CITY OF GLENDALE -- PLAN COMMISSION

Monday, April 06, 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, Bruce Cole, and Dennis Noble. Absent: None.

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, April 2, 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. Buettner, seconded by Comm. Cohn, to approve the minutes of the meeting held on Tuesday, March 3, 2015. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

MATTERS FOR CONSIDERATION.

I. Plan Commission Review, Elite Sports Club-River Glen, 2001 West Good Hope Road. Review and approve proposed change to main entrance architecture and signage, and to add windows and modify landscaping in the vicinity of the northeast building, as well as modify the facility to provide more family centered space for children and youth.

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:

Elite Sports River Glen, will present proposed architectural and interior space changes, and seeks Plan Commission review and approval to move forward with the changes to the existing Elite Sports River Glen facility. The proposed changes center on modifying the types of health club related activities of the facility to more completely serve all age groups from newborns to the senior population. There will also be some modest changes to the building such as improving the main entrance, and adding windows to the northeast building with related landscape changes (refer to drawings). The site is zoned S-1 Special (Institutional) District, which permits private clubs with Plan Commission review and approval.

The exterior changes to the facility will be to architecturally improve the main entrance (refer to photorealistic rendered exhibit). Also, related to the changes to the use of the northeast building, window areas (glazed openings) will be introduced into both the north and east elevations of the northeast building. Finally, on the north side of the facility an enclosed outside play area is provided (refer to first floor plan view).

Pertaining to the use of the facility the general use remains the same and most of the change involves the types of health club activities available within the northeast building, where there are four existing tennis courts and three racquetball courts (presently being used for storage), and the connecting space between the northeast building and the northwest building and extending into the main entrance space. Proposed changes to the types of activities within the facility are described in the by Elite Sports in the submittal narrative and plans, and is summarized as follows:

Playroom

Various activities are being moved upstairs from the basement so that parents will not have to go down a flight of stairs to get to the playroom and includes a Toddler Zone (foam building blocks, indoor playground equipment, etc.), as well as a fence-enclosed outside play space along the north side of the facility (tube maze, jungle gym, and play equipment), a padded multi-purpose activity space (gymnastics, martial arts, karate, dance, tumbling, etc.), and multi-purpose music and art room. A multi-purpose meeting room (party room) and storage room are also physically proximate.

7 and Up

As shared in the narrative, the 7 and up age group would also utilize the classrooms for numerous programs. A stage space for dance and performance classes will include a big screen. The stage audience space doubles as a Kids Zone multi-purpose space that will have a wood multi-purpose playing court surface marked for basketball, volleyball, futsal, and dodge ball. The remainder of the space is intended for flexibility of activities and includes a sport turf surfaced space for big toys such and inflatable amusements and obstacle courses, and a space for portable four-person aero ball trampolines, and there will also be space that will be utilized as a multi-purpose field turf area (baseball, indoor soccer, indoor football, etc.), and there will be a half-height wall/dasher board multi-purpose space with an inline skating surface (roller hockey, field hockey, bumper cars, etc.) that will include an interactive floor projection system.

The very east end of the northeast building will include vertically oriented space that includes a maze/climbing structure. Finally, the three former racquetball courts will be utilized for activities that such as mini-bowling, a foam ball gallery (foam ball launching obstacle course), and a laser maze.

Adults

Elite states that it will continue with their fitness and groupX programs along with several other spaces, and will be improving the men's locker room.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant approval of the proposed architectural, site, and landscaping improvements, as well as use and occupancy approval, for Elite Sports River Glen to move forward with the changes as proposed and as approved by the Plan Commission, per the following requirements: 1) All City of Glendale building and fire codes being carried out to the satisfaction of the Building Inspector and North Shore Fire Department.

Peter Ogorek presented the proposed changes to the activities as distributed within the facility and how it relates to the goal of attracting families and their younger children with a Kid Zone with kid-friendly activities, and stated that they architecturally modify the main entrance of the facility, such that it will be similar to their Mequon facility, and will add windows to the northeast side of the property.

Plan Commissioner Cohn inquired about changes to the landscape and about an area on the façade of the building that indicated signage.

Mr. Ogorek stated that they would likely want to trim trees but not make a huge amount of change to the landscape, and the possibility of promoting the kids nature of the facility with architecturally integrated signage was being considered.

Motion by Comm. Cole, seconded by Comm. Wilson, that the Plan Commission grant approval of the proposed architectural, site, and landscaping improvements, as well as use and occupancy approval, for Elite Sports River Glen to move forward with the changes as proposed and as approved by the Plan Commission, per the requirement: Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

II. Plan Commission Review, Briggs and Stratton Corporation, 4353 North Richards Street. Review and approve proposed warehouse and distributing 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, Kevin Rautmann, of Briggs & Stratton Corporation, seeks Plan Commission review and approval for Briggs and Stratton to occupy the existing warehouse building located at 4353 North Richards Street. The site is zoned M-1 Warehouse, Light Manufacturing, Office and Service District. The proposed use and occupancy requires Plan Commission review and approval.

All storage is proposed inside the building. Outside storage is not a permitted use in the District. There are not any proposed changes to the existing building or site at this time.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant use and occupancy approval for Briggs & Stratton Corporation to operate at 4353 North Richards Street, for warehouse and distributing in conformance with the submitted documents, per the following conditions: per the following requirements: 1) All storage inside; 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 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.

Pete Steinke introduced himself as a Briggs and Stratton engineering manager at the facility and the Burleigh facility, and stated that the facility under review was being relocated from Atlanta, and explained that at this facility they will distribute standby and portable generators, pressure washers, and snowblowers.

Frank Crivello and Robert Peret introduced themselves as representatives of the property owner.

Motion by Comm. Goldberg, seconded by Comm. Cole, that the Plan Commission grant use and occupancy approval for Briggs & Stratton Corporation to operate at 4353 North Richards Street, for warehouse and distributing in conformance with the submitted documents, per the seven approved requirements: Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

III. <u>Plan Commission Review, Nicolet High School, 6701 North Jean Nicolet Road</u>. Review and approve proposed swimming pool facility improvement architectural plans and 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:

Kirk Stache of Ring & Duchateau, on behalf of Nicolet High School, will present the proposed architectural changes required to construct a 1,575 square-foot addition to house the required improvements to the swimming pool mechanical room equipment. The proposed exterior materials will match the existing building materials

The proposed work will commence in April, 2015, and will be completed by July 30, 2015.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant approval of the proposed architectural changes, as well as use and occupancy approval, for Nicolet High School to complete the proposed construction project at 6701 North Jean Nicolet Road, in conformance with the submitted documents, per the following conditions: 1) All City of Glendale building and fire codes being carried out to the satisfaction of the Building Inspector and North Shore Fire Department.

Ryan McNally introduced himself as working with Ring & Duchateau and representing the Nicolet High School and presented the project as a necessary HVAC upgrade as the existing heating and cooling system had reached the end of its useful service life, and explained that the project will take care of the problem of negative pressure and chlorine migration within the facility. Mr. McNally also stated that an addition was necessary for the equipment due to the fact that the new equipment is larger and is too large for placement on the roof-top, continuing on stating that the façade will be a brick façade to match the existing facades, that there will be a small fenced enclosure for the condensing unit, and that there will be several LED light fixtures. Mr. McNally concluded with the statement that the project will be completed by July 30, 2015.

Comm. Noble inquired about condensing unit noise as the wind carries sound.

Mr. McNally stated that they thought the fence was enough but would pay special attention to that concern.

Comm. Wilson inquired about whether the facility was impacted by the flood.

Mr. McNally replied no.

Acting Mayor Shaw inquired whether the project would require rescheduling of programs.

Mr. Reiels stated that some activities would be moved to Glen Hills Middle School, and that the project will be complete in time for the Maccabee Games.

Motion by Comm. Cohn, seconded by Comm. Wilson, that the Plan Commission grant approval of the proposed architectural changes, as well as use and occupancy approval, for Nicolet High School to complete the proposed construction project at 6701 North Jean Nicolet Road, in conformance with the submitted documents, per the requirement. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

IV. <u>Plan Commission Review, Springleaf Financial Services, 6811 North Green Bay Avenue</u>. Review and approve proposed financial services 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, Catherine Ceraolo, of Ports Architects, on behalf of Springleaf Financial Services, seeks Plan Commission review and approval for Springleaf Financial Services, a financial services company, to use and occupy the tenant space located within the Glendale Square multi-tenant building located at 6811 North Green Bay Avenue. The proposed use is a permitted use in the B-2 Community Business District with Plan Commission use and occupancy review and approval.

Springleaf Financial Services will provide financial planning and service consumer loans within the 1,477 square-foot tenant space. Springleaf Financial Services will have as many as five employees and will be open from 8:30 a.m. to 5:00 p.m. Monday through Saturday. The Glendale Square retail center has eight existing tenants that include George's Barbers (George Jelichs), Nearly New Family Fashions, Paramount Optical Miracle Ear, American Family Insurance - Derek Parker Agency, Classic Comics and Collectables, Royal Wok, Salon East, and Glen Cafe. The proposed tenant space is about 1,480 square feet of the 18,074 square foot Glendale Square multi-tenant building, or about 8.2 percent of the available tenant space. Upon occupancy by Springleaf Glendale Square will have only a single vacant tenant space available to lease. Based on periodic observations of parking demand at Glendale Square, the parking lot, although very active, will provide for the proposed use.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant use and occupancy approval for Springleaf Financial Services, a financial services business enterprise, to operate at 6811 North Green Bay Avenue, per the following conditions: 1) All signs to conform with the sign program approved at Glendale Square per 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.

Matt Yergmavich introduced himself as a representative of Springleaf Financial Services, and introduced Allen Polsi as the new branch manager, and briefly talked about the Springleaf enterprise.

Motion by Comm. Cole, seconded by Comm. Cohn, that the Plan Commission grant use and occupancy approval for Springleaf Financial Services, a financial services business enterprise, to operate at 6811 North Green Bay Avenue, per the six requirements. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

V. <u>6:00 PM Plan Commission Conditional Use Permit Review, Habhegger Auto Repair, 102 West Capitol Drive (former Mofoco). Review proposed automotive repair use and occupancy.</u>

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:

Dennis Mabry, seeks Plan Commission Conditional Use Permit review and approval for Habhegger Auto Repair, an auto service and repair business, to use and occupy the tenant space that is located at 102 West Capitol Drive (previously occupied by Mofoco Auto).The proposed use continues a legal non-conforming use in the M-1 Warehouse, Light Manufacturing, Office, and Service District, and requires Plan Commission Conditional Use Permit review and approval.

Proposed hours of business are from 8:00 a.m. to 6:00 p.m. Monday through Friday. Habhegger will have three employees present at the facility. The site has a fenced yard where client vehicles are kept while awaiting service and pick-up by the client.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant Conditional Use Permit review approval, as well as use and occupancy approval, for Dennis Mabry to operate Habhegger Auto Repair, an auto service and repair business, to operate at 102 West Capitol Drive, per the following conditions: 1) Outside storage yard to be kept in good order and free of items that are not there to be repaired; 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.

Dennis Mabry introduced himself as owner of Habhegger Auto Repair and briefly talked about the Habhegger enterprise, and stated that the building façade will be painted to match the NAPA store.

Motion by Comm. Buettner, seconded by Comm. Cole, that the Plan Commission grant Conditional Use Permit review approval, as well as use and occupancy approval, for Dennis Mabry to operate Habhegger Auto Repair, an auto service and repair business, to operate at 102 West Capitol Drive, per the seven requirements. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

VI. Plan Commission Review, Quality Pallet Recycling, 2350 West Florist Avenue (Ada Products Company reduced space). Review and approve proposed pallet recycling 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:

Report to Plan Commission:

Miguel Roque seeks Plan Commission review and approval for Quality Pallet Recycling, a pallet recycling company, to use and occupy 2350 West Florist Avenue, Suites 30 and 40. The proposed use is a permitted use in the M-1

Warehouse, Light Manufacturing, Office, and Service District with Plan Commission use and occupancy review and approval.

All proposed pallet recycling activity is proposed to be performed inside the 2350 West Florist Avenue building. Outside storage and handling of pallets and/or related materials is not proposed and is not a permitted use within the District.

Proposed hours of business are not specified except that Quality indicates that it will operate 5 days per week (40 hours). Quality has seven employees. Quality has very limited parking requirements, and parking spaces are available to accommodate the proposed use.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant use and occupancy approval for Quality Pallet Recycling, a pallet recycling business, to occupy the tenant space located at 2350 West Florist Avenue, per the following conditions: 1) All storage inside; 2) Business hours to be specified; 3) All signs to conform with the Glendale Sign Code; 4) 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; 5) Dumpster enclosure(s) in compliance with 13.1.144 of the Zoning Code; 6) Subject to obtaining a Code Compliance Inspection Certificate of Compliance; 7) All City of Glendale building and fire codes being carried out to the satisfaction of the Building Inspector and the North Shore Fire Department; 8) Written certification by owner of compliance with State of Wisconsin requirements for physically disabled parking prior to issuance of Occupancy Permit.

Miguel Roque, owner or Quality Pallet Recycling, was not present to present and respond to Plan Commission inquiry.

City Administrator Maslowski stated that there are several concerns that the City would like to inquire such as the fire protection and fire alarm systems, and recommended that the item be held over to the May meeting.

Motion by Comm. Noble, seconded by Comm. Cohn, that the Plan Commission holds the matter over to the May 5 meeting. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

ADJOURNMENT.

Motion by Comm. Cohn, seconded by Comm. Cole, to adjourn the Plan Commission until 6:00 p.m. on Tuesday, May 5, 2015. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Wilson, Cole, and Noble. Noes: None. Absent: Commissioner None. Motion carried unanimously.

Todd M. Stuebe, Director of Community Development

Recorded: April 29, 2015