement of selling parcel to owner of Doggy Day Care.

The staff recommendation is to approve the Certified Survey Map and changes in the technical document.

Motion was made by Commissioner Cronwell, seconded by Commissioner Cohn to recommend the Council approve the Certified Survey Map with the requirements of payment of the \$205 administrative fee, making any required technical corrections to the document and payment of the city Engineer CSM technical review fees. The motion carried unanimously.

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3b. Plan Commission Plan Review, Bob and Terry Worth Building, 7929 North Port Washington Rd.

Bob and Terry Worth are requesting approval to construct an ADA Ramp as proposed at 7929 North Port Washington Rd. The site is zoned B-1, 12 District, and under the zoning code the proposed changes require Plan Commission Review and Approval.

Staff Recommendation: Staff recommends that the Plan Commission approve the request that Bob and Terry Worth presented to building an ADA Ramp at 7929 North Port Washington Rd per the approved project plans, with the following requirements:

- 1.) All City of Glendale building and fire codes be carried out to the satisfaction of the Building Inspector, the North Shore Fire Department, and North Shore Health Consortium.
- 2.) Compliance with State of Wisconsin ADA requirements.

Motion was made by Commissioner Bailey, seconded by Commissioner Cronwell to approve the construction of an ADA Ramp at 7929 North Port Washington Road per the approved project plans with the following requirements All City of Glendale building and fire codes be carried out to the satisfaction of the Building Inspector, the North Shore Fire Department, and North Shore Health Consortium and Compliance with State of Wisconsin ADA requirements. Motion carried unanimously.

3c. Comprehensive Plan 2020-2040. Jolena Presti and Meredith Perks presented the Plan Commission with the Public Participation Plan Resolution Discussion.

The main purpose of this discussion is to recommend approval on the Public Participation Plan to the Common Council.

Some of the ideas that came from the discussion as to how to move the Participation Plan forward were to hold Focus Groups, Community Workshops and Community Outreach sometime in the summer; most likely at the Root Beer Bash or some other city function. There is a plan to have an open house in March for Glendale residents.

Jolena tasked the Plan Commission to come up with some sort of “catch phrase” that captures the ideas that the Plan Commission would like to convey in the Comprehensive Plan. Some additional discussion focused around the idea of highlighting the importance of sustainability, having a “green” community in Glendale, a diverse community, and establishing a “town center” type of concept in Glendale.

The Plan Commission will review and approve the Public Participation Strategy and Procedures for the City of Glendale Comprehensive Plan Update. This Strategy is intended to ensure that the comprehensive plan accurately reflects the visions, goals, and values of Glendale’s citizens.

The Public Participation Strategy and Procedures Plan is a written procedure to satisfy Wisconsin

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Statute Section 66.1001(4)(a) by engaging the public at each stage in the preparation, update, and amendment to the 2020-2040 Comprehensive Plan.

Staff recommendation is for the Plan Commission to approve the resolution to be carried forward to the Common Council to approve the Public Participation and Strategy Procedures Plan.

Motion was made by Commissioner Bailey, seconded by Commissioner Cohn to approve the Resolution Adopting the Public Participation Plan for the Update of the Comprehensive Master Plan for the City of Glendale, Wisconsin. Motion passed unanimously.

Motion made by Commissioner Wadzinski, seconded by Commissioner Cohn to recommend the Council approve the Resolution Adopting the Public Participation Plan for the Update of the Comprehensive Master Plan for the City of Glendale, Wisconsin. Motion carried unanimously.

3d. Schedule Special Joint Plan Commission-Community Development Authority Meeting for 5:30pm, Monday, August 19, 2019. City Administrator Safstrom explained that the Common Council would meet at 6pm on August 20th and that a special Joint CDA/Plan Commission will need to be scheduled prior to the Common Council Meeting on the 20th. Proposed date is August 19, 2019 at 5:30pm. Mayor Kennedy stated that the meeting is ok to schedule as proposed; Bayshore Agreement will be done once these groups meet; demolition will begin within days of that and work will be complete within one year.

Candice Green, Deputy Clerk/Treasurer

Respectfully Submitted: Candice S. Green