Tuesday, March 03, 2015

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

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

Roll Call: Present: Acting Mayor JoAnn Shaw, Commissioners Dennis Buettner, Izzy Goldberg, Fred Cohn, Walter Wilson, and Bruce Cole. Absent: Commissioner Dennis Noble.

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 Thursday, February 26, 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. Cole, to approve the minutes of the meeting held on Tuesday, February 3, 2015. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, and Cole. Noes: None. Absent: Commissioner Noble. Motion carried unanimously.

MATTERS FOR CONSIDERATION.

I. 6:00 PM Plan Commission Conditional Use Permit Review, Hillel High School, LLC, 6793 North Green Bay Avenue (Greensquare II). Review and approve proposed Hillel High School girls division 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, Armin Nankin, is seeking Plan Commission Conditional Use Permit review and approval for Hillel High School girls division to occupy an existing tenant space located at 6793 North Green Bay Avenue within the west building (Greensquare II) at Greensquare Center for the Healing Arts (6789-99 North Green Bay Avenue). The site is zoned B-4 Office Research Service Business District. The proposed school use may be considered by the Plan Commission as a Conditional Use.

There are not any changes proposed to the exterior or interior of the Greensquare II building or grounds. The Hillel High School girls division will occupy a 3,500 square-foot tenant space as a lease tenant within the larger 14,071 square-foot building. The high school will be owned and operated by Lubavitch of Wisconsin. The school utilizes online school products in a controlled environment with facilitators available to help guide student learning. It is anticipated that there will be 20 students with two to five teachers. On typical days the school will have 25 persons present, and may have as many as 50 present for special events. Hillel High School operates Monday through Friday from 8:00 a.m. to 5:00 p.m. Food would not be prepared at the facility, and lunches would be brought by the students or a food service would deliver lunches from another location.

The Greensquare Healing Arts Center has 106 parking spaces available, of which 30 will be designated for use by the Hillel High School.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant Conditional Use Permit approval for Hillel High School girls division to operate at the existing 3,500 square-foot tenant space in the Greensquare II building located at 6793 North Green Bay Avenue, as well as use and occupancy, per the following conditions: 1) The Hillel High School use and occupancy of the tenant space shall not result in the 6789-6799 North Green Bay Avenue property becoming exempt or partially exempt for real estate property tax purposes; 2) All signs to conform with the Glendale Sign Code; 3) All landscaping and lighting features being maintained and replaced and/or replenished whenever necessary, subject to approved landscape plans, and pursuant to tenant/owner lease responsibilities; 4) Dumpster enclosure(s) in compliance with 13.1.144 of the Zoning Code; 5) Subject to obtaining a Code Compliance Inspection Certificate of Compliance, if required; 6) All City of Glendale building and fire codes being carried out to the satisfaction of the Building Inspector and the North Shore Fire Department; 7) Written certification by owner of compliance with State of Wisconsin requirements for physically disabled parking prior to issuance of Occupancy Permit.

Stuart Rothman introduced himself as representing the item on behalf of the owner of Greensquare and Lubavitch of Wisconsin Hillel High School.

City Administrator Maslowski inquired that the proposed school is not a replacement for the high school across street, and how the two schools differ.

Mr. Rothaman reiterated that he could not speak about the other high school, only that the proposed high school has different management, classes, and curriculum.

Motion by Comm. Goldberg, seconded by Comm. Cole, that the Plan Commission grant Conditional Use Permit approval for Hillel High School girls division to operate at the existing 3,500 square-foot tenant space in the Greensquare II building located at 6793 North Green Bay Avenue, as well as use and occupancy: Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, and Cole. Noes: None. Absent: Commissioner Noble. Motion carried unanimously.

II. Plan Commission Review, Laurel Oaks, 1700 West Bender Road. Review and approve proposed change to architectural, site, landscaping, signage, and lighting, as well as use and occupancy related to improvements to the existing Planned Development.

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:

Representatives of Laurel Oaks will formally present the proposed improvements. The entrances to the facility will modified as follows, 1) the existing modern canopy over the main entrance will be removed and a more modest entrance cover will be installed to serve the assisted living area of the facility and, 2) Northwest of the existing main entrance an entrance with cover will be added to serve residents and visitors to the independent living area. In addition to the changes to the entrances the surface parking area will be geometrically modified to provide more parking spaces and function more efficiently and safely. The number of surface parking spaces will be increased from 30 to 54. Landscaping that surrounds the perimeter of the parking area will continue to be generous and beautify the site as viewed from North Green Bay Avenue and West Bender Road. Parking lot area lighting and facility signage will also be revised.

Plan Commission approval of the revised concept as a minor change will allow the developer to finalize the various design plans and move forward with the project.

Project Schedule

The proposed work will be completed in 2015.

Required Action

The necessary action by the Plan Commission is to approve the proposed improvements as a non-substantive change to the existing Planned Unit Development.

Community Development Director Stuebe stated that the necessary action by the Plan Commission is to approve the proposed improvements as a non-substantive change to the existing Planned Unit Development.

Amy Schoenemann introduced herself as architect representing the project and also introduced Beth Anderson of the Laureate Group (Laurel Oaks). Ms. Schoenemann presented the project stating that there are three improvements, 1) parking onsite will be revised to increase from 36 to 54 spaces, an increase of 18, that will improve efficiency and allow movements that do not require driving under the existing canopy; 2) the existing canopy will be removed and replaced with a smaller replacement canopy, and a secondary entrance with canopy will be built; and, 3) an enclosed connector walkway will be built between some of the living units and the dining room. Also, the existing monument signage will be replaced, exterior lighting will be changed to LED, and the landscape plan will be changed to adjust for the reconfigured parking lot.

Beth Anderson stated that the market has changed in that the residents stay in their homes longer and arrive more aged than in the past, and as a result the residents require more supportive services.

The Plan Commission had several inquiries about the proposed improvements as relates to the existing site arrangement.

Motion by Comm. Cole, seconded by Comm. Wilson, that the Plan Commission approve the proposed improvements as a non-substantive change to the existing Planned Unit Development. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, and Cole. Noes: None. Absent: Commissioner Noble. Motion carried unanimously.

III. Plan Commission Review, DCI Marketing, 2727 West Good Hope Road. Review and approve proposed changes to site lighting 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:

Applicant, John Perse of Lemberg Lighting, on behalf of DCI Marketing, Incorporated, seeks Plan Commission approval to modify the site lighting (refer to exhibits). In general the lighting will be changed to LED type light fixtures. Several lights will be added to the north and east parking areas, and existing lights will be replaced as well.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant approval for DCI Marketing, Incorporated, to make the proposed improvements to the site lighting at 2727 West Good Hope Road, in conformance with the submitted plans, per the following conditions: 1) All landscaping and lighting features being maintained and replaced and/or replenished whenever necessary, per approved landscape and lighting plans; 2) All City of Glendale building and fire codes being carried out to the satisfaction of the Building Inspector and the North Shore Fire Department;

John Perse introduced himself as working with Lemberg Electric and representing the owner, DCI, and stated that the project is a site lighting upgrade and replaces antiquated fixtures with LED fixtures.

Motion by Comm. Wilson, seconded by Comm. Buettner, that the Plan Commission grant approval for DCI Marketing, Incorporated, to make the proposed improvements to the site lighting at 2727 West Good Hope Road, in conformance with the submitted plans, per the two conditions: Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, and Cole. Noes: None. Absent: Commissioner Noble. Motion carried unanimously.

IV. Plan Commission Review, MyOm for Wellbeing Yoga Center, 7963 North Port Washington Road (former Hot4Lax). Review and approve proposed MyOm for Wellbeing Yoga Center 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, Traci Schwartz, seeks Plan Commission review and approval for MyOm for Wellbeing Yoga Center, an alternative health care facility, to use and occupy 7963 North Port Washington Road. The proposed use is a permitted use in the B-1, Sub-Area I1 district with Plan Commission use and occupancy review and approval.

MyOm will offer yoga, meditation, and relaxation within the 1,400 square-foot facility.

Proposed hours of business are from 7:00 a.m. to 6:00 p.m. Sunday through Saturday. MyOm would have no more than one to four employees present, with one to eight clients at the facility. The site has a total of about nine (9) parking stalls, including accessible space, however, the owner of the property also owns the House of Roth property that is located adjacent to the north, and applicant has indicated that twenty (20) parking spaces are also available there for special occasions. MyOm has very limited parking requirements, and parking spaces are available to accommodate the proposed use.

There is an existing sign structure that will be improved for use by MyOm.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant use and occupancy approval for MyOm for Wellbeing Yoga Center, a yoga, meditation, and relaxation alternative health care business enterprise, to occupy 7963 North Port Washington Road, per the following conditions: 1) All signs to conform with the Glendale Sign Code; 2) All landscaping and lighting features being maintained and replaced and/or replenished whenever necessary, subject to approved landscape plans, and pursuant to tenant/owner lease responsibilities; 3) Dumpster enclosure(s) in compliance with 13.1.144 of the Zoning Code; 4) Subject to obtaining a Code Compliance Inspection Certificate of Compliance, if required; 5) All City of Glendale building and fire codes being carried out to the satisfaction of the Building Inspector and the North Shore Fire Department; 6) Written certification by owner of compliance with State of Wisconsin requirements for physically disabled parking prior to issuance of Occupancy Permit.

Traci Schwartz introduced herself as the owner of MyOm for Wellbeing Yoga Center and stated that the yoga enterprise caters to the care for the mind and body and spirit.

The Plan Commission had several inquiries about the proposed yoga studio.

Ms. Schwartz stated that there will be ancillary sales of items such as yoga mats and essential oils, yoga instructors will be registered yoga instructors, that the space allows for classes ranging in size up to 9 or 10 people, and that classes and seminars will be by appointment only and will typically be held between the hours of 7:00 a.m. and 6:00 p.m., and that kids yoga will be offered.

Motion by Comm. Buettner, seconded by Comm. Wilson, that the Plan Commission grant use and occupancy approval for MyOm for Wellbeing Yoga Center, a yoga, meditation, and relaxation alternative health care business enterprise, to occupy 7963 North Port Washington Road, per the six conditions: Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, and Cole. Noes: None. Absent: Commissioner Noble. Motion carried unanimously.

V. Reschedule Regular April meeting to 6:00 p.m. on MONDAY, APRIL 6, 2015, due to the Tuesday, April 7, 2015, Election.

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

Report to Plan Commission:

The required action if for the Plan Commission to reschedule the regular April Plan Commission meeting to 7:00 p.m. on Monday, March 31, 2014.

City Administrator Maslowski stated that the required action is for the Plan Commission to reschedule the regular April Plan Commission meeting to 6:00 p.m. on Monday, April 6, 2015.

Motion by Comm. Wilson, seconded by Comm. Cole, that the Plan Commission reschedule the regular April meeting to 6:00 p.m. on Monday, April 6, 2015, due to the Tuesday, April 7, 2015, Election. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, and Cole. Noes: None. Absent: Commissioner Noble. Motion carried unanimously.

ADJOURNMENT.

Motion by Comm. Cohn, seconded by Comm. Cole, to adjourn the Plan Commission until 6:00 p.m. on Monday, April 6, 2015. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, and Cole. Noes: None. Absent: Commissioner Noble. Motion carried unanimously.

Todd M. Stuebe, Director of Community Development

Recorded: March 12, 2015