

PLAN COMMISSION MINUTES

April 8, 2013

CALL TO ORDER: Chairman Wolter called the meeting to order at 6:31 p.m.

ROLL CALL: Chairman Wolter, Commissioners Warren, Stauffacher, Peck, Gray, Yokes and Trustee Representative David Baum. Staff members in attendance included Village Planner Jeff Retzlaff and Planning Assistant Lori Johnson.

PUBLIC INPUT: None

PREVIOUS MINUTES: *MOTION Baum second Stauffacher to Approve the Minutes from March 11, 2013.*

MOTION carried unanimously.

Woodside Terrace Condominiums – SW Corner of Legend Avenue and Mequon Road. The Woodside Terrace Association is requesting approval of a second entrance sign for the condominium development. Planner Retzlaff summarized the proposal.

MOTION Baum second Warren to Approve the proposed monument sign for Woodside Terrace Condominium Complex subject to the following conditions:

- 1. The words “Affordable 2 Bedroom Homes” shall be deleted from the sign; only the development’s name shall be permitted.***

Trustee Baum cautioned the association that the EIFS sign construction will fall apart if it is not installed a certain distance from the ground.

MOTION carried unanimously.

Life Church – W164 N11325 Squire Drive - Approval of a roof-mounted sign for the new church facility. Planner Retzlaff summarized the proposal.

MOTION Baum second Yokes to Approve the proposed roof-mounted sign for Life Church located at W164 N11325 Squire Drive subject to the following conditions:

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

MOTION carried unanimously.

Northwestern Mutual – W189 N11100 Kleinmann Drive – Approval of a wall sign for the new tenant in the office building. Planner Retzlaff summarized the proposal.

MOTION Baum second Warren to Approve the proposed wall sign for Northwestern Mutual in the Kleinmann Center located at W189 N11100 Kleinmann Drive subject to

the following conditions:

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

MOTION carried unanimously.

Mequon Vein – W189 N11100 Kleinmann Drive – Approval of a wall sign for the new tenant in the office building. Planner Retzlaff summarized the proposal.

MOTION Baum second Stauffacher to Approve the proposed wall sign for Mequon Vein in the Kleinmann Center located at W189 N11100 Kleinmann Drive subject to the following conditions:

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

Trustee Baum asked why the signs for this building were not the same type. Planner Retzlaff said the only condition for signage on the building was that it should be comprised of individual letters. Monica Martin, Appleton Sign, commented that the proposed sign is what the owner, American Design & Build, had asked for. Commissioner Peck was concerned with the amount of illumination that could be used and the potential for a sign to be obnoxious. Ms. Martin said they have always used the LED manufacturing specifications and that it wasn't a concern.

MOTION carried unanimously.

TCI, LLC – SW Corner of Bradley Way and Grant Drive. MSI General, agent for Irgens, property owner, is seeking approval of site development and building plans for a 55,000 sqft manufacturing facility. Planner Retzlaff summarized the proposal.

Eric Neumann, MSI General, addressed concerns on the project. He said the flues would be 6 feet tall with room for 3 additional stacks. He said the landscaping plan shows 35 on center which is over the required amount and asked about using some of the additional landscaping at the west property line. He said the sign will be re-submitted because the logo is in the process of being remodeled and asked that Condition #7 in the Planner's report be deleted because the north elevation floor plan is challenged. He commented that TCI intends to own the vacant parcel to the west.

Discussion followed regarding the north elevation's lack of detail and how it should be revised. Trustee Baum proposed using spandrel glass and detailed where it should be located. Chairman Wolter commented that this elevation is on a road that no one will see and questioned the requirement. He said the northern side of the building is already broken up and that the other elevations had a lot of breaks.

He asked if putting more landscaping on the northern side could be used instead of the spandrel glass which would be costly. He added that the building is striking and will be a stand out in the Park.

MOTION Baum second Peck to Approve the site development and building plans for the proposed 55,000 sqft Trans-Coil manufacturing facility located on Grant Drive in the Germantown Business Park subject to the following conditions:

- 1. Approval is for the site development and building plan submitted on 4-5-2013 (unless otherwise revised by a subsequent plan set approved by the Village Planner pursuant to revisions required herein.***
- 2. All landscaping, screening, grading, and paving improvements shown on the approved site plans shall be installed as proposed prior to issuance of an occupancy permit unless a cash bond or letter of credit in an amount equal to 120 percent of the estimated installation and material costs reviewed and approved by the Village is submitted to the Village as necessary to ensure that installation of the proposed features and improvements will be completed within one (1) year after issuance of the occupancy permit.***
- 3. A monitored sprinkler system and Knox box shall be installed in the building as required by the Fire Department. If required by the Fire Department, a fire hydrant shall be installed in the parking lot near the main entrance with the final location coordinated with the Village's Water Utility and Fire Department.***
- 4. All exterior doors shall be clearly marked with reflective 5" or larger letters/numbers to aid emergency personnel access as required by the Police Department.***
- 5. State approved plans and a \$20,000 occupancy bond are required by the Building Inspection Department as part of the building permit application.***
- 6. All technical corrections raised in the Engineering Department's March 28, 2013 memo shall be addressed and reflected in a revised set of plans submitted to the Village Engineer for review/approval prior to issuance of a building permit.***
- 7. The owner/operator shall revise the north elevation of the building to include additional architectural glass and/or window features that are a continuation of the same features to break up the monotony of this elevation (as currently proposed) and create a more attractive street-facing appearance required under the Business Park Conditions and Restrictions. A revised elevation/architectural plan and rendering shall be prepared and submitted to the Village Planner for review/approval prior to issuance of a building permit.***
- 8. The landscape plan shall be revised to include additional street trees in an amount equal to one tree per twenty-five (25) feet of street frontage as required under the Germantown Business Park covenants. The revised landscape plan shall be submitted to the Village Planner for review/approval prior to issuance of a building permit.***
- 9. The proposed monument sign shall be constructed of the same or similar masonry materials and color as the principal building. If the sign cabinet is***

internally illuminated, the sign face shall be opaque or have a dark background.

MOTION to Amend Baum second Stauffacher to clarify the monument sign is NOT approved as stated in Condition #9 and will need to come back to Plan Commission for review and approval.

MOTION to Amend carried unanimously.

MOTION to Amend Stauffacher second Baum to eliminate Condition #7 and change Condition #8 to state the landscape plan shall be revised to include the number of trees that would result from the requirement of 1 tree for every 25 feet of frontage and the trees would be placed in a way to enhance the landscape features and also used as a screen for the north elevation. The revised landscape plan should be reviewed and approved by the Planner.

MOTION to Amend carried unanimously.

MOTION to Approve as Amended carried unanimously.

Jerry's Old Town – N116 W15841 Main Street. Charles Hastings, owner/operator, is requesting site plan approval for proposed exterior remodeling and a minor addition to the existing restaurant. Planner Retzlaff summarized the proposal.

Dan Glazewski, Custom House, spoke on the project. He said relocating the driveway was being done as a safety issue and would also provide 30 additional parking stalls. Commissioner Peck commented that the parking lot is not well lit and it is also difficult to tell how to get to the front door.

MOTION Baum second Warren to Approve the site plans for the exterior remodeling and deck addition to the existing Jerry's Old Town restaurant located at N116 W15841 Main Street subject to the following conditions:

- 1. Approval is for the site development and building plan set dated March 11, 2013.***
- 2. All landscaping improvements shown on an approved landscape plan shall be installed prior to issuance of an occupancy permit unless a cash bond or letter of credit in an amount equal to 120 percent of the estimated installation and material costs reviewed and approved by the Village is submitted to the Village as necessary to ensure installation will be completed within one (1) year after issuance of the occupancy permit.***
- 3. Install or upgrade existing grease trap(s) compliant with all current Wisconsin DSPS requirements. The owner/operator shall coordinate installation (or upgrading) with the Village's Building Inspector to ensure inspect and proper installation.***
- 4. A sampling manhole shall be installed within the existing sanitary lateral (see***

attached sampling manhole detail). Village Wastewater Utility has no record of an existing sampling manhole. The owner/operator shall coordinate installation with the Village's Wastewater Superintendent to ensure inspection and proper installation.

- 5. State approved plans shall be submitted along with the standard \$20,000 occupancy bond as part of obtaining a building permit from the Village.***

Planner Retzlaff said moving the driveway was not in the staff recommendations. He said a driveway permit would be needed and the well would need to be capped. Also, a sampling manhole is required to be installed as stated in the recommendations.

Chairman Wolter thanked Mr. Hastings for buying the restaurant and refurbishing it. He said Mr. Hastings might enjoy the story that the previous owner had said that there is a presence of a little girl there and they used to leave the light on at night because when they went back all the lights would be back on even though they shut them off. He said the story is here say.

MOTION carried unanimously.

ANNOUNCEMENTS: Planner Retzlaff said a Special Plan Commission meeting has been scheduled for April 22, 2013 to discuss the Business Park and zoning and land use issues. Chairman Wolter invited everyone to an open house at Village Hall on Wednesday, April 10th at 6:30 p.m. for all applicants for commissions and committees. All are welcome all that are interested to come and learn about possible volunteer opportunities.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:59 p.m.

Respectfully submitted,

Lori Johnson
Planning Assistant