

**PLAN COMMISSION MINUTES
APRIL 25, 2016**

CALL TO ORDER: 6:30 pm

ROLL CALL: Chairman Dean Wolter, Trustee Representative David Baum, Commissioners Bill Shadid, Mary Ellen Gray, Peter Nilles and Tony Laszewski were present. Also present were Village Planner Jeff Retzlaff and Planning Assistant Lori Johnson.

PUBLIC INPUT: Dick Kent, N114 W15920 Hilbert Lane, spoke on the Saxony Village development. He asked the Plan Commission to reconsider the developers request for a private road and make a recommendation to the Village Board to request a public road.

APPROVAL OF MINUTES: ***MOTION Baum second Shadid to Approve the minutes from 4-11-16.***

MOTION carried 5-1 (Baum abstained)

Skyline Development Corporation – N104 W13885 Donges Bay Road. Skyline Development has submitted revised architectural site plans for Sports Specialists of Milwaukee for a 32,000 sqft warehouse distribution and office building on a 4.7 acre parcel located on Donges Bay Road & STH 145/Fond du Lac Avenue in the Germantown Business Park. Planner Retzlaff summarized the revisions. Gregg Prossen, Consortium Engineering, explained both options add vertical reveals and option B introduces a third olive green accent color.

MOTION Baum second Laszewski to Approve the site development and building plans, using Option B, for the proposed 32,000 sqft warehouse distribution and office building on a 4.7 acre parcel located on Donges Bay Road @ STH 145/Fond du Lac Avenue 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 Approval is granted for the site development and building plan set dated stamped April 5, 2016 unless superseded by subsequent plan sheets approved by the Village Planner pursuant to revisions required herein and/or by the Plan Commission.***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 a location approved by the Fire Department; (b) the Fire Department Connection (FDC) and alarm panel locations shall be approved by the Fire Department.***
- 4. All exterior doors (except primary entrance) 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 February 23, 2016 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 Skyline and 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.*
- 8. To comply with the Business Park covenants and restrictions, additional architectural devices, e.g. pilaster, more pronounced reveals, wall panel articulation, material changes or other architectural features or enhancements shall be added to the south and west elevations that also wrap the northwest corner of the north expansion wall. The proposed smooth-finish wall panels shall include an additional architectural finish that is not limited to just different color. A revised elevation/architectural plan and rendering showing these changes shall be prepared and submitted to the Plan Commission for review/approval prior to issuance of a building permit.*
- 9. Five (5) additional Black Hills Spruce trees shall be added to the landscape plan.*

MOTION carried unanimously.

Planner Retzlaff asked for clarification and pointed out that Condition #8 is no longer necessary if option B is selected as the preferred architecture.

MOTION Gray second Baum to Rescind the MOTION that was just passed.

MOTION carried unanimously.

MOTION Baum second Shadid to Approve the site development and building plans for the proposed 32,000 sqft warehouse distribution and office building on a 4.7 acre parcel located on Donges Bay Road @ STH 145/Fond du Lac Avenue in the Germantown Business Park subject to the following conditions, removing Item 8 from the Planners recommendations and replacing it with Option B as presented.

- 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 stamped April 5, 2016 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 a location approved by the Fire Department; (b) the Fire Department Connection (FDC) and alarm panel locations shall be approved by the Fire Department.*
- 4. All exterior doors (except primary entrance) 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 February 23, 2016 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 Skyline and 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.*
- 8. The building elevation plans using the Option B color scheme should be used.*
- 9. Five (5) additional Black Hills Spruce trees shall be added to the landscape plan.*

MOTION carried unanimously.

Gehl Foods, LLC – N116 W15953 Main Street. The property owner is seeking approval of a revised site development plan to add 24 parking stalls to an existing 39 stall off-site parking area on the .91-acre lot. Planner Retzlaff summarized the revisions. He questioned where the fence is proposed to be installed. Lyle Roecker, Gehl Foods, explained the fence will be facing the road on the edge of the sidewalk next to the landscaping. Commissioner Gray said she had suggested the offset be 1 foot from the sidewalk with annuals planted in the front. She was told Gehl's did not have the ability to plant annuals and water them. Mr. Roecker said Gehl's did not have water on that side of street, but had hired a contractor to water the first year.

MOTION Baum second Shadid to Approve the revised Site Development Plans for Gehl Foods LLC and the proposed 24-stall expansion to the existing "off-site" parking area located at N116 W15953 Main Street subject to the following conditions:

- 1. All landscaping, grading, and paving improvements shown on the approved site plans shall be installed as proposed within six (6) months after the plan approval date. To ensure completion by the required deadline, 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 shall be submitted to the Village within thirty (30) days after said approval date.*
- 2. The relocated/new light pole and fixtures shall not exceed a mounting height of 18' (15' pole and 3' base) in order to match the approved height for the original plan.*

- 3. Any signage of the off-site parking area shall be reviewed and approved by the Plan Commission.**
- 4. All of the technical requirements and conditions of approval set forth in the Engineering Department's February 24, 2016 memo shall be addressed prior to commencement of construction.**

MOTION to Amend Baum second Shadid to have the fence installed 12 to 18 inches behind the edge of the sidewalk.

Chairman Wolter said a buffer would be beneficial to help minimize damage. Mr. Roecker asked if the buffer could be up to 18 inches.

MOTION to Amend carried unanimously.

MOTION to Amend Baum second Shadid to move the daylilies from the back curb to the space between the fence and sidewalk and slide all the rest back.

MOTION to Amend carried unanimously.

MOTION to Approve as Amended carried unanimously.

Stryker Spine – W189 N1110 Kleinmann Drive – The new tenant in the Kleinmann Center is requesting sign approval. Planner Retzlaff summarized the proposal.

MOTION Baum second Gray to Approve the proposed wall sign and monument insert for Stryker Spine Corp. in the Kleinmann Center located at W189 N11100 Kleinmann Drive subject to the following conditions:

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

MOTION carried unanimously

Margaret & Keith Kiehna – N108 W15620 Hudson Drive. The property owners are seeking approval to replace an existing section of privacy fence in a front yard at a height of 6' on the residential lot. Planner Retzlaff summarized the proposal. He said there had been some allowance in the past to allow fences to be built at 6 feet, but said the code says a permit is needed. He questioned if there was some type of blanket allowance in the past to allow 6 foot fences along Pilgrim Road. Chairman Wolter said he had not heard of a blanket approval for those fences. He added that the applicant would need to meet the 2 foot setback from the property line on Pilgrim Road.

MOTION Baum second Shadid to Approve the proposed installation and replacement of fence up to a height of 6' in the Pilgrim Road front yard for the residential lot located at N108 W15620 Hudson Drive subject to the following conditions:

- 1. Installation of the fence shall meet the minimum required 2' setback from the property line along Pilgrim Road.**

Margaret Kiehnau clarified their request is to replace the entire fence, not just the section of fence along Pilgrim Road. Trustee Baum questioned if the Motion was still correct. Planner Retzlaff confirmed it was.

MOTION carried unanimously.

ANNOUNCEMENTS: None

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Lori Johnson
Planning Assistant