

PLAN COMMISSION MINUTES

November 24, 2014

CALL TO ORDER: Planning Assistant Lori Johnson called the meeting to order at 6:35 p.m.

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

MOTION Campbell second Shadid to appoint Trustee Baum as Chairman Pro Tem.

MOTION carried unanimously.

PUBLIC INPUT: None

PREVIOUS MINUTES: ***MOTION Campbell second Shadid to Approve the minutes from 11-10-14.***

MOTION carried unanimously.

MOTION Baum second Campbell to move to items D, E & F on the agenda.

MOTION carried unanimously.

AT&T Wireless Logic & Continental 246 Fund LLC – N96 W17970 County Line Road.

Innovative Signs, agent for applicants, is requesting approval of wall signage for the new tenant in the commercial building under construction. Planner Retzlaff summarized the proposal.

MOTION Campbell second Shadid to Approve the two (2) wall signs for AT&T as proposed subject to the following conditions:

- 1. A separate electrical permit shall be obtained from Inspection Services prior to installation.***
- 2. All electronic components shall be labeled by a licensed lab and inspected prior to installation.***

MOTION carried unanimously.

Jimmy Johns & Continental 246 Fund LLC – N96 W17980 County Line Road. Innovative Signs, agent for applicants, is requesting approval of wall signage for the new tenant in the commercial building under construction. Planner Retzlaff summarized the proposal.

MOTION Campbell second Yokes to Approve the two (2) wall signs for Jimmy John's as proposed subject to the following conditions:

- 1. A separate electrical permit shall be obtained from Inspection Services prior to installation.***
- 2. All electronic components shall be labeled by a licensed lab and inspected prior to installation.***

MOTION carried unanimously.

Berean Bible Society – N112 W17761 Mequon Road. Bauer Signs, agent for the applicant, is requesting approval for a new monument sign for the office and bookstore facility. Planner Retzlaff summarized the proposal.

MOTION Shadid second Campbell to Approve the new monument sign proposed for the Berean Bible Society facility located at N112 W17761 Mequon Road 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.***
- 3. Address coordinates shall be a minimum 5" height.***

MOTION carried unanimously.

Cambridge Major Laboratories – W130 N10497 Washington Drive. Skyline Development, agent for the property owner, has submitted Certified Survey Map and Site Plan applications to attached a 3.15 acre parcel (formerly Hometown Publications-Express News) to the existing 9.08 acre campus and construct a 15 stall parking lot and sidewalk connecting the parcel. Planner Retzlaff summarized the proposal.

MOTION Campbell second Shadid to Approve the proposed Certified Survey Map (CSM) to combine the two parcels into one parcel subject to the following conditions:

- 1. All technical corrections listed in the Village Surveyor's November 20, 2014 review memo shall be addressed and/or reflected in a revised CSM prior to recording the CSM.***

MOTION carried unanimously.

MOTION Campbell second Shadid to Approve the site development plan for the proposed storm sewer, parking lot and sidewalk improvements for the property located at W130 N10437 Washington Drive subject to the following conditions:

- 1. Approval is for the site development and building plan sets dated October 27, 2014 subject to final approval of any revisions required by the Plan Commission.***
- 2. All landscaping, grading and paving improvements shown on the approved site development plans shall be installed as proposed prior to release of the \$5,000 financial guarantee deposited with the Village for the temporary sidewalk currently being installed.***
- 3. All technical corrections listed in the Village Engineer's November 11, 2014 review memo shall be addressed and reflected in revised plans (as necessary) prior to commencement of any construction activities.***
- 4. The planting size for the six (6) Arborvitae shall be a minimum of 6 to 8 feet.***

Mike Krenz, Skyline Development, said the sidewalk will be used by employees to go between buildings.

MOTION carried unanimously.

Jeffrey Gerschke – Bonniwell Road & Country Aire Drive. Accurate Surveying, agent for Jeffrey Gerschke, owner of a 10 acre parcel, is requesting approval of a rezoning and 2 lot Certified Survey Map (CSM) in order to create two (2) 5 acre residential lots. Planner Retzlaff summarized the proposal.

MOTION Shadid second Campbell to Approve the proposed A-2 to Rs-1 Rezoning and the 2 lot Certified Survey Map land division for the 10 acre Gerschke property located on Bonniwell Road subject to the following conditions:

- 1. All technical corrections identified in the Village Surveyor's November 20, 2014 review memo shall be addressed in a revised CSM prior to recording.***
- 2. The Certified Survey Map shall be revised to include the correct zoning and setbacks in the documentation.***

MOTION carried unanimously.

Compass Properties LLC – N112 W16200 Mequon Road. Perspective Design, agent for the owner of the Germantown Marketplace, is requesting approval of the creation of a Planned Development District (PDD) and a Certified Survey Map application in order to divide the property into three parcels. Planner Retzlaff summarized the proposal.

Peter Ogorek, Perspective Design, said the purpose of the proposal is to sell the bank property and create an additional lot for future development. Commissioner Yokes said he understands the reason for creating an outlot, but had concerns with parking especially during the holiday seasons. Mr. Ogorek said there would be a cross parking agreement between all 3 lots. Chairman Baum was also troubled with the amount of parking spaces that would be lost. Planner Retzlaff said the development already exceeds the amount of required parking as required in the parking guidelines. Commissioner Yokes asked if there was any intention to improve the rest of the parking lot or to direct traffic to the side street exit to alleviate the problems at the Mequon Road entrance. Mr. Ogorek said the proposal is to create the parcels at this time and stated there is no tenant at this time. He said Mr. Oppermann hasn't had a parking situation or received any complaints from tenants since he's owned the property over the last seven years. Chairman Baum said access to Mequon Road is currently problematic and sees the proposal as a mechanism to improve that by including a condition on lot 3 regarding future development would require improvement of traffic flow. Planner Retzlaff said a requirement could be added that any future development of lot 3 include a traffic and circulation study with a possibility of needing to make internal circulation improvements including but not limited to improving the left turn lane and north approach at Mequon Road.

MOTION Campbell second Shadid to Approve the proposed Certified Survey Map (CSM) to divide the Germantown Marketplace property into three (3) parcels as proposed subject to the following conditions:

- 1. All technical corrections listed in the Village Surveyor's November 3, 2014 review memo shall be addressed and/or reflected in a revised CSM prior to recording the CSM.***
- 2. Easement documents for the proposed cross-access easement, "no-build" easement and cross-parking easements shall be prepared and submitted for review and approval by the Village prior to recording the CSM.***

MOTION carried unanimously.

Mr. Ogorek asked that the requirement to provide a traffic study be tied to the development that happens on the property. He said re-laying out the entire parking lot would be a big burden on lot 1. Planner Retzlaff said the creation of new development will trigger the need to reassess the parking. Chairman Bum said he's not looking to re-stripe the entire parking lot, but something to fix the ingress/egress on Mequon Road should be done.

MOTION Campbell second Shadid to Approve the creation of a B-2: Community Business Planned Development District (PDD) zoning overlay for the Germantown Marketplace property (including all three lots as shown in the proposed CSM) subject to the following conditions:

- 1. The B-2/PDD zoning district created shall be called the "Germantown Marketplace PDD" with the underlying B-2:Community Business Zoning District regulations as set forth in Exhibit 1 EXCEPT for the changes shown in Table 1: Ground Sign Requirements (page 16).***

MOTION to Amend Baum second Shadid to add Condition #2 that when development of Lot 3 is presented to the Plan Commission it include a study in reconfiguration of the parking lot to improve traffic flow as necessary in the development.

MOTION to Amend carried unanimously.

MOTION to Approve as Amended carried unanimously.

ANNOUNCEMENTS: None

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Lori Johnson
Planning Assistant