

CITY OF GLENDALE -- PLAN COMMISSION

Tuesday, August 13, 2013

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

Mayor Teppner called the meeting to order at 7:00 p.m.

Roll Call: Present: Mayor Jerome Teppner, Commissioners JoAnn Shaw, Izzy Goldberg, Fred Cohn, Ilmar Junge, 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, August 8, 2013, 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. Noble, seconded by Comm. Junge, to approve the minutes of the meeting held on Tuesday, July 9, 2013. Roll Call: Ayes: Mayor Jerome Teppner, Commissioners Shaw, Goldberg, Cohn, Junge, Appel, and Noble. Noes: None. Abstain: None. Motion carried unanimously.

MATTERS FOR CONSIDERATION.

- I. 7:00 P.M. Plan Commission Review, In-Bounds Training, Inc., 2920 West Vera Avenue and Part of 3026 West Vera Avenue (Lot 4 of CSM 901). Review and approve proposed recreation training facility (futsal, volleyball, and lacrosse) 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:

Applicant, In-Bounds Training, Incorporated (Joshua Jeffers and Shelley Lamoreaux), is seeking approval to have a recreation training facility for futsal, volleyball, and lacrosse on lands located at 2920 West Vera Avenue and Lot 4 of CSM 901. The 2920 property is owned by 2920 West Vera Avenue, LLC, (also Joshua Jeffers and Shelley Lamoreaux).

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Applicant will close on the acquisition of the adjacent west parcel (Lot 4 CSM 901) following Plan Commission approval (refer to packet materials). The parcel is zoned M-1 Warehouse, Light Manufacturing, Office, and Service District, and the proposed use and occupancy are permitted subject to review and approval by the Plan Commission.

Applicant has previously shared that In-Bounds Training has entered into agreement with Milwaukee Kickers to provide indoor training facilities for their soccer and futsal teams, that the facility will primarily be utilized by children under the age of 18, and that the facility will seek to serve parents and families living in the North Shore. Applicant has also stated that the facility will be available for use by other groups and organizations such as local soccer clubs and universities.

General Site Condition and Organization.

The larger 2916-2920 West Vera Avenue facility is shown in Photograph 1 below (photographs are from Monday, July 1, 2013). The building on the right is 2916 West Vera Avenue, which is occupied by the Paley Tennis Center. The building that In-Bounds Training, LLC, proposes to occupy is on the left side of the photograph. The two buildings are connected by a loading dock (refer to Photograph 2). Photograph 3 shows the west loading dock/parking lot for 2920 Vera as it exists today.

Photograph 1. View from the southwest of 2920 (left) and 2916 (right) West Vera Avenue. 2916 is occupied by the Paley Tennis facility.



Photograph 2. View from the south of the loading dock connection between the two buildings, 2920 on the left and 2916 on the right. The property line is along the east (right) edge of the 2920 building.



Photograph 3. View from the south of parking lot west of 2920 West Vera Avenue.



Photograph 4. Views of acquisition property (Lot 4 of CSM 901) that is located west of the 2920 property.



Improvements

Applicant will make improvements to the interior and exterior of the building, as well as the combined site. Interior improvements include construction of office space, restrooms, a team room, a small café seating area, with spectator mezzanine space above. Interior improvements include upgrades to the insulation, heating and cooling systems, lighting, painting, and installing a floor surface suitable for the proposed recreational activities.

Combining the acquisition property with the 2920 property will allow for 43 parking spaces, including 3 ADA compliant spaces. Landscaping improvements, screens, and site landscape maintenance will enhance the visual appeal of the site. For special events of as many as 250 persons will require more parking spaces and the In-Bounds Training enterprise will need to establish agreements with nearby property owners to accommodate the actual number of facility users.

Future increase to the site hard surface coverage of the site will likely trigger stormwater management storage and water quality requirements.

Plan of Operation

The business would operate Monday through Friday from 6:00 a.m. to 10:00 p.m., and Saturday and Sunday from 7:00 a.m. to 9:00 p.m. Four to six employees would be present at the facility, and applicant anticipates a maximum of about 40 facility users (includes players and spectators) there at any given time.

Neighborhood Traffic Concerns.

Photograph 5 shows the view along West Vera Avenue in front of the 2916 and 2920 facilities at about 2:00 p.m. on Monday, July 1, 2013.

Back in 1999, at the time of the proposed skate park and BMX facility, residential neighbors expressed concerns about additional traffic through the neighborhoods. In June of 2006, at the time that Wildcard Gymnastics was conditionally approved the applicant proposed to train their members and users to access the site via a connected route from West Mill Road to North Sydney Place, along the west segment of West Green Tree Road, again on North Sydney Place, and then along West Vera Avenue to the facility, rather than directly through the residential neighborhood. Staff is not aware of any complaints about neighborhood traffic following the occupancy by the Paley Tennis Center. Employees and delivery vehicle drivers should be encouraged to utilize the connected route from West Mill Road to North Sydney Place, along the west segment of West Green Tree Road, again on North Sydney Place, and then along West Vera Avenue to the facility, rather than directly

through the residential neighborhood. This would deter neighborhood conflicts and the resulting complaints.

Photograph 6 shows the parking lot located on the east side of 2916 West Vera Avenue. At the time that the photograph was taken parents were observed dropping off their children at the facility.

Photograph 5. View from the south of 2920 West Vera Avenue looking east along the street.



Photograph 6. View from the south of 2916 West Vera Avenue looking north at parking area east of the facility.



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Mr. Stuebe stated that Staff recommends that the Plan Commission grant its approval for In-Bounds Training, Incorporated, to occupy and use the 2920 West Vera Avenue property combined with Lot 4 of CSM 901 (west 100 feet of 3026-36 West Vera Avenue), for the proposed recreational training facility activities including futsal, volleyball, lacrosse, and similar athletic activities, subject to the following conditions: 1) Annual review; 2) Common Council approval of a Certified Survey Map combining 2920 West Vera Avenue with Lot 4 CSM 901; 3) Install privacy fence along north property line from the northwest corner of the building to the west edge of the parking lot; 4) All parking related to the facility to be accommodated within the combined 2920 West Vera Avenue and Lot 4 of CSM 901 site or, in the case of special events, in nearby parking lots under agreements with nearby property owners; 5) Athletic activities other than futsal, volleyball, and lacrosse, are subject to Plan Commission review and approval; 6) Employee and delivery truck routes to utilize non-residential streets via a connected route from West Mill Road to North Sydney Place, along the west segment of West Green Tree Road, again on North Sydney Place, and then along West Vera Avenue; 7) Notify the City of Glendale Police Department of special events that will require parking on neighboring properties; 8) Subject to obtaining a Code Compliance Inspection Certificate of Compliance; Signs require a Sign Permit per the City of Glendale Sign Code; 9) Dumpster enclosure(s) per Section 13.1.144(d) of the Code of Ordinances; 10) All landscaping being maintained and replaced and/or replenished whenever necessary; 11) All building and fire codes being carried out to the satisfaction of the Building Inspector and the North Shore Fire Department; 12) Written certification by owner of compliance with State of Wisconsin requirements for physically disabled parking prior to issuance of Occupancy Permit.

Joshua Jeffers and Shelley Lameroeux presented the project.

Motion by Comm. Cohn, seconded by Comm. Shaw, that the Plan Commission grant its approval for In-Bounds Training, Incorporated, to occupy and use the 2920 West Vera Avenue property combined with Lot 4 of CSM 901 (west 100 feet of 3026-36 West Vera Avenue), for the proposed recreational training facility activities including futsal, volleyball, lacrosse, and similar athletic activities, per the twelve conditions. Roll Call: Ayes: Mayor Jerome Tepper, Commissioners Shaw, Goldberg, Cohn, Junge, Appel, and Noble. Noes: None. Abstain: None. Motion carried unanimously.

II. 7:00 P.M. Plan Commission Review, Crossfit 100 (MPower Total Fitness, LLC), 4927 North Lydell Avenue. Review and approve proposed individual and small group health and training facility 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:

Applicant, Marcela Perea (MPower Total Fitness, LLC), seeks Plan Commission approval to use and occupy 4927 North Lydell Avenue property. The property is zoned B-1, Sub-Area A1 Business and Commercial District, and the proposed use and occupancy requires Plan Commission review and approval.

CrossFit 100 is proposed as an individual and small group (5 to 15 persons per class) CrossFit training facility for fitness, nutrition, and

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overall health. There are affiliated CrossFit training facilities located around the globe. CrossFit 100 has two trainers and anticipates a maximum of four in the future. Proposed business hours are Monday through Friday from 5:45 a.m. to 7:30 p.m., and Saturday and Sunday from 8:00 a.m. to 12:00 o'clock noon.

Maintenance repairs and interior improvements will be made to the building and the grounds will be upgraded as necessary to meet City Code requirements and standards.

Mr. Stuebe stated that Staff recommends that the Plan Commission grant its use and occupancy approval for Marcela Perea, owner of MPower Total Fitness, LLC, to operate CrossFit 100, an individual and small group (5 to 15 persons) CrossFit training facility for fitness, nutrition, and overall health, at 4929 North Lydell Avenue, subject to the following conditions: 1) Annual Review; 2) Signs require a Sign Permit per the City of Glendale Sign Code; 3) All landscaping being maintained and replaced and/or replenished whenever necessary, pursuant to landlord/tenant lease requirements; 4) Dumpster enclosure(s) per Section 13.1.144(d) of the Code of Ordinances; 5) Subject to obtaining a Code Compliance Inspection Certificate of Compliance; 6) All 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.

Marcela Perea, Douglas Moore, and Bill Langhoff presented the project.

Motion by Comm. Goldberg, seconded by Comm. Shaw, that the Plan Commission grant its use and occupancy approval for Marcela Perea, owner of MPower Total Fitness, LLC, to operate CrossFit 100, an individual and small group (5 to 15 persons) CrossFit training facility for fitness, nutrition, and overall health, at 4929 North Lydell Avenue, per the seven conditions. Roll Call: Ayes: Mayor Jerome Tepper, Commissioners Shaw, Goldberg, Cohn, Junge, Appel, and Noble. Noes: None. Abstain: None. Motion carried unanimously.

III. 7:00 P.M. Plan Commission Signage Review, North Shore Preschool and Child Care, 7703 North Green Bay Avenue. Review and approve proposed signage in the S-1 Special (Institutional) District.

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

Applicant, Mary Coulter, seeks approval of a sign to be located on the Memorial Lutheran Church property for the North Shore PreSchool and Child Care facility. Section 15.6.9 of the Glendale Sign Code states that the total permanent sign area for public uses, institutional uses, schools, and churches shall be determined by the Plan Commission.

As proposed the sign is a total of six feet in height and is made of alumilite composite material. The proposed sign placement is indicated on the location exhibit.

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Mr. Stuebe stated that Staff recommends that the Plan Commission grant its approval of a Sign Permit for the North Shore PreSchool and Child Care to install the proposed sign at the proposed location on the Memorial Lutheran Church property located at 7701-7703 North Green Bay Avenue.

Mary and Paul Coulter presented the project.

Motion by Comm. Shaw, seconded by Comm. Cohn, that the Plan Commission grant its approval of a Sign Permit for the North Shore PreSchool and Child Care to install the proposed sign at the proposed location on the Memorial Lutheran Church property located at 7701-7703 North Green Bay Avenue. Roll Call: Ayes: Mayor Jerome Tepper, Commissioners Shaw, Goldberg, Cohn, Junge, Appel, and Noble. Noes: None. Abstain: None. Motion carried unanimously.

IV. 7:00 P.M. Plan Commission Review, UW Credit Union, 6016 North Port Washington Road. Review and approve proposed architectural modification.

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

The UW Credit Union proposes to make architectural modifications to the existing facility located at 6016 North Port Washington Road. The rooftop screen wall will be modified to be more architecturally integrated with the architectural theme.

Several minor site modifications will be made to include replacement of the existing monument sign.

Mr. Stuebe stated that Staff recommends that the Plan Commission grant its approval for UW Credit Union to make the proposed architectural and site modifications to their facility located at 6016 North Port Washington Road, to include use and occupancy approval, subject to the following conditions: 1) Annual Review; 2) Signs require a Sign Permit per the City of Glendale Sign Code; 3) All site landscaping being maintained and replaced and/or replenished whenever necessary; 4) Dumpster enclosure(s) per Section 13.1.144(d) of the Code of Ordinances; 5) All 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 ADA requirements for physically disabled parking prior to issuance of Occupancy Permit.

Cheryl Weisensel of UW Credit Union and Jeremy Frommelt of Iconica presented the project.

Motion by Comm. Noble, seconded by Comm. Shaw, that the Plan Commission grant its approval for UW Credit Union to make the proposed architectural and site modifications to their facility located at 6016 North Port Washington Road, to include use and occupancy approval, per the six conditions. Roll Call: Ayes: Mayor Jerome Tepper, Commissioners Shaw, Goldberg, Cohn, Junge, Appel, and Noble. Noes: None. Abstain: None. Motion carried unanimously.

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ADJOURNMENT.

Motion by Comm. Cohn, seconded by Comm. Shaw, to adjourn the Plan Commission until 7:00 p.m. on Tuesday, September 10, 2013. Roll Call: Ayes: Mayor Jerome Tepper, Commissioners Shaw, Goldberg, Cohn, Junge, Appel, and Noble. Noes: None. Abstain: None. Motion carried unanimously.

Todd M. Stuebe, Director of Community Development

Recorded: September 4, 2013