PLAN COMMISSION MINUTES
March 14, 2011

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

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

PUBLIC INPUT: None

PREVIOUS MINUTES: ***MOTION Baum second Mazurek to Approve the Minutes from February 14, 2011.***

MOTION carried unanimously.

Village of Germantown – Project Plan Amendment for TID #4: The Village of Germantown is seeking approval of an amendment to the Project Plan for Tax Incremental Financing District No. 4 that modifies the types of project costs that can be undertaken, including providing cash grants as a development incentive to the owners, lessees and/or developers of land located within the TID 4. Planner Retzlaff reviewed the amendment with Commission members in preparation for the March 28 meeting where Plan Commission will be responsible for receiving public hearing comments and make a formal recommendation on the Project Plan Amendment.

The following comments were discussed:

- This is a perfunctory item for Plan Commission and necessary by Statute
- Is the amendment directed specifically toward the Bradley Corporation
- The amendment shows financial feasibility and makes sense
- There is no additional debt to the TIF
- The cash flow projections would close the TIF in 2020 with approximately $300,000 left
- The amendment could be used as an incentive for new development
- Chairman Wolter explained that approval of all taxing districts would be needed for the amendment to proceed.
- Dave Wagner, Ehlers Inc., said the amendment gives the Village the ability to consider additional incentives for new development.
- The incentive proposal was recommended by the EDC of Washington County
- Bradley Corporation considered building in Menomonee Falls and Germantown and was looking for an incentive to build here

Village of Germantown & Germantown National Little League –Senior Center & Fireman's Park. Village of Germantown is requesting approval of a 3-lot CSM to re-divide land around and including the Senior Center, Fire Station #1, the Germantown National Little League field and Fireman's Park on Park Avenue. Planner Retzlaff summarized the proposal.

MOTION Baum second Stauffacher to Approve the CSM as proposed.

MOTION carried unanimously.

Michael Leeman – N132 W15024 Rockfield Road. Michael & Carolyn Leeman, property owners, are seeking approval of a berm permit in order to install 6' high earth berms on their 5 acre property. Planner Retzlaff summarized the proposal.

Mr. Leeman said the berms would be covered with a mix of 7 prairie grasses and would be well manicured like the rest of his property. Planner Retzlaff said the berms would be inspected on an ongoing basis by himself and the Village Engineer to ensure the conditions of approval are completed.

MOTION Peck second Stauffacher to correct condition #4 to read after (1) "year" completion of final grading.

MOTION carried unanimously.

MOTION Baum second Warren to Approve the Berm Permit application for installation of earthen berms on the Leeman property subject to the following conditions:

1. ***Owner/contractor shall obtain an erosion control permit from the Village Engineering Department.***
2. ***A cash bond or letter of credit intended to ensure completion of the improvements as proposed in the amount of $500 shall be submitted to the Village and shall be returned to the owner/contractor upon satisfactory completion of the berm as determined by the Village Zoning Administrator.***
3. ***All of the drainage erosion control recommendations discussed by the Village Engineering Department in their November 18, 2010 review memo shall be required and completed.***
4. ***After (1) year completion of final grading but prior to installation of any trees or shrubs, the owner/contractor shall be responsible for arranging a site inspection by the Village Engineer of the berm to verify that the vegetative cover is being sustained and no further stabilization or erosion control measures are necessary. This requirement can be satisfied in incremental steps or phases as portions of the berm are completed.***
5. ***Final grading of the berm shall result in a more natural appearance with an undulating height, serpentine shape and variable width. Slopes shall not be steeper that 4:1 with a maximum height of 6' high.***

MOTION carried unanimously.

Innovation Mold – W188 N18988 Bunsen Drive. Design 2 Construct, agent for Innovation Mold has submitted site development and building plans for a 16,596 sqft building addition to the existing 12,480 sqft manufacturing facility on the 2.26 acre parcel in the Industrial Park. Planner Retzlaff summarized the proposal.

Mark Hertzfeldt, Design 2 Construct, said an agreement with the neighbor to the east will be drafted after the property is staked for the neighbor to view.

MOTION Stauffacher second David to add condition #10 that the 5' setback along the east side be required.

Hertzfeldt said the neighbor to the East asked if the building height could be stepped down at the shipping and receiving area of the building.

MOTION carried unanimously.

MOTION Stauffacher second Baum to add condition #11 that an agreement between the neighbor on the East and the Developer be completed before the building permit is issued.

MOTION carried 5-2 (Jex & Mazurek)

MOTION Baum second Stauffacher to add condition #12 that the east section of the building may be reduced in height by 4 feet.

MOTION carried unanimously.

MOTION Baum second Jex to Approve the site development and building plans for the 16,596 sqft building addition to the existing 12,480 sqft manufacturing facility on the 2.26 acre parcel located at N118 W18988 Bunsen Drive in the Germantown Industrial Park subject to the following conditions:

1. ***All landscaping, grading and paving improvements shown on the approved site plans shall be installed as proposed prior to issuance of an occupancy permit for the building addition unless a cash bond or letter if 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 will be completed within one (1) year after issuance of a building permit.***
2. ***A monitored fire sprinkler system reviewed and approved by the Village Fire Department shall be installed in the building addition.***
3. ***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.***
4. ***Developer shall obtain final approval of the erosion control plan as part of the Erosion Control Permit issued by the Village Engineer and Inspection Services.***
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. ***At a minimum, that portion of the proposed gravel driveway along the east property line forward of the building addition shall be paved to match the new parking area and additional landscaping shall be installed along the pavement edge.***
7. ***Additional street trees (2-3) shall be planted along Bunsen Drive to continue the existing street trees along Bunsen Drive.***
8. ***A revised landscape plan shall be submitted to the Village Planner for review/approval prior to issuance of a building permit and shall address the items required under #6 and #7 above.***
9. ***All of the items listed in the Village Engineer's memo dated March 14, 2011 shall be addressed and approved prior to issuance of a building permit.***
10. ***A 5' minimum setback is required along the east side of the development.***
11. ***An agreement between the neighbor on the East and the Developer should be***

completed before the building permit is issued.

12.The height on the east section of the building may be reduced by 4 feet.

MOTION carried unanimously.

Carpet Warehouse – W190 N10800 Commerce Circle. Carpet Warehouse, owner of a 2 acre commercial parcel on Commerce Circle, is requesting a consultation with the Plan Commission regarding development of the site with a new 12,100 sqft retail carpet and flooring store and warehouse. Planner Retzlaff summarized the proposal. He indicated that a retail carpet store was not specifically permitted in the B-1 zoning district but is similar to uses permitted with a Conditional Use Permit. He said Plan Commission should determine if the proposed use could be approved with a CUP. He indicated a similar carpet store proposal was reviewed by the Plan Commission as a consultation in January 2009. Plan Commission was generally in favor of the development at that time but was concerned with the building design and retail use of the property. Keith Schultz, SchultzWerk Architecture responded to questions.

Commission members had the following comments and concerns:

- Appears to have a lot of concrete.
- The parking space requirement has been met but are all spaces needed
- Should the building have Germanic architecture
- The retail use seems appropriate for the location and B-1 zoning.
- The building looks more like a warehouse – should look more retail
- The west elevation needs articulation, possibly extend brow, add windows
- Wall signage could be put on the east and west walls
- Revisit template for 40' semi truck – seems like more area for turnaround than needed
- If business fails, box type building would remain
- Ground HVAC units are being considered
- North, East and West sides should be addressed with more architectural features
- Dumpsters should be screened

This item was for discussion only.

ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC INTEREST: Planner Retzlaff reminded Commission members of the Special meeting scheduled March 28, 2011.

ADJOURNMENT: There being no further business the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Lori Johnson
Planning Assistant