

PLAN COMMISSION MINUTES

July 14, 2014

CALL TO ORDER: Chairman Wolter called the meeting to order at 6:33 p.m.

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

PUBLIC INPUT: None

PREVIOUS MINUTES: *MOTION Yokes second Shadid to Approve the minutes from 6-23-14.*

MOTION carried unanimously.

Wexford Heights-Hillstone Apartments – Lot 9 Hillside View Subdivision on Fond du Lac Avenue. Scott Bence, owner/developer, is requesting approval of site development and building plans for an 18-unit multi-family residential development. Planner Retzlaff summarized the proposal.

Commissioner Gray arrived 6:40 p.m.

MOTION Peck second Campbell to Approve the site development and building plans for the proposed 18-unit Hillstone Apartment complex located on the 3-acre parcel located on Fond du Lac Avenue subject to the following conditions:

- 1. This approval is subject to all of the conditions and requirements set forth herein and adopted by the Plan Commission. Approval is granted for the architectural and landscaping plans dated June 13, 2014 and the site development (construction) plan set dated July 10, 2014 unless superseded by subsequent plan sheets approved by the Village Planner pursuant to revisions required herein and/or by the Plan Commission.***
- 2. All landscaping, screening, grading, and paving improvements shown on the approved site plans shall be installed as proposed prior to issuance of an occupancy permit unless a cash bond or letter of credit in an amount equal to 120 percent of the estimated installation and material costs reviewed and approved by the Village is submitted to the Village as necessary to ensure that installation of the proposed features and improvements will be completed within one (1) year after issuance of the occupancy permit.***
- 3. An additional four (4) street trees shall be installed along Fond du Lac Avenue. A revised landscaping plan shall be prepared and submitted to the Village Planner for review and approval prior to issuance of a building permit.***
- 4. The developer shall be responsible for installing additional landscaping along the west property line in an amount equal to up to three (3) trees per single-family lot abutting the subject parcel, i.e. up to a total twelve (12) trees. Said trees shall be installed only if the single-family lot owners respond in writing within thirty (30) days after receiving a written offer made by the developer for the installation of said trees to be planted within the 20' landscaping easement in the rear yard of said single-family lots (in specific locations directed by the lot owner). Said trees shall meet the same minimum planting sizes required by the Village and be comprised of evergreen, deciduous or both as requested by the lot owner. The cost to install said trees including all materials and labor costs shall be paid by the developer. Said trees shall have a one year replacement warranty.***

- 5. The minimum required parking stall size is 180 sqft (vs. the 162 sqft proposed) and shall be reflected in a revised plan set submitted to the Village Planner for review and approval prior to issuance of a building permit.**
- 6. The monument sign is required to have the street address coordinates included in the base.**
- 7. The following items need to be provided as required by the Fire Department: (1) a Knox Box shall be installed on the building at the main entrance or at the fire department connection; (2) a fire sprinkler system shall be installed throughout the building per NFPA 13 requirements; (3) a monitored fire alarm system for the sprinkler system shall be installed per NFPA 72 at locations to be determined by the Germantown Fire Department; (4) one new fire hydrant shall be installed on the property and located in the center island of the parking area; and (5) the owner shall ensure that all site and building improvements comply with all Village of Germantown, Wisconsin Department of Safety and Professional Services (DSPS) and other applicable safety codes in effect at the time the occupancy permit is issued for the expansion.**
- 8. State approved plans and a \$20,000 occupancy bond are required by the Building Inspection Department as part of the building permit application.**
- 9. All technical corrections and issues raised in the Village Engineer's June 30, 2014 review memo shall be addressed and reflected in revised plans submitted to the Village Engineer for review/approval prior to issuance of a building permit.**

Commissioners agreed that the building elevations needed additional detail. They commented that the building looked bland and needed to be enhanced. Commissioner Campbell recommended more landscaping.

Scott Bence, JBJ, addressed questions. He said these buildings are the same models as their building in Menomonee Falls. Planner Retzlaff suggested adding some additional landscaping on the front end beyond the foundation plantings.

MOTION Gray second Peck to Amend the landscape plan to add 1 honey locust on each side elevation along Fond du Lac Avenue and 2 ornamental trees closer to the building, on the rear elevation on the non-garage side of each building.

MOTION to Amend carried unanimously.

MOTION to Amend Peck second Shadid to add a shielding accessory to the sign lighting.

MOTION to Amend carried unanimously.

Chairman Wolter said there was discussion regarding the stone and asked Commissioners if they were looking to make a change to the elevations. He said it would look nice if the stone feature continued floor to ceiling on the rear elevation.

MOTION to Amend Peck second Campbell to continue the stone feature to the ceiling on the rear elevation.

MOTION to Amend carried unanimously.

MOTION to Approve as Amended carried unanimously.

Machining Concepts, Inc. – NE corner of Freistadt & Maple Roads. The applicant is seeking approval of site development and building plans for a 32,400 sqft manufacturing facility on an 8.4 acre parcel. Planner Retzlaff summarized the proposal.

Wayne Beebout, owner Machining Concepts, spoke on the project. He asked Commissioners to reconsider condition #4 requiring the east elevation wall be constructed of the same materials as the north elevation. He said no one will see this wall because it backs up against the railroad tracks and is heavily wooded and will add substantial cost to the project.

Commissioner Yokes asked for clarification of the dumpster enclosure requirement. Planner Retzlaff said through the course of reviewing multiple site plans, staff has recommended that CMU or other materials match the principal building for screening dumpster enclosures moving away from wire woven fencing. He is simply recommending what he considers to be consistent policy in terms of what outside storage enclosures should be comprised of.

MOTION Yokes second Gray to Approve the site development and building plans for the proposed 32,400 sqft manufacturing facility on the 8.4 acre Machining Concepts Inc. parcel located in the northeast corner of Maple Road & Freistadt Road subject to the following conditions:

- 1. This approval is subject to all conditions and requirements set forth herein and adopted by the Plan Commission. Approval is granted for the site development and building plan set dated July 8, 2014 unless superseded by subsequent plan sheets approved by the Village Planner pursuant to revisions required herein and/or by the Plan Commission.***
- 2. All landscaping, screening, grading, and paving improvements shown on the approved site plans shall be installed as proposed prior to issuance of an occupancy permit unless a cash bond or letter of credit in an amount equal to 120 percent of the estimated installation and material costs reviewed and approved by the Village is submitted to the Village as necessary to ensure that installation of the proposed features and improvements will be completed within one (1) year after issuance of the occupancy permit.***
- 3. The dumpster area on the east side of the building shall have screen walls constructed of the same CMU block walls as the building addition (vs. a wire woven “cyclone” fence with privacy slats) on the south and east sides. The height of the enclosure needs to be high enough to shield the dumpsters and/or items being stored.***
- 4. The minimum planting size required for all evergreen trees shall be 8 feet (vs. the 5' proposed).***
- 5. The following items need to be provided as required by the Fire Department: (1) a Knox Box shall be installed on the building at the main entrance or at the fire department connection; (2) a fire sprinkler system shall be installed throughout the building per NFPA 13 requirements; (3) a monitored fire alarm system for the sprinkler system shall be installed per NFPA 72 at locations to be determined by the Germantown Fire Department (4) A written emergency management plan shall be prepared and submitted for approval by the Fire Department prior to occupancy; and (5) the owner shall provide in the south parking lot either a direct emergency access to/from Freistadt Road, or, create a turn-around for emergency vehicles next to the “future building” area on the south side of the building (with location and design reviewed and approved by the Fire Department).***
- 6. The Property Owner/Applicant shall ensure that all site and building improvements comply with all Village of Germantown, Wisconsin Department of Safety and***

Professional Services (DSPS) and other applicable safety codes in effect at the time the occupancy permit is issued for the expansion.

- 7. 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.***
- 8. State approved plans and a \$20,000 occupancy bond are required by the Building Inspection Department as part of the building permit application.***
- 9. All technical corrections and issues raised in the Village Engineer's July 10, 2014 review memo shall be addressed and reflected in revised plans submitted to the Village Engineer for review/approval prior to issuance of a building permit.***
- 10. All signs, including any permanent monument sign requires a sign permit reviewed and approved by the Village Plan Commission. The proposed monument sign shall principal building. If a sign cabinet is installed and is internally illuminated, the face of the cabinet shall be opaque or have a dark background.***

Commissioner Gray suggested 3 shade trees, possibly a Honey Locust, be planted in the open area on the north west side of the building.

MOTION carried unanimously.

Bielinski Holdings, LLC – Wasaukee Road south of Mequon Road. Request to Amend the Prairie Glen North Planned Development District (PDD) and Rezoning application in order to add a .66 acre parcel to the overall development area. Planner Retzlaff summarized the proposal.

MOTION Peck second Gray to Approve the amended General Development Plan (dated June 12, 2014) and revise the conditions and restrictions resolution for the Prairie Glen North PDD as necessary to reflect the new GDP subject to Village Board approval & Approve the proposed amendment as a "minor" change to the Prairie Glen North PDD.

MOTION carried unanimously.

MOTION Peck second Shadid to Approve Rezoning the .66-acre parcel along the west side of the current PDD from Rs-1 to Rs-4.

MOTION carried unanimously.

Bielinski Holdings, LLC – Wasaukee Road south of Mequon Road. Applicant is seeking approval of a 17 lot single-family residential Preliminary Subdivision Plat for Prairie Glen II. Planner Retzlaff summarized the proposal.

Keith Kindred, SEH-Yaggy, addressed the Commission. He said they were agreeable to the conditions except for item #8 regarding the installation of a play lot. He said this is not the feel the developer is looking for the subdivision and asked that it be removed from the conditions. Commissioner Peck suggested adding an exercise station on the walking trail. He also urged the developer to review and revise the lanterns installed in front of each residence and to use something more conservational. Commissioner Gray said there is no play area near this subdivision and that adding one was an amenity that is very useful to a certain group of people. She felt it was possible that one could be created that wouldn't be too obtrusive. Mr. Kindred said current property owners may be upset if a playground were put in their back yard and didn't think there was enough available space. Commissioner

Yokes agreed with the developer that a play lot did not fit in the area and suggested more improvements be made to the site. Chairman Wolter said he appreciated the input from the Park & Rec Director but in most cases people will probably put in their own play equipment. Commissioner Shadid suggested adding a bench or two along the trails.

MOTION Peck second Yokes to Approve the preliminary subdivision plat for the 15-acre, 17-lot Prairie Glen II development on Wasaukee Road subject to the Planners Recommendations 1 through 7:

- 1. Development of this project will require that the developer enter into a Development Agreement with the Village pursuant to the Prairie Glen North PDD Conditions & Restrictions resolution (Res. No. 04-14) and Section 18 of the Village Code (Subdivision and Platting) regarding the requirements and other provisions set forth in Res. No. 04-14, as well as, the preparation of detailed plans for the installation of public utilities and improvements including, but not limited to public street and intersection improvements, sanitary sewer, storm sewer & storm water management facilities, water main, master grading and erosion control, berming, sidewalks & nature trails, landscaping & street trees, open space prairie restoration, street lighting and signage. The Village Engineer and Park & Recreation Director are recommending that the required sidewalks along the entire frontage of and within the Wasaukee Road ROW, and the sidewalks along the internal roads, be installed entirely and all at once by the developer and perpetually maintained by the developer and/or subsequent homeowner's association.***
- 2. Detailed plans and specifications for the installation of public utilities and improvements including, but not limited to public street and intersection improvements, sanitary sewer, storm sewer & storm water management facilities, water main, master grading and erosion control, berming, sidewalks & nature trails, landscaping & street trees, open space prairie restoration, street lighting and signage shall be prepared and submitted for review and approval by the Village (Plan Commission, Village Board and/or other respective committees having jurisdiction over said items) prior to the commence of any site development or construction activities.***
- 3. The approval of said plans, including plans for the installation of berms and landscaping along the north property line and along Wasaukee Road, may result in the need to adjust or change the size, shape and depth of the proposed lots, as well as, the size, depth, and orientation of the abutting open space areas, in order to accommodate the type and amount of berming and landscaping deemed necessary to serve their intended purpose.***
- 4. The developer shall prepare and submit documents for the creation of a homeowner's association and deed restrictions for the Prairie Glen II development to the Village for review and approval by the Plan Commission and Village Board prior to or concurrent with submittal of a final subdivision plat.***
- 5. The final subdivision plat shall incorporate all of the recommended/required items set forth in the Wisconsin Department of Transportation (WisDOT) letter dated July 9, 2014.***
- 6. All of the technical corrections and other items set forth in the Village Engineer's June 24, 2014 memo shall be addressed in the final detailed master grading and other applicable construction plans required under Condition #2 herein.***
- 7. A fire hydrant shall be installed at the Bluestem Blvd @ Wasaukee Road***

intersection, and, the temporary road closure and associated easement at the end of Strawgrass Lane shall be enlarged in order to accommodate the minimum turning movements required by the Village's fire trucks, e.g. a cul-de-sac with a minimum 50' radius.

MOTION carried unanimously.

Custom Pak Products Inc. – N118 W18981 Bunsen Drive. The request is for approval of site development and building plans for a 14,042 sqft expansion to the existing facility in the Germantown Industrial Park. Planner Retzlaff summarized the proposal.

MOTION Campbell second Peck to Approve the site development & building plans for the proposed 14,042 sqft expansion to the existing Custom Pak facility located at N118 W18981 Bunsen Drive in the Germantown Industrial Park subject to the following conditions:

- 1. Approval is for the site development and building plan set dated June 23, 2014 and addendum sheets dated July 1, 2014 (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. The outside pallet storage area on the west elevation shall have screen walls constructed of the same CMU block walls as the building addition (vs. a wire woven "cyclone" fence with privacy slats). The height of the enclosure needs to be high enough to shield the racking and/or items being stored.***
- 4. A fire sprinkler system is required per NFPA 13 for high rack storage and NFPA 30B for Aerosol storage area. If a new water supply is required, the fire department connection location shall be determined by the Germantown Fire Department.***
- 5. Stand pipe hose connections shall be located at all exterior man doors and shall have 2" hose connections.***
- 6. A fire alarm system is required complying with NFPA 72 and shall interconnect the existing system.***
- 7. The Property Owner/Applicant shall ensure that all site and building improvements comply with all Village of Germantown, Wisconsin Department of Safety and Professional Services (DSPS) and other applicable safety codes in effect at the time the occupancy permit is issued for the expansion.***
- 8. 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.***
- 9. State approved plans and a \$20,000 occupancy bond are required by the Building Inspection Department as part of the building permit application.***
- 10. Subject to Plan Commission review, screening of rooftop-mounted HVAC units may be required. If screening is required, a revised roof plan and additional***

specifications for said screening shall be prepared and submitted to the Village Planner for review and approval prior to issuance of a building permit (with installation prior to issuance of occupancy).

Mike Krenz, Skyline Development said the owner is not comfortable with Condition #3 requiring the outside storage area be constructed of CMU block walls.

Commissioner Yokes said that because the storage area is located in a possible expansion area, he would recommend allowing the “cyclone” fence with the addition of arborvitae screening and 1 additional street tree on the north east corner. Planner Retzlaff said the Commission should look at what is being stored and consider the height of the walls to ensure the contents are screened from view as required in the zoning code.

MOTION Yokes second Campbell to Amend Condition #3 to allow the wire woven cyclone fence with privacy slats, with arborvitae planted around the perimeter and 1 additional street tree at the north east corner of the lot.

Mr. Krenz said Custom Pak had hired a fence company to maintain the existing fence.

Chairman Wolter said he appreciates Custom Pak staying in Germantown and said the site always looks nice and is well maintained.

MOTION to Amend carried (5-1 Peck).

MOTION to Amend Campbell second Yokes to Remove Condition #10.

MOTION to Amend carried unanimously.

MOTION to Approve as Amended carried unanimously.

Innovation Mold & Design, Inc. – N118 W18988 Bunsen Drive. The request is for Approval for site development & building plans for a 14,444 sqft expansion to the existing manufacturing facility. Planner Retzlaff summarized the proposal. He said the dumpster enclosure had been revised to show CMU block walls. Brad Kropp, Perspective Design Inc., answered questions. He said revised plans also showed the updated roof plan and asked that Condition #10 be removed from the list of conditions. Commissioner Gray added that the Red Maple will not thrive and requested it be replaced with something on the Village’s street tree list.

MOTION Campbell second Yokes to Approve the site development & building plans for the proposed 14,444 sqft expansion to the existing Innovation Mold & Design facility located at N118 W18988 Bunsen Drive in the Germantown Industrial Park subject to conditions 1 – 9 of the Planners Recommendation minus condition 10.

- 1. Approval is for the site development and building plan set dated June 16, 2014 with a revised date of July 8 (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. Additional landscaping shall be installed along the west property line in an amount equal to one (1) tree per 30 linear feet comprised of a mix of both deciduous and evergreen trees. Both deciduous and evergreen trees shall be planted along the east property line. All evergreen trees shall have a minimum planted size of 8 feet and a 2.5" caliper for all deciduous trees.*
 - 4. A Fire Sprinkler system is required throughout the entire building addition per NFPA 13. If a new water supply is required, the Germantown Fire Department shall approve the FDC location.*
 - 5. A monitored Fire Alarm Panel for the sprinkler system shall be installed per NFPA 72 at a location to be determined by the Germantown Fire Department.*
 - 6. The Property Owner/Applicant shall ensure that all site and building improvements comply with all Village of Germantown, Wisconsin Department of Safety and Professional Services (DSPS) and other applicable safety codes in effect at the time the occupancy permit is issued for the expansion.*
 - 7. 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.*
 - 8. All technical corrections identified by the Village Engineer in the July 3, 2014 memo shall be addressed prior to issuance of a building permit.*
 - 9. State approved plans and a \$20,000 occupancy bond are required by the Building Inspection Department as part of the building permit application.*

MOTION carried unanimously.

Chairman Wolter thanked Innovation Mold & Design for expanding in the industrial park.

Systems Inc. – W194 N11481 McCormick Drive. The request is for Approval for site development and building plans for a 20,875 sqft expansion to the existing manufacturing facility. Planner Retzlaff summarized the proposal. Dan Frigge, ESI Design, answered questions and Ed McGuire, President, Systems, Inc. addressed the Commission.

MOTION Peck second Yokes to Approve the site development & building plans for the proposed 20,875 sqft expansion to the existing manufacturing/assembly facility located at W194 N11481 McCormick Drive in the Germantown Industrial Park subject to the following conditions:

- 1. Approval is for the site development and building plan set dated June 16, 2014 with addendum sheets dated July 7 and 8 (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. The landscaped berm along the west property line shall be further enhanced by increasing the height to 2-5' above the finished elevation of the parking lot, and increasing the number of evergreen trees planted along the west property line*

from ten (10) to fifteen (15) trees. All evergreen trees shall have a minimum planted size of 8 feet and a minimum 2.5" caliper for all deciduous trees.

- 4. All technical corrections and issues raised in the Village Engineer's June 27, 2014 memo shall be addressed and reflected in revised plans submitted to the Village Engineer for review/approval prior to issuance of a building permit.***
- 5. A Fire Sprinkler system is required throughout the entire building addition per NFPA 13. If a new water supply is required, the Germantown Fire Department shall approve the FDC location.***
- 6. A monitored Fire Alarm Panel for the sprinkler system shall be installed per NFPA 72 at a location to be determined by the Germantown Fire Department.***
- 7. The Property Owner/Applicant shall ensure that all site and building improvements comply with all Village of Germantown, Wisconsin Department of Safety and Professional Services (DSPS) and other applicable safety codes in effect at the time the occupancy permit is issued for the expansion.***
- 8. 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.***
- 9. State approved plans and a \$20,000 occupancy bond are required by the Building Inspection Department as part of the building permit application.***

Commissioner Gray suggested that the additional trees required in condition #3 include a mixture of evergreens including pine, fir and spruce.

MOTION carried unanimously.

Chairman Wolter thanked Mr. McGuire for expanding and staying in Germantown.

River Lane Holdings LLC/The Glen at Blackstone Creek – River Lane. Jim Sedgwick, property owner, is proposing an amendment to the Blackstone Creek Planned Development District (PDD) Conditions & Restrictions Resolution for the condominium component of "The Glen at Blackstone Creek". The request is asking for relief so that no decorative stone elements would be required on non-street facing elevations for the remaining condominiums units. Planner Retzlaff summarized the proposal.

Jim Sedgwick said he is asking for the change on the side elevations only that do not face the street. Other architectural elements will continue to be added to the street facing elevations. He said it is a waste of money and will not be seen.

MOTION Campbell second Gray to Approve the request to Amend the Architectural & Exterior Material Requirements to the PDD and consider the amendment a minor change.

Planner Retzlaff explained that a change occurred in 2009 from the models that were originally approved to the current plans. The original plans required the entire front elevation to have all stone. The models were replaced by smaller sized models and the percentage of stone was reduced. One of the counter arguments to approve the change was that stone would be provided on the side elevations and now we're being asked to remove that stone requirement. He said that since more than half of the condo owners who have already purchased units have stone on the side elevations that the request be denied and the project build out as it was intended in the 2009 revisions and the current models that are out there.

Commissioner Gray said foundation plantings would cover the stone banding at least 4 months out of the year. Chairman Wolter said there have been many changes to the development from the original plan. He said things change and we try to become flexible to make a development successful.

Mr. Sedgwick said the concept plans are conceptual drawings and not representative of a particular unit on a particular lot. Chairman Wolter clarified that the PDD accepted the plans in regards to type and kind. Plan Commissioners discussed other design options but Planner Retzlaff said the proposal is to reduce cost and not shift it around. Commissioner Yokes said he sees all elevations and likes the stone accent. Commissioner Peck said it's nice to see the development prospering but he is surprised Mr. Sedgwick is asking for yet another compromise.

MOTION to Approve Fails 3-3 (Peck, Yokes, Shadid against).

Mr. Sedgwick asked the Commission to consider a different option of a 2-3 foot wrap on each of the garage corners at full height and remove the side elevation requirement.

MOTION Campbell second Gray to make a request to amend architectural & exterior material requirements so that the stone to the front wraps 2-3 feet at the same height to the side elevations on the front and the back elevations what ever is at the height at the front and the back wraps around to the side elevations. The proposed amendment should be considered a minor change and does not require a public hearing.

MOTION carried 4-2 (Peck, Yokes).

ANNOUNCEMENTS: Planner Retzlaff said because of the number of applications received today, we may need to have 2 meetings in August. Chairman Wolter said Thursday is the Taste of Germantown from 5 pm to 7 pm at Firemen's Park to support the outdoor pavilion that is planned to be built.

ADJOURNMENT: There being no further business, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Lori Johnson
Planning Assistant