



**CITY OF GLENDALE
City Hall
Glendale, Wisconsin 53209**

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AGENDA-PLANNING AND ARCHITECTURAL REVIEW BOARD MEETING

Tuesday, January 6, 2026

6:00 PM

Members: Chairman and Mayor Bryan Kennedy, Alderman Phillip Bailey,
Amanda Seligman, Shauntay Nelson, Fredrick Cohn, Shawn Storey,
Traci Fernandez, and Raymond Carlson (Alternate)

- 1. Roll Call and Pledge of Allegiance**
- 2. Adoption of Minutes**
 - a. Adoption of Minutes: November 4, 2025
- 3. New Business**
 - a. Review and Possible Action: *Business Use Approval*: Next Day Access Greater Milwaukee, 6161 N Flint Road, Unit E, Taxkey Number 1609035000
 - b. Review and Possible Action: *Recommendation to the Common Council* - Zoning Map Amendment — from M-1 to S-1 for 7007 North Range Line Road, Taxkey Number 1248006000
 - c. Review and Possible Action: *Recommendation to the Common Council* - Zoning Text Amendment creating section 13.1.38.1, creating S-2 Special (Institutional) Zoning District, making Community Living Arrangements a Conditional Use
- 4. Adjournment**

The Planning and Architectural Review Commission currently holds meetings in person at City Hall, or an

alternative physical location as allowed by the City Ordinance. As a courtesy to residents, Council meetings will also be made available live on Zoom virtual platform for viewing and possible participation. However, the City cannot guarantee the technology supporting the virtual viewing option will operate perfectly and continuously. The only way to guarantee the ability to offer public comment, or view the meeting uninterrupted, is to appear in person. If the Zoom platform fails, the meeting will continue as scheduled.



CITY OF GLENDALE

City Hall

Glendale, Wisconsin 53209

MINUTES- Planning and Architectural Review Board

Tuesday, November 4, 2025

6:00 PM

1. Roll Call and Pledge of Allegiance

2. Adoption of Minutes

Motion made by Commissioner Cohn and Seconded by Alderman Bailey to Adopt Minutes.

Ayes: Unanimous Noes: None Abstain: None

- a. Meeting Minutes: October 7, 2025

3. New Business

- a. Recommendation to Common Council: Glendale CORP Plan Update Draft #2

Meredith Perks from Vandewalle & Associates gave a presentation on the draft Comprehensive Outdoor Recreation Plan for recommendation to the Common Council for full adoption.

Motion made by Commissioner Storey and Seconded by Commissioner Cohn to
Recommendation to Common Council: Glendale CORP Plan Update Draft #2 with public feedback received that evening from the open house.

Ayes: Unanimous Noes: None Abstain: None

- b. Certificate of Appropriateness: 6655 N Green Bay Ave, Taxkey Number 1349979001

Staff gave a brief presentation on the planned exterior changes taking place at the old Silver Spring house as a new dentist office prepares to go in. Staff pointed out that as the building is on the historic registry, any changes to its exterior need a certificate of appropriateness from the city Historic Preservation Commission, for which the duties were subsumed by the Planning & Architectural Review Commission. Otis Collins, owner of the building, also gave some updates on their side. Commissioner Cohn asked about the "spa" area as shown in the building plans. Collins explained that it isn't a traditional spa but rather just a facility for people to relax before or after dental work to help people with dental anxiety.

Motion made by Commissioner Cohn and Seconded by Commissioner Carlson to approve
Certificate of Appropriateness: 6655 N Green Bay Ave, Taxkey Number 1349979001.

Ayes: Unanimous Noes: None Abstain: None

4. Adjournment

Motion made by Commissioner Storey and Seconded by Alderman Bailey to Adjourn.

Ayes: Unanimous Noes: None Abstain: None

Benjamin Polony

Assistant to the Administrator

SUBJECT: Business Use Approval: Next Day Access Greater Milwaukee, 6161 N Flint Road, Unit E, Taxkey Number 1609035000

FROM: Benjamin Polony, Assistant to the Administrator

MEETING: January 6th, 2026 Planning and Architectural Review (PARC) Agenda

MEETING DATE: January 6, 2026

FISCAL SUMMARY:

Budget Summary: N/a

Budgeted Expenditure: N/a

Budgeted Revenue: N/a

STATUTORY REFERENCE:

Wisconsin Statutes: N/a

Municipal Code: N/a

BACKGROUND & ANALYSIS: The applicant, Next Day Access Greater Milwaukee, is seeking to occupy one unit located at 6161 N Flint Road within the M-1 Industrial and Manufacturing zoning district. The applicant is a franchisee of a national brand that installs accessibility pieces, such as ramps and stair lifts, at client properties. The applicant would be housing their mobility equipment at the site using 1,700 square feet of space, operating Monday through Friday from 8am to 5pm. They expect up to 4 employees onsite at one time, having access to 25 existing parking spaces.

M-1 has listed as permitted use No. 2: "Buildings for the storage of goods and materials, other than hazardous materials, where such goods or materials are stored inside a building, provided such building is not subdivided into more than three multiple warehouse and storage facilities containing less than 1,500 square feet each and are available for sublease." The applicant would be abiding by this use type as they occupy 1,700 square feet of space for the storage of their materials, all of which will be kept indoors. All work performed will be offsite at client properties.

RECOMMENDATION: Grant business use approval for Next Day Access Great Milwaukee at 6161 N Flint Road, Unit E.

ACTION REQUESTED: Motion to grant business use approval for Next Day Access Great Milwaukee at 6161 N Flint Road, Unit E, taxkey number 1609035000.

ATTACHMENTS:

None

SUBJECT: Zoning Map Amendment — from M-1 to S-1 for 7007 North Range Line Road, Taxkey Number 1248006000

FROM: Meredith Perks, Vandelle & Associates, City Planner

MEETING: January 6th, 2026 Planning and Architectural Review (PARC) Agenda

MEETING DATE: January 6, 2026

FISCAL SUMMARY:

Budget Summary: NA

Budgeted Expenditure: NA

Budgeted Revenue: NA

STATUTORY REFERENCE:

Wisconsin Statutes: NA

Municipal Code: 13.1.30 & 13.1.37

BACKGROUND & ANALYSIS: The petitioner is requesting that the City of Glendale approve a zoning map amendment from M-1 to a new zoning district S-2 (Special Institutional). The structure has been vacant for some time and was previously used as a medical facility. The petitioner requests a zoning map amendment to create a new S-2 zoning district that would permit a Community Living Arrangement facility as a conditional use, plus the uses already permitted in S-1.

The proposed zoning map amendment is consistent with the City's Comprehensive Plan. It would permit a use not allowed elsewhere in the City, except as required in single-family residential zoning districts.

The permitted uses of M-1 and S-1 are listed below.

13.1.38 - S-1 Special (institutional) district.

(a) *Uses permitted.*

(1) Single-family detached dwellings, if permitted by the plan commission.

(2) Private clubs, fraternities, lodges, excepting those the major activity of which is a service

customarily carried on as a business.

(3) Boarding and lodging houses.

(4) Public parks.

(5) Professional office of a doctor of dentistry or of a doctor of medicine where such office is located on a building site abutting on a major thoroughfare having a minimum width of 120 feet.

(6) Churches.

(7) Schools, colleges and universities.

(8) Community and public buildings.

(9) Institutions of a philanthropic or charitable nature, including hospitals, sanitariums and clinics for humans, but not including correctional institutions.

(10) Accessory buildings and uses customarily incident to any of the above uses.

13.1.39 - M-1 Warehouse, light manufacturing, office and service district.

(a) *Intent.* The M-1 warehouse, light manufacturing, office and service district is intended to provide for the development of compatible groupings of warehouse, light manufacturing, and office uses. The physical and operational characteristics of uses in this district are based on performance standards which would not be detrimental to the public health, safety or welfare or detrimental to the surrounding area as a result of noise, vibration, external lighting, odor, particulate emissions, other visible emission, hazardous pollutants, traffic, physical appearance, or other similar factors. All uses in this district must comply with applicable local, state and federal codes and standards. Uses in the M-1 district are also intended to provide ample off-street parking and loading areas, and landscaped planting screens in those areas adjacent to or abutting residential or other non-commercial uses, to prevent adverse effects upon the adjoining areas.

(b) *Permitted principal uses.* Except as herein provided, no building, structure, or land in this district shall be used, erected, altered, or enlarged except for the uses specified below:

(1) Uses involving the manufacture and fabrication of goods within the confines of a building and in which any noise, vibration, heat, flash, or odor produced in any process is confined within the building, and in which the manufacture, fabrication, processing or operation does not regularly employ, use, or consume materials as defined in section [5.4.2](#) of this Code of Ordinances.

(2) Buildings for the storage of goods and materials, other than hazardous materials as defined in section [5.4.2](#), where such goods or materials are stored inside a building, provided such building is not subdivided into more than three multiple warehouse and storage facilities containing less than 1,500 square feet each and are available for sublease.

(3) Uses providing a service in which noise, vibration, heat, flash, or odor produced on the premises by such service uses is confined within a building.

(4) Business, professional, clerical, or general offices.

(5) Indoor sports and recreational facilities, excepting and excluding any recreational activity involving the use of weaponry, provided adequate off street parking is available for any customers, users, or employees not accommodated by onsite facilities.

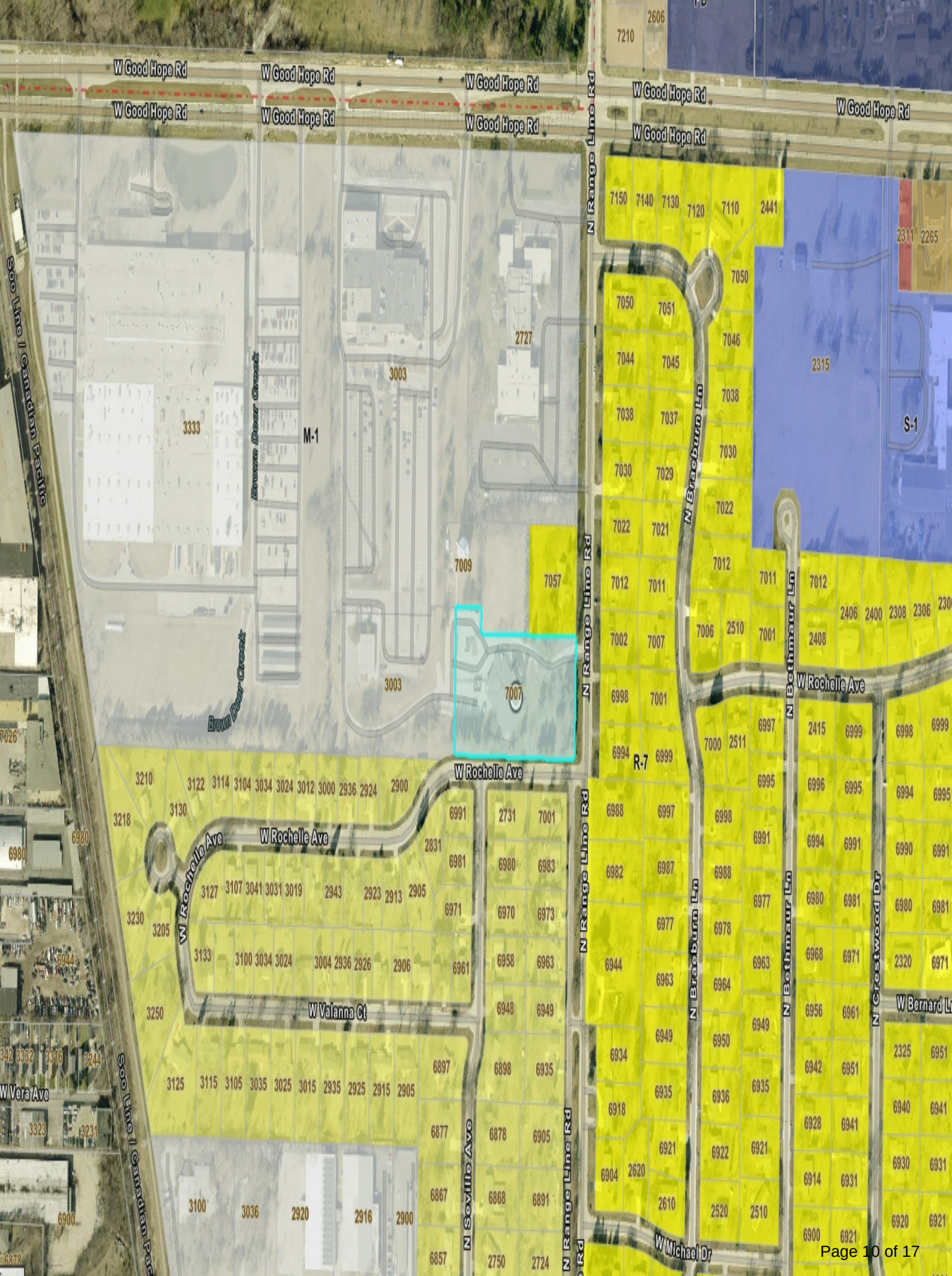
(6) Research laboratories.

RECOMMENDATION: Recommend approval to the Common Council the Zoning Map Amendment to rezone 7007 North Range Line Road from M-1 to S-2.

ACTION REQUESTED: Recommend approval to the Common Council the Zoning Map Amendment to rezone 7007 North Range Line Road from M-1 to S-2.

ATTACHMENTS:

7007 N Range Line, 7007 Range Line Info

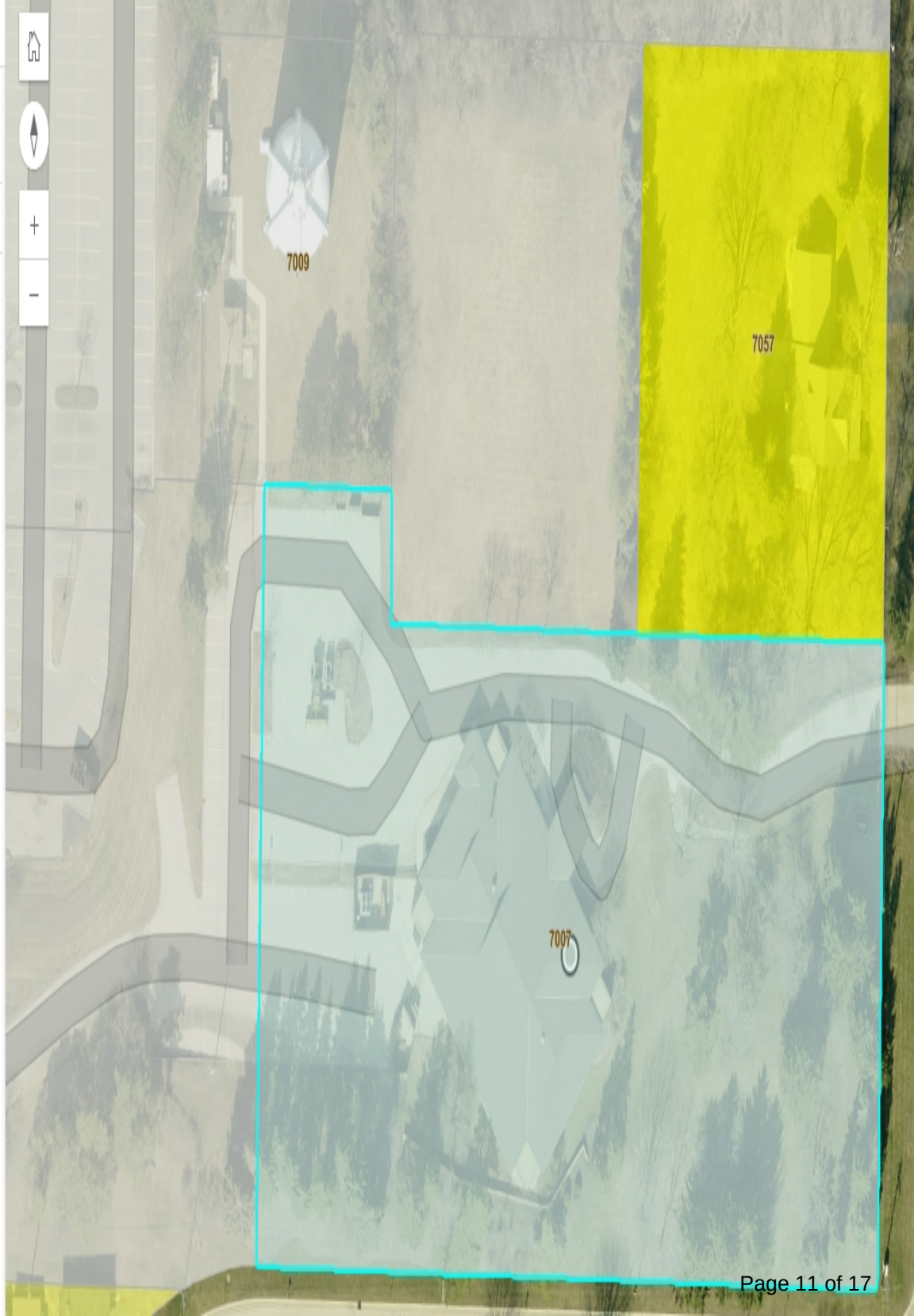


InfoX

7007 N RANGE LINE RDX

Zoom to

Address	7007 N RANGE LINE RD
Parcel Zip Code	53209
Tax Key	1248006000
Parcel Key	124-8006
Owner Name (1)	RANGE LINE HOLDING LLC
Owner Name (2)	
Owner Address	1010 E LAYTON AVE
Owner Address City State	MILWAUKEE WI
Owner Address Zip Code	53092
Municipality	Glendale



SUBJECT: Zoning Text Amendment creating section 13.1.38.1, creating S-2 Special (Institutional) Zoning District, making Community Living Arrangements a Conditional Use

FROM: Meredith Perks, Vandewalle & Associates, City Planner

MEETING: January 6th, 2026 Planning and Architectural Review (PARC) Agenda

MEETING DATE: January 6, 2026

FISCAL SUMMARY:

Budget Summary: NA
Budgeted Expenditure: NA
Budgeted Revenue: NA

STATUTORY REFERENCE:

Wisconsin Statutes: NA
Municipal Code: 13.1.38.1

BACKGROUND & ANALYSIS:

On December 8, 2025, the Glendale City Council reviewed a request to amend the Glendale zoning code to permit Community Living Arrangements (CLAs) in the Institutional zoning district as a conditionally permitted use. The Council instead recommended that the applicant pursue a Planned Development Ordinance (PDO) and a Development Agreement with the City to permit a CLA as a use. The request was sent to the PARC for review and recommendation.

In reviewing the terms of the PDO process, it has been recommended that the PARC review and recommend an amendment to the zoning code to create a new zoning district, S2 – Special Institutional – Community Living Arrangement. The proposed amended text would create a new zoning district and permit CLAs as a conditional use. Pursuing this amendment streamlines the development review process for other future CLA applicants and creates standards and conditions for approval. Individual applicants can apply for a rezoning/zoning map amendment to the S2- Special Institutional – Community Living Arrangement district for consideration and approval by the PARC and City Council.

RECOMMENDATION: Staff recommends the PARC recommend the amendment of the Glendale Zoning Code to create the S2-Special Institutional-Community Living Arrangement District to the City Council for approval, subject to a public hearing.

ACTION REQUESTED: Motion to recommend the amendment of the Glendale Zoning Code to create the S2-Special Institutional-Community Living Arrangement District to the City Council for approval, subject to a public hearing.

ATTACHMENTS:

Glendale_S2 CBRF

ORDINANCE NO. 2026-

An Ordinance Creating Section 13.1.38.1 - S-2 Special (Institutional) District – Community Living Arrangements.

WHEREAS, the City of Glendale currently has an S-1 Special (Institutional) District that permits various institutional uses; and

WHEREAS, the City of Glendale does not permit Community Living Arrangements as permitted under State Statute; and

WHEREAS, the City desires to amend the Code to Community Living Arrangements in a new **S-2** Special (Institutional) District; and

SECTION 1

Section 13.1.38.1 - S-2 Special (Institutional) District – Community Living Arrangements is hereby created.

13.1.38.1 S-2 Special (Institutional) District – Community Living Arrangements.

(a) *Uses permitted.*

(1) All uses permitted in S-1 Special (Institutional) district as set forth in section 13.1.38 of this chapter.

(b) *Conditional uses.*

(1) The following uses shall not be permitted unless approved by the Planning and Architectural Review Commission in accordance with the requirements of **Article E** of this chapter, subject, however, to subsection (b)(2) below:

(2) Community Living Arrangements (1-8 residents). Facilities provided for in Wis. Stat. § 62.23(7)(i), including community living arrangements for adults as defined in Wis. Stat. § 46.03(22), community living arrangements for children as defined in Wis. Stat. § 48.743(1), foster homes as defined in Wis. Stat. § 48.02(6), and adult family homes and community-based residential facilities (CBRFs) as defined in Wis. Stat. § 50.01(1g).

Community Living Arrangements do not include Boarding Houses, Group Daycare Centers, nursing homes, homeless shelters, hospitals, prisons, or jails. Community Living Arrangement facilities are regulated depending upon their capacity as provided for in Wis. Stat. § 62.23(7)(i)1.-5., provided any such regulations do not violate federal or state housing or anti-discrimination laws.

(a) Regulations

- (i.) No Community Living Arrangement shall be established within two thousand five hundred (2,500) feet of any other such facility, regardless of its capacity.
- (ii.) The total capacity of all Community Living Arrangements (of all capacities) in the City shall not exceed one (1) percent of the City's population. The Zoning Administrator shall make this determination.
- (iii.) Foster homes housing four (4) or fewer children and licensed under Wis. Stat. § 48.62 shall not be subject to Subsection (a), above; and shall not be subject to, or count toward, the total arrived at in Subsection (b), above.
- (iv.) Each facility shall have a rear and side yard that is visually screened from adjacent residential properties.
- (v) Any application is required to disclose in writing the capacity of the community living arrangement proposed.
- (vi.) No building or structure shall be erected or structurally altered on land used for purposes conditionally permitted by this section which will cause a substantial number of people, such as employees, customers, visitors, patients and the like, to park their vehicles unless adequate space for such auto parking, as determined by Section 13.1.92 and approved by the Planning and Architectural Review Commission, is provided and maintained on the premises operated for such use, or on another permitted nearby premises provided and maintained by the proprietor for such use.

(3) Community Living Arrangement (nine (9) to fifteen (15) Residents)

See description under Subsection (2), above.

(a) Regulations

- (i.) See Regulations under Section (13.1.38.1 (a)), above.

(4) Community Living Arrangement (sixteen (16) + Residents)

See description under Subsection (2), above.

(a) Regulations

- (i.) See Regulations under Section (13.1.38.1 (a)), above.

(b) *Building height limitations.* 50 feet.

(c) *Building site area required.* The minimum lot or building site area shall be 20,000 square feet. No building with its accessory building shall occupy in excess of 25 percent of the area of a lot.

(d) *Front yard requirements.*

(1) No building or structure shall be erected or structurally altered whose front wall is closer than 35 feet to the street line or front lot line.

(2) On premises not adjacent to any premises located adjacent to a single-family residence district and which are owned and operated for school purposes by any school district formed and operating pursuant to Wis. Stats. ch. 120, an accessory structure as defined in subsection (d)(4) hereof, not

constituting a building as defined in subsection (d)(3) hereof, and which structure is designed and to be used for educational or recreational purposes, may be located no closer than ten (15) feet from the front property line.

(e) *Side yard requirements.*

(1) Except where subsection (e)(2) is applicable, there shall be a side yard on each side of the building of not less than 25 feet; on corner lots, 25 feet from the side street lot line.

(2) On premises not adjacent to any premises located within the single-family residence district and which are owned and operated for school purposes by any school district formed and operating pursuant to Wis. Stats. ch. 120, a structure, not constituting a building as defined in subsection (e)(3) hereof, and which structure is designed and to be used for educational or recreational purposes, may be located no closer than ten feet from the lot line.

(f) *Rear yard requirements.*

(1) Except where subsection (b) is applicable, there shall be a rear yard having a depth of not less than 25 feet.

(2) On premises not adjacent to any premises located within the single-family residence district and which are owned and operated for school purposes by any school district formed and operating pursuant to Wis. Stats. ch. 120, a structure, not constituting a building as defined in subsection (f)(3) hereof and which structure is designed and to be used for educational or recreational purposes, may be located no closer than ten feet from the rear lot line.

Parking Regulations: Confirm that Community Living Arrangement can keep the table as is, or if need to add CLA/CBRF as a land use in the table list.

SECTION II

If any subsection, section or portions of this article or the sections of this ordinance as enacted hereunder is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portions shall be deemed a separate, distinct, and independent provision and such holdings shall not affect the validity of the remaining portions hereof. All ordinances or parts of ordinances contravening the terms and provisions of this ordinance are hereby to that extent repealed.

SECTION III

All ordinances or parts of ordinances contravening the terms and provisions of this ordinance are hereby to that extent repealed.

SECTION IV

This Ordinance shall take effect upon passage and publication as provided by law. The City Clerk shall amend the Code of Ordinances of the City of Glendale accordingly and shall indicate the date and number of this amending ordinance in the amended Code.

PASSED AND ADOPTED by the Common Council of the City of Glendale, this _____ day of _____ 2026.

Mayor Bryan Kennedy

Countersigned:

Marcy Granger, City Clerk