PLAN COMMISSION MINUTES
September 8, 2014

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

ROLL CALL: Chairman Dean Wolter, Trustee Representative David Baum, Commissioners Mary Ellen Gray, Tim Yokes, Bill Shadid and Dan Campbell were present. Commissioner Marty Peck was absent and excused. Village Planner Jeff Retzlaff and Planning Assistant Lori Johnson were also present.

PUBLIC INPUT: None

PREVIOUS MINUTES: ***MOTION Baum second Shadid to Approve the minutes from 8-11-14.***

MOTION carried unanimously.

MLG Germantown Investment LLC for Gloria Neu & NMMR & Associates – Willow Creek Business Park – Northeast of Appleton Avenue & west of Maple Road. The property owners have requested approval of a 4-lot Certified Survey Map land division of 118.7 acres. Planner Retzlaff summarized the proposal. He said because of the location of wetlands, the extension of the cul de sac on Nimitz Drive may be shortened by 300 feet to free up some additional land. He said the Plan Commission should make a recommendation with the understanding this issue will be resolved before it goes to the Village Board.

MOTION Campbell second Baum to Approve the 4-lot 118.7 acre Certified Survey Map land division of the Neu & NMMR properties in the Willow Creek Business Park subject to the following conditions:

1. ***All technical corrections identified in the Village Surveyor's August 22, 2014 review memo shall be addressed in a revised CSM prior to recording.***

MOTION carried unanimously.

Chaz Hastings - Old Town Inn & Scott McKenna – N116 W15987 Main Street. The request is for site plan and sign approval for the development of a 52 stall "off site" parking area on a 1.03 acre parcel. Planner Retzlaff summarized the proposal.

MOTION Baum second Campbell to Approve the site and sign plans for the proposed off-site parking lot on the 1.03 acre parcel located at N116 W15987 Main Street subject to the following conditions:

1. ***This approval is subject to all of the conditions and requirements set forth herein and approved by the Plan Commission. Approval is granted for the site and sign plans dated August 22, 2014 (Custom House Sheets T1, C1-C6) and August 29, 2014 (Daar Engineering Sheets T1.0, C1.0 & C2.0) unless superseded by subsequent plan sheets required to incorporate revisions and/or requirements approved by the Plan Commission.***
2. ***This approval is also subject to approval of a conditional use permit by the Village Board for use of the property for off-site parking purposes. If a CUP is not granted by the Village Board, site and sign plan approval shall be null and void. If a CUP is approved by the Village Board and the conditions of approval contained therein make it necessary to revise the site and/or sign plans***

approved by the Plan Commission, the owner shall revise the plans accordingly and submit to the Village Planner for review and approval. If the Village Planner deems said plan revisions to be "major changes" as defined in Zoning Code Section 17.43(9), said plan revisions shall be presented to the Plan Commission for review and approval.

3. ***Except for vehicles owned/operated by the rental apartment occupants, use of the parking area, in whole or in part, for off-site parking purposes shall not commence until such time as all of the planned improvements (including pavement and lighting installation) set forth in the approved Site Plans have been completed. A minimum $5,000 cash bond or letter of credit shall be deposited with the Village to ensure project completion as approved with return of said bond upon inspection and certification of completion by Village staff.***
4. ***A Zoning Compliance/Occupancy Permit shall be obtained from the Village prior to installation of the remaining tenant stalls as shown on the Site Plans. At such time as the additional stalls are installed, a section of 60" high wooden privacy fence approximately 60' in length shall be installed along or near the property line (min. 1' setback) from the vicinity of the southwest corner of the dwelling south to a point near the northeast corner of the encroaching barn on the adjacent property to shield the view of these parking stalls.***
5. ***A minimum 5' setback is required for the monument sign from the Main Street property line. The monument sign shall be mounted on a solid masonry base (no concrete piers as proposed) with decorative landscaping installed around the base as required under the Village's sign regulations.***
6. ***All issues raised in the Village Engineer's September 3, 2014 review memo shall be addressed and reflected in revised site plans (if necessary) and submitted to the Village Engineer for review/approval prior to commencement of construction.***
7. ***Erosion control and driveway permits from the Village are required prior to commencement of construction.***

Trustee Baum said he was not opposed to this proposal but was concerned with the long term plan for the area. He said this is the second parking lot that has come forward and asked if there was a cohesive plan for the future. Planner Retzlaff agreed and said Trustee Baum had drawn up rendering of what the area could look like when the 5 acre parcel behind Jerry's came forward for development. Chairman Wolter didn't disagree that a future plan for this area is needed, but there is a need for more parking now in the area and this business owner is trying to satisfy the issue.

Commissioner Gray had concerns with the landscape plan. She said the island is mostly mulch and planting low grow Sumac or Juniper would be a better choice.

MOTION Gray second Baum to Amend the landscaping plan for the island to include 8 Juniper or low grow Sumacs, 3' to 4' on center.

MOTION to Amend carried unanimously.

Commissioner Shadid asked that a recommendation be made to plan for the future development of Main Street. Planner Retzlaff said Plan Commission could make a

recommendation to the Village Board that a land use plan for Main Street be discussed. Chairman Wolter agreed with the recommendation. Trustee Baum said he would bring up the recommendation to discuss the future development of Main Street at the Village Board meeting on Monday night.

MOTION to Approve as Amended carried unanimously.

Weimer Bearing & Transmissions – Lot 44 Germantown Business Park, Mequon Road & Eisenhower Drive. Site development and building plans for a 68,390 sqft corporate office and distribution facility. Planner Retzlaff summarized the proposal. Jay Knetter, JAKnetter Architects, spoke on the project.

Trustee Rep David Baum asked if there were any roof top units on the building. Mr. Knetter said there were none.

MOTION Baum second Gray to Approve the site development and building plans for the proposed Weimer Bearing & Transmission 68,390 sqft office and distribution facility located on Lot 44 in the Germantown Business Park subject to the following conditions:

1. ***This approval is subject to all of the conditions and requirements set forth herein and adopted by the Plan Commission. Approval is granted for the site development and building plan set dated September 2, 2014 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. ***The following items shall be provided as required by the Village Fire Department: (a) the building will require a monitored fire sprinkler system per VOG 5.10 and DSPS that meets NFPA 13 requirements; (b) if high rack combustible storage is planned Class 1 standpipes shall be installed at the warehouse exit doors; (c) two Knox boxes are required to be installed outside the main office entrance and at the fire riser room; (d) the fire department connection shall be located as approved by the Fire Department with an approved sign and not more than 300 feet from the nearest fire hydrant; (e) the fire sprinkler riser room will require a remote FDC connection in a location accessible and approved by the Fire Department; (f) a written emergency plan shall be prepared and submitted to the Fire Department prior to occupancy; (g) all applicable Village of Germantown and DSPS safety codes shall be met at the time of occupancy; (h) no portion of the proposed building and future expansion to the east shall be more than 150 feet from a fire department accessible road; (i) the elevator in the office shall be accessible with a standard ambulance stretcher; (j) a NFPA 72 compliant fire alarm system shall be required in the building.***

4. ***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.***
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. ***All technical corrections raised in the Village Engineer's August 25, 2014 review memo shall be addressed and reflected in a revised set of plans submitted to the Village Engineer for review/approval prior to issuance of a building permit.***
7. ***The proposed monument sign base shall be constructed of the same or similar masonry materials and color as the principal building. If a sign cabinet is proposed with an internally illuminated cabinet, the sign faces of the cabinet shall be opaque or have a dark background with only the lettering visible at night when lit.***

Trustee Baum said this building is very nicely presented. Commissioner Yokes was concerned that the number of parking spaces proposed did not meet the code requirements according to the number of potential future employees. Mr. Knetter said the additional parking was not needed at this time and the thought was to keep the property as green as possible. He said there is room along the south drive for expansion if needed in the future. Commissioner Yokes said any future development should take into consideration the allowance for additional parking in that area. Chairman Wolter said it was a beautiful building and thanked Mr. Stangl and Weimer Bearing for locating in Germantown.

MOTION carried unanimously.

Ultra Tool & Manufacturing – W194 N11811 McCormick Drive. Sign review application for approval of a new monument sign. Planner Retzlaff summarized the proposal.

MOTION Campbell second Baum to Approve the new monument sign proposed for the Ultra Tool facility located at W194 N11811 McCormick Drive subject to the following conditions:

1. ***Electrical permits shall be obtained from the Building Inspection Department prior to installation.***
2. ***All electronic components shall be inspected and labeled by a licensed lab.***

MOTION carried unanimously.

ANNOUNCEMENTS: Chairman Wolter said he was invited to the Historic Designation ceremony of St. John's United Church of Christ and cemetery on Sunday and said their annual craft fair will be held this weekend.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:22 p.m.

Respectfully submitted,

Lori Johnson
Planning Assistant