

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING:	PLAN COMMISSION
DATE AND TIME:	THURSDAY, November 29, 2018 6:30 p.m.
LOCATION:	Germantown Village Hall Board Room

- I. **CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.
- II. **ROLL CALL**
- III. **APPROVAL OF MINUTES:** November 12, 2018
- V. **NEW BUSINESS**
 - A. Review Consultant Qualification Statements & Consultant Interviews for 2050 Comprehensive Plan Update.
 - B. Consultant Consideration & Recommendation. The Plan Commission may convene into closed session per Wis. Stats. §19.85 (1) (e) for the purpose of deliberating or negotiating the investing of public funds where competitive or bargaining reasons require a closed session and may convene into open session to take such action as it deems appropriate.
- VI. **ANNOUNCEMENTS:**
- VII. **ADJOURNMENT:**

The next Plan Commission Meeting will be on December 10, 2018 at 6:30 p.m.

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service please contact the Village Clerk at (262)250-4740 at least 2 days prior to the meeting. Notice is given that a majority of the Village Board may attend this meeting to gather information about an item over which they have decision making responsibility. This may constitute a meeting of the Village Board per State ex rel. Badke v. Greendale Village Board, even though the Village Board will not take formal action at this meeting.

PLAN COMMISSION MINUTES
November 12, 2018

CALL TO ORDER: Chairman Wolter called the meeting to order at 6:30 p.m.

ROLL CALL: Chairman Dean Wolter, Trustee Rep David Baum, Commissioners Tony Laszewski, Peter Nilles, Bob Williams and Matt Kimmler were present. Also present were Community Development Director/Village Planner Jeff Retzlaff and Planning Assistant Lori Johnson.

PUBLIC INPUT: Lynn Grgich, Chamber of Commerce, thanked the Village for all their support and help with the Christmas parade and festivities.

APPROVAL OF MINUTES: ***MOTION Baum second Laszewski to Approve the minutes from 10-8-18. MOTION carried unanimously.***

JDV Real Estate Holdings LLC, property owner of Enviro-Safe Consulting, W130 N10500 Washington Drive. Application for a Certified Survey Map to combine 2 adjacent parcels at the existing chemical storage and recycling facility. Planner Retzlaff summarized the proposal.

MOTION Baum second Laszewski to Approve the Certified Survey Map land combination for the two parcels owned by JDV Real Estate Holdings LLC for the Enviro-Safe chemical storage and recycling facility located at W130 N10500 Washington Drive subject to the following conditions:

- 1. All technical corrections and issues raised by the Village Surveyor in the November 8, 2018 memo shall be addressed and/or corrected prior to recording the CSM.***

MOTION carried unanimously.

Victory Center LLC, Property Owner of W140 N10385 & W140 N10393 Fond du Lac Avenue and Michael & Angela Krause, Property Owners of N104 W14063 Donges Bay Road. Certified survey Map to combine parcels. Planner Retzlaff summarized the proposal.

MOTION Baum second Laszewski to Approve the Certified Survey Map (CSM) land combination and property line adjustment for the parcels located in the Kuhberg District PDD owned by Victory Center LLC and Michael & Angela Krause located in the southwest corner of the Donges Bay Road @ Fond du Lac Ave/STH145 intersection subject to the following conditions:

- 1. All technical corrections and issues raised by the Village Surveyor in the November 8, 2018 memo shall be addressed and/or corrected prior to recording the CSM.***

MOTION carried unanimously.

Armor Equipment Leasing LLC, property owner of Armour Coatings, Inc.- N113 W18950 Carnegie Drive. Site development and building plans for a 26,697 sqft building addition, loading dock addition and access and parking lot improvements for the existing facility. Planner Retzlaff summarized the proposal.

MOTION Baum second Laszewski to Approve the site development & building plans for the 26,697 sqft building addition, loading dock and site improvements to the existing Armour

Coatings Inc. facility located at N113 W18950 Carnegie Drive in the Germantown Industrial Park subject to the following conditions:

- 1. This approval is subject to all the conditions and requirements set forth herein and adopted by the Plan Commission. Approval is granted for the site development and building plans dated September 19, 2018 (architectural plans) and October 11, 2018 (engineering) unless superseded by subsequent plan sheets approved by the Village Planner pursuant to revisions required herein and/or by the Plan Commission.**
- 2. All landscaping, screening, grading, and paving improvements shown on the approved site plans shall be installed as proposed prior to issuance of an occupancy permit unless a cash bond or letter of credit in an amount equal to 120 percent of the estimated installation and material costs reviewed and approved by the Village is submitted to the Village as necessary to ensure that installation of the proposed features and improvements will be completed within one (1) year after issuance of the occupancy permit.**
- 3. All exterior doors shall be clearly marked with reflective 5" or larger letters/numbers to aid emergency personnel access as required by the Police Department.**
- 4. All issues identified by the Village Engineer in the June 7, 2018 review memo shall be addressed prior to issuance of a building permit.**
- 5. State approved plans and a \$20,000 occupancy bond are required by the Building Inspection Department as part of the building permit application.**
- 6. Installation of a fire sprinkler system is required. Owner shall coordinate the plan review, installation and inspection with the Fire Department and Inspection Services.**

Chairman Wolter expressed his congratulations to the owner on the success of their business and thanked them for staying in Germantown.

MOTION carried unanimously.

Village of Germantown for James D. Stout, Property Owner – W204 N12300 Goldendale Road. 2-Lot Certified Survey Map, Land Use Plan Map Amendment, (Agricultural/Conservation Residential to Institutional/Government) & Rezoning Application (A-1: Agricultural to I: Institutional). Planner Retzlaff summarized the proposal to create a .28 acre parcel for public use by the water utility for a water pressure booster/reducer station.

MOTION Baum second Laszewski to Approve the proposed 2020 Land Use Plan (LUP) map amendment for the .28-acre Lot 2 from the "Agricultural/Conservation Residential" classification to the "Institutional/Government" classification as proposed.

MOTION carried unanimously.

MOTION Baum second Laszewski to Approve the proposed rezoning for the .28-acre Lot 2 from the A-1: Agricultural District to the I: Institutional District as proposed.

MOTION carried unanimously.

MOTION Baum second Laszewski to Approve the 2-lot Certified Survey Map (CSM) land division for the Stout property located on Goldendale Road subject to the following conditions:

- 1. All technical corrections identified by the Village Surveyor as summarized in the November 8, 2018 memo shall be made prior to recording the CSM.**

MOTION carried unanimously.

Ken Ottman, First Choice Tree Care, Inc., Agent for Ken Schaefer & RDK Investments, LLC, Property Owner N120 W15916 Freistadt Road. Request for approval of a Conditional Use Permit to operate a tree and landscape maintenance operation from the 4-acre property. Planner Retzlaff summarized the proposal.

MOTION Baum second Nilles to Approve a conditional use permit (CUP) for the First Choice Tree Care Inc. tree & landscaping maintenance operation proposed for the 4.0-acre property located at N120 W15916 Freistadt Road subject to the following conditions:

- 1. The tree service and landscape maintenance operation, including the outdoor storage of trucks, equipment and supplies shall meet and continuously comply with all applicable nuisance and property maintenance provisions, limitations and regulations in Section 10 (Public Nuisances) of the Municipal Code.**
- 2. If the use, activities and/or operation subject of this permit falls out of conformity with the operational characteristics stated in the application and supporting information dated November 7, 2018, or where there is a change in the nature, character, intensity or extent of the permitted conditional use which causes special problems or harmful effects otherwise associated with the use to be no longer ameliorated or eliminated, or where conditions imposed were anticipated to ameliorate or eliminate harmful effects associated with the use but are insufficient to do so, or for similar cause based upon consideration for the public comfort, safety, and welfare, the conditional use permit may be terminated or modified by the Village Board by the amendment to or addition of conditions after public hearing thereon.**
- 3. All temporary and permanent signs require a permit from the Village Community Development Department. All signs shall comply with current sign regulations under Section 17.46 of the Zoning Code.**
- 4. All site and building improvements, including but not limited to: building additions & renovations, accessory structures, increased impervious area, exterior lighting, fencing, require Zoning Permit or Site Plan approval from the Village.**
- 5. The retail sale or use of the property for the retail sale of plants, landscaping supplies, etc. is not permitted from the property.**
- 6. Outside storage of trucks, trailers, equipment unable to be enclosed (e.g. long aerial lift truck and trailers) shall be kept between the two buildings or along the west property line north of the northernmost accessory building but not closer than 75 feet from the east property line. Outside storage of landscape supplies, e.g. plants, trees, mulch, stone, etc. shall be north of the northernmost accessory building and also not closer than 75 feet from the east property line. The intent is to keep all business activity and outside storage away from the residential property to the east.**

Discussion followed. Planner Retzlaff said he had visited the site and didn't see a need to add screening to the site because of the existing tree lines on the west and east property lines. Mr. Ottman said he would be willing to plant more trees if needed. He explained brush is chipped on the job site and disposed of to several nurseries in the area. Chairman Wolter asked if there was a chipper on site or if a chainsaw would be used to cut down trees. Mr. Ottman said he may have some occasions for high quality splitting, but it is not a vital part of business. Chairman Wolter asked if he could for see any daily activity that would cause concern to neighbors. Mr. Ottman said possibly the moving of trucks on a daily basis that includes the beeping sound of trucks backing up. He added that he had spoken to the neighbor on the east who said he is OK with his business locating there. Mr. Ottman said he has 1 snow plow truck and may need to go out at 4 am to service clients.

MOTION carried unanimously.

Community Development Department-Saxony Village-Main Street Connectivity Plan

Discussion. Planner Retzlaff explained the Village of Germantown had been selected by the US Environmental Protection Agency (EPA) to receive a technical assistance grant as a result of the Saxony Village development and the land revitalization of brownfield area clean-up. The grant is for development of a bicycle and pedestrian connectivity plan for the Main Street area. The group met last week for a 3-day workshop that included members of a consulting firm, the EPA and a local stakeholder group. The study area includes Main Street from Division to Fond du Lac Avenue and the area south of Fond du Lac Avenue to Mequon Road. Potential redevelopment areas included the Village's recycling area, the Neu's Supply lumber area, the 5-acre area off Main Street owned by Jerry Grosenick and a 50 plus acre Village owned property, east of Fond du Lac Avenue. The focus was on Main Street and the connectivity to the rest of the Village. It will include a visual plan with diagrams showing specific corridors and how they can be improved to enhance pedestrian and bicycle access within those corridors. The consulting firm brought up that in order for the Village to achieve the Main Street area as a commercial corridor, more rooftops and higher density residential development is needed. He said good ideas were presented and concerns by residents in the area were expressed. He indicated he hopes to get a video tape or webinar of the consultant's findings to give to the village for their review and consideration. A recommendation on how to improve accessibility and connection to and from the Main Street area could be included in the 2050 Plan update along with other issues we want to include in the Main Street corridor.

Commissioner Kimmler said residents wanted more off-road connectivity by incorporating narrowing streets with added green spaces and off-road bike paths to connect the areas. Making the roads narrower will slow traffic and create a pedestrian friendly environment.

Planner Retzlaff stated that staff made it clear the Village wanted a plan that could be implemented and that wasn't cost prohibited. It was agreed the Village should work with the railroad to try to convert the railroad to a trail to incorporate an overall system that would enhance the accessibility to the Village.

This item was for discussion only. No action was taken.

Community Development Department-2050 Comprehensive Plan: Planner Retzlaff said we received 3 Request for Qualifications statements. He indicated the Plan Commission should review the qualification statements, consider the quality of the information provided and create a list of

questions. He would like to conduct interviews at the November 26th meeting. Staff will be generating a list of questions for the interview process. No action was taken.

ANNOUNCEMENTS: None

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Lori Johnson
Planning Assistant

DRAFT