

**VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022**

MEETING:	REGULAR MEETING OF THE VILLAGE BOARD REVISED		
DATE AND TIME:	<u>MONDAY, FEBRUARY 3, 2020</u>	<u>7:00 p.m.</u>	
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road		

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. **PLEDGE OF ALLEGIANCE:**
- IV. **PRESIDENT'S REPORT:**
- V. **ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC INTEREST**
COMMITTEE AND DEPARTMENT REPORTS:
The following individuals will be given the opportunity to make announcements of future municipal activities: Village President, Village Board Members, Village Administrator, Village Attorney, Village Clerk, And Department Heads, to include:
- VI. **CITIZEN INPUT/PUBLIC APPEARANCE on items not subject to a public hearing:**
Please be advised per §19.84(2), information will be received from the public. It is the policy of this municipality that there be a three (3) minute time period, per person, with time extension per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments. (15 minutes)
- VII. **CONSENT AGENDA:**
- A. Approval of Minutes: January 20, 2020 Regular Village Board Meeting.
- B. Accounts payable/payroll
- | | | | | |
|----|------------------|------------------|----|------------|
| 1. | January 25, 2020 | Accounts Payable | \$ | 679,057.83 |
| 2. | January 22, 2020 | Payroll (Hourly) | \$ | 266,295.23 |
- The following items were forwarded from **Public Safety** with a unanimous recommendation.
- C. Operator's Licenses: Sara Elezi, Keenan Flaherty, Melissa Rodenkirch, Kevin Schulteis, Ashley Soto. [Recommendation Forthcoming].
- The following items were forwarded from **General Government and Finance** with a unanimous recommendation.
- D. Resolution 05-2020, Comprehensive Outdoor Recreation Plan – Professional Services Contract Amendment w/ GRAEF.
- VIII. **OLD BUSINESS:**
- A. None.

IX. PUBLIC HEARINGS:

- A. None.

X. NEW BUSINESS:

- A. Denial of Operator's License: Tyler Trzebiatowski.
- B. Ordinance 03-2020, Rezoning Application from A-2: Agricultural and Rs-3: Single Family Residential to the Rs-2: Single Family Residential Zoning District and 3-Lot Certified Survey Map (CSM) for Nancy Boehlke Deptolla, Agent for the Boehlke Family Trust, Property Owner - W140 N10833 Country Aire Drive.
- C. Ordinance 04-2020, Rezoning Application for M-1 Planned Development District (PDD), Resolution 06-2020, Conditions and Restrictions for the M-1 Planned Development District (PDD), and 2-Lot Certified Survey Map (CSM), for Zilber Property Group, Agent for TI Investors of Germantown II LLC, Property Owner - W210 N12805 & W210 N12855 Gateway Crossing.
- D. Resolution 07-2020, Contract with Parkitecture for Phase 2 Design Services for Firemen's Park Multi-Purpose Shelter Building in an amount not to exceed \$35,580.
- E. Ordinance 02-2020, An Ordinance to Amend Sections 1.378 Germantown Tourism Commission.
- F. Possible Germantown Tourism Commission Appointments.
- G. 2020 Capital Projects / Equipment Requests Borrowing.
- H. Resolution 08-2020, An Initial Resolution for the Discontinuance of a Portion of the 66 foot Public Road Dedication Shown on CSM No. 455 Located North of County Line Road Approximately 640 feet East of Fond du Lac Avenue.
- I. Germantown Business Development Loan Pool Application – Brama's Pizzeria LLC. The Village Board May Enter Into Closed Session Per Wi. 19.85(1)(E) Deliberating Or Negotiating The Acquisition Of Public Property, The Investing Of Public Funds, Or Conducting Other Specified Public Business, Whenever Competitive Or Bargaining Reasons Require A Closed Session And May Re-Enter Open Session To Take Such Action As It Deems Appropriate.

XI. ADJOURNMENT.

The next regular meeting of the Village Board will be on Monday, February 17, 2020 at 7:00 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.

**VILLAGE OF GERMANTOWN
VILLAGE BOARD MEETING MINUTES
January 20, 2020**

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by President Wolter.

ROLL CALL: Present: President Wolter, Trustees Baum, Hughes, Myers, Miller, Wing, and Zabel. Absent Excused: Kaminski and Warren. Also present: Administrator Kreklow, Clerk Braunschweig, Attorney Sajdak, Manager Tucker, Engineer Nitschke, Director Rath, Chief Snow, Director Ratayczak, and Director Retzlaff.

PLEDGE OF ALLEGIANCE:

PRESIDENT'S REPORT:

No report.

**ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC
INTEREST/DEPARTMENT AND COMMITTEE REPORTS:**

Trustee Miller reported that the Germantown Scholarship Annual Dinner will be on February 6, 2020, to be held at the Florian. Doors open at 5 pm and the Dinner and Auction start at 7 pm.

CITIZEN INPUT/PUBLIC APPEARANCE on items not subject to a public hearing:

None.

CONSENT AGENDA:

A. Approval of Minutes: January 6, 2020 Regular Village Board Meeting.

B. Accounts payable/payroll

1.	January 8, 2020	Payroll (Hourly)	\$ 236,621.69
2.	January 10, 2020	Accounts Payable	\$ 3,186,215.38
3.	January 15, 2020	Payroll (Salary)	\$ 174,691.95

C. Operator's Licenses: Sierra Cramer. [Recommended].

The following items were forwarded from **Public Works** with a unanimous recommendation.

D. Purchase and Installation of HMO Water Pumps and Start-up of HMO Programmable Logical Controller's and HMI (visual screen), from William Reid, in an amount not to exceed \$43,195.

E. Renewal of Existing Contract with Hydro Corp, water utility commercial inspections at \$1,200 per month, not to exceed \$28,000 over 24 months.

MOTION (Baum/Myers) to approve Consent Agenda Items A-E. Roll Call Vote Carried Unanimously.

OLD BUSINESS:

None.

PUBLIC HEARING:

None.

NEW BUSINESS:

Setting of Police Chief Salary.

Administrator Kreklow introduced the item. The Police Chief salary is set by the Village Board. The General Government and Finance meeting recommended the salary at \$102,290.

Motion (Myers/Baum) to approve the Salary at \$102,290.00. Roll Call Vote Carried Unanimously.

Resolution 04-2020, Update to Salaries and Compensation for Certain Exempt Employees and Other Non-Represented Support Staff – Calendar Year 2020.

Motion (Zabel/Miller) to approve Resolution 04-2020, Update to Salaries and Compensation for Certain Exempt Employees and Other Non-Represented Support Staff – Calendar Year 2020. This will include the Police Chief Salary at 102,290. Roll Call Vote Carried Unanimously.

Ordinance 01-2020, An Ordinance to Amend Sections 12.08, sub (4) Registration and Criminal Investigation Fees. This is changing the license from annual to six months. There is not a change in the fee. **Motion (Zabel/Miller) to approve Ordinance 01-2020, An Ordinance to Amend Sections 12.08, sub (4) Registration and Criminal Investigation Fees. Motion Carried Unanimously.**

Blanket Purchase Order for Water Meters as needed from Metron Franier, not to exceed \$150,000. **Motion (Baum/Hughes) to approve Blanket Purchase Order for Water Meters as needed from Metron Franier, not to exceed \$150,000. Roll Call Vote Carried. Zabel voted no.**

Contract with Advanced Construction in an amount not to exceed \$1,400,000 for Gateway Crossing Extension (to Rockfield Road).

Motion (Baum/Miller) to approve Contract with Advanced Construction in an amount not to exceed \$1,400,000 for Gateway Crossing Extension (to Rockfield Road). Roll Call Vote Carried. Zabel voted no.

Department of Public Works Facility.

Administrator Kreklow introduced the item. This is for the replacement of the Public Works Facility. Previously, Ehlers had reviewed the five-year program and impact on the tax levy. The preliminary design and feasibility analysis came in at \$24 Million for a new facility. An alternative, scaled down project has been developed for \$10 Million. The scaled down alternative does not include capacity for growth such as additional lifts or heated flooring.

Phil Cosson of Ehlers came to the podium. He reviewed the Capital Financing Plan as included in the packet. The plan included Annual Capital Borrowing. Borrowings in 2021 and 2024 include building projects and to structure debt service around existing payments to minimize tax impact. The property values were estimated at an annual growth of 3% per year 2020-2024 and then 1% thereafter. Levy impacts were reviewed.

It was suggested to take the item to the Building Construction Oversight Committee to look at the plans closer.

Discussion of the Police Department building amount ensued and if \$9 Million is enough. Discussion ensued of the use of the current building sites. Other community Public works and Police Facilities were discussed.

Discussion ensued of the use of reserves to reduce the impact to taxpayers. Discussion took place of the use borrowing capacity. The rainy day fund is reviewed at the bond rating as well as the use of borrowing capacity. Discussion ensued of planning for future growth and looking at the numbers for the Public Works Buildings

Administrator Kreklow and Phil Cosson will work on updates to the plan as options and updates are available.

ADJOURNMENT.

ADJOURNMENT: There being no further business, the meeting adjourned at 8:09 p.m.

The next regular meeting of the Village Board will be on Monday, February 3, 2020 at 7:00 p.m.

Respectfully Submitted,

Deanna Braunschweig

Deanna B. Braunschweig, WCMC/CMC
Village Clerk

**VILLAGE OF GERMANTOWN
WASHINGTON COUNTY**

RESOLUTION NO. 05-2020

**COMPREHENSIVE OUTDOOR RECREATION PLAN – PROFESSIONAL SERVICES
CONTRACT AMENDMENT WITH GRAEF**

WHEREAS, GRAEF is under contract to complete the 2050 Comprehensive Plan. The Comprehensive Plan process does include the park, recreation, and open space elements but does not address the necessary Comprehensive Outdoor Recreation Plans; and,

WHEREAS, the Park & Recreation Commission recommended the Contract Amendment #1 with GRAEF for the Comprehensive Outdoor Recreation Plan in the amount of \$24,622; and,

NOW THEREFORE BE IT RESOLVED that the Village Board of the Village of Germantown, does hereby approve the Contract Amendment #1 with GRAEF for the Comprehensive Outdoor Recreation Plan in the amount of \$24,622.

Introduced by: _____

Adopted: February 3, 2020

Vote: Ayes: ____ Nays: ____

Dean M. Wolter, Village President

ATTEST:

Deanna B. Braunschweig, WCMC/CMC
Village Clerk



Germantown Park and Recreation Department
N112 W17001 Mequon Road
P.O. Box 337
Germantown, Wisconsin 53022-0337

(262) 250-4710 Fax (262) 255-2920
Information Line (262) 250-4711

Meeting Date: January 20, 2020

To: General Government & Finance Committee

From: Mark Schroeder, Park & Recreation Director

Re: Comprehensive Outdoor Recreation Plan – Professional Services Contract
Amendment with GRAEF - Review & Recommendation

BACKGROUND INFORMATION:

The Village of Germantown Comprehensive Outdoor Recreation Plan (CORP) officially expired on 12/31/2014. Since that time, the Park & Recreation Commission and department staff have updated the park and recreation facility inventory, as well as drafting maps that can be utilized in next edition of the plan. The commission also discussed incorporating the CORP update with the Village of Germantown's planning efforts related to the 2050 Village Comprehensive Plan.

At the September 2019 Park & Recreation Commission meeting, the commission met with Craig Huebner, Urban Designer with GRAEF, who is Project Manager for the 2050 Comprehensive Plan Project. In addition to discussing the Parks, Recreation & Open Space questions for the Community-Wide Survey, as well as the agenda for the October 30th Community Open House/Park Planning Party, the commission reviewed the overall scope of services that GRAEF could provide to update the Village's Comprehensive Outdoor Recreation Plan.

Attached is information from GRAEF on Comprehensive Outdoor Recreation Plans, as well as a copy of Amendment #1 to the 2050 Village Comprehensive Plan that outlines the scope of services and costs associated with each of the CORP component items.

While the 2050 Comprehensive Plan process will include park, recreation and open space planning elements, it does not address all the necessary CORP requirements of the Wisconsin Department of Natural Resources (WDNR). However, the village has and would continue to realize the benefits/economies of scale with combining the CORP update with the 2050 Comprehensive Planning process (the Community-Wide Survey and Park Plan Open House are examples).

Adoption of the plan by Village Board Resolution, along with approval by the WDNR maintains the village's eligibility to apply for State Stewardship Funds, as well as other recreational grant programs administered by the WDNR.

RECOMMENDATION:

At the January 15th, 2020 Park & Recreation Commission Meeting, motion made by Commissioner Knop, seconded by Commissioner Miller, to send forth a positive recommendation to the General Government & Finance Committee and Village Board to approve Contract Amendment #1 with GRAEF for the Comprehensive Outdoor Recreation Plan in the amount of \$24,622. Motion carried unanimously. Monies to come from 2050 Comprehensive Plan project budget, as well as the Recreational Facility Fee Fund.

AMENDMENT NO. 1
TO
AGREEMENT
BETWEEN
VILLAGE OF GERMANTOWN (CLIENT)
AND
GRAEF-USA INC. (GRAEF)
FOR
PROFESSIONAL SERVICES

This Amendment No. 1 to the Basic Agreement dated April 11, 2019, by and between Graef-USA Inc., (GRAEF) and the Village of Germantown, CLIENT, provides for additional scope of services, and payment for additional services, in addition to those provided in Basic Agreement, for the project identified as the Germantown Comprehensive Outdoor Recreation Plan, and referred to hereinafter as the "Project."

1.1 SCOPE OF SERVICES

1.1.1 Scope of Services to be provided by GRAEF to CLIENT in addition to those included in the Basic Agreement and Amendments thereto is hereby amended to add the following services:

1.1.1.1 Part A services:

- A1: Audit/assessment of existing Park and Rec Plan including DNR compliance.
- A2: Conduct Kick-off meeting with Staff.
- A3: Create village-wide recreation facility map.
- A4: Conduct CORP Public Workshop

1.1.1.2 Part B services (Village to select (circle) desired scope items after completion of Part A):

- B1: Create document layout and format existing and new text into updated Plan.
- B2: Update Goals and Objectives.
- B3: Update Social Characteristics.
- B4: Update Physical Characteristics.
- B5: Update Outdoor Recreation Supply Inventory.
- B6: Update Outdoor Recreation Needs Assessment.
- B7: Update and Identify Recommendations.
- B8: Capture aerial imagery of each park with drone technology.
- B9: Conduct up to three (3) stakeholder interviews with special interest groups.
- B10: Attend up to two (2) staff meetings.
- B11: Present Plan at Plan Commission or Village Board meeting.

1.2 RESPONSIBILITIES OF CLIENT

1.2.1 Responsibilities of CLIENT included in Basic Agreement and Amendments thereto are hereby amended to provide the following additional items in a timely manner so as not to delay the services of GRAEF:

1.2.1.1 None.

1.3 SCHEDULE OF SERVICES

1.3.1 Schedule to provide services as stated in Basic Agreement and Amendments thereto shall be amended and the completion date for Basic Agreement shall be extended from:

1.3.1.1 Complete Part A services by October 31, 2019.

1.3.1.2 Complete Part B services by June 26, 2020.

1.4 PAYMENT FOR SERVICES

1.4.1 Payment for GRAEF's services as provided in the Basic Agreement and Amendments thereto shall be amended as follows.

1.4.1.1 Work of this Amendment shall be provided for as listed below for Part A and Part B services as follows, in addition to any payment included in the Basic Agreement or other Amendments thereto.

1.4.1.1.1 Part A services: Lump sum amount of \$9,171.

1.4.1.1.2 Part B services: CLIENT to choose (by circling) desired scope items listed in Item 1.1.1.2 (above) and write in lump sum total according to Attachment C – CORP Scope of Services:

Lump sum amount of \$_____.

IN WITNESS WHEREOF, the parties hereto have made and executed this Amendment No. 1 for Part A services to the Basic Agreement, effective this 11th day of October, 2019.

Village of Germantown

Graef-USA Inc.

(Signature) Dean R. Wolter

Village President
(Title)

(Date)

Brent T. Pitcher
(Signature) Brent Pitcher, P.E., LEED AP

Vice President
(Title)

10/11/19
(Date)

ATTEST:

(Signature) Deanna Braunschweig

Village Clerk
(Title)

(Date)

APPROVED AS TO FORM:

(Signature) Brian C. Sajdak

Village Attorney
(Title)

(Date)

ATTACHMENT C: CORP SCOPE OF SERVICES			
PART A		\$	9,171
1	<i>Audit/assessment of existing Park and Rec Plan including DNR compliance</i>	\$	1,075
2	<i>Conduct kick-off meeting with staff</i>	\$	760
3	<i>Create village-wide recreation facility map</i>	\$	1,992
4	<i>Conduct CORP Public Workshop</i>	\$	5,344
PART B		\$	15,451
1	<i>Create document layout and format existing and new text into update Plan</i>	\$	2,884
2	<i>Update goals and objectives</i>	\$	236
3	<i>Update social characteristics</i>	\$	-
4	<i>Update physical characteristics</i>	\$	603
5	<i>Update outdoor recreation supply inventory</i>	\$	1,940
6	<i>Update outdoor recreation needs assessment</i>	\$	1,940
7	<i>Update and identify recommendations</i>	\$	1,468
8	<i>Capture aerial imagery of each park with drone technology</i>	\$	3,576
9	<i>Conduct up to three stakeholder interviews with special interest groups</i>	\$	1,258
10	<i>Attend up to two staff meetings</i>	\$	786
11	<i>Present Plan at Plan Commission or Village Board meeting</i>	\$	760
	Plan Update Lump Sum Total	\$	24,622

#

BUSINESS OF THE VILLAGE BOARD GERMANTOWN, WI

MEETING DATE: February 3, 2019

AGENDA ITEM: New Business [ORDINANCE]

ITEM TITLE: Nancy Boehlke Deptolla, agent for Boehlke Family Trust, property owner of four (4) parcels totaling 35.29 acres located at W140N10833 Country Aire Drive, is seeking approval of a 3-lot Certified Survey Map (CSM) and Rezoning of proposed Lot 2 (3.947 acres) from A-2 Agricultural and Rs-3 Single-family Residential to the Rs-2 Single-family Residential District to reconfigure the parcels.

SUBMITTED BY: Jeffrey W. Retzlaff, Director, Community Development Department

SUMMARY EXPLANATION:

The Boehlke Family Trust, owners of 35.29 acres located at W140N10833 Country Aire Drive, are seeking approval of a 3-lot Certified Survey Map (CSM) and Rezoning of proposed Lot 2 (3.947 acres) from A-2 Agricultural and Rs-3 Single-family Residential to Rs-2 Single-family Residential. Proposed Lot 2 will contain the existing single-family dwelling and accessory structures and will be purchased by a sibling of the applicant.

Proposed Lot 1(1.004 acres) will remain zoned Rs-3 and the family intends to sell this as a lot buildable for a single-family dwelling. Proposed Lot 3 (28.879 acres) will remain zoned A-2 Agricultural.

PLAN COMMISSION RECOMMENDATIONS:

APPROVE rezoning the 3.947-acre parcel from A-2: Agricultural and Rs-3 Single-family Residential to Rs-2: Single-Family Residential as proposed; and

APPROVE the proposed 3-lot Certified Survey Map (CSM) of the 35.29 acres owned by the Boehlke Family Trust located at W140 N10833 Country Aire Drive west of Country Aire Drive with two (2) conditions.

APPLICATION, PLANS & RELATED DOCUMENTS:

All relevant documents, including applications, plans, supporting information, the staff report & recommendation, and Plan Commission meeting minutes (when available) are included in the PDF digital file distributed by the Village Clerk.

**AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP
OF THE VILLAGE OF GERMANTOWN ZONING CODE**

Boehlke Family Trust, Property Owners

THE VILLAGE BOARD OF THE VILLAGE OF GERMANTOWN, WASHINGTON
COUNTY, WISCONSIN, ORDAINS AS FOLLOWS:

SECTION 1. That the zoning map of the Village of Germantown is amended by rezoning from the A-2: Agricultural Zoning District and the Rs-3 Single-family Zoning District to the Rs-2: Single-Family Residential Zoning District (Lot 2 containing 3.947 Net Acres or 4.64 Gross Acres) for the following described property:

Part of Certified Survey Map No. 239 as recorded in the Washington County Registry in Volume I of Certified Survey Maps on pages 377-378 as Document No. 309708, and part of the SE 1/4 of the NE 1/4 all in Section 26, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin, which is bounded and described as follows:

Commencing at the East Quarter corner of said Section 26; thence N 02°37'45" W, along the east line of said NE 1/4, 118.00 feet, to the point of beginning of lands herein described; thence S 88°29'40" W, 282.10 feet, to a point in the west line of said Certified Survey Map No. 239, and along part of the east line of lands described in Document No. 1454103, recorded in the Washington County Registry; thence N 01°18'59" W, along the monumented east line of said Document No. 1454103, 206.38 feet, to a 1.3 inch od iron pipe found; thence S 89°10'43" W, along the monumented north line of said Document No. 1454103, 253.73 feet, to a 1.3 inch od iron pipe set over an old 1 inch od iron pipe found; thence N 00°50'35" W, along the monumented east line of lands described in Document No. 1116244, recorded in the Washington County Registry, 238.20 feet, to a 1.3 inch od iron pipe found; thence N 79°30'45" E, 308.49 feet, to a 1.3 inch od iron pipe found; thence N 89°08'15" E, along the south line of lands described in Document No. 1422309, recorded in the Washington County Registry, 218.00 feet, to a point in said east line of the NE 1/4; thence S 02°37'145" E, along said east line of the NE 1/4, 493.40 feet, to the point of beginning.

Containing 4.640 acres (202,140 square feet) more or less.

SECTION 2. This ordinance shall take effect and be in full force the day after its passage and publication, as provided by law.

Introduced by Trustee: _____
Adopted: _____, 2019

Vote: Ayes: _____
Nays: _____

Dean Wolter, Village President

ATTEST:

Deanna B. Braunschweig, WCMC/CMC Village Clerk

APPROVED AS TO FORM:

Brian Sajdak, Attorney

Published:

DRAFT

PLAN COMMISSION MINUTES
January 13, 2020

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

ROLL CALL: Chairman Dean Wolter, Trustee David Baum, Commissioners Peter Nilles, Tony Laszewski and Bill Shadid. Commissioner Bob Williams arrived late. Commissioner Matt Kimmler was absent and excused. Also present were Community Development Director Jeff Retzlaff, Associate Planner Emily Zandt and Planning Assistant Lori Johnson.

PUBLIC INPUT: None

APPROVAL OF MINUTES:

MOTION Baum second Shadid to Approve the minutes from 12-9-19.

MOTION carried unanimously.

Nancy Boehlke Deptola, Agent for the Boehlke Family Trust - 4 parcels totaling 35.29 acres located at W140 N10833 Country Aire Drive. 3-Lot Certified Survey Map and Rezoning of proposed Lot 2 (3.947 acres) from A-2 Agricultural and Rs-3 Single-family residential to the Rs-2 Single-family residential to reconfigure the parcels. Associate Planner Zandt summarized the proposal.

The public hearing was opened at 6:38 pm.

Don Thoma, Accurate Surveying, said the proposal cleans up the 4 parcels and dedicates roadway. Ronald Kohls, W140 11091 Country Aire Drive, said he was in support of the rezoning but doesn't want his property rezoned.

The public hearing was closed at 6:43 pm.

MOTION Baum second Shadid to Approve rezoning the 3.947-acre parcel from A-2: Agricultural and Rs-3 Single-family Residential to Rs-2: Single-Family Residential as proposed.

MOTION carried unanimously.

MOTION Baum second Shadid to Approve the proposed 3-lot Certified Survey Map (CSM) of the 35.29 acres owned by the Boehlke Family Trust located at W140 N10833 Country Aire Drive west of Country Aire Drive with the following conditions:

- 1. Within six (6) months of approval, the property owner shall come into compliance with the maximum square footage and number of accessory buildings on the property (proposed Lot 2) in the Rs-2 Single-family Residential District by removing one or more of the existing detached accessory buildings or by submitting an application for a variance to the Board of Zoning Appeals.***
- 2. All technical issues and plan corrections identified by the Village Surveyor (see January 9, 2019 memo) shall be addressed and reflected in revised plans submitted and approved by Village Staff prior to recording the CSM.***

MOTION carried unanimously.

CERTIFIED SURVEY MAP (CSM) & REZONING APPLICATION

1/13/20 Plan Commission Meeting

Boehlke Family Trust

Village Planner Report

Germantown, Wisconsin

Summary

Nancy Boehlke Deptolla, agent for Boehlke Family Trust, property owner of four (4) parcels totaling 35.29 acres located at W140N10833 Country Aire Drive, is seeking approval of a 3-lot Certified Survey Map (CSM) and Rezoning of proposed Lot 2 (3.947 acres) from A-2 Agricultural and Rs-3 Single-family Residential to the Rs-2 Single-family Residential to reconfigure the parcels.

Location: W140 N10833 Country Aire Drive

Applicant/

Property Owner: Nancy Boehlke Deptolla Boehlke Family Trust
Trustee Boehlke Family Trust N68W5693 Bridge Commons Ct
N68W5693 Bridge Commons Ct Cedarburg, WI
Cedarburg, WI

Current Zoning District: A-2: Agricultural & Rs-3 Single-family Residential
Proposed Zoning District: A-2: Agricultural, Rs-2: Single-family Residential and
Rs-3: Single-family Residential

Adjacent Land Uses		Zoning
North	Railroad ROW / Industrial	ROW/ M-1
South	Residential/Commercial	Rs-3/Rs-4/B-1
East	Agricultural/Residential	A-2/ Rs-3/Rs-4
West	Agricultural	A-2



Proposal

Nancy Boehlke Deptolla, agent for Boehlke Family Trust, property owner of 35.29 acres currently configured in 4 parcels located south of the Canadian National Railroad, east of Fond Du Lac Avenue and west of Country Aire Drive. The applicant is seeking approval of a 3-lot Certified Survey Map (CSM) and Rezoning of proposed Lot 2 (3.947 acres) from A-2 Agricultural and Rs-3 Single-family Residential to Rs-2 Single-family Residential. Proposed Lot 2 will contain the existing single-family dwelling and accessory structures and will be purchased by a sibling of the applicant.

Proposed Lot 1(1.004 acres) will remain zoned Rs-3 and the family intends to sell this as a lot buildable for a single-family dwelling. Proposed Lot 3 (28.879 acres) will remain zoned A-2 Agricultural.

Staff Comment

The Rs-2 Single-family Residential district allows up to two (2) detached accessory buildings, with a maximum square footage of 1.75% of the total are of the lot. In this case, two accessory buildings are permitted with maximum of 3,009 square feet total. There are three existing accessory structures on the property:

- 63' x 42' (2,646 square feet) Pole Building
- 24' x 24' (576 square feet) Garage
- 12' x 16' (192 square feet) Garage

Based on staff observation, the 24' x 24' garage is dilapidated and should be removed, which would bring the accessory structures into compliance with the Rs-2 district requirements. The applicant may also apply to the Board of Zoning Appeals for a variance to this requirement.

This area is designated as Low Density Residential on the 2020 Land Use Plan. The Low Density Residential designation includes single-family dwellings at a density of approximately one dwelling unit per ½ acre, with a minimum lot size of around 20,000 square feet. The proposed CSM shows an existing 60' wide road reservations that extends north and east from Fond Du Lac Avenue to proposed Lot 3. Any future development of proposed Lot 3 would require an additional rezoning and land division proposal, including a public hearing. At this time, no applications for rezoning or subdivision have been submitted for proposed Lot 3.

Wetlands have been identified on proposed Lot 3. The wetland delineation has been provided on the submitted CSM.

Soil evaluations for proposed Lot 1 indicate the parcel is suitable for the installation of a "mound" private on-site wastewater treatment system (POWTS). Soil evaluations will be required on proposed Lot 3 in the event future development with POWTS is proposed.

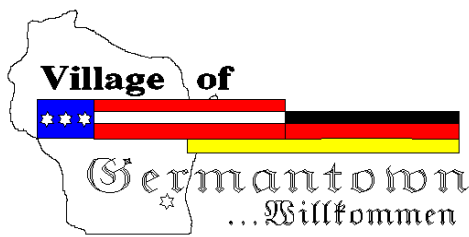
The Village Surveyor has identified technical corrections in a December 20, 2019 memo and a January 9, 2020 revised memo (copies attached). The corrections have been included as a condition of approval.

Village Planner Recommendation

APPROVE rezoning the 3.947-acre parcel from A-2: Agricultural and Rs-3 Single-family Residential to Rs-2: Single-Family Residential as proposed; and

APPROVE the proposed 3-lot Certified Survey Map (CSM) of the 35.29 acres owned by the Boehlke Family Trust located at W140 N10833 Country Aire Drive west of Country Aire Drive with the following conditions:

1. Within six (6) months of approval, the property owner shall come into compliance with the maximum square footage and number of accessory buildings on the property (proposed Lot 2) in the Rs-2 Single-family Residential District by removing one or more of the existing detached accessory buildings or by submitting an application for a variance to the Board of Zoning Appeals.
2. All technical issues and plan corrections identified by the Village Surveyor (see January 9, 2019 memo) shall be addressed and reflected in revised plans submitted and approved by Village Staff prior to recording the CSM.



Engineering Department Memorandum

To: Jeff Retzlaff Village Planner

CC:

From: Bob Beilfuss, PLS, Village Surveyor

Date: December 20, 2019

Revised 1/9/2020

Re: Boehlke CSM

Jeff,

Here are my review comments for the CSM received 12/5/2019. Additional comments for the CSM received 1/8/2020 are in red.

Certified Survey Map

Applicant or Owner: Boehlke Family Trust

Land Surveyor/Firm: Don Thoma, PLS – Accurate Survey and Engineering LLP

1. Graphically show and dimension building setback lines on all lots per current zoning code.
2. Proposed Lot 1 only encompasses or plats a portion of parcel now known as GTNV 261-993 which contains 22.51 acres. This proposed land division will create a remnant parcel with no valid or transferable legal description. The entire parcel is to be included in this Certified Survey Map and the 60' right of way dedication continued north along Country Aire Drive to the north line of parcel GTNV 261-993.

Surveyor has now included the remnant lands of the parcel now known as GTNV 261-993 and is showing the existing wetlands located on this property. The 25' wetland setback line needs to be added to the map.

3. A certificate of mortgagee is required in the land is mortgaged with a lender. The certificate of mortgagee requires the following information:
 - Complete statements per Chapter 236.21(2)(a)
 - Lending institution name, signature of bank officer and date.
 - Notary statement, seal, signature and date.

The mortgage certificate requirement is waived if owner can provide written proof of ownership that the property is free of mortgage from the lending institution.

4. The Surveyor is now using the new Wisconsin State Plane Coordinate System, South Zone, Grid and the NAD83, 2011 Adjustment which has been approved by Washington County, SEWRPC and the Village of Germantown Engineering Department.
5. Lot 3 needs soil borings as this is a buildable lot. This requirement has been waived with the understanding the following note is added to the map.

"Further development of Lot 3 will require a passing soil boring report before a building permit is issued."

6. Add the document number for the 60' road reservation and driveway easement located on Lot 3.
7. Should Lot 3 be further developed into a subdivision and as this property is located within the sanitary sewer service boundary, the developer would need to bring sewer service to this property.
8. The request for a second set of Grid coordinate vales has been waived until the municipal code has been updated this year.

No further review comments.

Document Approval and Recording

For this CSM to be approved by the Village Board and recorded at the Washington County Register of Deeds, the document must be provided to the Village Clerk's office in a completed format including all original signatures of the owner and lending institution, original seals of the professional land surveyor on the recordable media the Wednesday prior to the scheduled Village Board meeting.

This includes the CADD file.

Any documents or digital files not submitted by the due date or contain outstanding technical review comments that have not be addressed, will be moved to the next scheduled Village Board meeting agenda.

Document Submittals and Data Conversion

As of October 2005, the Village of Germantown requires a digital copy of all Certified Survey Maps, Condominium Plats and Subdivision Plats in addition to the documents as required by Wisconsin Statute and Village Ordinances as part of the land division approval.

Prior to Recording the Certified Survey Map or Subdivision Plat, The professional land surveyor is responsible for submitting a copy of the AutoCad drawing file (.dwg) of the document in version 2019 on compact disk (CD) or via email to the Village Surveyor for mapping purposes.

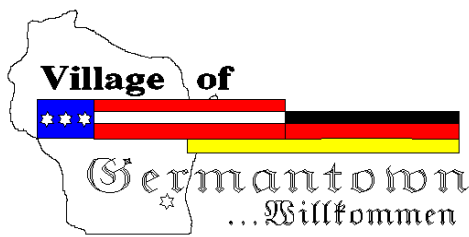
All digital professional land surveyor seals and signatures will be purged from the digital copy prior to submittal.

January 9, 2020

Note: In 2020, the Village will be upgrading its municipal code to recognize the NAD83 Datum, 2011 adjustment for horizontal control and NAVD88 for vertical control for mapping all land division documents and plan submittals for review.

There are new dossier sheets for all the Public Land Survey System monuments that contain the new coordinate positions and elevations available currently on the State Cartographer's website by using the Survey Control Finder application

Prior to Recording the Certified Survey Map or Final Subdivision Plat, the Village Engineering Department will verify that the boundary markers have been installed as described on the submitted map. All boundary corners are to be clearly marked in the field by the professional land surveyor of record.



Engineering Department Memorandum

To: Jeff Retzlaff Village Planner

CC:

From: Bob Beilfuss, PLS, Village Surveyor

Date: December 20, 2019

Re: Boehlke CSM

Jeff,

Here are my review comments for the CSM received 12/5/2019.

Certified Survey Map

Applicant or Owner: Boehlke Family Trust

Land Surveyor/Firm: Don Thoma, PLS – Accurate Survey and Engineering LLP

1. Graphically show and dimension building setback lines on all lots per current zoning code.
2. Proposed Lot 1 only encompasses or plats a portion of parcel now known as GTNV 261-993 which contains 22.51 acres. This proposed land division will create a remnant parcel with no valid or transferable legal description. The entire parcel is to be included in this Certified Survey Map and the 60' right of way dedication continued north along Country Aire Drive to the north line of parcel GTNV 261-993.
3. A certificate of mortgagee is required in the land is mortgaged with a lender. The certificate of mortgagee requires the following information:
 - Complete statements per Chapter 236.21(2)(a)
 - Lending institution name, signature of bank officer and date.
 - Notary statement, seal, signature and date.

The mortgage certificate requirement is waived if owner can provide written proof of ownership that the property is free of mortgage from the lending institution.

4. Due to the issue outlined in Item No.2 above, I do not recommend approval of this CSM at this time.

No further review comments.

Document Approval and Recording

For this CSM to be approved by the Village Board and recorded at the Washington County Register of Deeds, the document must be provided to the Village Clerk's office in a completed format including

all original signatures of the owner and lending institution, original seals of the professional land surveyor on the recordable media the Wednesday prior to the scheduled Village Board meeting.

This includes the CADD file.

Any documents or digital files not submitted by the due date or contain outstanding technical review comments that have not be addressed, will be moved to the next scheduled Village Board meeting agenda.

Document Submittals and Data Conversion

As of October 2005, the Village of Germantown requires a digital copy of all Certified Survey Maps, Condominium Plats and Subdivision Plats in addition to the documents as required by Wisconsin Statute and Village Ordinances as part of the land division approval.

Prior to Recording the Certified Survey Map or Subdivision Plat, The professional land surveyor is responsible for submitting a copy of the AutoCad drawing file (.dwg) of the document in version 2019 on compact disk (CD) or via email to the Village Surveyor for mapping purposes.

All digital professional land surveyor seals and signatures will be purged from the digital copy prior to submittal.

The model space of the drawing will be done in Wisconsin State Plane Coordinate System, South Zone (NAD 1927 datum) and the Grid Bearing basis.

Note: In 2020, the Village will be upgrading its municipal code to recognize the NAD83/2011 adjustment for horizontal control and NAVD88 for vertical control for mapping all land division documents and plan submittals for review.

There are new dossier sheets for all of the Public Land Survey System monuments that contain the new coordinate positions and elevations available currently on the State Cartographer's website by using the Survey Control Finder application

Prior to Recording the Certified Survey Map or Final Subdivision Plat, the Village Engineering Department will verify that the boundary markers have been installed as described on the submitted map. All boundary corners are to be clearly marked in the field by the professional land surveyor of record.



Village of



Germantown

Willkommen

Fee must accompany application

☐ \$2,900 with public improvements

☒ \$1,960 no public improvements

Paid 10/30/19 Date 10/30/19

CERTIFIED SURVEY MAP APPLICATION

Pursuant to Section 18.06 of the Municipal Code

Please read and complete this application carefully. **All applications must be signed and dated.**

1 APPLICANT OR AGENT

Nancy Boehlke Deptolla

Trustee Boehlke Family Trust

N68W5693 Bridge Commons Ct

Cedarburg, WI 53012

Phone (414) 915-4464

Fax ()

E-Mail nbdeptolla@sbcglobal.net

PROPERTY OWNER

Boehlke Family Trust

N68W5693 Bridge Commons Ct.

Cedarburg, WI 53012

Phone (414) 915-4464

PROPERTY ADDRESS OR GENERAL LOCATION

TAX KEY NUMBER

2 <u>W140 N10833 Country Air Drive, Germantown</u>	<u>GTNV 261993 / GTNV261998</u>
---	---------------------------------

3 PURPOSE OF LAND SPLIT

Family member wishes to purchase only a portion of the property - house, outbuildings and immediately surrounding acreage, as his primary residence.

Will the land split require rezoning?

Yes

From A-2

To Rs-2

4 READ AND INITIAL THE FOLLOWING:

nbd I understand that the Certified Survey Map is not valid until recorded at the Washington County Register of Deeds. The Village will record the document and charge the applicant all applicable recording fees.

nbd I understand that the Map will not be placed on the Village Board agenda until all the technical corrections to the CSM are made, the payment of any outstanding impact fees are paid to the Village Clerk's Department, and the original signed and stamped copy of the Map is submitted on the proper paper.

nbd I understand that parcels created outside the Sewer Service Area will require a soil test. I also understand that all properties abutting a State Highway will require DOT approval and I will be responsible for securing such approval prior to recording.

nbd I understand all delinquent property taxes on any of the properties involved shall be paid prior to recording.

5 SIGNATURES -- ALL APPLICATIONS MUST BE SIGNED BY OWNER!

Nancy Boehlke Deptolla 10-29-19
Applicant Date

Nancy Boehlke Deptolla 10-29-19
Owner Date
for Boehlke Family Trust

Washington County Certified Survey Map

All of Certified Survey Map No. 239 as recorded in the Washington County Registry in Volume 1 of Certified Survey Maps on pages 377-378 as Document No. 309708, and part of the NE 1/4 and SE 1/4 of the NE 1/4 and part of the NE 1/4 of the SE 1/4 all in Section 26, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin.

Northeast corner
Sec. 26-9-20
conc.mon./brass
cap found

(r.a.) - means "recorded as"

- - indicates 1.3"od iron pipe found unless noted.
- - indicates 1.3" od x 18" iron pipe weighing 1.68 lbs./ft. set.
- - indicates soil test pit by others.

Bearings are referenced to the Wisconsin State Plane Coordinate Grid System, South Zone (NAD83/2011). The east line of the NE 1/4 of Sec. 26-9-20 has a grid bearing of N 02°37'55" W. Doc. 221814 & 1422309 unplatted lands

(r.a. N 89°14' W)
89°08'05" E 218.00

Sheet 1 of 4

60' dedicated to the Village of
Germantown for road purposes
0.523 acre (22,761 sq.ft.)

Lot 1
CSM No. 676

Lot 2
CSM No. 676

Lot 2
CSM No. 6496

Lot 1
CSM No. 6496

65' dedicated per CSM 239,
to the Village of Germantown

unplatted lands

East quarter corner
Sec. 26-9-20
aluminum cap found
N:448,255.31
E:2,479,362.64
(State Plane Coordinates
South Zone NAD83/2011)

unplatted lands

Southeast corner
Sec. 26-9-20
conc.mon./brass cap found

This instrument was drafted by Donald J. Thoma, S-2470

continued of Sheet 2 of 4

unplatted lands Doc. 260898 & 255564

Subdivider:

Boehlke Family Trust
Nancy B. Deptolla / Trustee
W140N10833 Country Aire Dr.
Germantown, WI 53022

Surveyor:

Donald J. Thoma
Accurate Surveying & Engineering, LLP
2911 Wildlife Lane
Richfield, WI 53076

Center
Sec. 26-9-20
conc.mon./brass
cap found

Parcel A
CSM No. 420

Fond
S. T. H. Du Lac
(formerly STH "55")
"145"

DONALD J. THOMAS
S-2470
RICHFIELD
WIS.

Donald J. Thomas, S-2470

Dated this 7th day of JANUARY, 2020.

Northeast corner
Sec. 26-9-20
conc.mon./brass
cap found

(r.a.) - means "recorded as"

- - indicates 1.3" od iron pipe found unless noted.
- - indicates 1.3" od x 18" iron pipe weighing 1.68 lbs./ft. set.

Scale in feet
1" = 200'

Lot 1
CSM No. 6916

State of Wisconsin D.O.T.
00' Railroad right-of-way
S 63°28'27"

existing wetlands delineated
by S.E.W.R.P.C. in 2019.

see Sheet 3 of
for curve data

Lot 3
28.879 Acres
1,257,986 Sq. Ft.
A-2 zoning

60' dedicated to the Village of
Germantown for road purposes
0.763 acre (33,254 sq.ft.)

existing wetlands delineated
by S.E.W.R.P.C. in 2019.

Lot 2
3.947 Acres
171,947 Sq. Ft.

DONALD J. THOMAS
S-2470
RICHFIELD
WIS.

Bearings are referenced to the Wisconsin State Plane Coordinate Grid System, South Zone (NAD83/2011). The east line of the NE 1/4 of Sec. 26-9-20 has a grid bearing of N 02°37'55" W.

1310.105' south line of the NE 1/4

S 88°29'00" W 2620.21'


Donald J. Thomas, S-2470

Dated this 7th day of January, 2020.

East quarter corner
Sec. 26-9-20
aluminum cap found
N:448,255.31
E:2,479,362.64
(State Plane Coordinates
South Zone NAD83/2011)

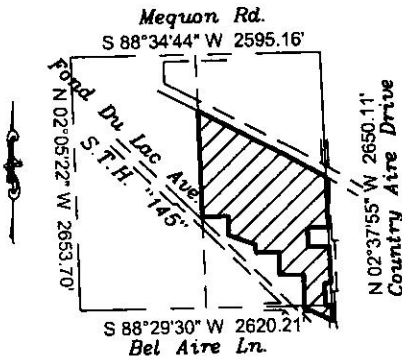
This instrument was drafted by Donald J. Thoma, S-2470

Washington County Certified Survey Map

Sheet 3 of 4

Location Sketch

NE 1/4 Section 26-9-20
Scale: 1" = 2000'



All of Certified Survey Map No. 239 as recorded in the Washington County Registry in Volume 1 of Certified Survey Maps on pages 377-378 as Document No. 309708, and part of the NE 1/4 and SE 1/4 of the NE 1/4 and part of the NE 1/4 of the SE 1/4 all in Section 26, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin.

Curve Data:

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD LENGTH	CHORD BEARING	TANGENT BEARING-IN	TANGENT BEARING-OUT
C-1	49.66'	130.00'	21°53'09"	49.36'	N 08°25'04" E	N 19°21'38" E	N 02°31'31" W
C-2	412.50'	9223.09'	2°33'45"	412.46'	S 61°52'03" E	S 63°08'55" E	S 60°35'10" E
C-3	341.88'	9223.09'	2°07'26"	341.86'	S 62°05'13" E	S 63°08'55" E	S 61°01'30" E
C-4	70.62'	9223.09'	0°26'19"	70.62'	S 60°48'20" E	S 61°01'30" E	S 60°35'10" E

Surveyor's Certificate:

I, Donald J. Thoma, Professional Land Surveyor, hereby certify that by the direction of Nancy Deptolla, I have surveyed, divided and mapped the land shown and described hereon, All of Certified Survey Map No. 239 as recorded in the Washington County Registry in Volume 1 of Certified Survey Maps on pages 377-378 as Document No. 309708, and part of the NE 1/4 and SE 1/4 of the NE 1/4 and part of the NE 1/4 of the SE 1/4 all in Section 26, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin, which is bounded and described as follows:

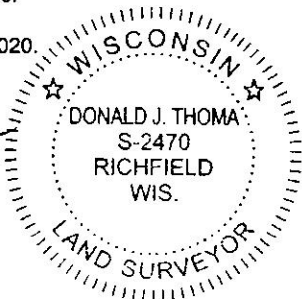
Beginning at the East Quarter corner of said Section 26; thence S 02°43'33" E, along the east line of said SE 1/4, 162.41 feet; thence N 65°10'57" W, along the northeasterly line of lands described in Document No. 1435810, recorded in the Washington County Registry, 253.43 feet, to a 1 inch od iron pipe found; thence S 88°28'51" W, along the northerly line of said Document No. 1435810, 60.31 feet, to a 1 1/4 inch iron pipe found marking the southeast corner of Parcel A of Certified Survey Map No. 420, as recorded in the Washington County Registry in Volume 2 of Certified Survey Maps on pages 307-308 as Document No. 324225; thence N 01°38'56" W, along the east line of said Parcel A and its northerly extension and along part of the east line of lands described in Document No. 1454103, recorded in the Washington County Registry, 167.99 feet; thence N 01°19'09" W, along the monumented east line of said Document No. 1454103, 206.38 feet, to a 1.3 inch od iron pipe found; thence S 89°10'43" W, along the monumented north line of said Document No. 1454103, 253.73 feet, to a 1.3 inch od iron pipe set over an old 1 inch od iron pipe found; thence N 00°50'33" W, along the monumented east line of lands described in Document No. 260898, recorded in the Washington County Registry, 238.20 feet, to a 1.3 inch od iron pipe found; thence S 88°11'31" W, along the monumented north line of said Document No. 260898, 185.31 feet; thence S 88°54'21" W, along the north line of Document No. 255564, recorded in the Washington County Registry, 59.28 feet; thence N 02°36'39" W, along the east line of Document No. 248256, recorded in the Washington County Registry, 83.80 feet; thence N 70°39'48" W, along the northerly line of said Document No. 248256, 301.49 feet, to a point in the easterly line of Document No. 231333, recorded in the Washington County Registry; thence northerly along said Document No. 231333 and along the arc of a curve to the left 49.66 feet, radius 130.00 feet, delta 21°53'09", chord N 08°25'04" E 49.36 feet; thence N 02°37'30" W, continuing along said east line of Document No. 231333, 151.56 feet; thence S 87°22'30" W, along the north line of said Document No. 231333, 267.22 feet, to a point in the west line of the E 1/2 of the NE 1/4; thence N 02°21'38" W, along said west line, 1109.66 feet, to the intersection of the southwesterly right-of-way line of a 100 foot wide Railroad right-of-way; thence S 63°28'27" E, along said southwesterly right-of-way line, 1082.90 feet; thence southeasterly, continuing along said southwesterly right-of-way line and along the arc of a curve to the right 412.50 feet, radius 9223.09 feet, delta 2°33'45", chord S 61°52'03" E 412.46 feet, to the intersection of the east line of said NE 1/4; thence S 02°37'55" E, along said east line of the NE 1/4, 536.48 feet; thence S 89°08'05" W, along the north line of lands described in Document No. 1422309, recorded in the Washington County Registry, 218.00 feet, to a 1.3 inch od iron pipe found; thence S 02°37'55" E, along the west line of said lands described in Document No. 1422309, 200.00 feet, to a 1.3 inch od iron pipe found; thence N 89°08'05" E, along the south line of said lands described in Document No. 1422309, 218.00 feet, to a point in the east line of said NE 1/4; thence S 02°37'55" E, along said east line of the NE 1/4, 378.40 feet; thence S 87°20'02" W, along the north line of said Certified Survey Map No. 239, 65.00 feet, to the west right-of-way line of Country Aire Drive; thence S 02°37'55" E, along said west right-of-way line, 231.69 feet, to a point in the south line of said Certified Survey Map No. 239; thence N 88°29'30" E, along said south line, 65.01 feet, to the point of beginning.

Containing 35.320 acres (1,538,535 square feet) more or less.

I further certify that I have fully complied with the provisions of sec. 236.34 of Wisconsin Statutes and the Village of Germantown Ordinance in surveying, dividing, and mapping said lands, and that this map is a correct representation of the exterior boundaries of the land surveyed and the division of said lands.

Dated this 15th day of January, 2020.

Donald J. Thoma



Washington County Certified Survey Map

Sheet 4 of 4

All of Certified Survey Map No. 239 as recorded in the Washington County Registry in Volume 1 of Certified Survey Maps on pages 377-378 as Document No. 309708, and part of the NE 1/4 and SE 1/4 of the NE 1/4 and part of the NE 1/4 of the SE 1/4 all in Section 26, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin.

Owner's Certificate:

As owner of Lot 1, 2 and 3, I hereby dedicate that part of Country Aire Drive to the Village of Germantown for public road purposes as represented on Sheet 1 of 3 of this Certified Survey Map.

As owner of Lot 1, 2 and 3, I hereby certify that we caused the land shown and described herein to be surveyed, divided, and mapped as represented on this Certified Survey Map. I also certify that this Certified Survey Map is required to be submitted to the following for approval:

Village of Germantown Plan Commission Village of Germantown Village Board

Boehlke Family Trust - Nancy Deptolla / Trustee

STATE OF WISCONSIN)
WASHINGTON COUNTY)s.s

Personally came before me this day of , 20 , the above named owner/trustee is to me known to be the same persons who executed the foregoing instrument and acknowledge the same.

(Notary Seal) , Notary Public, , Wisconsin.

My commission expires

Village of Germantown Plan Commission Approval:

This Certified Survey Map is hereby approved by the Planning Commission of the Village

of Germantown on this day of , 20 .

Dean Wolter - Chairperson

Laura A. Johnson - Secretary

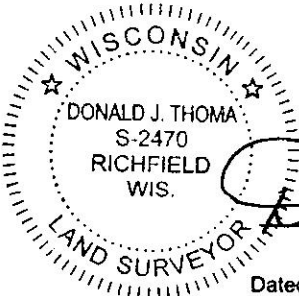
Village of Germantown, Village Board Approval:

This Certified Survey Map, being all of Certified Survey Map No. 239 as recorded in the Washington County Registry in Volume 1 of Certified Survey Maps on pages 377-378 as Document No. 309708, and part of the NE 1/4 and SE 1/4 of the NE 1/4 and part of the NE 1/4 of the SE 1/4 all in Section 26, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin, having been approved by the Planning Commission being the same, is hereby approved and (the dedication of that part of Country Aire Drive for public road purposes as shown on Sheet 1 of 3 is hereby) accepted by the Village Board of Trustees of the Village of Germantown on

this day of , 20 .

Dean Wolter - Village President

Deanna Braunschweig - Village Clerk



Donald J. Thoma, S-2470

Dated this day of , 2020.



Village of

Germantown
Willkommen

FEES MUST BE PAID AT TIME OF APPLICATION

- ☐ \$200 Plan Commission Consultation
- ☐ \$1,085 Rezoning
- ☐ \$1,240 PDD < 5 acres
- ☐ \$2,095 PDD 5-20 acre site
- ☐ \$3,460 PDD > 20 acre site

Date Paid: _____ Received by: _____

REZONING & PDD APPLICATION

Pursuant to Section 17.51 of the Municipal Code

Please read and complete this application carefully. **All applications must be signed and dated.**

1	APPLICANT OR AGENT <u>Nancy Boehlke Deptolla</u> <u>N68 W5693 Bridge Commons</u> <u>Cedarburg, WI 53012</u> <u>Phone (414) 915-4464</u> <u>Fax ()</u> <u>E-Mail n6deptolla@sbglobal.net</u>	PROPERTY OWNER <u>Boehlke Family Trust</u> <u>N68 W5693 Bridge Commons</u> <u>Cedarburg WI 53012</u> <u>Phone (414) 915-4464</u>		
2	PROPERTY ADDRESS OR GENERAL LOCATION <u>W140 N10833 County Ave Drive</u>	TAX KEY NUMBER <u>GTNV 261 993</u>		
3	REZONING REQUEST <table border="1" style="margin-left: auto; margin-right: auto;"><tr><td style="padding: 5px;">FROM <u>A-2</u></td><td style="padding: 5px;">TO <u>Rs-2</u></td></tr></table>		FROM <u>A-2</u>	TO <u>Rs-2</u>
FROM <u>A-2</u>	TO <u>Rs-2</u>			
4	METES AND BOUNDS LEGAL DESCRIPTION OF PROPERTY - REQUIRED Attach pages as necessary <u>Legal description attached.</u>			

PURPOSE OF REZONING REQUEST

Briefly describe why the applicant is rezoning the property. Include a description of the proposed use, including any new construction and number of employees, if applicable.

A family member wishes to purchase a portion of the property as his primary residence. This parcel, "Lot 1", would include the house, outbuildings and some surrounding acreage. Most of this parcel is presently part of GTNV 261993. However, to create a buffer on the south edge of this parcel, we propose incorporating a portion of GTNV 261998 (approximately 1/2 acre) into Lot 1. In total, Lot 1 would be 3.967 acres, which we request be zoned Rs-2 to allow retention of two of the outbuildings presently located on Lot 1. GTNV 261993 is presently zoned A-2 and GTNV 261998 is presently zoned Rs-3. The remainder of GTNV 261993, not included in Lot 1, would retain its present A-2 zoning.

Further, we request that the that the remainder of GTNV 261998 be incorporated into GTNV 264985 to create "Lot 2" (1 acre), which we intend to sell, would retain the Rs-3 zoning that presently exists for both parcels

6 SUPPORTING DOCUMENTATION:

- ☐ Plat of Survey (1:100)
- ☐ Site Plan and elevations for new construction (can be conceptual)
- ☒ Rezoning map
- ☒ Legal description of area to be rezoned

7 READ AND INITIAL THE FOLLOWING:

Nbd I understand that the Village is under no obligation to rezone property and that density and lot coverages provided in the Zoning Code are maximums. Actual build out will depend on myriad factors including topography and other natural conditions, surrounding neighborhood context and the detailed design of a project.

Nbd I understand that Village Staff, Plan Commission and/or Village Board may request additional information to properly evaluate this request and failure to provide such information may in itself be sufficient cause to deny the petition.

Nbd I am aware that this rezoning shall go into effect immediately upon the final approval of the Village Board and its execution of the rezoning ordinance

8 SIGNATURES – ALL APPLICATIONS MUST BE SIGNED BY OWNER!

Nancy Boebe Septella 10-29-19
Applicant Date
Trustee Boebe
Family Trust

Nancy Boebe Septella 10-29-19
Owner Date

Rezoning Map R-2

All of Certified Survey Map No. 239 as recorded in the Washington County Registry in Volume 1 of Certified Survey Maps on pages 377-378 as Document No. 309708, and part of the SE 1/4 of the NE 1/4 and part of the NE 1/4 of the SE 1/4 all in Section 26, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin.

Bearings are referenced to the Wisconsin State Plane Coordinate Grid System, South Zone. The east line of the NE 1/4 of Sec. 26-9-20 has a grid bearing of N 02°37'45" W.

Northeast corner
Sec. 26-9-20
conc.mon./brass
cap found



Scale in feet 1" = 100'

A-2
BOEHLKE FAMILY
TRUST
W140N10833 COUNTRY
AIRE DR
GERMANTOWN WI 53022

R-4
AVN GROUP 109 LLC
108 S BROOM ST
MADISON WI 53703
unplatted lands

R-3
ROBERT W BROWN,
JANET R BROWN
W140N10910 COUNTRY
AIRE DR
GERMANTOWN WI 53022

unplatted lands

R-3
CAROL J SCHULTEIS,
JOHN M YUSKO
W140N10870 COUNTRY
AIRE DR
GERMANTOWN WI 53022

Lot 1
CSM No. 676

R-3
ROBERT CITOWITZ,
JUDITH L CITOWITZ
W140N10840 COUNTRY
AIRE DR
GERMANTOWN WI 53022

Lot 2
CSM No. 676

R-3
KEVIN L NASH, DONNA
NASH
W140N10828 COUNTRY
AIRE DR
GERMANTOWN WI 53022
Lot 2
CSM No. 6496

R-3
KEVIN L NASH, DONNA L
NASH
W140N10828 COUNTRY
AIRE DR
GERMANTOWN WI 53022
Lot 1
CSM No. 6496

R-3
DAVID A HACKER,
KAREN S HACKER
N96W14526 COUNTY
LINE RD
GERMANTOWN WI 53022

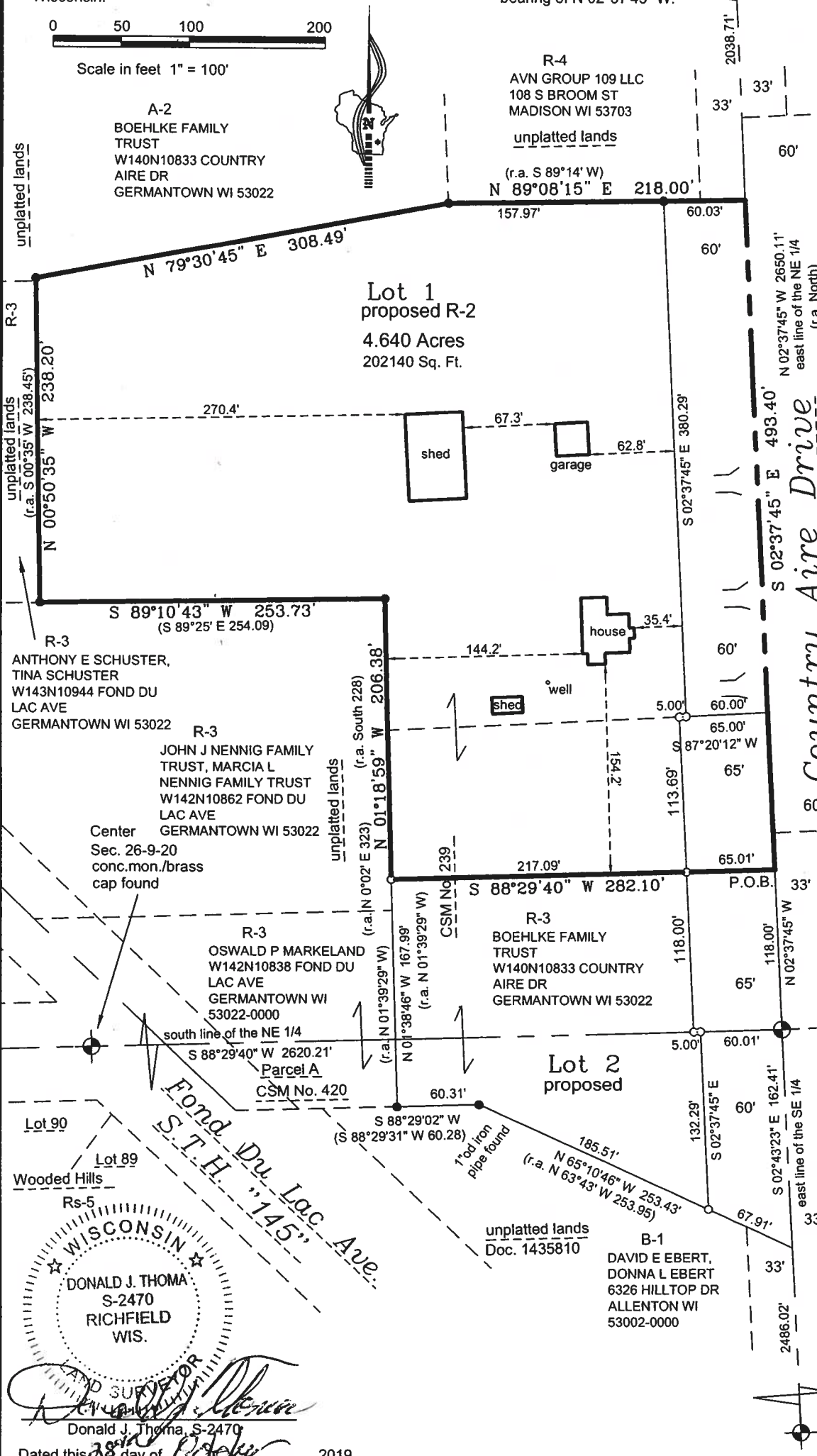
unplatted lands

East quarter corner
Sec. 26-9-20
aluminum cap found
N: 448,246.94
E: 2,510,900.31
(State Plane Coordinates
South Zone)

unplatted lands

EH
ANTON FRENZ TRUST,
BERTRAM A FRENZ
TRUST
108 S BROOM ST
MADISON WI 53703

Southeast corner
Sec. 26-9-20
conc.mon./brass cap found

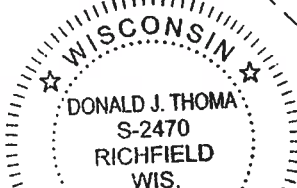


Lot 90

Lot 89

Wooded Hills

Rs-5



Donald J. Thoma, S-2470

Dated this 28th day of October, 2019.

This instrument was drafted by Donald J. Thoma, S-2470

Accurate Surveying & Engineering LLP

Land Surveying, Developing and Consulting

2911 Wildlife Lane, Richfield, WI 53076 Phone (262)677-2120

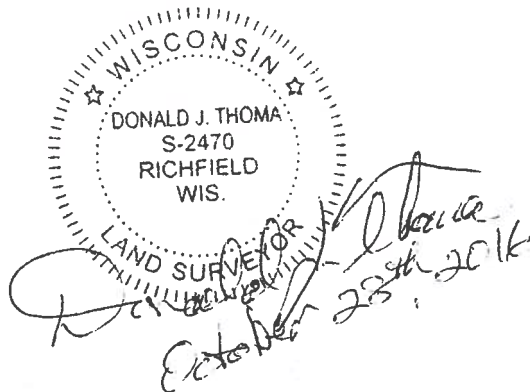
October 28, 2019

RE: Legal description of lands to be Rezoned to R-2.

Part of Certified Survey Map No. 239 as recorded in the Washington County Registry in Volume 1 of Certified Survey Maps on pages 377-378 as Document No. 309708, and part of the SE 1/4 of the NE 1/4 all in Section 26, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin, which is bounded and described as follows:

Commencing at the East Quarter corner of said Section 26; thence N 02°37'45" W, along the east line of said NE 1/4, 118.00 feet, to the point of beginning of lands herein described; thence S 88°29'40" W, 282.10 feet, to a point in the west line of said Certified Survey Map No. 239, and along part of the east line of lands described in Document No. 1454103, recorded in the Washington County Registry; thence N 01°18'59" W, along the monumented east line of said Document No. 1454103, 206.38 feet, to a 1.3 inch od iron pipe found; thence S 89°10'43" W, along the monumented north line of said Document No. 1454103, 253.73 feet, to a 1.3 inch od iron pipe set over an old 1 inch od iron pipe found; thence N 00°50'35" W, along the monumented east line of lands described in Document No. 1116244, recorded in the Washington County Registry, 238.20 feet, to a 1.3 inch od iron pipe found; thence N 79°30'45" E, 308.49 feet, to a 1.3 inch od iron pipe found; thence N 89°08'15" E, along the south line of lands described in Document No. 1422309, recorded in the Washington County Registry, 218.00 feet, to a point in said east line of the NE 1/4; thence S 02°37'45" E, along said east line of the NE 1/4, 493.40 feet, to the point of beginning.

Containing 4.640 acres (202,140 square feet) more or less.





Department of Commerce
Division of Safety and Buildings

SOIL EVALUATION REPORT

in accordance with Comm 85, Wis. Adm. Code

#4514
Page 1 of 3
Eric Schmitz Corporation

Attach complete site plan on paper not less than 8 1/2 x 11 inches in size. Plan must include, but not limited to: vertical and horizontal reference point (BM), direction and percent slope, scale or dimensions, north arrow, and location and distance to nearest road.

Please print all information.

Personal information you provide may be used for secondary purposes (Privacy Law, s. 15.04 (1) (m))

Property Owner Boehlke Family Trust - C/O Nancy Deptolia		Property Location Govt. Lot SE1/4, NE1/4, S26, T9N, R20E	
Property Owner's Mailing Address W140 N10833 Country Aire Drive		Lot # 2	Block # Subd. Name or CSM# Proposed Certified Survey Map
City Germantown	State WI	Zip Code 53022	Phone Number (414) 915-4464
☒ New Construction ☐ Replacement		Use: ☒ Residential / Number of bedrooms 4 ☐ Public or commercial - Describe: Code derived design flow rate 600 GPD	
Parent material Loess over Glacial Till		Flood plain elevation, if applicable NA ft	
General comments Site is suitable for a mound system (A-4). See Mound Component Manual for Septic Tank Effluent for Private Onsite Wastewater and recommendations: Systems.			

1	Boring #	☐ Boring ☒ Pit	Ground surface elev	97.5	ft	Depth to limiting factor	18	in	Soil Application Rate	GPD/ft ²	
	Horizon	Depth in.	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence	Boundary	Roots	*Eff#1	*Eff#2
	A _p	0-8	10YR3/2	-	sil	2fsbk	mvfr	as	3vf-f	0.6	0.8
	B ₁	8-14	7.5YR3/4	-	cl	2mabk	mfr	cw	3vf	0.4	0.6
	BC	14-18	10YR4/4	-	sl & gr	1fsbk	mfr	gw	1vf	0.4	0.7
					5-10%						
	C	18-48	10YR5/4	c-2-d 5YR5/8	sl & gr	1fpl	mfr	-	-	0.4	0.6
			bans of:	- 10YR6/2	sicl	1fsbk	mfr	-	-	0.2	0.3
			slightly	calcareous	5-10%						

2	Boring #	☐ Boring ☒ Pit	Ground surface elev	96.4	ft	Depth to limiting factor	20	in	Soil Application Rate	GPD/ft ²	
	Horizon	Depth in.	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence	Boundary	Roots	*Eff#1	*Eff#2
	A _p	0-12	10YR3/2	-	sil	2fsbk	mvfr	as	3vf	0.6	0.8
	Bt ₁	12-20	7.5YR4/4	-	cl	2mabk	mfr	cw	2vf	0.4	0.6
	Bt ₂	20-28	7.5YR4/4	c-2-d 7.5YR5/8	cl	2mabk	mfr	gw	1vf	0.4	0.6
				silt coatings							
	C	28-42	10YR5/4	c-2-d 7.5YR5/8	sl & gr	1fpl	mfr	-	-	0.4	0.6
			bans of:	- 10YR6/2	sicl	1fsbk	mfr	-	-	0.2	0.3
			slightly	calcareous	5-10%						

* Effluent #1 = BOD₅ > 30 < 220 mg/L and TSS > 30 < 150 mg/L

* Effluent #2 = BOD₅ ≤ 30 mg/L and TSS ≤ 30 mg/L

CST Name (Please Print) Eric M. Schmitz	Signature 	CST Number 222021
Address Eric Schmitz Corporation 2334 Stonebridge Circle Unit A West Bend, WI 53095	Date Evaluation Conducted 10/1/2019	Telephone Number 262-338-6994

SBD-4330 (R 07/00)

3	Boring #	☐ Boring	Ground surface elev. 98.9 ft.		Depth to limiting factor 20 in.		Soil Application Rate			
		☒ Pit					GPD/ft ²			
Horizon	Depth in.	Dominant Color Munsell	Redox Description Qu. Sz. Cont. Color	Texture	Structure Gr. Sz. Sh.	Consistence	Boundary	Roots	*Em#1	*Em#2
A _p	0-8	10YR3/2	-	sil	2fsbk	mvfr	as	3vf-f	0.6	0.8
B ₁	8-14	7.5YR3/4	-	cl	2mabk	mfr	cw	3vf	0.4	0.6
BC	14-20	10YR4/4	-	sl & gr	1fsbk	mfr	gw	1vf	0.4	0.7
				5-10%						
C	20-48	10YR5/4	c-2-d 5YR5/B	sl & gr	1fpl	mfr	-	-	0.4	0.6
		bans of:	- 10YR6/2	sicl	1fsbk	mfr	-	-	0.2	0.3
		slightly	calcareous	5-10%						

[illegible]

* Effluent #1 = $\text{BOD}_5 > 30 \leq 220 \text{ mg/L}$ and $\text{TSS} > 30 \leq 150 \text{ mg/L}$

* Effluent #2 = $\text{BOD}_5 \leq 30 \text{ mg/L}$ and $\text{TSS} \leq 30 \text{ mg/L}$

The Department of Commerce is an equal opportunity service provider and employer. If you need assistance to access services or need material in an alternate format, please contact the department at 608-266-3151 or TTY 608-264-8777.

Soil Test Site Plan

For: The Boehlke Family Trust

LOT 2 of a proposed Certified Survey Map. Part of the SE ¼ of the NE ¼ of Section 26, T9N, R20E, Village Of Germantown, Washington County, Wisconsin. Well

House

W140
N10833

Shed

102.5

101.5

380.29

5.00

113.68

Soils-BM

Hydrant Rim Bolt. (21" abv. grnd.),
assumed elevation 100.00

100.00

Country Aire Drive

Lot Lines Are
Only Estimated

B2

217.09

B1

231.69

96.4

96.5

97.0

97.5

97.5

97.5

98.0

98.5

98.5

98.5

98.5

98.5

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98.5

98.5

98.5

98.5

LOT 2
1.003 AC

vacant lot

5.00

118.01

182.28

185.51

253.43

185.51

253.43

185.51

253.43

185.51

253.43

185.51

253.43

185.51

253.43

185.51

253.43

185.51

253.43

N
Scale 1" = 40'

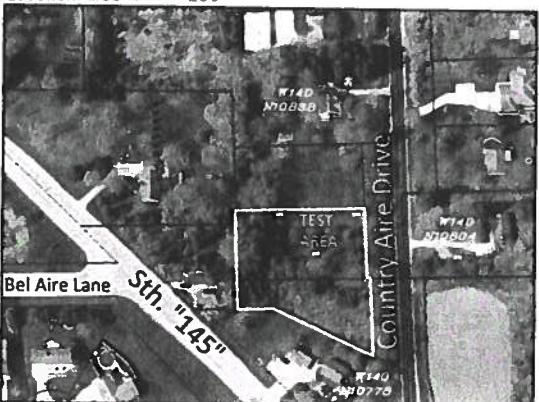
205.02
228.00

0.35

145.00

60.31

Location Map 1" = 250'



BUSINESS OF THE VILLAGE BOARD GERMANTOWN, WI

MEETING DATE: February 3, 2019

AGENDA ITEM: New Business [ORDINANCE, RESOLUTION &
CERTIFIED SURVEY MAP]

ITEM TITLE: Frank Dekan, agent for Zilber Property Group and TI Investors of Germantown II LLC, property owner of W210N12805 & W210N12855 Gateway Crossing, is requesting approval to create a 33.07-acre M-1: Limited Industrial Planned Development District (M-1/PDD) within the Germantown Gateway Corporate Park and a 2-lot CSM

SUBMITTED BY: Jeffrey W. Retzlaff, Director, Community Development Department

SUMMARY EXPLANATION:

Frank Dekan, agent for Zilber Property Group is requesting approval to create an M-1: Limited Industrial Planned Development District (M-1/PDD) for a 33.07-acre area within the Germantown Gateway Corporate Park and a 2-lot Certified Survey Map (CSM) to divide the area into two parcels each with an existing industrial building.

In 2019, the Village approved a 4-lot CSM to re-divide the remaining undeveloped land in the Germantown Gateway Corporate Park located on Holy Hill Road east of US41. At that time, site development & building plans were approved for two (2) multi-tenant industrial buildings known as Zilber 2 (198,766 sqft) and Zilber 3 (204,373 sqft) to be constructed on the 33.07-acre parcel. Both buildings are complete and ready for occupancy.

At this time, the Zilber Property Group is requesting approval to create an M-1: Limited Industrial Planned Development District (M-1/PDD) for purposes of modifying the parking lot setback requirement in order for Lot 3 to be divided into two lots (see proposed CSM). Because the two buildings were constructed in a “back-to-back” manner with a common driveway and paved truck court in between, the minimum 10 feet parking lot-to-property line setback requirement cannot be met if Lot 3 is divided with the common property line between the two buildings as proposed. The proposed PDD is intended to only modify the parking lot setback from 10 to 0 feet in order to accommodate the proposed division of Lot 3. No other changes to the basic M-1 District regulations are proposed.

Along with the PDD proposal, Zilber has submitted the 2-lot Certified Survey Map (CSM) for approval.

PLAN COMMISSION RECOMMENDATION:

APPROVE the request to create an M-1: Limited Industrial Planned Development District (M-1/PDD) for the 33.07-acre property located at W210 N12805 & N12855 Gateway Crossing subject to one (1) condition; and

APPROVE the proposed 2-lot Certified Survey Map (CSM) for the 33.07 acres (Lot 3 of CSM 6898) owned by ZPG Development LLC located in the Germantown Gateway Corporate Park northwest corner of the Gateway Crossing and Holy Hill Road intersection.

Village Board Meeting February 3, 2020

New Business:

Frank Dekan, agent for TI Investors of Germantown II LLC

Germantown Gateway Park Planned Development District (M-1/PDD) & 2-lot CSM

APPLICATION, PLANS & RELATED DOCUMENTS:

All relevant documents, including applications, plans, supporting information, the staff report & recommendation, Plan Commission meeting minutes (when available) and draft ordinance and resolution are included in the PDF digital file distributed by the Village Clerk.

ORDINANCE NO. 4-2020

**AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP
OF THE VILLAGE OF GERMANTOWN ZONING CODE**

“Germantown Gateway Corporate Park District”
TI Investors of Germantown II LLC, Property Owner)

THE VILLAGE BOARD OF THE VILLAGE OF GERMANTOWN, WASHINGTON
COUNTY, WISCONSIN, ORDAINS AS FOLLOWS:

SECTION 1. That the Zoning Code and zoning map of the Village of Germantown is amended by the creation of an M-1: Limited Industrial Planned Development District (M-1/PDD) to be known as the “Germantown Gateway Corporate Park District” which shall include the following described property:

Tax Parcels: GTNV 073-986; W210 N12805 & W210 N12855 Gateway Crossing

Legal Description: Lot Three (3) of CERTIFIED SURVEY MAP NO. 6898, being a Redivision of Lot Two (2) of CERTIFIED SURVEY MAP NO. 6824, in the Southwest 1/4 and Northwest 1/4 of the Southeast 1/4 of Section 7, and the Northeast 1/4, Southeast 1/4, Southwest 1/4 and Northwest 1/4 of the Southwest 1/4 of Section 7, in Township 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin, recorded in the Office of the Register of Deeds for Washington County on May 29, 2019 in Volume 53 of Certified Survey Maps, Pages 223 to 228 inclusive, as Document No. 1472573. 33.072 Acres

SECTION 2. That the zoning map of the Village of Germantown is amended by rezoning from the M-1: Limited Industrial District to the newly created “Germantown Gateway Corporate Park District” Planned Development District (M-1/PDD) for the following described property:

Tax Parcels: GTNV 073-986; W210 N12805 & W210 N12855 Gateway Crossing

Legal Description: Lot Three (3) of CERTIFIED SURVEY MAP NO. 6898, being a Redivision of Lot Two (2) of CERTIFIED SURVEY MAP NO. 6824, in the Southwest 1/4 and Northwest 1/4 of the Southeast 1/4 of Section 7, and the Northeast 1/4, Southeast 1/4, Southwest 1/4 and Northwest 1/4 of the Southwest 1/4 of Section 7, in Township 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin, recorded in the Office of the Register of Deeds for Washington County on May 29, 2019 in Volume 53 of Certified Survey Maps, Pages 223 to 228 inclusive, as Document No. 1472573. 33.072 Acres

SECTION 3. This ordinance shall take effect and be in full force the day after its passage and publication, as provided by law.

Introduced by Trustee: _____
Adopted: _____, 2020

Vote: Ayes: _____
 Nays: _____

Dean Wolter, Village President

ATTEST:

Deanna B. Braunschweig, WCMC/CMC Village Clerk

APPROVED AS TO FORM:

Brian Sajdak, Attorney

Published:

RESOLUTION NO. 6-2020

ADOPTING CONDITIONS AND RESTRICTIONS FOR THE GERMANTOWN GATEWAY CORPORATE PARK PLANNED DEVELOPMENT DISTRICT

WHEREAS, Frank Dekan, agent for Zilber Property Group and TI Investors of Germantown II LLC, property owner, has applied for the creation of a 33.07-acre M-1: Limited Industrial Planned Development District (M-1/PDD) to be known as the “Germantown Gateway Corporate Park District” located in the Village of Germantown as generally described in Exhibit A attached hereto; and

WHEREAS, said Germantown Gateway Corporate Park District M-1/PDD is intended to facilitate the division of a single 33.07 acre parcel containing two multi-tenant industrial buildings into two separate parcels each containing one of the two industrial buildings; and

WHEREAS, Section 17.27(4) of the Village of Germantown Municipal Code allows for the adoption of conditions and restrictions for Planned Development Districts (PDD) that modify the basic allowances, limitations, and bulk regulations of the underlying zoning district, as well as, allow for the establishment of specific uses, bulk regulations, density standards, yard setbacks, etc. to ensure proper development, operation and maintenance of the development set forth in the General Development Plan; and

WHEREAS, the Village of Germantown Plan Commission on January 13, 2020, reviewed the proposed rezoning application and forwarded a positive recommendation regarding the proposed creation of said District; and

NOW, THEREFORE BE IT RESOLVED that the Village Board of the Village of Germantown hereby adopts the following specific conditions and restrictions that shall apply to all development on and the use of property within the PDD:

1. **PURPOSE AND INTENT.** The Germantown Gateway Corporate Park District is intended to facilitate the division of a single 33.07 acre parcel containing two multi-tenant industrial buildings into two separate parcels. Further, it is intended the continued use of land within the District be consistent with the M-1: Limited Industrial Zoning District requirements, allowances and restrictions, as well as, compatible with adjacent and surrounding properties to further and enhance the economic stability and quality of life in the Village of Germantown.
2. **GENERAL DEVELOPMENT PLAN (GDP).** The General Development Plan (Exhibit B) for the Germantown Gateway Corporate Park District establishes the basic parameters for all existing and future development within the District, including the approximate size and orientation of buildings. While future development within the District shall be generally consistent with the GDP, the GDP does not grant specific site development or building approval.

3. **SITE PLAN APPROVAL REQUIRED.** Detailed Site Development and Building Plans shall be prepared and submitted to the Village Plan Commission for review and approval prior to the issuance of any building permit(s) for any building construction over 5,000 sqft in gross floor area consistent with the requirements of Sections 17.43 and 17.27(5) through (7) of the Zoning Code. Building construction up to 5,000 sqft in area may be approved as a “minor” improvement requiring Zoning Permit approval by the Zoning Administrator pursuant to Section 17.43(9) of the Zoning Code.
4. **SITE DEVELOPMENT AND BUILDING REQUIREMENTS.** Except as set forth below, all site development and buildings shall be constructed in accordance with the lot, building and other applicable bulk requirements set forth in the underlying M-1: Limited Industrial District and other applicable Zoning Code regulations:

The minimum parking lot setback along the common property line between the Zilber 2 & Zilber 3 industrial buildings shall be 0 feet; the minimum 10 setback requirement under Section 17.45 shall not apply
5. **APPLICABILITY OF MUNICIPAL CODE.** Unless otherwise set forth herein, all other applicable zoning and development regulations contained in the Germantown Municipal Code (e.g. Shoreland-Wetland Zoning, Floodplain Zoning, Subdivision) shall apply to development and land use within the SP-PDD. In the event a requirement, restriction or limitation set forth herein conflicts with a similar requirement, restriction or limitation found in another section of the Municipal Code, the most stringent requirement, restriction or limitation shall apply.

Introduced by: _____

Adopted: _____, 2020

Vote: Ayes: ____ Nays: ____

Dean Wolter, Village President

ATTEST:

_____, Village Clerk

EXHIBIT A

**Germantown Gateway Corporate Park District (M-1/PDD)
Boundary Legal Description**

Lot Three (3) of CERTIFIED SURVEY MAP NO. 6898, being a Redivision of Lot Two (2) of CERTIFIED SURVEY MAP NO. 6824, in the Southwest 1/4 and Northwest 1/4 of the Southeast 1/4 of Section 7, and the Northeast 1/4, Southeast 1/4, Southwest 1/4 and Northwest 1/4 of the Southwest 1/4 of Section 7, in Township 9 North, Range 20 East, in the Village of Germantown, Washington County, Wisconsin, recorded in the Office of the Register of Deeds for Washington County on May 29, 2019 in Volume 53 of Certified Survey Maps, Pages 223 to 228 inclusive, as Document No. 1472573. 33.072 Acres

Tax Parcel: GTNV 073-986
Property Address: W210 N12805 & W210 N12855 Gateway Crossing

EXHIBIT B

**Germantown Gateway Corporate Park District (M-1/PDD)
General Development Plan**

{Attach General Development Plan}

Zilber Property Group - W210 N12805 & 12855 Gateway Crossing. Request to create an M-1: Limited Industrial Planned Development District for a 33.07-acre area within the Germantown Gateway Corporate Park and a 2-lot Certified Survey Map to create two parcels. Planner Retzlaff summarized the proposal.

The public hearing was opened at 6:52 pm.

The public hearing was closed at 6:53 pm.

MOTION Baum second Laszewski to Approve the request to create an M-1: Limited Industrial Planned Development District (M-1/PDD) for the 33.07-acre property located at W210 N12805 & N12855 Gateway Crossing to be known as the "Zilber PDD" subject to the following conditions:

- 1. The M-1: Limited Industrial District regulations shall be the zoning restrictions affecting the use of and development on the subject property except for the following amendments:***
 - a. Revise the minimum parking lot setback along the common property line between the Zilber 2 & Zilber 3 industrial buildings line from 10 to 0 feet.***

MOTION carried unanimously.

MOTION Baum second Nilles to Approve the proposed 2-lot Certified Survey Map (CSM) for the 33.07 acres (Lot 3 of CSM 6898) owned by ZPG Development LLC located in the Germantown Gateway Corporate Park northwest corner of the Gateway Crossing and Holy Hill Road intersection.

MOTION carried unanimously.

Steven & Elizabeth Green - N116 W16033 Main Street. The property owners are seeking approval of a Zoning Permit to construct a 24 x 24' (576 sqft) attached garage and a 16 x 32 (512 sqft) detached accessory storage building on their residential property. Planner Retzlaff reviewed the proposal. Plan Commission postponed action at the December 9th meeting in order to give the Green's and the adjacent property owner, the Kaiser's, an opportunity to discuss entering into a shared driveway/access agreement as recommended by staff. At this time no agreement has been reached.

Robin Witte, N116 W16009 Main Street, spoke in opposition to the proposal. She said there is not enough space for cars to back up without going onto her property. She added that the Greens have a substantial lot and the garage could be placed elsewhere on their property and not impose on anyone. She also feels there isn't enough room for the Green's to get their RV and boat out and is concerned about noise, exhaust fumes and how her property value may be affected. She asked that the proposal be denied and distributed pictures of the driveway to Plan Commission members. She thinks the placement of the garage is an infringement on her and that the Greens will need to use her property to use the garage. Trustee Baum asked if the problem is at the Y and not at the entrance. Ms. Witte said she still has concerns even if the garage faces south.

Planner Retzlaff said the Greens are agreeable to join both their parcels and eliminate the access easement that is located across their property. But unless the 10-foot easement is eliminated, there is not enough room to put the garage doors on the east. Mr. Green stated it would be hard to pull in if the garage faced south and he would also lose parking spaces.

PLANNED DEVELOPMENT DISTRICT (PDD) REZONING & CERTIFIED SURVEY MAP (CSM) APPLICATIONS

1/13/20 Plan Commission Meeting

Zilber Property Group / Germantown Gateway Corporate Park

Village Planner Report

Germantown, Wisconsin

Summary

Frank Dekan, agent for Zilber Property Group and ZPG Development, LLC, property owner, is requesting approval to create an M-1: Limited Industrial Planned Development District (M-1/PDD) for a 33.07-acre area within the Germantown Gateway Corporate Park and a 2-lot Certified Survey Map (CSM) to create two parcels.

Location: W210N12805 & W210N12855 Gateway Crossing

Applicant/

Property Owner: Frank Dekan ZPG Development LLC
Zilber Property Group 710 N. Plankinton Ave
710 N. Plankinton Ave Milwaukee, WI
Milwaukee, WI

Current Zoning: M-1: Neighborhood Business

Adjacent Land Uses		Zoning
North	Industrial	M-1
South	Agricultural	A-1
East	Industrial	M-1
West	Agricultural	M-1



Background/Proposal

Frank Dekan, agent for Zilber Property Group and ZPG Development, LLC, property owner, is requesting approval to create an M-1: Limited Industrial Planned Development District (M-1/PDD) for a 33.07-acre area within the Germantown Gateway Corporate Park and a 2-lot Certified Survey Map (CSM) to create two parcels each with an existing industrial building.

In April 2019, the Village approved a 4-lot CSM to re-divide the remaining undeveloped land in the Germantown Gateway Corporate Park located on Holy Hill Road east of US41. At that time, the PC also approved site development & building plans for two (2) multi-tenant industrial buildings known as Zilber 2 (198,766 sqft) and Zilber 3 (204,373 sqft) to be developed on the 33.07-acre parcel adjacent to Holy Hill Road at Gateway Crossing (Lot 3). Both buildings have been (or are nearly) constructed and ready for occupancy.

At this time, the Zilber Property Group Tom is requesting approval to create an M-1: Limited Industrial Planned Development District (M-1/PDD) for purposes of modifying the parking lot setback requirement in order for Lot 3 to be further divided into two lots (see proposed CSM). Because the two buildings were constructed in a “back-to-back” manner with a common driveway and paved truck dock “court” in between, the “standard” minimum 10 feet parking lot-to-property line setback requirement cannot be met if Lot 3 is divided with the common property line between the two buildings. The proposed PDD is intended to only modify the parking lot setback from 10 to 0 feet in order to accommodate the proposed division of Lot 3. No other changes to the basic M-1 District regulations are proposed.

Along with the PDD proposal, Zilber has submitted a 2-lot Certified Survey Map (CSM) to divide Lot 3 into two separate parcels each with an existing industrial building (Zilber 2 on proposed Lot 2 and Zilber 3 on proposed Lot 3). As shown on the proposed CSM, a 60' wide cross-access easement will be created over the common property line.

Staff Comment

As with two previously approved and similar proposals (Stonecast Concrete Products and ALDI's), a unique set of circumstances has required an element of “flexibility” in one or more zoning restrictions to accommodate additional development of those properties that could not be easily accommodated under the Zoning Code. While the Zoning Code allows multiple non-residential buildings to be constructed on a single parcel, there are no provisions in the Code that make it easy to divide a parcel with multiple buildings for purposes such as being able to sell a building and property separately.

We have learned that the only other alternatives to creating a PDD with unique zoning restrictions that “fit” the specific circumstances require an amendment to the Zoning Code in one form or another. In this case, those alternatives would be to:

1. Seek a variance from the Board of Zoning Appeals to reduce the minimum parking lot setback from 10' to 0' (which would affect only this parcel);
2. Propose an amendment to the M-1 Zoning District regulations to reduce the minimum parking lot setback from 10' to 0' (which would affect all M-1 zoned parcels in the Village); or
3. Create a new planned development district (PDD) for the property and create setbacks that are favorable to the specific circumstances (which would affect only this parcel)

Similar to the Stonecast Products and ALDI's proposals to create a PDD for purposes of reducing a setback requirement, Staff did not recommend pursuing the variance alternative given the stringent set of criteria needed to obtain a variance, including the burden of having to prove the property could not reasonably be used without the variance. *Because the Village Board did not agree with the Staff and Plan Commission recommendation to require Stonecast Products to first apply for a variance before considering the creation of a PDD, Staff will not make the same recommendation in this case.*

Surveyor

The Village Surveyor has reviewed and recommended approval of the proposed 2-lot Certified Survey Map (CSM).

Fire Department/Police Department

No comment.

VILLAGE PLANNER RECOMMENDATION:

Planned Development District (PDD) Proposal

APPROVE the request to create an M-1: Limited Industrial Planned Development District (M-1/PDD) for the 33.07-acre property located at W210 N12805 & N12855 Gateway Crossing to be known as the "Zilber PDD" subject to the following conditions:

1. The M-1: Limited Industrial District regulations shall be the zoning restrictions affecting the use of and development on the subject property except for the following amendments:
 - a. Revise the minimum parking lot setback along the common property line between the Zilber 2 & Zilber 3 industrial buildings line from 10 to 0 feet

VILLAGE PLANNER RECOMMENDATION:

Certified Survey Map (CSM)

APPROVE the proposed 2-lot Certified Survey Map (CSM) for the 33.07 acres (Lot 3 of CSM 6898) owned by ZPG Development LLC located in the Germantown Gateway Corporate Park northwest corner of the Gateway Crossing and Holy Hill Road intersection.



Village of Germantown

Willkommen

FEES MUST BE PAID AT TIME OF APPLICATION

- ☐ \$200 Plan Commission Consultation
- ☐ \$1,085 Rezoning
- ☐ \$1,240 PDD < 5 acres
- ☐ \$2,095 PDD 5-20 acre site
- ☒ \$3,460 PDD > 20 acre site

Date Paid: _____ Received by: _____

REZONING & PDD APPLICATION

Pursuant to Section 17.51 of the Municipal Code

Please read and complete this application carefully. **All applications must be signed and dated.**

1 APPLICANT OR AGENT

Zilber Property Group

710 N. Plankinton Avenue

Milwaukee, WI 53203

Frank Dekan

Phone (414) 234-1100

Fax ()

E-Mail frank.dekan@zilber.com

PROPERTY OWNER

ZPG Development LLC

710 N. Plankinton Avenue

Milwaukee, WI 53203

John Kersey

Phone ()

2 PROPERTY ADDRESS OR GENERAL LOCATION

W210 N12805 & W210 N12855
Gateway Crossing
Richfield, WI 53076

TAX KEY NUMBER

GTNV_073986

3 REZONING REQUEST

FROM

N/A

TO

N/A

4 METES AND BOUNDS LEGAL DESCRIPTION OF PROPERTY – REQUIRED

Attach pages as necessary

Lot Three (3) of CERTIFIED SURVEY MAP NO. 6898, being a Redivision of Lot Two (2) of CERTIFIED SURVEY MAP NO. 6824, in the Southwest One-quarter (1/4) and Northwest One-quarter (1/4) of the Southeast One-quarter (1/4) of Section Seven (7), and the Northeast One-quarter (1/4), Southeast One-quarter (1/4), Southwest One-quarter (1/4) and Northwest One-quarter (1/4) of the Southwest One-quarter (1/4) of Section Seven (7), in Township Nine (9) North, Range Twenty (20) East, in the Village of Germantown, Washington County, Wisconsin, recorded in the Office of the Register of Deeds for Washington County on May 29, 2019 in Volume 53 of Certified Survey Maps, Pages 223 to 228 inclusive, as Document No. 1472573.

PURPOSE OF ~~REZONING~~ REQUEST PDD Request

Briefly describe why the applicant is rezoning the property. Include a description of the proposed use, including any new construction and number of employees, if applicable.

The Owner of the property (ZPG Development LLC) would like the ability to sell off the buildings / properties individually if the opportunity arises. Being able to eliminate the side yard set back requirement would allow a new CSM splitting the properties into two separate CSM's. The side yard setback needs to be eliminated because the buildings currently share a driveway and truck court which is all paved with asphalt. The owner will also create a Cross Access Easement for both properties.

6 SUPPORTING DOCUMENTATION:

- ☐ Plat of Survey (1:100)
- ☐ Site Plan and elevations for new construction (can be conceptual)
- ☒ **Proposed CSM** _____
- ☐ _____

7 READ AND INITIAL THE FOLLOWING:

FMD I understand that the Village is under no obligation to rezone property and that density and lot coverages provided in the Zoning Code are maximums. Actual build out will depend on myriad factors including topography and other natural conditions, surrounding neighborhood context and the detailed design of a project.

FMD I understand that Village Staff, Plan Commission and/or Village Board may request additional information to properly evaluate this request and failure to provide such information may in itself be sufficient cause to deny the petition.

FMD I am aware that this rezoning shall go into effect immediately upon the final approval of the Village Board and its execution of the rezoning ordinance

8 SIGNATURES – ALL APPLICATIONS MUST BE SIGNED BY OWNER!

 _____
Applicant

12/2/19
Date

 _____
Owner

12/2/19
Date



December 3, 2019

Village of Germantown
N112 W17001 Mequon Road
P.O. Box 337
Germantown, WI 53022-0337

RE: Planned Development District & Revised CSM Applications

Subject: Z2 & Z3 at Germantown Gateway Corporate Park
Gateway Crossing

ZPG Development LLC would like the ability to sell off the buildings / properties individually if the opportunity arises. Being able to eliminate the side yard setback requirement would allow a new CSM splitting the properties into two separate CSM's. The side yard setback needs to be eliminated because the buildings currently share a driveway and truck court which is all paved with asphalt.

The owner will also create a Cross Access Easement for both properties.

Please advise if you have any questions or need further information.

Thank you for your consideration.

CORPORATE

710 North Plankinton Avenue
Milwaukee, WI 53203
(414) 274-2623

KENOSHA

9560 58th Place, Suite 350
Kenosha, WI 53144
(262) 857-7600

CHICAGO

One Oakbrook Terrace, Suite 510
Oakbrook Terrace, IL 60181
(630) 576-0010

www.zilberpropertygroup.com



Village of



Germantown

Willkommen

Fee must accompany application

☐ \$2,900 with public improvements

☒ \$1,960 no public improvements

Paid _____ Date _____

CERTIFIED SURVEY MAP APPLICATION

Pursuant to Section 18.06 of the Municipal Code

Please read and complete this application carefully. **All applications must be signed and dated.**

1	APPLICANT OR AGENT Zilber Property Group 710 N. Plankinton Ave Milwaukee, WI 53203 Frank Dekan Phone (414) 234-1100 Fax () E-Mail frank.dekan@zilber.com	PROPERTY OWNER ZPG Development LLC 710 N. Plankinton Ave Milwaukee, WI 53203 John Kersey Phone (414) 274-2509
----------	---	---

PROPERTY ADDRESS OR GENERAL LOCATION

TAX KEY NUMBER

2	W210 N12805 & W210 N12855 Gateway Crossing, Richfield, WI	GTNV_073986
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3	PURPOSE OF LAND SPLIT
Now that buildings are constructed on the property, the owner would like to ability to sell the buildings individually if the opportunity arises. Will the land split require rezoning? NO From N/A To N/A	

4 READ AND INITIAL THE FOLLOWING:

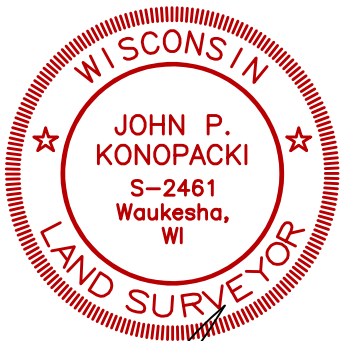
- FM I understand that the Certified Survey Map is not valid until recorded at the Washington County Register of Deeds. The Village will record the document and charge the applicant all applicable recording fees.
- FM I understand that the Map will not be placed on the Village Board agenda until all the technical corrections to the CSM are made, the payment of any outstanding impact fees are paid to the Village Clerk's Department, and the original signed and stamped copy of the Map is submitted on the proper paper.
- FM I understand that parcels created outside the Sewer Service Area will require a soil test. I also understand that all properties abutting a State Highway will require DOT approval and I will be responsible for securing such approval prior to recording.
- FM I understand all delinquent property taxes on any of the properties involved shall be paid prior to recording.

5 SIGNATURES -- ALL APPLICATIONS MUST BE SIGNED BY OWNER!

	12/2/19		12/2/19
Applicant	Date	Owner	Date

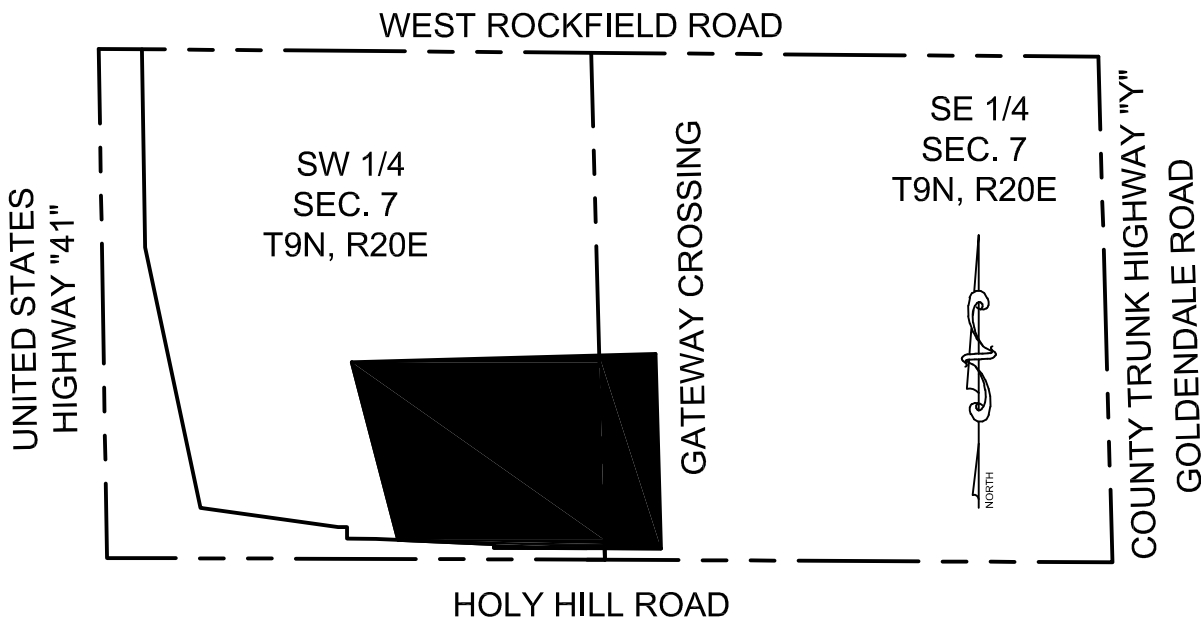
CERTIFIED SURVEY MAP NO. _____

Being a redivision of Lot 3 of Certified Survey Map No. 6898, in the Southwest 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Southwest 1/4 of Section 7, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin




NOVEMBER 22, 2019

VICINITY MAP
SCALE 1"=1000'



- NOTES:
- All measurements have been made to the nearest one-hundredth of a foot.
 - All angular measurements have been made to the nearest one second.
 - Right of way widths and locations based on Certified Survey Map No. 6898.
 - Any land below the ordinary high water mark of a lake or navigable stream is subject to the public trust in navigable waters that is established under article IX, section 1, of the state constitution.
 - The property lies with in Zone "X" of the Flood Insurance Rate Map Community Panel No. 55131C0268D dated NOVEMBER 20, 2013. Zone "X" areas are determined to be outside the 0.2% annual chance floodplain.
 - Access Limitations to Holy Hill Road per Document No. 250846 and Document No. 306488.
 - Bearings referenced to the Wisconsin State Plane Coordinate System, South Zone (N.A.D. 1927). The south line of the Southeast 1/4 of Section 7, Township 9 North, Range 20 East has a bearing of N89°41'41"W.

Prepared for:
ZPG Development LLC
710 N. Plankinton Ave.
Milwaukee, WI 53203

Prepared By:
PINNACLE ENGINEERING GROUP
15850 BLUEMOUND ROAD | SUITE 210
BROOKFIELD, WI 53005
OFFICE: (262) 754-8888

This instrument drafted by John P. Konopacki, PLS-License No. S-2461

Being a redivision of Lot 3 of Certified Survey Map No. 6898, in the Southwest 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Southwest 1/4 of Section 7, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin



This instrument drafted by John P. Konopacki, PLS-License No. S-2461

PEG JOB#1296.00A
SHEET 2 OF 6

**GRAPHICAL
SCALE (FEET)**

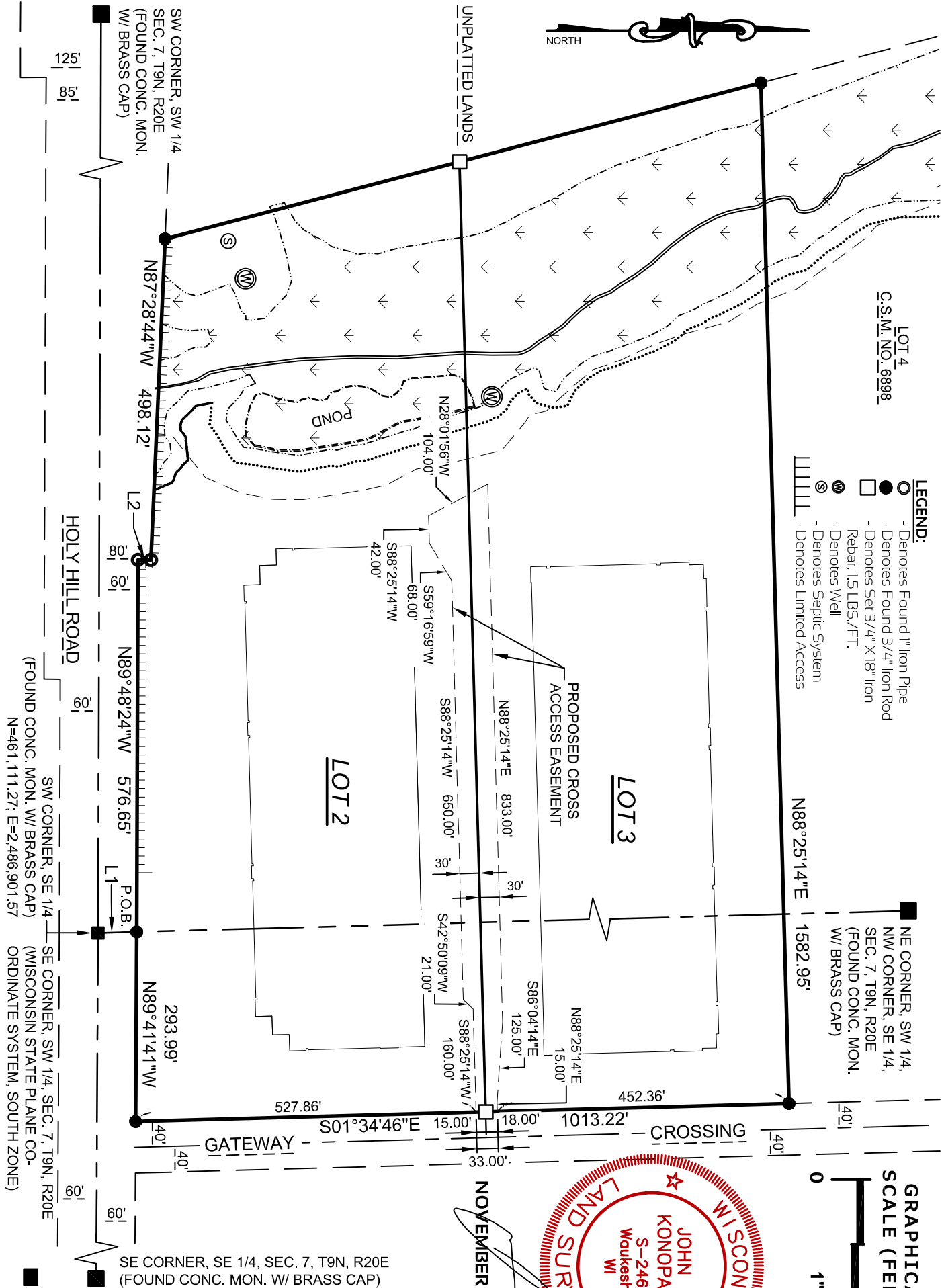
0 1" = 200

NOVEMBER 22, 2019

The seal is circular with a red border. Inside the border, the words "WISCONSIN" are written in a semi-circle at the top, and "LAND SURVEYOR" is written in a semi-circle at the bottom. Two red stars are positioned on the left and right sides of the border. In the center of the seal, the text "JOHN P. KONOPACKI" is written in a bold, sans-serif font. Below this, "S-2461" is written, followed by "Waukeesho, WI" in a smaller font.

CERTIFIED SURVEY MAP NO. _____

Being a redivision of Lot 3 of Certified Survey Map No. 6898, in the Southwest 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Southwest 1/4 of Section 7, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin



Prepared By:
PINNACLE ENGINEERING GROUP
15850 BLUEMOUND ROAD | SUITE 210
BROOKFIELD, WI 53005
OFFICE: (262) 754-8888

This instrument drafted by John P. Konopacki, PLS-License No. S-2461

PEG JOB#1296.00A
SHEET 3 OF 6

CERTIFIED SURVEY MAP NO. _____

Being a redivision of Lot 3 of Certified Survey Map No. 6898, in the Southwest 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Southwest 1/4 of Section 7, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN)
WAUKESHA COUNTY) SS

I, John P. Konopacki, Professional Land Surveyor, do hereby certify:

That I have surveyed, mapped and divided Lot 3 of Certified Survey Map No. 6898, as recorded in the Register of Deeds office for Washington County as Document No. 1472573, in the Southwest 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Southwest 1/4 of Section 7, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin, described as follows:

Commencing at the southeast corner of the Southwest 1/4 of said Section 7;
Thence North 01°33'39" West along the east line of said Southwest 1/4, 60.03 feet to the north right of way line of Holy Hill Road and the Point of Beginning;

Thence North 89°48'24" West along said north right of way line, 576.65 feet;
Thence North 00°11'36" East along said north right of way 20.00 feet;
Thence North 87°28'44" West along said north right of way, 498.12 feet;
Thence North 14°41'01" West, 954.98 feet to the south line of Lot 4 of said Certified Survey Map No. 6898;
Thence North 88°25'14" East along said south line, 1582.95 feet to the west right of way line of Gateway Crossing;
Thence South 01°34'46" East along said west right of way line, 1013.22 feet to the aforesaid north right of way line of Holy Hill Road;
Thence North 89°41'41" West along said north right of way line, 293.99 feet to the Point of Beginning.

Containing 1,440,641 square feet (33.0726 acres) of land, more or less.

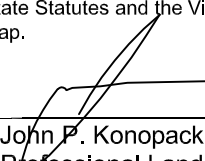
That I have made such survey, land division and map by the direction of ZPG Development LLC, owner of said land.

That such plat is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the requirements of Chapter 236 of the Wisconsin State Statutes and the Village of Germantown Land Division Ordinance in surveying, mapping and dividing the land with in this certified survey map.

Date: NOVEMBER 22, 2019





John P. Konopacki
Professional Land Surveyor S-2461

CONSENT OF CORPORATE MORTGAGEE

The undersigned, U.S. Bank National Association, a national banking association ("Mortgagee"), as Mortgagee under that certain Mortgage, Assignment of Leases and Rents, Security Agreement and Fixture Filing encumbering the Property and recorded in the Office of the Register of Deeds for Washington County, Wisconsin, on November 9, 2018, as Document No. 1462579, hereby consents to the execution of the foregoing certified survey map.

IN WITNESS WHEREOF, Mortgagee has caused these presents to be signed by its duly authorized officers, and its corporate seal to be hereunto affixed.

Date (Name - Title)

STATE OF WISCONSIN)
_____ COUNTY) SS

On this, the _____ day of _____, 20____, before me, the undersigned, personally appeared _____, the _____ of U.S. Bank National Association, a national banking association, and acknowledged that (s)he executed the foregoing instrument on behalf of said corporation, by its authority and for the purposes therein contained.

Notary Public
Name: _____
State of Wisconsin
My Commission Expires: _____

CERTIFIED SURVEY MAP NO. _____

Being a redivision of Lot 3 of Certified Survey Map No. 6898, in the Southwest 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Southwest 1/4 of Section 7, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin

OWNER'S CERTIFICATE

ZPG Development LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described on this certified survey map to be surveyed, divided and mapped as represented on this certified survey map.

ZPG Development LLC, as owner, does further certify that this certified survey map is required by Chapter 236 of the Wisconsin State Statutes to be submitted to the following for approval or objection:

- 1. Village of Germantown

IN WITNESS WHEREOF, the said ZPG Development LLC has caused these presents to be signed by John W. Kersey, Executive Vice President, AND Sandra J. Delisle, Assistant Secretary, at Milwaukee, Milwaukee County, Wisconsin, on this _____ day of _____, 20____.

In the presence of: ZPG Development LLC
By: Towne Realty, Inc., Manager

John W. Kersey, Executive Vice President

Sandra J. Delisle, Assistant Secretary

STATE OF WISCONSIN)
MILWAUKEE COUNTY) SS

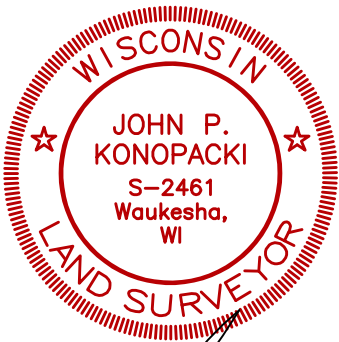
Personally came before me this _____ day of _____, 20____, John W. Kersey, Executive Vice President of Towne Realty, Inc. - Manager, of the above named limited liability company, to me known to be the person who executed the foregoing instrument, and to me known to be such Executive Vice President of Towne Realty, Inc. - Manager of said limited liability company, and acknowledged that he executed the foregoing instrument as such officer as the deed of said limited liability company, by its authority.

Notary Public
Name: _____
State of Wisconsin
My Commission Expires: _____

STATE OF WISCONSIN)
MILWAUKEE COUNTY) SS

Personally came before me this _____ day of _____, 20____, Sandra J. Delisle, Assistant Secretary of Towne Realty, Inc. - Manager, of the above named limited liability company, to me known to be the person who executed the foregoing instrument, and to me known to be such Assistant Secretary of Towne Realty, Inc. - Manager of said limited liability company, and acknowledged that she executed the foregoing instrument as such officer as the deed of said limited liability company, by its authority.

Notary Public
Name: _____
State of Wisconsin
My Commission Expires: _____



NOVEMBER 22, 2019

CERTIFIED SURVEY MAP NO. _____

Being a redivision of Lot 3 of Certified Survey Map No. 6898, in the Southwest 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Southwest 1/4 of Section 7, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin

PLAN COMMISSION APPROVAL

This Certified Survey Map is hereby approved by the Plan Commission of the, Village of Germantown, on this _____ day of _____, 20____.

Date Dean Wolter, Chairman

Date Laura A. Johnson, Secretary

STATE OF WISCONSIN)
MILWAUKEE COUNTY) SS

Personally came before me this _____ day of _____, 20____, (names) _____, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public
Name: _____
State of Wisconsin
My Commission Expires: _____

VILLAGE OF GERMANTOWN BOARD APPROVAL

This Certified Survey Map, being a part of the Southwest 1/4 of the Southeast 1/4 and the Southeast 1/4 of the Southwest 1/4 of Section 7, Township 9 North, Range 20 East, Village of Germantown, Washington County, Wisconsin, having been approved by the Planning Commission being the same, is hereby approved and accepted by the Village Board of Trustees of the Village of Germantown on this _____ day of _____, 20____.

Date Dean Wolter, Village President

Date Deanna Braunschweig, Village Clerk

STATE OF WISCONSIN)
MILWAUKEE COUNTY) SS

Personally came before me this _____ day of _____, 20____, (names) _____, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public
Name: _____
State of Wisconsin
My Commission Expires: _____



NOVEMBER 22, 2019

**BUSINESS OF THE VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: Monday, February 3, 2020

AGENDA ITEM: New Business

ITEM TITLE: Firemen's Park Shelter Project – Review & Approval on Professional Services Contract with Parkitecture for Phase 2 Design Services

SUBMITTED BY: Mark Schroeder, Park & Recreation Director

SUMMARY EXPLANATION:

In November 2018, following several meetings with project stakeholders and the Germantown Park & Recreation Commission, a report was completed consisting of conceptual renderings, recommended location, and probable construction costs for the shelter building, utilities, and related site amenities such as pathways, electrical service, and pedestrian lighting.

In March 2019, the Village Board approved a contract with Ayres Associates for Phase 1 Project Design. The Phase 1 construction contract was awarded in August 2019, with Phase 1 (sewer, water, electrical, lighting, pathways) scheduled for completion in May 2020.

In Fall 2019, the Germantown Village Board approved monies in the 2020 CIP Budget for Phase 2 of the project which includes construction of the shelter building. In early 2020, staff contacted Blake Theisen, Project Manager w/ Ayres Associates for a cost proposal for Phase 2 design & engineering services. Blake indicated that he was leaving Ayres Associates, and will be opening a consulting firm, Parkitecture, that will focus on park and recreation planning, design and engineering services. A key member of the Ayres staff, Katie MacDonald, P.E., has also joined Blake with the new company.

Based on the qualifications/experience of the Parkitecture team, and the years of experience w/ planning, design and engineering for similar park projects, the recommendation is to contract with Parkitecture for Phase 2 Design Services. Project design would start in March, project bidding in Summer, w/project construction Fall 2020 into Spring 2021.

ATTACHMENT: ORDINANCE_____ RESOLUTION__X__ OTHER_____

RECOMMENDATION:

At the January 15th, 2020 Park & Recreation Commission Meeting, motion made by Commissioner Knop, seconded by Commissioner Leukert, to send forth a positive recommendation to the Village Board to approve a contract with Parkitecture for Phase 2 Design Services for the Firemen's Park Multi-Purpose Shelter Building in an amount of \$35,580. Motion carried unanimously. Monies to come from 2020 CIP Budget Account #40-552-570-8310.

**VILLAGE OF GERMANTOWN
WASHINGTON COUNTY**

RESOLUTION NO. 07-2020

**CONTRACT WITH PARKITECTURE FOR PHASE 2 DESIGN SERVICES FOR
FIREMEN’S PARK MULTI-PURPOSE SHELTER BUILDING IN AN AMOUNT NOT
TO EXCEED \$35,580**

WHEREAS, in March of 2019, the Village Board approved a contract with Ayres Associates for Phase 1 Project Design of the Firemen’s Park Multi-Purpose Shelter Building. In Fall of 2019, the Village Board Approved money in the CIP Budget for Phase 2 of the project; and,

WHEREAS, the Park & Recreation Commission recommended the Contract with Parkitecture for Phase 2 Design Services for the Firemen’s Park Multi-Purpose Shelter Building in an amount not to exceed \$35,580; and,

NOW THEREFORE BE IT RESOLVED that the Village Board of the Village of Germantown, does hereby approve the Contract with Parkitecture for Phase 2 Design Services for the Firemen’s Park Multi-Purpose Shelter Building in an amount not to exceed \$35,580.

Introduced by: _____

Adopted: February 3, 2020

Vote: Ayes: ____ Nays: ____

Dean M. Wolter, Village President

ATTEST:

Deanna B. Braunschweig, WCMC/CMC
Village Clerk

January 13, 2020

Mark Schroeder
Director of Parks, Recreation, and Forestry
Village of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022



RE: Firemans Park Shelter Building CDs

Dear Mark:

Thank you for the opportunity to provide this proposal for design and engineering for implementation of the proposed shelter and community building at Firemans Park. Your continued confidence in the Parkitecture + Planning team is not taken lightly. We are excited to see this project through to fruition. To supplement our abilities, our long time partner Iconica will provide lead design for the building and MEP components.

We will provide layout and design for the new building as outlined in the adopted Master Plan (by others) completed last year. As you know, I led that process and subsequently led the design of the utilities required for this building under prior employment.

The project schedule is anticipated to begin design in February 2020 and public bidding in late summer/fall. Construction will take place during late 2020/21. The Parkitecture team will be happy to further assist the Village with post design assistance should the Village so desire.

Thank you very much for your interest in continuing our relationship on this project.

Sincerely,

Blake Theisen, PLA, ASLA
Principal

Parkitecture + Planning
901 Deming Way, Suite 102
Madison, WI 53717

E blake@parkitecture.org
P 608.886.6808

Scope of Services

Construction Documents

- ◆ Design and Engineering for the proposed shelter/community building to include:
 - Site Layout, Grading, and Erosion Control plans
 - Utility Connections to the Phase 1 infrastructure
 - Architectural, Structural, Electrical, and Interior plumbing engineering

OUTCOMES		
Meetings		
#1	Kickoff Meeting with Design Team & Village Staff	
#2	Construction Plan Review Meeting	
#3	Final Construction Plan Review Meeting	
Document Deliverables – Design Development Phase		
#1	Opinion of Probable Costs Estimate	8.5x11 pdf
#2	Construction Plan Set for Review	11x17 pdf
#3	Technical Specifications (Village to provide Front End docs)	8.5x11 pdf
Document Deliverables – Final Construction Plan Phase		
#1	Opinion of Probable Costs Estimate	8.5x11 pdf
#2	Construction Plan Set for Bidding	11x17 pdf
#3	Project Manual (collate Village-provided Front End docs with Technical Specifications)	8.5x11 pdf
Document Deliverables – Permit Preparation		
#1	State Architectural Review	8.5x11 pdf
#2	DSPS Plumbing Review (building only)	8.5x11 pdf

Responsibilities of Owner and Others

Existing cad plans, utility information and prior planning studies for the site to be provided by the Village to Parkitecture. Bidding and construction process shall be by owner unless otherwise negotiated with Parkitecture. DSPS review fees and any associated permit fees to be paid by owner or as a reimbursable to Parkitecture.

Proposed Fee

For completion of the scope of services presented above, our proposed fees are lump sum by task:

Construction Documents \$ 35,580

The fees identified above shall be fixed unless substantial changes in the scope of work occur. P+P shall notify Client of substantial changes to the agreed upon scope of work, and obtain approval prior to commencement of additional work. Refer to Terms and Conditions for billing and payment information.

Signature below shall serve as notification to proceed.

Accepted by:

Date:

Village of Germantown

Terms and Conditions

Payment Terms

Progress invoices will be sent monthly or as otherwise discussed for work completed; payment of invoices is due within 30 days after receipt. Parkitecture + Planning (P+P) shall reserve the right to stop work or withhold deliverables until payment is current.

Reimbursable Expenses

Reimbursable expenses will be billed at cost plus five percent (5%) unless otherwise included in the fixed fee. Mileage shall be charged at the current Federal rate unless otherwise included in the fixed fee.

Ownership of Documents

Upon the making of final payment, as required by this Agreement, the Client shall assume ownership of the deliverables as described above. Use of the documents without further involvement of P+P shall be at the sole risk of the Client. The Client shall defend, indemnify and hold harmless P+P, sub-consultants, and the agents, officers, Principals, and employees of each from and against any and all claims, damages, losses, costs and expenses, including but not limited to attorney's fees, costs and expenses incurred in connection with any dispute resolution process, arising out of or resulting from such use of the documents.

Limitation of Liability

In recognition of the relative risks and benefits of the project to both the Client and P+P, the risks have been allocated such that Client agrees, to the fullest extent permitted by law, to limit the liability of P+P. This applies to any and all allegations, claims, losses, costs, damages of any nature, or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of P+P shall not exceed the total fee for services rendered under this contract.

Authorization and Notice to Proceed

Signing of this document signifies an agreement to the fees and serves as authorization to commence work. If the terms in this fee proposal are acceptable, please sign and return one a signed copy to P+P.

Schedule

Work provided under this Agreement shall commence upon receipt of a signed copy of this document. P+P shall work with Client to meet specified deadlines within a reasonable expectation.

Client's Responsibilities

Client shall provide P+P with all relevant information for the project including but not limited to program statement, prior design files, subsurface exploration information, utility plans, current survey documents (AutoCAD format), and any other past planning documents. Client will review incremental progress documents and provide feedback to P+P in a timely manner. Client shall bear responsibility for any costs and or loses arising from discovery of unforeseen conditions or inaccuracies of existing condition documents.

SERVICES + ASSISTANCE



- | Landscape Architecture
- | Park and Open Space Master Planning
- | Aquatic Facility Analysis and Design
- | Athletic Facility Design
- | Recreational Waterfront Visioning
- | Public/Private Campground Design
- | Custom Theme Playscapes
- | Civil Engineering
- | Stormwater Management
- | Site Design
- | Construction Documentation
- | Construction Administration
- | Land Use Planning
- | Public Outreach

Established in 2020, Parkitecture + Planning is a fresh start with familiar faces.

Principals Blake Theisen (Landscape Architect), and Katie MacDonald (Civil Engineer) formed the company to follow their passion and focus on park, open space, and aquatic based projects.

Born from the oldest Landscape Architecture firm in Wisconsin, our primary focus is on creating vibrant site design opportunities for our clients and community members.

Our approach toward park and open space design focuses on how social interaction can be stimulated through thoughtful layout and creative use of materials. We work to blend the lines of natural and built environments to enhance the user experience.



P a r k i t e c t u r e + P l a n n i n g
9 0 1 D e m i n g W a y
M a d i s o n , W I 5 3 7 1 7
6 0 8 - 8 8 6 - 6 8 0 8

**We are Landscape Architects.
We are Engineers.
Above all, we are
*Parkitects.***

Company Profile

OWNERSHIP

Iconica is a family business owned by brothers Tom and Jim Pientka. Early on, Tom focused on engineering and Jim on construction. In the years since, they both have gained invaluable experience in design, supervision, contracting and running a business, all of which serves our customers because of their overall understanding of what makes a space functional, affordable and most of all enjoyable.



HISTORY AND EXPERIENCE

Iconica's roots date back to 1973 with the founding of a small architectural firm. In later years, we added construction services. Both aspects of the business were successful, but it wasn't until we tried to truly combine the two that we found an entirely better way of doing business. We added engineers, interior designers and quality control managers and now all disciplines work together, under one roof, from start to finish. We spent countless hours perfecting our processes to take the headaches out of the building process: the delays, the finger-pointing, and the cost overruns. Now, whether we're tasked with a project piece or the whole thing, on time and on budget live in harmony.

Iconica has a diverse and expert staff including architects, interior designers, engineers (mechanical, electrical, plumbing and structural), estimators and construction personnel. We are experienced in many building types including office, bioscience, housing, healthcare, retail and hospitality. Adding it up, we have over 400 projects and 8 million square feet designed and built since 1994.

Everybody claims they have the right way. Few deliver. Who are we to make such claims? Put us to the task. See if we won't sit down and listen to your concerns, demonstrate our expertise, and hold ourselves accountable. We will, because we don't work any other way.



CONTACTING ICONICA

Headquarters:
901 Deming Way
Madison, WI 53717
608.664.3500
www.iconicacreates.com

ORDINANCE NO. 02-2020

AN ORDINANCE AMENDING SECTION 1.378 OF THE
GERMANTOWN MUNICIPAL CODE AS IT RELATES TO
THE MEMBERSHIP OF THE TOURISM COMMISSION.

WHEREAS, the Village Board previously adopted section 1.378 of the Municipal Code establishing the Germantown Tourism Commission; and,

WHEREAS, the Village Board desires to amend that section to change the membership composition of the commission, and,

WHEREAS, the Village Board having found and determined that such amendment is necessary to protect the public health, safety and welfare.

NOW, THEREFORE, the Village Board of the Village of Germantown, Wisconsin, do ordain as follows:

SECTION I

Section 1.378(2) of the Municipal Code of the Village of Germantown is hereby amended as follows (NOTE: Added text is underlined; Deleted text is ~~struck through~~):

MEMBERSHIP. The Germantown Tourism Commission is hereby reconstituted, and shall consist of ~~a minimum of 4 members but not more than~~ 6 five (5) members, who shall be appointed by the President and confirmed by the Village Board by majority vote of Board members present. ~~At least Two~~ members shall be Village Trustees, one member shall be the Village Administrator, one member shall be a representative from the Germantown Chamber of Commerce and one member must represent the Wisconsin hotel and motel industry.

SECTION II

Section 1.378(3) of the Municipal Code of the Village of Germantown, Wisconsin, is hereby repealed and recreated to read as follows:

TERM. The initial term of members appointed shall be through May 14, 2021. Thereafter, shall be for annual terms commencing May 15. Appointments to vacant positions shall be for the remainder to the term of the position filled.

SECTION III

The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

SECTION IV

All ordinances or parts of ordinances contravening the terms of this ordinance are hereby to that extent repealed.

SECTION V

This ordinance shall take effect and be in full force upon its passage and the day after publication.

Introduced by _____ on _____, 2020.

Adopted: _____ Vote: Ayes: _____ Nays: _____ Absent: _____

Dean Wolter, Village President

ATTEST:

Deanna Braunschweig, Village Clerk

Approved as to form:

Brian C. Sajdak, Village Attorney

Published

**Business of the Village of Germantown
The Government & Finance Committee &
Village Board**

MEETING DATE:

GGF – January 20, 2020
Village Board – January 20, 2020

PLACEMENT:

New Business

ITEM TITLE:

2020 Capital Projects Review

SUBMITTED BY:

Kim Rath, Finance Director

SUMMARY EXPLANATION:

Review the list of 2020 Capital Projects Requests

ATTACHED : ORDINANCE ____ RESOLUTION ____ OTHER X

Listing of 2020 Capital Projects/Equipment Request as approved during 2020 Budget Process – Items that need to be borrowed

RECOMMENDATION

COMMITTEE ACTION

**VILLAGE OF GERMANTOWN
2020 CAPITAL PURCHASES FUND 40 ITEMS -**

ITEM DESCRIPTION	PROJECT/ EQUIPMENT
---------------------	-----------------------

FIRE DEPARTMENT

Replace Amb 1756, current chassis to DPW	300,000
TOTAL FIRE DEPARTMENT	300,000

DPW ADMINISTRATION AND ENGINEERING

Freistadt/Maple Signalization	115,000
Design Public Works Campus	900,000
TOTAL DPW ADMINISTRATION AND ENGINEERING	1,015,000

HIGHWAY DEPARTMENT/BLD GRNDS/PARKS

Village Hall - Roof	175,000
Kinderberg Park Metal Roof	35,000
Library - Roof Repair/Replacement	112,500
HWY Tandem Axle Patrol Truck	220,000
Asphalt Patcher Hot Box	50,000
Asphalt Paving	1,500,000
Parks - Trackless	180,000
TOTAL HIGHWAY DEPARTMENT	2,272,500

RECREATION

Fireman's Park Shelter Phase 2	450,000
	0
TOTAL RECREATION	450,000

GRAND TOTAL	4,037,500
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Estimated Borrowing Costs	<u>65,000</u>
	4,102,500

**BUSINESS OF THE VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: February 3, 2020

AGENDA ITEM: Public Hearing and New Business

ITEM TITLE: Resolution 08-20 Introducing the Request to Discontinue the 66' Public Right-of-Way Reservation Shown on CSM No 455

SUBMITTED BY: Lawrence W Ratayczak, P.E., Director of Public Works

SUMMARY EXPLANATION:

The Village was approached by Waste Management having a 66' Public Road Right-of-Way Reservation with a request to Discontinue (Vacate) the Public Road Right-of-Way Reservation. Pursuant to State Statutes the Request was taken to the Plan Commission on September 9, 2019 and received a unanimous vote to Discontinue the 66' wide public street right-of-way reservation.

The next procedural item will be to take the Discontinuance (vacation) of right-of-way to the Village Board for a Hearing. The Hearing requires a Type 3 Notice which is the legal publication of the Notice of Hearing for three (3) consecutive weeks. The first of three advertisements for the Hearing will take place on February 12, 2020. The Hearing will be at a future Village Board meeting.

ATTACHMENT: ORDINANCE____ RESOLUTION____ OTHER X

- Resolution

RECOMMENDATION:

Staff recommends that the Village Board approve the Resolution Introducing Discontinuance of the 66' Public Road Right-Of-Way Reservation.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

**VILLAGE OF GERMANTOWN
WASHINGTON COUNTY**

RESOLUTION NO. 08-2020

**INITIAL RESOLUTION FOR THE DISCONTINUANCE OF A PORTION OF
THE 66' PUBLIC ROAD RIGHT ROAD DEDICATION SHOWN ON CSM
NO 455 LOCATED NORTH OF COUNTY LINE ROAD**

WHEREAS, the Certified Survey Map No. 455 Vol. 2 Page 360 Washington County Records reserved the 66' depicted thereon to Public Road Right of Way; and,

WHEREAS, the Certified Survey Map No. 455 dedicated the 66' by 445.89' depicted thereon to Public Road Right Of Way; and,

WHEREAS, WASTE MGT OF WI, the owner of all land abutting said right-of-way dedication, has Petitioned for the vacation of said right-of-way; and,

WHEREAS, the Village Board has determined that the public interest requires the discontinuation of the following described right of way:

All of that 66-foot public road right-of-way reservation whose southern boundary more specifically the southwest corner is located 781.00 feet east of the southwest corner of said Section 36 and along the northern right-of-way of CTH Q, from this point the right-of-way extends 66' to the east and 445.89' north, as originally platted on Certified Survey Map No. 455 recorded in the Office of the Register of Deeds for Washington County, Wisconsin, on November 11, 1971, in Volume 2 on Page 362 as Document No. 326687, being located in and part of the Southwest 1/4 of the Southwest 1/4 of Section 36, Town 9 North of Range 20 East, Village of Germantown, Washington County, Wisconsin; and,

WHEREAS, the public road right of way which is hereby to be discontinued does lie within one-quarter mile of any state trunk highway or connecting highway, and does not contain a railroad crossing within its boundaries.

NOW, THEREFORE, BE IT RESOLVED that the Village Board of the Village of Germantown, Wisconsin, do hereby vacate and discontinue the northern 66' roadway right of way reservation as shown on CSM 455 and as more specifically shown on the attached Exhibit A.

BE IT FURTHER RESOLVED, that the public road right of way so vacated and discontinued shall, upon passage and publication of this Resolution, forever vest in the owner of the lands of the property contained in CSM No. 455, and shall be annexed thereto, free and clear of any right, title or interest in the public as road right of way pursuant to the provisions of section 66.1003 of the Wisconsin Statutes.

Introduced by Trustee _____, at the Village Board Meeting of the Village of Germantown on February 3, 2020.

Adopted: _____

Vote: Ayes: ____ Nays: ____

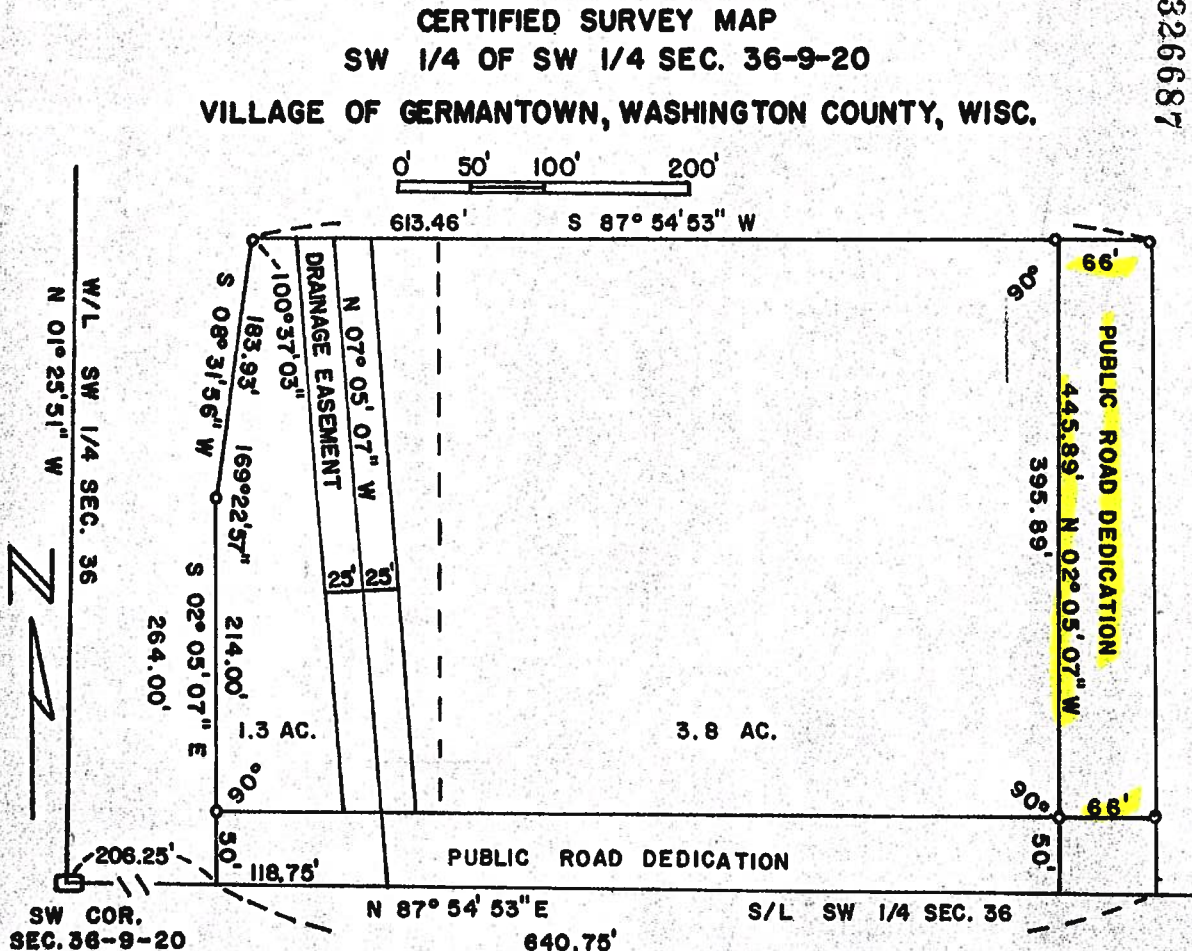
Dean M. Wolter, Village President

ATTEST:

Deanna B. Braunschweig, WCMC/CMC
Village Clerk

EXHIBIT "A"

326687



o Denotes 3/4" x 36" iron rod, 1.502 lbs./ft.

SCALE 1"=100'

SURVEYOR'S CERTIFICATE

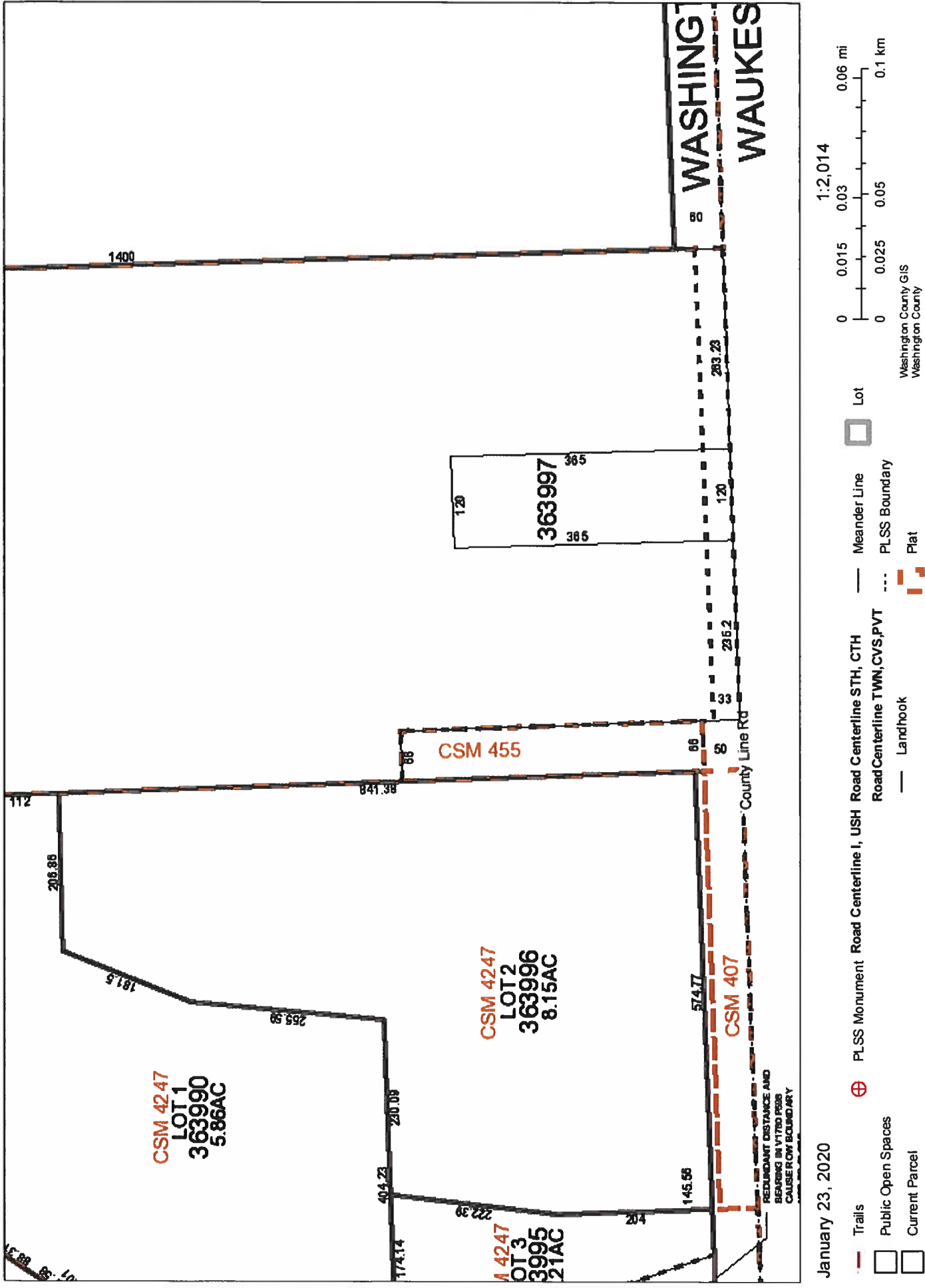
STATE OF WISCONSIN)
 WASHINGTON COUNTY) SS

I, Robert H. Packee, registered land surveyor, do hereby certify:

That I have surveyed and mapped a part of the SW 1/4 of the SW 1/4 of Section 36 T 9 N, R 20 E, Village of Germantown, Washington County, Wisconsin, bounded and described as follows;

Commencing at the SW corner of said Section 36, 781.00 feet to the point of beginning of this description; thence N 02° 05' 07" W, 445.89 feet to a point; thence N 87° 54' 53" E, 66.0 feet to a point; thence S 02° 05' 07" E, 445.89 feet to a point; thence S 87° 54' 53" W, 66.0 feet to the point of beginning of this description, the entire parcel to be a public road dedication.

Web AppBuilder for ArcGIS



**VILLAGE OF GERMANTOWN
GENERAL GOVERNMENT & FINANCE COMMITTEE
MEETING MINUTES
January 20, 2020**

CALL TO ORDER: The meeting was called to order at 6:00 p.m. by Chairperson Zabel.

ROLL CALL: Present: Chairperson Zabel, Trustee Members: Baum and Miller. Trustee Kaminski absent excused. Also present: Trustee Wing, Attorney Sajdak, Clerk Braunschweig, Finance Director Rath, Administrator Kreklow, and Director Schroeder.

APPROVAL OF MINUTES: December 16, 2019 – MOTION (Baum/Miller) to approve the December 16, 2019 minutes. Motion carried unanimously.

PUBLIC COMMENT: No public comment.

NEW BUSINESS:

A. Setting of Police Chief Salary.

Administrator Kreklow gave information to the item. He reviewed a memo in regard to the recommended police chief salary of \$102,290 which is at the mid point. The salary would be retroactive to January 1st.

Motion (Baum/Miller) to recommend setting the Police Chief Salary at \$102,290 and retroactive to January 1st. Motion carried unanimously. This item is on the Village Board Meeting Agenda that follows.

B. Comprehensive Outdoor Recreation Plan – Professional Services Contract Amendment w/ GRAEF.

Director Schroeder came to the podium. He reported on the Park and Recreation Planning from October 2019. He gave information in regards to the amendment to the GRAEF Contract. The amendment is for the Comprehensive Outdoor Recreation Plan to be combined with the 2050 Comprehensive Plan Process. The Park and Recreation Commission recommended the item. Contract Amendment #1 with GRAEF for the Comprehensive Outdoor Recreation Plan in an amount not to exceed \$24,622. The Plan is necessary for some stewardship grants. This was partially included in the RFQ. The previous plan expired approximately six years ago. We have received grants in the past. This is for both Part A and Part B. The item that is not a must have is the drone imagery. Good to have capital improvements in the document.

Motion (Miller/Baum) to recommend Contract Amendment #1 with GRAEF for the Comprehensive Outdoor Recreation Plan in an amount not to exceed \$24,622. Motion carried unanimously.

C. Ordinance 02-2020, An Ordinance to Amend Sections 1.378 Germantown Tourism Commission.

Trustee Zabel reviewed the ordinance. Trustee Wing came to the podium as the Representative of the Tourism Commission. He commented of the legislative changes and other communities. He reviewed other communities. The new ordinance would allow more Trustees to be on the Commission. This ordinance was modeled after West Bend.

Administrator Kreklow gave information to the item. This changes the membership of the tourism commission. The item will continue to the Village Board on February 3, 2020.

Motion (Baum/Miller) to recommend Ordinance 02-2020, An Ordinance to Amend Sections 1.378 Germantown Tourism Commission. Motion carried unanimously. Do not put on consistent agenda.

D. 2020 Capital Projects / Equipment Requests.

Motion (Baum/Miller) to recommend 2020 Capital Projects / Equipment Requests in the amount of \$4,037,500 with additional borrowing costs which should total around \$4,102,500. Discussion ensued of the ambulance costs. Discussion ensued of the reserves and wanting an understanding of use of the general fund. Discussion of the use of the reserves for other larger capital items. Discussion of the paving fund also ensued. There are paving invoices to come. There is a build-up of the General Transportation Aids for use on road projects. Motion carried unanimously. Do not put on consent agenda.

OLD BUSINESS:

None.

REPORTS:

A. **Monthly Year to Date Financials:**

1. Revenue and Expense Report All Funds: Finance Director Rath reported that there are not any areas with significant concern. There are still 2019 expenses coming forward. There will be a carry forward resolution in February 2020.
2. Health and Dental Plans: Director Rath reviewed the reports. The 2019 report is not complete as there are expenses still coming in. Dental looking good.

B. **Impact Fees Financial Reports:** The report was reviewed. No concerns.

C. **Accounts Payable:** December 25, 2019 and January 10, 2020 payables were reviewed.

D. **Code Violation Reports:** The report was reviewed. There are items going to municipal court.

E. **C.I.P. PROJECTS:** The reports were reviewed. Director Rath commented that the DPW projects are slower to come through.

F. **Letter of Credit Summaries:** The reports were reviewed.

1. Building Inspection Department – Reviewed.
2. Public Works Department– Reviewed.
3. Planning Department – Reviewed.

G. **Summary of all Village Contracts:** The summary of contracts were reviewed. There are some to be updated from 2018 and clean-up of data.

H. **SCHEDULE NEXT MEETING:** The next meeting will be on February 17, 2020 at 6:00 pm.

ADJOURNMENT: Chairman Zabel adjourned the meeting at 6:40 p.m.

Respectfully Submitted,

Deanna Braunschweig

Deanna Braunschweig
Village Clerk

**VILLAGE OF GERMANTOWN
ECONOMIC DEVELOPMENT MEETING MINUTES
January 20, 2020**

CALL TO ORDER: The meeting was called to order at 6:30 p.m. by Clerk Braunschweig.

ROLL CALL: Present: Chair Trustee Hughes (6:40 pm), Trustee Myers, Trustee Miller, Members Coulthurst, Grgich, Reinbold. Absent Sedgwick. Also present: Administrator Kreklow, Clerk Braunschweig, and Attorney Sajdak.

MOTION (Myers/Grgich), to elect a Protem Chairperson as Trustee Miller. Motion carried unanimously.

APPROVAL OF MINUTES: July 15, 2019.

MOTION (Myers/Reinbold) to approve the minutes of July 15, 2019. Motion carried unanimously.

PUBLIC COMMENT:

None.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Germantown Business Development Loan Pool Application – Brama’s Pizzeria LLC. The Economic Development Commission May Enter Into Closed Session Per Wi. 19.85(1)(E) Deliberating Or Negotiating The Acquisition Of Public Property, The Investing Of Public Funds, Or Conducting Other Specified Public Business, Whenever Competitive Or Bargaining Reasons Require A Closed Session And May Re-Enter Open Session To Take Such Action As It Deems Appropriate.

Administrator Kreklow commented that the Commission may not need to go into closed session. He introduced the application from Bramas Pizzeria. Most of the information is in order and meets the criteria. Item outside the norm related to the application is the length of lease. The criteria states that they should have lease with the term of loan. It is a 60-month loan request and lease is through October of 2022. Not quite at the five-year requirement.

Options for the Commission were discussed. If the Commission goes forward it would be contingent on the bank loan. There is no financial obligation on the Village. The bank takes all responsibility.

The Village can set parameters and location. The bank vets the application.

The only criteria is geographic. The ownership or term is an underwriting question.

Motion by Hughes/Meyers to Recommend the \$25,000 Loan as Requested to Brama’s Pizzeria LLC. Contingent on bank approval. Roll Call Voted Carried Unanimously.

ADJOURNMENT.

ADJOURNMENT: There being no further business, the meeting adjourned at 6:59 p.m.

Respectfully Submitted,

Deanna B. Braunschweig, WCMC/CMC

Village Clerk