



CITY OF ST. FRANCIS
PLANNING COMMISSION MEETING

JULY 27, 2016
6:30PM

NOTICE

There will be a Planning Commission meeting on Wednesday July 27, 2016 at 6:30pm in the Committee Room at the St. Francis City Civic Center located at 3400 E. Howard Avenue.

PLANNING COMMISSION AGENDA

1. Call to Order
2. Minutes of the meeting held June 28, 2016 (not in packet)
3. Public Comment
4. Discussion and Possible Action
 - A. Special Use Application - 3849 S. Packard Avenue
 - B. Keren Properties – Layton Avenue Site
 - Plan of Operation/Occupancy
 - Parking
 - C. Development Update
 - Bear Development
 - Gallacher Proposed Development
 - Becker Property Service (Holie) Proposed Development
 - St. Francis Animal Hospital Update
5. Unfinished Business
 - A. 4235 S. Nicholson Avenue Site – RFP Review
6. Adjourn.

Upon reasonable notice, a good faith effort will be made to accommodate the needs of individuals to participate in public meetings, who have a qualifying disability under the Americans with Disabilities Act. Request should be made as far in advance as possible, preferably a minimum of 48 hours. For additional information or to request this service, contact the St. Francis City Clerk at 481-2300. The meeting room is wheelchair accessible from the East and West entrances.

Note: There is the potential that a quorum of the Common Council may be present.



City of St. Francis Building Inspector

3400 E Howard Ave
St. Francis, Wisconsin 53235
Ph 414-316-4311
Fax 414-481-6483

Office Hours Mon.- Fri. Craig Vretenar
8:00- 9:00 AM
1:00-2:00 PM

E-mail craigv@stfranwi.org

7/5/2016

Mayor St. Marie-Carls and Members of Council,

Attached is an application from Mr. J.P. Minchillo for Special Use under the current R-3 Zoning to use the existing non-conforming three family as a conforming use. The property address is 3849 S. Packard Ave. Two of the three units had been posted as uninhabitable and the structure has had all violations corrected and been remodeled.

Please forward to the Plan Commission for their review and recommendation.

Craig Vretenar
Building Inspector/
Zoning Administrator

City of St. Francis

3400 E Howard Ave
St. Francis, WI 53235

PAID IN FULL

JUL 01 2016

APPLICATION FOR CHANGE OF ZONING ORDINANCE, PLANNED UNIT DEVELOPMENT OR SPECIAL USE

CITY OF ST. FRANCIS
8001647

Important: No application for a change of zoning will be given consideration by the City Planning Commission or Common Council, unless made on this form. This application form will be the permanent record in this case. Applicant should use care in setting forth clearly and completely all facts relied upon to support the zoning change applied for. Be sure property description given in petition and on accompanying survey(s) is correct.

Note: All applications must be accompanied by a check or cash in the sum of \$195.00 for regular change of zoning or \$300.00 for Planned Development or Special Use (Plus .00065 per dollar of development cost to be paid at permit application)

To the Honorable Mayor and Common Council of the City of St. Francis,

(D) We the under signed owner(s), representative(s) (check one) of all or part of real property described below, hereby petition your Honorable Body to change, alter, and amend the boundaries of use districts by changing from the R3 District to the R3-S4 District the following described property, a plat of which, as well as a statement of facts pertaining to the change requested are attached hereto and made part of this petition.

Address(s) 3849 S. Packard Ave

Current use 2-Family

Proposed use 2-Family

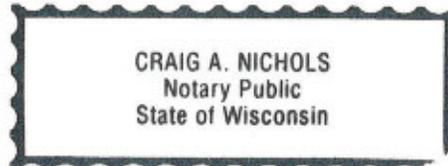
Tax Key Nos. 544-0026

J. Minchillo 4/15/16 OWNER
Signed Date Title
J. Minchillo
Print name

State of Wisconsin)
Milwaukee County) SS.
ACKNOWLEDGMENT

NOTE: CC: Applicant - City Engineer
Zoning Administrator
FEE \$300⁰⁰

Personally came before me this 14 day of April, 2016, the above named J Minchillo and _____ to me known to be the persons who executed this document, and I hereby acknowledge the same.



Craig A Nichols
(Signed)
Craig A Nichols
(Print name)

Notary Public, Wisconsin My Commission Expires August 21, 2016
My Commission (expires)(is permanent) _____
(Strike one) (Date)

STATEMENT OF FACTS PERTAINING TO THE ACCOMPANYING REQUEST FOR A
CHANGE OF
ZONING ORDINANCE

The following deed restrictions are in effect on the above property: (Here set out restrictions or state none exist. If there were ever restrictions and some have expired or have been removed state former restrictions and date of expiration or removal.)

N/A

The following deed restrictions are in effect on property immediately opposite above property. (Here set out restrictions or state none exist. If there were ever restrictions and some have expired or have been removed state former restrictions and date of expiration or removal.)

N/A

Property in the block in which the above described property is situated is now devoted to the following uses: (Describe fully all existing uses.)

2-Family

Petitioner proposes to erect on the above property: (State fully, proposed building, structure or other improvements and accompany with site, grading, parking, landscape and building plans.)

*Lower level to be used as 3rd Unit
To include space above garage.*

If you are petitioning for a change to a Business District:

1. What percentage of lots within a radius of 1000 feet is now improved with buildings:

N/A

2. How far is your property from the two nearest local Business Districts, and the extent of each district?

ADJACENT & ACROSS STREET

Owners of property(s) actually included in the proposed change to sign below.

J. Minchillo 4/15/10
(Signed) (Date) (Signed) (Date)

J. Minchillo _____
(Print Name) (Print Name)

(Signed) (Date) (Signed) (Date)

(Print Name) (Print Name)

(Signed) (Date) (Signed) (Date)

NOTE:

Please provide us with the Names, Addresses and/or Email of people to be notified for all meetings and Public Hearings relating to this change of Zoning request.

Failure of representative to attend a meeting will result in no action being taken.

J.P. Minichillo

3852 S. Lake Dr

St. Francis, WI 53235

(847) 845-0036

jobox8910@gmail.com

CITY OF ST. FRANCIS

LIST OF DATA AND PLANS REQUIRED

BEFORE SCHEDULING FOR A PLANNING COMMISSION REVIEW

OF

APPLICATION FOR CHANGE OF ZONING

10 SETS OF PLANS AND DATA FOR PLANNING COMMISSION
12 SETS OF PLANS AND DATA FOR PUBLIC HEARING

- ___ 1) Name of owner(s) – (Including proof)
- ___ 2) Option(s) on property – (Including proof)
- ___ 3) Recent plat of Survey – (One year limit) & Legal Property Description(s) of all properties requested to be rezoned.
- ___ 4) Preliminary Site Development Plan(s) – (Showing Structures, Parking & Traffic patterns, Proposed and Present Elevations (including adjacent parcels) and preliminary Landscape plans.
- ___ 5) Building Plan(s) – To include Floor Plans, Elevations and Individual Living Unit Plans
- ___ 6) Estimated Cost of Improvements – (Structure & Land)

NOTE: X denotes information required pending Planning Commission review.

Council Meetings held on Tuesday of the first full week of the month and Tuesday of the third week of every month at 7:00 PM in the Council Chambers, 2nd floor of City Hall.

Planning Commission meetings held the fourth Wednesday of the month (or call of the Chair). 7:00 PM – Committee Room, adjacent to the Council Chambers.

All applications to be reviewed by Zoning Administrator prior to filing with City Clerk. Please make an appointment. Office hours 8 to 9 AM & 1 to 2 PM.

GTW
Zoning Administrator)

7/15/16
(Date)

STATE OF WISCONSIN
REAL ESTATE PROPERTY TAX BILL FOR 2015
 CITY OF ST. FRANCIS
 MILWAUKEE COUNTY

MINCHILLO, JOHNPIERRE

BILL NUMBER: 88374

IMPORTANT: - Correspondence should refer to parcel number.
 - See reverse side for important information.
 - Be sure this description covers your property. This description is for property tax bill only and may not be a full legal description.

SEC , T , R
 PLAT: -
 KOENIGS SUBDIVISION PART OF BLK M
 TOGETHER WITH ADJ VACATED STREET N 100
 FT OF E 218 FT

JOHNPIERRE MINCHILLO
 3832 S LAKE DR
 MILWAUKEE WI 53235

Property Address: 3849 S PACKARD AVE

Parcel #: 544-0026-000
 Alt. Parcel #:

Assessed Value Land 45,000	Ass'd. Value Improvements 138,700	Total Assessed Value 183,700	Ave. Assmt. Ratio 0.9390	Net Assessed Value Rate (Does NOT reflect credits) 0.029104061
Est. Fair Mkt. Land 47,900	Est. Fair Mkt. Improvements 147,700	Total Est. Fair Mkt. 195,600	<input type="checkbox"/> * A Star in this box means Unpaid Prior Year Taxes	School taxes reduced by school levy tax credit \$ 408.10

Taxing Jurisdiction	2014		2015		2014 Net Tax	2015 Net Tax	% Tax Change
	Est. State Aids Allocated Tax Dist.						
STATE OF WISCONSIN					34.27	33.20	-3.1%
MILWAUKEE COUNTY					1,246.14	1,231.64	-1.2%
LOCAL TAX	2,795,863		2,859,589		2,029.09	1,878.53	-7.4%
MATC	148,209		651,989		256.48	245.43	-4.3%
SALES TAX CREDIT					- 216.39	- 229.40	6.0%
ST FRANCIS SCHOOL DIST	4,333,845		4,006,803		2,064.09	1,846.44	-10.5%
MMSD					346.23	340.58	-1.6%
Total		7,838,113		8,107,690	5,759.91	5,346.42	-7.2%
		First Dollar Credit			79.09	75.07	-5.1%
		Lottery & Gaming Credit					
		Net Property Tax			5,680.82	5,271.35	-7.2%

Make Check Payable to: TREASURER ANNE UECKER 3400 E HOWARD AVENUE ST FRANCIS WI 53235 414-481-2300	Full Payment Due On or Before January 31, 2016 \$5,569.03	Net Property Tax 5,271.35
	Or pay the following installments to: 2933.37 DUE BY 01/31/2016 1317.83 DUE BY 03/31/2016 1317.83 DUE BY 05/31/2016	OTHER 37.68 RECYCLING FEE 260.00

FOR TREASURERS USE ONLY PAYMENT _____ BALANCE _____ DATE _____	TOTAL DUE FOR FULL PAYMENT Pay By January 31, 2016 \$ 5,569.03 Warning: If not paid by due dates, installment option is lost and total tax is delinquent subject to interest and, if applicable, penalty. Failure to pay on time. See reverse.
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PLEASE RETURN LOWER PORTION WITH REMITTANCE

TREASURER
 ANNE UECKER
 3400 E HOWARD AVENUE
 ST FRANCIS WI 53235

REAL ESTATE PROPERTY TAX BILL FOR 2015

Bill #: 88374
 Parcel #: 544-0026-000
 Alt. Parcel #:

Total Due For Full Payment \$5,569.03
 Pay to Local Treasurer By Jan 31, 2016

Check For Billing Address Change.

JOHNPIERRE MINCHILLO
 3832 S LAKE DR
 MILWAUKEE WI 53235

OR PAY INSTALLMENTS OF:	
1ST INSTALLMENT Pay to Local Treasurer \$2,933.37 BY January 31, 2016	2ND INSTALLMENT Pay to Local Treasurer \$1,317.83 BY March 31, 2016
3RD INSTALLMENT Pay to Local Treasurer \$1,317.83 BY May 31, 2016	

FOR TREASURERS USE ONLY PAYMENT _____ BALANCE _____ DATE _____
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PA-6863 (R. 8-14)

**ACKNOWLEDGEMENT AND CERTIFICATE OF THE APPLICANT'S
RESPONSIBILITY FOR ALL CITY'S COSTS AND EXPENSES**

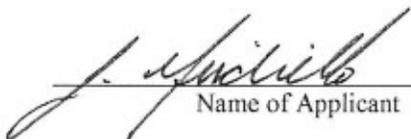
Applicant, Minchillo, J. hereby acknowledges the applicants responsibility for all City's costs and expenses directly or indirectly related to the applicant's request under Article IV 455- 31 and Article VIII 455-48

455-9 FEES

- D. Costs recoverable. All costs incurred by the City in the consideration of any requests by an applicant related to this chapter or Chapter 402, Subdivision of Land, shall be recoverable, including, without limitation by enumeration, the following:
- (1) All professional and technical consultant services and fees retained by the City and rendered in review of any application, including but not limited to the City Engineer, Planner, City Attorney or any other professional or expert hired by the City for purposes of review of the application or presubmission request.
 - (2) Legal publication costs.
 - (3) Court reporter costs, as deemed necessary by the City Planning Commission.
 - (4) Copy reproduction.
 - (5) Postage.
 - (6) Inspection fees incurred by the City Building Inspector.
 - (7) Document recording (if required).
- E. Billing of costs. The City Clerk shall, on a monthly basis, bill all costs recoverable, other than all professional City Attorney fees, including fees of any designee of the City Attorney, pursuant to this chapter to the applicant, which said costs shall be paid by the applicant within 10 days of receipt of the City's billing. The Common Council may require an applicant to submit an advance deposit against future billings by the City for the recovery of costs provided by this chapter. Surplus deposit shall be returned to the applicant at the conclusion of the project if such deposit exceeds the amount of billings for recoverable costs. Any billed costs from the City unpaid at the expiration of said ten-day period shall bear interest at the rate of 18% per annum.
- F. Billing of attorney fees. The City Attorney shall, on a monthly or quarterly basis, bill all costs recoverable pursuant to this chapter to the applicant, which said costs shall be paid by the applicant within 10 days of receipt of the City Attorney's billing. Any billed costs from the City Attorney unpaid at the expiration of said ten-day period shall bear interest at the rate of 18% per annum.
- G. Conditions of all applications. Notwithstanding anything in the City Code to the contrary, payment in full of all recoverable costs pursuant to this chapter shall be a precondition to the final approval of any application. This precondition shall extend to any City board request for an advance deposit against future billings for recoverable costs as called for herein.

Applicant shall be provided with a signed copy of this document.

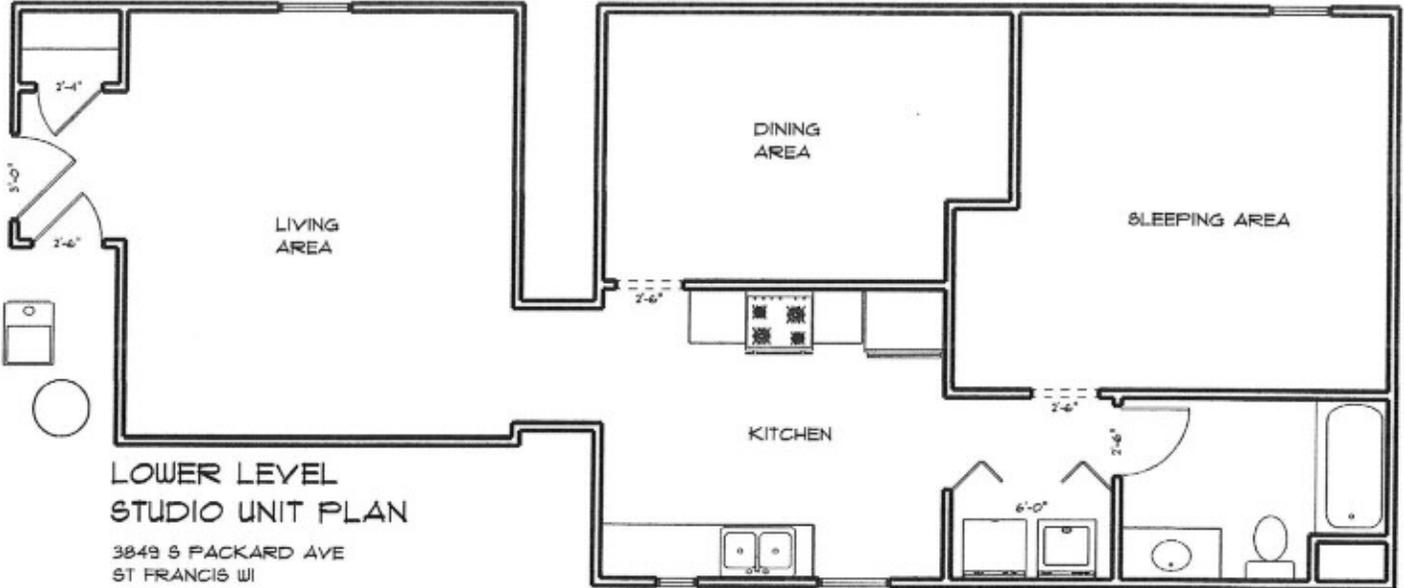
Dated this 15th day of April, 20 14


Name of Applicant

Representative of Applicant

Confirmation of Receipt Of
Original Acknowledgement And Certificate

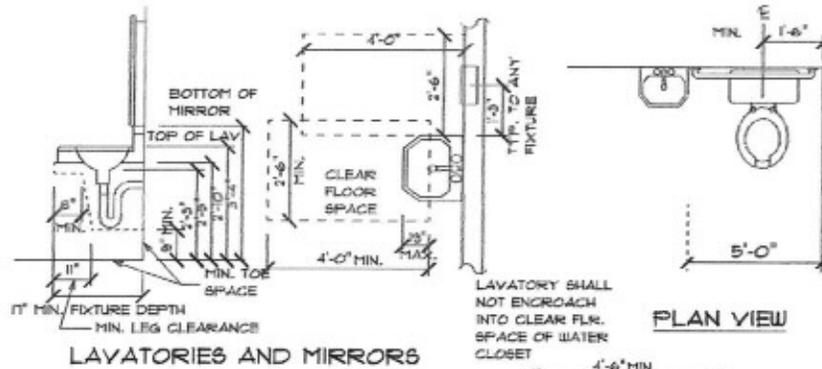

ANNE B. UECKER, CMC CITY CLERK



**LOWER LEVEL
STUDIO UNIT PLAN**

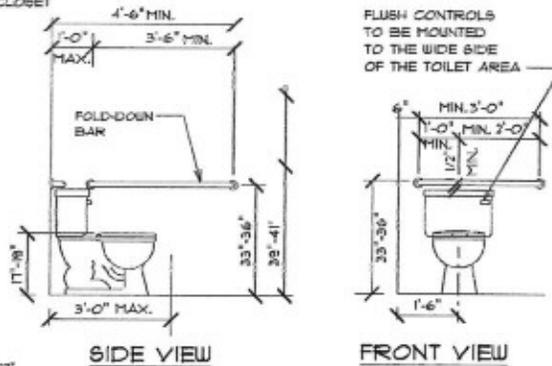
3849 S PACKARD AVE
ST FRANCIS WI

FOUNDATION WALLS NOT SHOWN
FOR CLARITY



SANITATION FACILITIES

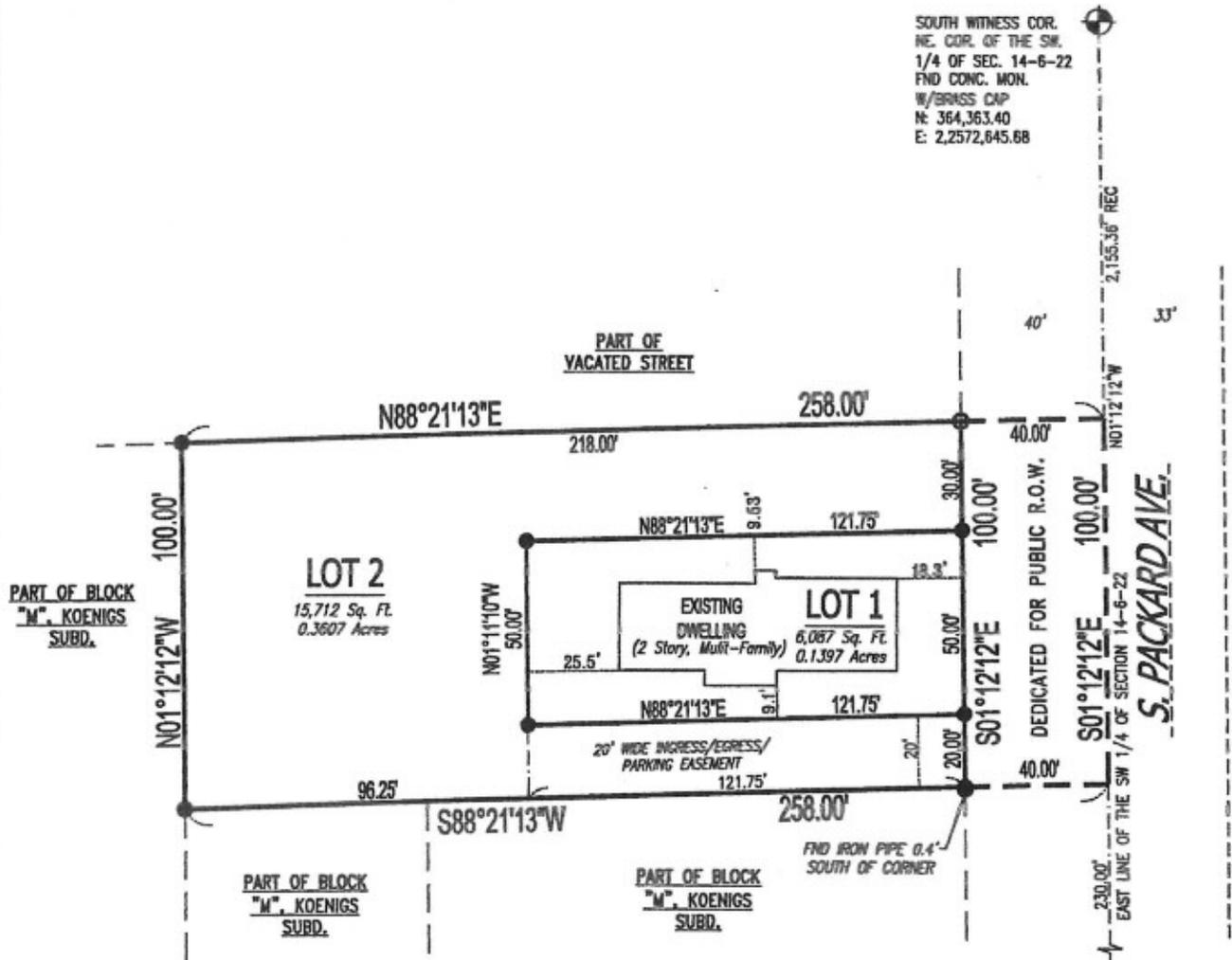
2. EXCEPT AT DOORS, THE MINIMUM CLEAR WIDTH OF AN ACCESSIBLE ROUTE IN THE UNIT IS 36"
3. ENTRY DOOR HAS PUSH & PULL FUNCTION (NO LATCHING DEVICE) W/ CLOSER
4. SUFFICIENT SPACE FOR WHEELCHAIR MEASURING 30"x48" TO ENTER ROOM AND PERMIT THE DOOR TO CLOSE IS PROVIDED.
5. A CLEAR SPACE OF SUFFICIENT SIZE TO INSCRIBE A 60" DIAMETER CIRCLE IS PROVIDED WITHIN THE SANITARY FACILITY ROOM.
6. 60" SPACE IS CLEAR OF OBJECTS FROM THE FLOOR TO A HEIGHT OF 27"
7. CLEAR FLOOR SPACE FOR WATER CLOSETS IN STALLS SHALL COMPLY WITH DIAGRAMS WITH THIS SHEET. CLEAR FLOOR SPACE MAY BE ARRANGED TO ALLOW EITHER A RIGHT HANDED OR A LEFT HANDED APPROACH.
8. 18" BETWEEN CENTER OF WATER CLOSET AND SIDEWALL CORNER.
9. TOILET SEATS SHALL NOT BE SPRUNG TO RETURN TO A LIFTED POSITION.
10. TOP OF TOILET SEAT IS 17"-19" FROM FLOOR SURFACE.



TOILET/STALL DETAILS

CERTIFIED SURVEY MAP NO. _____

BEING A DIVISION OF A PART OF BLOCK M, TOGETHER WITH THE ADJACENT VACATED STREET, IN KOENIGS SUBDIVISION, LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 14, TOWN 6 NORTH, RANGE 22 EAST, IN THE CITY OF ST. FRANCIS, MILWAUKEE COUNTY, WISCONSIN.

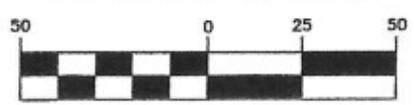


SOUTH WITNESS COR.
NE. COR. OF THE SW.
1/4 OF SEC. 14-6-22
FND CONC. MON.
W/BRASS CAP
N: 364,363.40
E: 2,2572,645.68

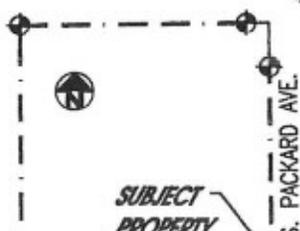
SE. COR. OF THE SW.
1/4 OF SEC. 14-6-22
FND CONC. MON.
W/BRASS CAP
N: 362,208.67
E: 2,572,690.94



GRAPHIC SCALE

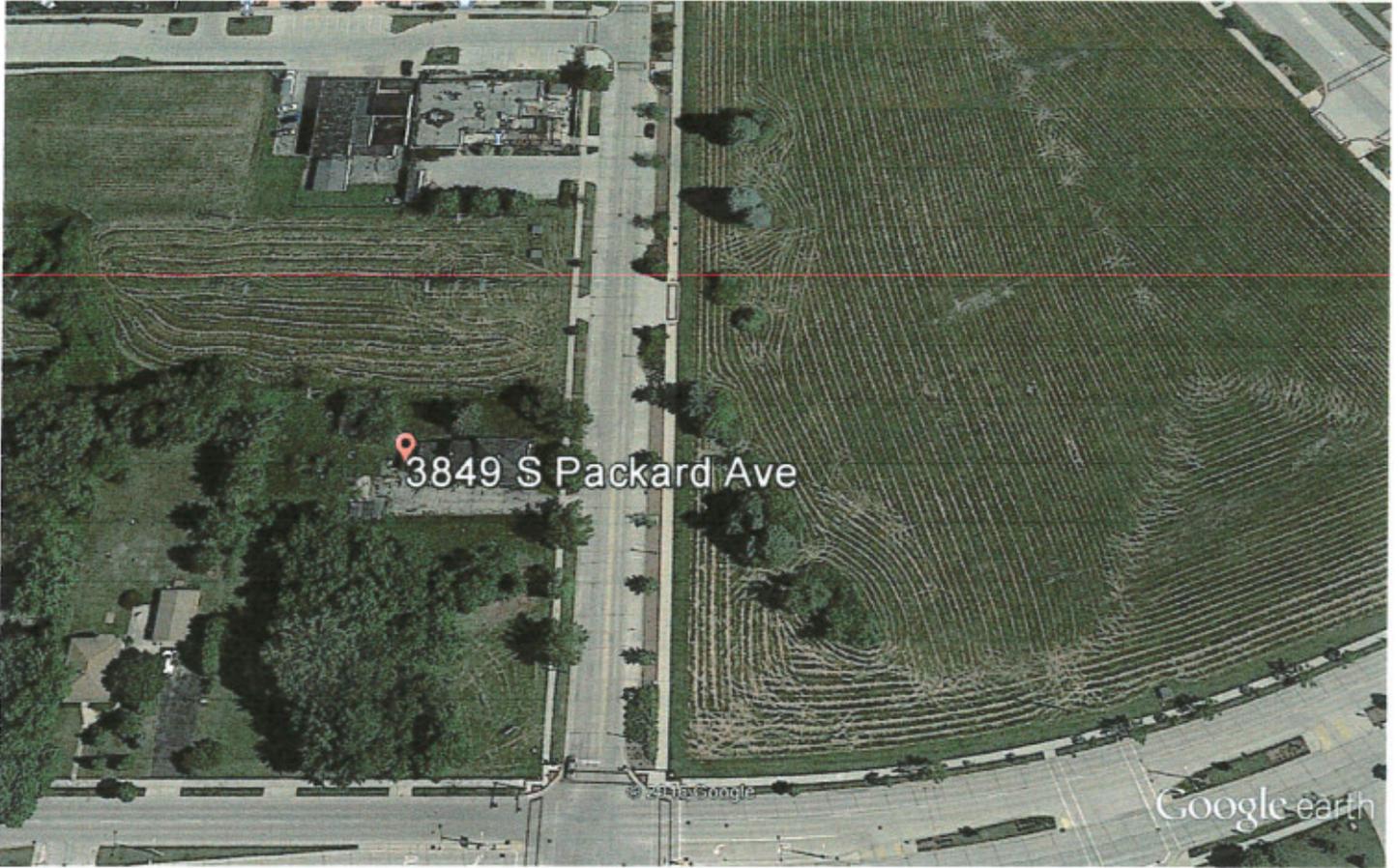


(IN FEET)



• - DENOTES SET 3/4" X 18" LONG IRON REBAR WEIGHING A MINIMUM OF 1.13 LBS PER LINEAL FOOT.

ALL BEARINGS ARE REFERENCED TO THE EAST LINE OF THE SOUTHWEST 1/4 OF SECTION 14-6-22, WHICH IS ASSUMED TO BEAR N01°12'12"W STATE PLANE



Google earth



3849 S. Packard Ave Statistical Sheet

Gross Land Area 8475 Sqf

Land covered by principle building 1925 Sqf

Land covered by accessory building 0

Land devoted to parking, drives and parking 2680 Sqf

Land devoted to landscaped open space 3870

Proposed unit density 3-Family

Proposed number of buildings 1

Bedrooms per unit- Unit A 3, Unit B 3, Unit C 1-2

Parking spaces provided -6 surface plus 2 indoor

Proposed Rents -Unit A \$1950, Unit B \$1850, Unit C \$1250

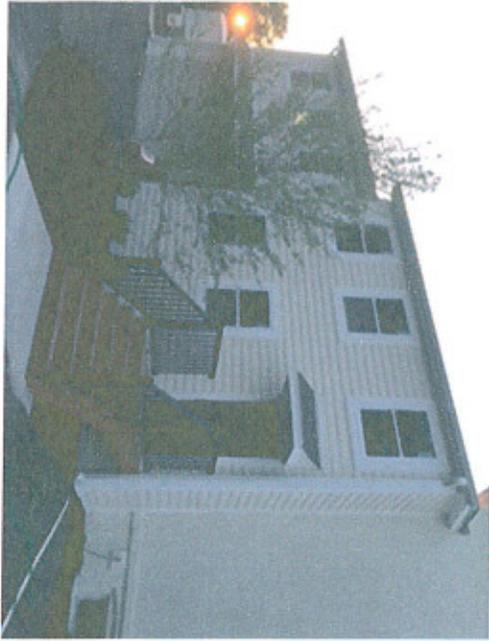
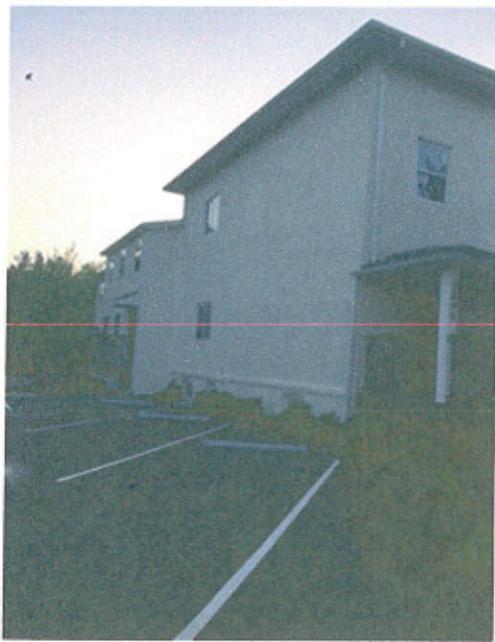
Brief Description

Requesting a rezoning from R3 to R3-SU. 2-Family to 3-Family.

Currently an existing 2 family building, requesting the lower level to be the third unit.

Requesting a parking reduction for the third unit. Surface parking only, no covered parking.

*Parking is controlled by a stipulation in the lease that states each unit may only have 2 vehicles on the premises at any time. Each unit has assigned parking spots.





City of St. Francis Building Inspector

3400 E Howard Ave Office Hours Mon.– Fri. Craig Vretenar
St. Francis, Wisconsin 53235 8:00- 9:00 AM
Ph 414-481-2300 ex #4311 1:00-2:00 PM
Fax 414-481-6483 E-mail craigv@stfranwi.org

7/8/2016

Anthony Pettis
2300 E Layton Ave
Suite B
St Francis WI 53235

David & Benjy Keren
5135 N Hollywood
Whitefish Bay WI 53217

RE: Pettis Martial Arts 2300 E Layton Ave

INSPECTION ORDER

The property addressed as 2300 E Layton Ave is in violation of Zoning Ordinance 1388 relating to the Pettis Martial Arts Studio. It has been expanded into the ASP Wireless space. This is not what has been approved for the Special Use requested and approved for this address.

There is also a violation of Municipal Code section 455-50 Certificate of Occupancy. An occupancy certificate has not been applied for or issued for the space previously occupied by ASP Wireless.

There have also been complaints related to parking issues at this property.

You will be required to attend the regular Plan Commission meeting in July which will be held on Wednesday the 27th to discuss this change of operation for this business and issues related to parking.

Failure to attend to address these issues will result in the issuance of citations. Each day of violation constitutes a separate offense. Contact the Inspection Department with any questions.

Craig Vretenar
Building Inspector

CC: District Alderpersons
Via: Certified & first class mail

Pettis Martial Arts

Dear Mayor, Common Council Members, Plan Commission Members, and City Officials:

Pettis Martial Arts is a family friendly place, where people of all ages learn multiple martial arts. This training facility is a part of the Roufusport mixed martial arts training facilities found all over the United States!

Instructors teach children, teens, and adults certain techniques in martial arts styles such as Taekwondo, Kickboxing and Jujitsu. Students are taught to equally focus on lessons in discipline, focus, and confidence. At Pettis Martial Arts our goal is to promote growth outside of the dojo.

It is taught by a one of four different instructors, including 4th degree world champion Mr. Anthony Pettis. Mr. Pettis was born and raised in Milwaukee. He is an inspiration to many and is very active in the Milwaukee community to this day. As of June 29, 2015, he is ranked as the #1 lightweight and #13 pound-for-pound in official UFC rankings.

While teaching these fundamentals, we keep our classes smaller to ensure each person gets the attention they need. Our typical class sizes are between 8-10 people and expect about 35-40 people over the course of a full day. Classes are staggered every 15 minutes in the different rooms, and are approx. 45 mins long to work with the drop-off/pick-up demand. There are main room classes that take place in the center of the space, as well as personal fitness/exercise classes that will take place on the smaller side of our unit. Our hours of operation will be approx. 10:00am to 8:00pm; due to a recent expansion, we have opened up morning classes before noon.

This facility will have no significant impact on traffic facilities, storm drainage, sewer disposal, or portable water supply. Also, it will not have a negative impact on the environmental character of the area as well. We will not be creating any odor or dust; the noise will be minimal and limited to short classes.

Our students who join are making a pact with our friendly staff and Mr. Pettis to develop focus, confidence, respect, and discipline. All of these traits combined form what it means to be a black belt. Pettis Martial Arts set the goals and aim high! Our programs are specifically designed to teach students to become leaders. We are committed to providing a safe, caring, and educational environment supporting and encouraging personal growth from our students. Our slogan is "Train like a winner and perform like a champion!"

We are very happy operating a new location in St. Francis. Thank you very much for your time and consideration!

Best Regards,

Rey Pettis
Operations Manager of Pettis Martial Arts
July 19th 2016

Pettis Martial Arts

Dear Mayor, Common Council Members, Plan Commission Members, and City Officials:

Pettis Martial Arts is a family friendly place, where people of all ages will go to learn multiple martial arts styles.

Instructors will teach the children, teens, and adults techniques in martial arts styles such as taekwondo, kickboxing and jujitsu. Students are taught to equally focus on lessons in discipline, focus, and confidence. At Pettis Martial Arts our goal is to promote growth outside of the gym.

It is taught by a one of four different instructors, including 4th degree world champion Mr. Anthony Pettis. Mr. Pettis was born and raised in Milwaukee. He is an inspiration to many and is very active in the Milwaukee community to this day. As of June 29, 2015, he is ranked as the #1 lightweight and #13 pound-for-pound in official UFC rankings.

While teaching these fundamentals, we keep our classes smaller to ensure each person gets the attention they need. We expect class sizes to be between 5-10 people and expect about 35-40 people over the course of a full day. Our hours of operation will be approx. 12:00pm to 8:00pm.

This facility will have no significant impact on traffic facilities, storm drainage, sewer disposal, or portable water supply. Also, it will not have a negative impact on the environmental character of the area as well. We will not be creating any odor or dust; the noise will be minimal due to our smaller class sizes.

Our students who join are making a pact with our friendly staff and Mr. Pettis to develop focus, confidence, respect, and discipline. All of these traits combined form what it means to be a black belt. Pettis Martial Arts set the goals and aim high! Our programs are specifically designed to teach students to become leaders. We are committed to providing a safe, caring, and educational environment supporting and encouraging personal growth from our students. Our slogan is "Train like a winner and live like a champion!"

We are very excited to open a new location in St. Francis. Thank you very much for your time and consideration!

Best Regards,



Rey Pettis
Operations Manager of Pettis Martial Arts
July 14th 2015

PARKING BANK O

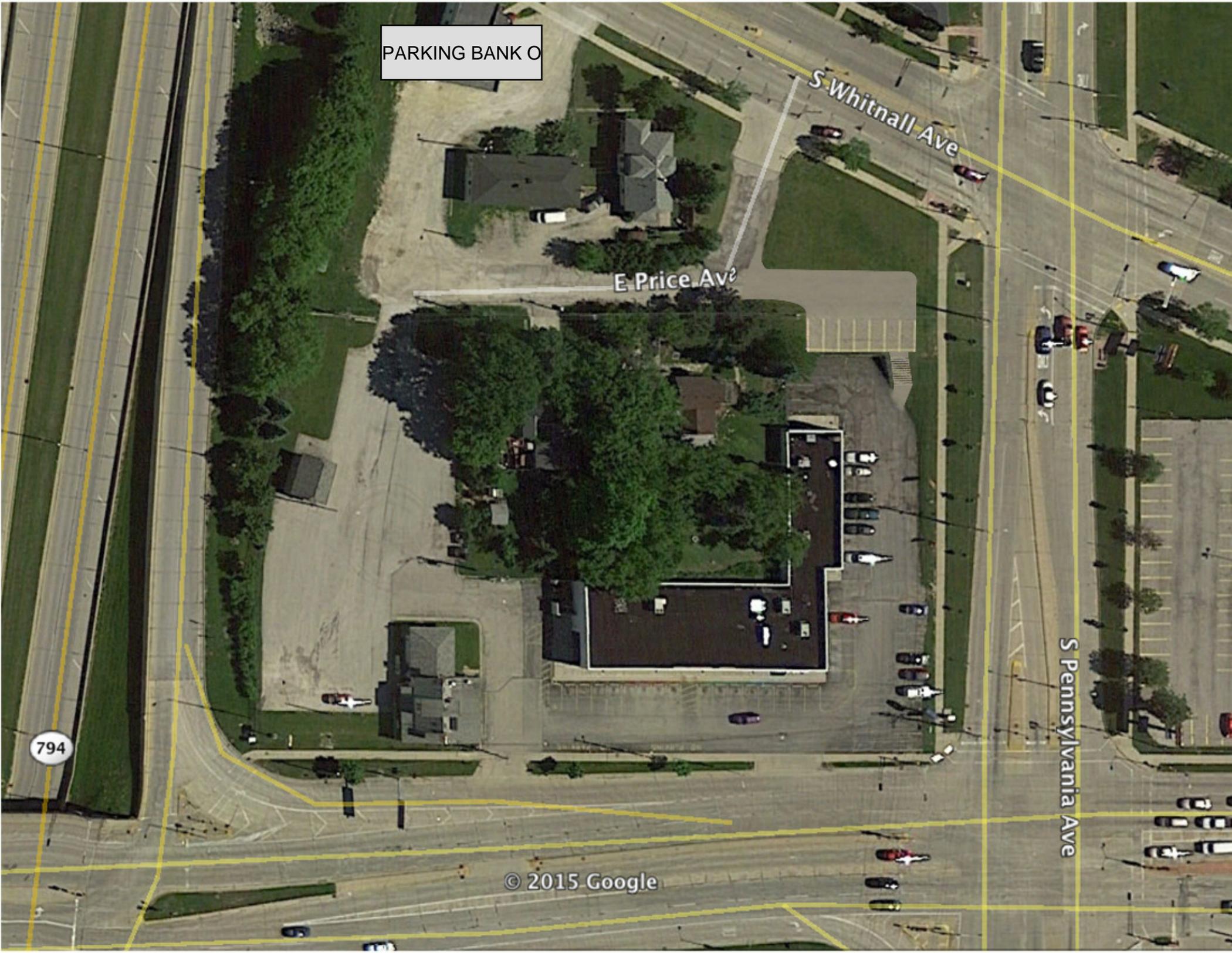
S Whitnall Ave

E Price Ave

S Pennsylvania Ave

794

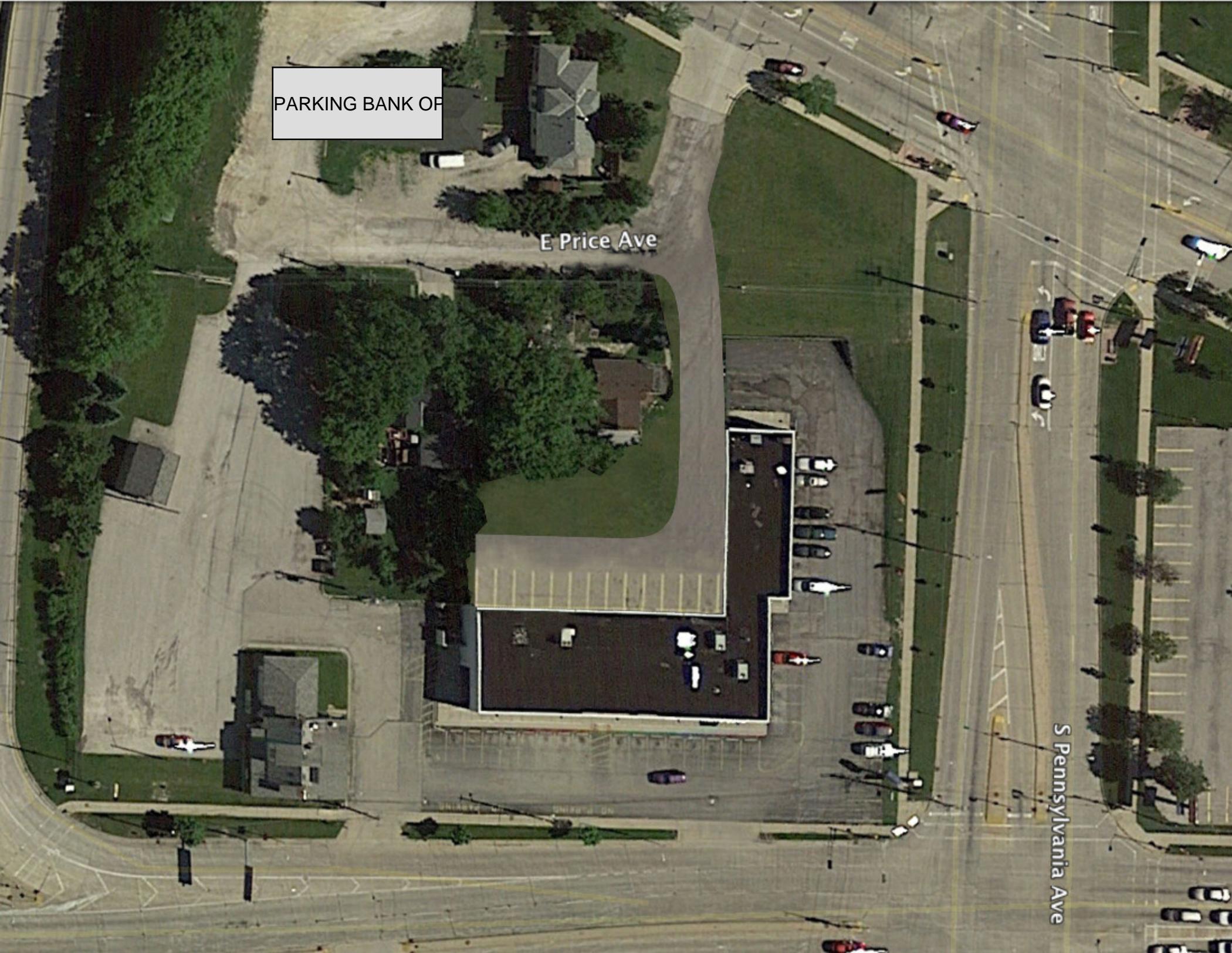
© 2015 Google



PARKING BANK OF

E Price Ave

S Pennsylvania Ave





2300 E. LAYTON AVE PARKING LO

2300 E. LAYTON AVE PARKING LOT

