

CITY OF GLENDALE -- PLAN COMMISSION

Tuesday, August 05, 2014

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 7:00 p.m.

Roll Call: Present: Acting Mayor JoAnn Shaw, Commissioners Dennis Buettner, Izzy Goldberg, Fred Cohn, Bruce Cole, Larry Appel, 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, July 31, 2014, 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. _____, seconded by Comm. _____, to approve the minutes of the meeting held on Tuesday, June 3, 2014. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Appel, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

MATTERS FOR CONSIDERATION.

- I. Specific Implementation Plan, International Infiniti North Shore, 6030 North Green Bay Avenue. Plan Commission review and approval of Specific Implementation Plan for International Infiniti North Shore, to include architectural, site, landscaping, lighting, signage, stormwater management and other site improvements, as well as use and occupancy approval.

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 Merwin, on behalf of International Autos, Incorporated, will formally present the Specific Implementation Plan (SIP) to the Plan Commission. The project includes the demolition of the existing buildings, including three residential type structures and the former Stan & Sons (David Hobbs Honda detailing facility), to be followed by construction of the

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proposed International Infiniti North Shore. The property comprises about two acres of land. All of the to-be-demolished buildings are antiquated.

Proposed Project Architectural Design

The architectural design as refined provides for an 18,271 square-foot building footprint with 2,724 square-foot second floor, giving a total of 20,995 gross square feet (refer to plan documents). Exterior building materials are intended to be high quality and low maintenance including travertine wall cladding material at the entrance, aluminum composite material (ACM) wall finish, EIFS (exterior insulation finishing system) wall surface, storefront window glazing system, and elevated feature glass wall façade feature.

Project Schedule

International Infiniti North Shore will commence demolition and environmental remediation work September 15, 2014, with an estimated completion date of April 6, 2014.

Proposed Project Investment, Existing Property Values, and Employment

The estimated cost of the shell building (exclusive of finishes, furnishings, and fixtures) is \$1,600,000, with site improvement costs estimated at an additional \$550,000. The current assessed value for the four parcels totals \$981,000, of which \$977,000 is for land and \$4,000 is for improvements. International Infiniti North Shore anticipates that the proposed facility will employ 25.

Plan Commission Action

To complete the Planned Unit Development District project review and approval process the necessary action of the Plan Commission is to approve the Specific Implementation Plan. A Development Agreement will be subject to Common Council review and approval.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant approval of the Specific Implementation Plan and grant use and occupancy approval to the International Infiniti North Shore, as presented in the submitted documents and presented to the Plan Commission, subject to the following conditions: 1) Stormwater Management Plan (SMP) requires both City and the Milwaukee Metropolitan Sewerage District (MMSD) approval; 2) Comply with all federal, state, and local regulations; 3) Signs require a permit(s) per the Glendale Sign Code; 4) Height of light fixtures limited to 15 feet per Glendale Code of Ordinances; 5) All landscaping and lighting features being maintained and replaced and/or replenished whenever necessary; 6) Dumpster enclosure(s) required to comply with 13.1.144 of the Zoning Code; 7) All City of Glendale building (Refer to comments from the Director of Inspection Services) and fire codes being carried out to the satisfaction of the Building Inspector and the North Shore Fire Department; and, 8) Obtaining required approvals, permits, and inspections pertaining to demolition of existing structures including abandonment of sanitary and water laterals at the property right-of-way line, removal of existing driveways and sidewalk segments, installation of driveways, and connections to sanitary and water systems per the requirements of the Director of Public Works.

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Motion by Comm. _____, seconded by Comm. _____, that the Plan Commission grant approval of the Specific Implementation Plan and grant use and occupancy approval to the International Infiniti North Shore, as presented in the submitted documents and presented to the Plan Commission, per the eight approval conditions. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Appel, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

- II. Plan Commission Review, Dragonfly Tile & Stone Works, Incorporated, 2004 West Bender Road (Kivley Multi-Tenant Center). Review and approve proposed residential tile design and install contractor use and occupancy approval.

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, Jane Callewaert, seeks Plan Commission use and occupancy approval for Dragonfly Tile & Stone Works, Incorporated, a residential tile design and install contractor, to occupy a 1,175 square-foot tenant space in the 9,000 square-foot multi-tenant building located at 2000-2008 West Bender Road. The property is owned by Kivley Investments, LLC. The site is zoned M-1 Warehouse, Light Manufacturing, Office, and Service District, and the proposed use is permitted with Plan Commission review and approval.

Dragonfly offers design services (at the client's location) and installs tile and stone (floors, baths, kitchens, etc.) for residential customers. The shop space will be utilized for storage of materials such as tile and setting materials, and equipment such as tools and tile saws. A table would be utilized for design work. Dragonfly does not have any retail sales and will not have a showroom. Typical hours are Monday through Friday from 7:30 a.m. to 4:00 p.m. to pick up or deliver job materials. At the present time Dragonfly has three employees. Previous applicants have indicated that there are about 42 parking stalls available at the site and there will be a sufficient number of parking spaces available at the site to accommodate the proposed use. The tenant space will not be the general business office.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant use and occupancy approval for Dragonfly Tile & Stone Works, LLC, a residential tile and stone design and install contractor, to utilize the tenant space at 2004 West Bender Road for storage of materials and equipment and design work, subject to the following conditions: 1) Outside storage is limited to owner/employee cars during the work day and company vehicles; 2) Signs require a permit(s) 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(s) required to comply 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 (Refer to comments from the Director of Inspection Services) and fire codes being carried out to the satisfaction of the Building Inspector and the North Shore Fire Department.

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Jane and Lee Callewaert introduced...

Motion by Comm. _____, seconded by Comm. _____, that the Plan Commission grant use and occupancy approval for Dragonfly Tile & Stone Works, LLC, a residential tile and stone design and install contractor, to utilize the tenant space at 2004 West Bender Road for storage of materials and equipment and design work, per the six approval conditions. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Appel, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

- III. Specific Implementation Plan, Lighthouse of Glendale, 100 West River Woods Parkway. Plan Commission review and approval of Specific Implementation Plan for Lighthouse Communities, comprised of 81 assisted living units and a 60-bed memory care wing, to include architectural, site, landscaping, lighting, signage, stormwater management and other site improvements, as well as use and occupancy approval.

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, Todd Novaczyk, on behalf of Lighthouse of Glendale, will formally present the specific Implementation Plan (SIP) to the Plan Commission. New Perspective Senior Living states that it is a for-profit corporation and will contribute to the real estate property tax base and will generate economic activity over \$500,000 for the City of Glendale.

As stated in the submitted documents the Lighthouse of Glendale project includes a four-story assisted living wing with 81 units and a one-story memory care wing with 80 beds. The facility will include three specific service types that include independent living, assisted living, and memory care, and will also include rehabilitation, physical, speech, and occupational therapies.

Proposed Project Amenities and Architectural Design

The proposed building floor space totals about 164,000 square-feet, which includes about 10,000 square-feet of garage space on the first floor. There are 127 parking stalls, that include 25 indoor and 102 outside.

Facility amenities include a covered porte-cochere drop-off area and upon entry into the facility there is a central common space surrounded by other amenities that include bistro café, pub, library, billiards, and a chapel. Additional amenities include an exercise/wellness center with a warm water therapy pool, public and private dining spaces, and multiple activity spaces. The facility offers screened outdoor decks. The memory care unit surrounds an exterior courtyard that allows natural light within the daily living and activity spaces.

The building will have a slab-on-grade foundation system with wood frame construction above. Find further descriptive information reference the submitted documents.

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Project Schedule

Construction of the Lighthouse of Glendale will commence with environmental remediation that will commence as early as September of 2014, with a goal of completing construction documents by November of 2014, with submittal for a building permit at that time, with construction to commence no later than April of 2015, and fully operational by the summer of 2016.

Proposed Project Investment, Existing Property Values, and Employment

Developer estimates the construction cost at \$14,000,000 with a total project investment that will exceed \$22,000,000. The current assessed value for the vacant land totals \$800,000. Lighthouse of Glendale anticipates that the proposed facility will employ over 80 full-time and part-time staff with an estimated payroll that exceeds \$2.5 million.

Plan Commission Action

To complete the Planned Unit Development District project review and approval process the necessary action of the Plan Commission is to approve the Specific Implementation Plan.

Community Development Director Stuebe stated that staff recommends that the Plan Commission grant approval of the Specific Implementation Plan and grant use and occupancy approval to the Lighthouse of Glendale, as presented in the submitted documents and presented to the Plan Commission, subject to the following conditions: 1) Stormwater Management Plan (SMP) requires both City and the Milwaukee Metropolitan Sewerage District (MMSD) approval (discharge to existing stormwater pond); 2) Comply with all federal, state, and local regulations; 3) Signs require a permit(s) per the Glendale Sign Code; 4) Height of light fixtures limited to 15 feet per Glendale Code of Ordinances; 5) All landscaping and lighting features being maintained and replaced and/or replenished whenever necessary; 6) Dumpster enclosure(s) required to comply with 13.1.144 of the Zoning Code; 7) All City of Glendale building (Refer to comments from the Director of Inspection Services) and fire codes being carried out to the satisfaction of the Building Inspector and the North Shore Fire Department; 8) City of Glendale to install sanitary manhole with connection to the Milwaukee Metropolitan Sewerage District MIS (City will need to obtain easement to connect to MMSD MIS); and 9) West River Woods Parkway is scheduled to be resurfaced will not be permitted to be opened after street is resurfaced in July, 2014.

Todd Novaczyk introduced himself as president of.....

Motion by Comm. _____, seconded by Comm. _____, that the Plan Commission grant approval of the Specific Implementation Plan and grant use and occupancy approval to the Lighthouse of Glendale, as presented in the submitted documents and presented to the Plan Commission, per the nine approval conditions. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Appel, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

- IV. Plan Commission Review, Brown's Living, LLC dba Lifequest (State of Wisconsin Family Care Program), 6801 North Ironwood Lane. Review individual assisted living personal care use and occupancy of a single family residence per Glendale Code of Ordinances 5.9.

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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:

David Thewes, seeks Plan Commission review and approval of a Certificate of Occupancy for a proposed individual assisted living personal care facility that will be operated per the requirements of the State of Wisconsin Department of Health Services Family Care Program as administered locally by Community Care, Incorporated, as a Community Management Organization (CMO). The property is zoned R-7 Residence District, and the proposed use and occupancy requires Plan Commission review and approval per Glendale Code of Ordinances 5.9 (copy included in packet materials).

Applicable to Adult and Juvenile Community Living Arrangement Facilities, Glendale Code of Ordinances 5.9 requires that the facility obtain a Certificate of Occupancy per 5.9.3(a). The building inspector has inspected the premises and generated a Conditions of Approval letter.

5.9.3 (b) requires applicant to file an Informational Scope of Business outline in care of the Director of Community Development. Refer to the Brown's Living submittal document.

5.9.3© requires the owner or operator of the Community Living Arrangement as defined in (b) to comply with all City on-street parking regulations. Refer to Brown's Living submittal document.

5.9.3(d) requires the owner or operator of the Community Living Arrangement as defined in (b) to comply with all City refuse and recycling regulations. Refer to Brown's Living submittal document.

5.9.3(e) requires the owner or operator of the Community Living Arrangement as defined in (b) to comply with all State and local Codes relating to cleanliness, sanitation, fire prevention, and safety, including but not limited to Disability Acts, the Wisconsin Safe place statute, and State of Wisconsin Administrative Code provisions SPS 316. SPS 320-325, SPS 381-382 and SPS 361-366, HFS 82, 83, 88 and 89, as applicable to the specific facility. Refer to Brown's Living submittal document.

5.9.3(f) requires the owner or operator of the Community Living Arrangement as defined in (b) to provide off-street parking for all employees, visitors, transport pick-up and drop off vehicles, and designate off-street parking for handicapped individuals. Refer to Brown's Living submittal document.

5.9.3(g) requires the owner or operator of the Community Living Arrangement as defined in (b) to maintain on file with the Glendale Police Department two emergency contacts including the name, telephone number,

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address, fax number, and email contact information for each such contact. Refer to Brown's Living submittal correspondence to the Glendale Police Department.

5.9.3(h) requires the owner or operator of the Community Living Arrangement as defined in (b) to install and maintain smoke detection/notification devices where required by the following:

DHS Chapter 82 for Certified Adult Family Homes

DHS Chapter 83 for Community Based Residential Facilities

DHS Chapter 88 for Licensed Adult Family Homes

SPS 321-Relating to one and two family structures (where applicable)

IBC Chapter 907-Relating to multi-family and commercial occupancies (where applicable)

5.9.3(i) requires the owner or operator of the Community Living Arrangement as defined in (b) to install and maintain carbon monoxide alarms in accordance with the following:

SPS 321-Relating to one and two family structures (where applicable)

SPS 362-Relating to multi-family and commercial occupancies (where applicable)

Pertaining to 5.9.3 (h) and 5.9.3(i) refer to Brown's Living submittal document.

While some additional traffic may be generated as a result of the individual assisted living and personal care use and occupancy to be located at 6801 North Ironwood Lane, it is no different than the amount of traffic that might be required for any resident of the neighborhood under circumstances such as having specialized needs related to healthcare or aging. Comments from the Director of Inspection Services are attached.

Community Development Director Stuebe stated that necessary action of the Plan Commission is to approve the Occupancy Permit for _____ to operate _____ per the requirements of Glendale Code of Ordinances 5.9.

David Thewes introduced himself....

Motion by Comm. _____, seconded by Comm. _____, that the Plan Commission grant approval of the Occupancy Permit for _____ to operate a _____ at 6801 North Ironwood lane, per Glendale Code of Ordinances 5.9. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Appel, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

V. 7:00 P.M. Plan Commission Public Hearing, In-Bounds Training, Inc., 2920 West Vera Avenue and Part of 3026 West Vera Avenue (Lot 4 of CSM 901).

Glendale residents, business owners and property owners are invited to speak to the Plan Commission during the public hearing.

Consider request to modify operating plan and the use of premises including increased business hours, street parking, and interior changes to the

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mezzanine space to include a class/training area and bar and lounge area where beer will be served in addition to regular concessions.

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:

In-Bounds Training has submitted a request to modify the Operating Plan for the In-Bounds Training business enterprise (refer to submitted documents). In-Bounds Training was approved by the Plan Commission on August 13, 2013 (meeting minutes attached). The property is zoned M-1 Warehouse, Light Manufacturing, Office, and Service District.

Proposed changes are described in the submitted Supplemental and Amended Plan of Operation and as follows:

Facility: Mezzanine Floor Plan

The proposed bar, lounge, class training area/ multi-purpose space is structured as follows:

Bar rail seating:	22	
Lounge seating:	29	
Cash registers:	2	
Picnic tables:	10	
Picnic table seating:	40	(with a maximum of four per table)
Total seating	91	(with a maximum of four per table)

2. Plan of Operation:

Proposed Modified Hours of Operation

Monday through Saturday: 6:00 a.m. to 12:00 a.m.

Sunday: 6:00 a.m. to 10:00 p.m.

The facility may open later or close earlier depending on use.

Hours may be extended for special events with prior notice to the City.

Approved Hours of Operation:

Saturday and Saturday: 7:00 a.m. to 9:00 p.m.

Monday through Friday: 6:00 a.m. to 10:00 p.m.

Parking, Employees, Utilization, Security, Concessions, Traffic, and Landscaping

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The request is essentially framed to allow In-Bounds Training to operate as generally stated in the correspondence, without limitation, other than notice to the City Police Department in advance.

The facility was contemplated to accommodate primarily structured youth and some adult futsal, volleyball, and lacrosse recreational league type uses in a way that would not have adverse impacts on the residential neighborhood. At the time of Plan Commission review and approval this seemed plausible and, absent the missing screening fence along the north property line, that for some reason was deferred until last even though the importance of neighborhood impacts and relations was emphasized, still is plausible. There were complaints made, mostly pertaining to the fence not being installed when the facility first opened for business and, also, pertaining to closing the facility in a timely manner within the Plan Commission approved business hours (Refer to City Attorney correspondence with the Owner's representative). Comments from the Director of Inspection Services are also attached.

Motion by Comm. _____, seconded by Comm. _____, that the Plan Commission _____.

Roll Call:
Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Appel, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

ADJOURNMENT.

Motion by Comm. _____, seconded by Comm. _____, to adjourn the Plan Commission until 7:00 p.m. on Tuesday, August 5, 2014. Roll Call: Ayes: Acting Mayor JoAnn Shaw, Commissioners Buettner, Goldberg, Cohn, Appel, Cole, and Noble. Noes: None. Absent: None. Motion carried unanimously.

Todd M. Stuebe, Director of Community Development

Recorded: July 2, 2014