

PLAN COMMISSION MINUTES

March 9, 2015

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

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

PUBLIC INPUT: Chaz Hastings spoke and said he was withdrawing his application for the Old Town Park project because he feels that he's being asked to do things he doesn't understand and don't make sense. He asked that the Village continue to do something to address the parking issues on Main Street. Chairman Wolter said he was sorry to hear that and thanked him for coming forward. He said hopefully the project can be reconsidered in the future.

PREVIOUS MINUTES: *MOTION Peck second Shadid to Approve the minutes from 2-9-15.*

MOTION carried unanimously.

Complete Office – N115 W18500 Edison Drive. Fast Signs, agent for Complete Office, is requesting approval of new wall signage for the existing office/warehouse facility. Planner Retzlaff summarized the proposal.

MOTION Gray second Shadid to Approve the proposed wall sign as proposed for Complete Office of Wisconsin located at N115 W18500 Edison Drive.

MOTION carried unanimously.

Fastenal – W188 N11927 Maple Road. Fastenal is requesting approval for additional wall signage for an existing tenant space in the Alpine Business Center. Planner Retzlaff explained Fastenal had previously been approved for 2 wall signs totaling 74 sqft. The proposed third sign, would increase the total sign area to 111 sqft versus the 75 sqft allowed. His recommendation is to approve the proposed wall sign on the east elevation provided the total sign area for all signs does not to exceed a total of 75 sqft.

MOTION Peck second Shadid to Approve the proposed wall signage on the east elevation as proposed for Fastenal located at W188 N11927 Maple Road (Unit 14) subject to the following condition:

- 1. The total sign area for all exterior wall signs installed for Fastenal shall not exceed a total of 75 sqft.*

Joseph Stefan, Fastenal, said the sign previously approved for the rear elevation was never installed. So this sign would just replace that one keeping all signs under the 75 sqft maximum allowed.

MOTION carried unanimously.

Innovation Mold & Design – N118 W18988 Bunsen Drive. Innovative Signs, agent for the property owner, is seeking approval of wall and monument signs for the recently expanded manufacturing facility. Planner Retzlaff summarized the proposal.

MOTION Gray second Shadid to Approve the proposed wall and monument signs for the existing Innovation Mold & Design facility located at N118 W18988 Bunsen Drive in the Germantown Industrial Park subject to the following conditions:

- 1. Electrical permits shall be obtained from the Building Inspection Department prior to installation.***
- 2. All electronic components shall meet a minimum setback of five (5) feet from all property lines.***
- 3. Address coordinates shall be mounted on the masonry base and meet a minimum 5" letter height.***
- 4. A detailed landscaping plan meeting the minimum requirements of the Village sign regulations shall be prepared and submitted to the Village Planner for final approval prior to issuing any building/electrical permit.***

MOTION carried unanimously.

Ellsworth Adhesives – W129 N10825 Washington Drive. JAKnetter Architects, agent for the property owner, is seeking approval of a conditional use permit for flammable material storage and site development & building plans for a 60,840 sqft warehouse addition to the existing corporate office and warehouse facility located in the Germantown Business Park. Planner Retzlaff summarized the proposal.

Commissioner Campbell arrived at 6:49 p.m.

Chairman Wolter congratulated Ellsworth on a successful business addition and for investing in the Germantown Business Park. Jay Knetter, JAK Architects, presented a history of the development and the owners desire to maintain prairie style architecture. He went into detail by defining Prairie School architecture. He said the addition meets the intent of the original architecture and he doesn't understand the condition about addressing the building corners and asked for clarification.

Commissioner Yokes said the building is very nice as you're driving up to it but he doesn't see how a blank north façade, that has no prairie style architecture, is consistent with rest of the building. Commissioner Peck agreed that something should be done to enhance the north elevation saying it will take at least 5 years before landscaping will cover it up. Commissioner Campbell asked for clarification of the Planners condition for additional architectural features as a required in the Business Park Covenants.

Chairman Wolter called a recess at 7:15 p.m. Meeting reconvened at 7:16 p.m.

Planner Retzlaff read from the Business Park Covenants relating to architectural control. He said the requirements are open to interpretation by the Plan Commission. Chairman Wolter said the extensive landscaping will eventually break up the wall and that Ellsworth has always been a high quality building and high quality maintained. He said he was fine with the wall because it carries the pattern of the east elevation and what was there before. He added that it will be supplemented with extensive landscaping.

MOTION Wolter second Campbell to Approve the site development and building plans for the proposed 60,840 sqft warehouse addition to the Ellsworth Adhesives facility located in the Germantown Business Park at W129 N10825 Washington Drive 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 February 2, 2015 (revised March 3, 2015) 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) one Knox box shall be installed at the existing fire pump room; (b) a written emergency plan shall be prepared and submitted to the Fire Department prior to occupancy; (c) all applicable Village of Germantown and DSPS safety codes shall be met at the time of occupancy.***
- 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 March 5, 2015 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 requirement for architectural screening of any roof-mounted HVAC equipment shall be re-assessed by the Plan Commission within one (1) year after issuance of an occupancy permit. If deemed necessary by the Plan Commission, the owner shall submit plans and renderings for said screening to the Plan Commission for review/approval with any required screening to be installed within two (2) years after issuance of an occupancy permit.***

Planner Retzlaff said if we're relying on landscaping to address the building mass issue, a taller tree may be required because of the drop in elevation creating a swale where the trees would be installed. Mr. Knetter said the intent is for a buffer at street level. Commissioner Gray commented that some of the plants choices are upright and narrow and do not represent the Prairie landscape style. She suggested the landscape plan be re-looked at to include more spreading type plants like the pagoda dogwood or thornless Hawthorne.

MOTION carried unanimously.

MOTION Peck second Campbell to Approve the conditional use permit application to allow the continued storage and use of chemicals, flammable liquids and gaseous or vaporous substances within the Ellsworth Adhesives facility located at W129 N10825 Washington Drive pursuant to Section 17.33(3) of the M-1: Zoning District regulations subject to the following conditions:

- 1. The storage and/or discharge of all chemicals, flammable liquids, gaseous and vaporous substances shall meet all Federal, State and Local requirements and Ellsworth Adhesives shall obtain all necessary permits and approvals, including DNR air emission and hazardous waste permits.**
- 2. The applicant shall place appropriate signage throughout the buildings as required or deemed necessary by the Fire Department stating "Warning-Chemical Storage Area" or other appropriate information and/or warnings.**
- 3. The entire building shall be equipped with a monitored fire sprinkler system and the flammable storage area with appropriate foam and/or chemical suppression and containment measures and equipment required under applicable Federal, State and Local requirements and approved by the Germantown Fire Department.**
- 4. Any chemical spill shall immediately be reported to the Germantown Fire Department and other applicable agencies as set forth in a spill prevention control and countermeasure plan reviewed and approved by the Fire Department.**
- 5. The applicant shall coordinate with the Germantown Fire Department and submit revisions to any existing emergency plan and any existing spill prevention, control and countermeasure plan required under Section 11.071 of the Village Code to incorporate the proposed flammable storage area and warehouse addition. Approval of these plan revisions by the Fire Department, as well as, obtaining the necessary permits and any approvals required under applicable State DNR and Federal EPA regulations will be required prior to issuance of an occupancy permit.**

MOTION carried unanimously.

Weimer Bearing & Transmission – N112 W13131 Mequon Road. JAKnetter Architects, agent for the property owner, is seeking approval of REVISED site development and building plans for a 62,640 sqft (vs previously approved 68,390 sqft) corporate office and distribution facility to be located in the Germantown Business Park. Planner Retzlaff summarized the proposal.

Commissioner Peck said the expansion wall looks naked and suggested painting the precast wall to match the other elevations and continue the horizontal line. Jay Knetter, JAK Architects, said he was concerned about the paint peeling. Chairman Wolter said Plan Commission is looking for a little more detail because this wall is very visible to anyone coming east to west. Mr. Knetter asked if the metal panel wall would be acceptable with the addition of 2 vertical elements and horizontal band to match.

MOTION Peck second Campbell to Approve the Revised site development and building plans for the proposed Weimer Bearing & Transmission office and distribution facility located in the Germantown Business Park at N112 W13131 Mequon Road subject to the following ADDITIONAL conditions (all conditions included in the original approval granted on September 8, 2014 shall remain in effect unless modified and/or replaced by the conditions set forth below):

- 1. This approval is subject to all additional conditions and requirements set forth herein and adopted by the Plan Commission. Approval is granted for the site development and building plan set dated February 10, 2015 unless superseded by subsequent plan sheets approved by the Village Planner pursuant to***

revisions required herein and/or by the Plan Commission.

- 2. A revised or supplemental landscape plan incorporating the proposed Mequon Road monument sign shall be submitted to the Village Planner prior to issuing a building permit.***
- 3. The proposed monument signs on Eisenhower Drive and Mequon Road shall include bases constructed of the same or similar masonry materials and color as the principal building. If sign cabinets are proposed with an internally illuminated cabinet, the sign faces of the cabinets shall be opaque or have a dark background with only the lettering visible at night when lit.***
- 4. Installation of the proposed monument sign along Mequon Road is subject to approval by the WisDOT. Written documentation of WisDOT approval shall be submitted to the Village Planner prior to issuing a building permit and installation of the monument sign.***
- 5. A minimum of (45) street trees shall be installed along the road frontage of Mequon Road and Eisenhower Drive consistent with the originally approved landscape plan.***

MOTION to Amend Peck second Shadid to add Condition #6 that revised plans showing the addition of horizontal lines with an additional color change to the east warehouse wall be submitted to the Village Planner for review and approval.

MOTION to Amend carried unanimously.

Commissioner Gray asked if the landscaping was diminished to save money. Mr. Knetter said cost was an issue but 45 trees will be planted along Mequon Road. Planner Retzlaff said he didn't think the revised landscaping affected the overall plan.

MOTION to Approve as Amended carried unanimously.

Main Street Revitalization Master Plan & Downtown Mixed-Use Zoning District

Resolution: Planner Retzlaff summarized Plan Commission's previous discussion and input leading to the draft resolution to adopt a Main Street Master Plan. He said the resolution will be used as an interim master plan to guide future development decisions in this particular area of Main Street, without granting any particular approvals. He further explained that a detailed Master Plan will still need to be done with authorization from the Village Board.

Commissioner Peck asked what the scope of the plan and budget would be. Planner Retzlaff said he would bring some examples of what other communities have done. He said some detailed analysis including traffic circulation, stormwater runoff and land use would need to be done. He continued explaining that adopting the resolution would technically be an amendment to the Comprehensive Plan and require a public hearing. Adopting the plan does not address traffic and noise concerns.

Chairman Wolter said the resolution needs some changes based on new information that the Old Town proposal is now off the table. All the plans up to this point include it as a possibility. He said we know parking issues exist there and questioned if they should they be incorporated in the plan to help remedy the situation. He said this is a good first draft but it needs revisions.

Discussion continued. Planner Retzlaff said he will gather some more information on costs, potential scope, consultants and traffic studies to help with the budgeted amount. Chairman Wolter said this is a great starting point and we need to keep the momentum going. He said we got a lot of activity as a result of the public meeting and got a lot of people talking about what they'd like to see and they wouldn't like to see. He said we should continue to move forward and see what can be done for this area and beyond.

Planner Retzlaff advised Commission members to let him know if there were any concerns or corrections that need to be made.

ANNOUNCEMENTS: None

ADJOURNMENT: There being no further business, the meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Lori Johnson
Planning Assistant