



CITY OF ST. FRANCIS  
PLANNING COMMISSION MEETING

NOVEMBER 29, 2016  
6:00PM

**NOTICE**

There will be a Planning Commission meeting on Tuesday November 29, 2016 at 6:00pm 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. Public Comment
3. Discussion and Possible Action
  - A. 3849 South Packard Avenue – Application for Rezoning R-3 to R3-SU
  - B. CSM for Northeast Corner of S. Kinnickinnic and E. Howard Avenues
  - C. CSM for 4267 S. Pennsylvania Avenue
4. 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

---

Melinda K. Dejewski, PE, City Engineer/Director of Public Works

November 22, 2016

Honorable Mayor and Planning Commission  
City of St. Francis

Subject: Rezoning Application for 3849 South Packard Avenue

Gentlepersons:

This is the official application for the rezoning of the subject property to a 4-family dwelling as was discussed at the October meeting. Building Inspection and Engineering Department have reviewed the application and finds it substantially in conformance with City standards with one exception.

Since the rear lot (3857 S. Packard) is vacant and there is not a plan currently for the development of the rear lot, a provision in the ordinance should be included to state that when the development of the rear lot (3857 S Packard Ave) moves forward, the plan and site survey submission received by the City of St. Francis is to be reviewed by the Inspection Department and Plan Commission for compliance with the parking requirements. The site survey is to include the ingress and egress as well as the parking easement on the survey which is to be recorded. It should be noted that any ingress and egress through the 3849 S Packard property which does not allow for placement of new required surface parking or requires removal of existing required surface parking for the 3849 Packard parcel would then require an additional amount of parking equal to the lost parking from 3849 Packard be replaced on the 3857 S Packard Ave site.

We recommend that the Planning Commission recommend to the Common Council to approve the application for rezoning from R-3 to R3-SU with the aforementioned parking condition and to schedule the public hearing.

Respectfully submitted,

Melinda K. Dejewski, P.E.  
City Engineer/Director of Public Works



STATEMENT OF FACTS PERTAINING TO THE ACCOMPANYING REQUEST FOR AN AMENDMENT 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

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

N/A

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.)

Currently existing 3- Family ; to use space above garage as 4th unit.

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

Adjacent to Across Street

\*\*\*\*\*

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

[Signature] 10/27/16 (Signed) (Date)

J. Minchillo (Print Name)

\*\*\*\*\*

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

(Print Name) (Print Name)

\*\*\*\*\* **NOT**

**E:**

Please provide us with the Names, Addresses, E mails and Phone numbers of people to be notified for all meetings and Public Hearings relating to this amendment of PUD request.

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

JP Minchillo

3852 S. Lake dr

St. Francis, Wt 53235

(847) 845-0036

po box 8910@gmail.

CITY OF ST. FRANCIS

**LIST OF DATA AND PLANS REQUIRED**  
**BEFORE SCHEDULING FOR A PLANNING COMMISSION REVIEW**

OF

APPLICATION FOR AMENDMENT TO PUD

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:all submittal requirements are detailed in developer packet for the particular request.**

\*\*\*\*\*

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, 2<sup>nd</sup> floor of City Hall.

Planning Commission meetings held the fourth Wednesday of the month (or Call of the Chair).  
6:00 PM – Committee room, adjacent to the Council Chambers.

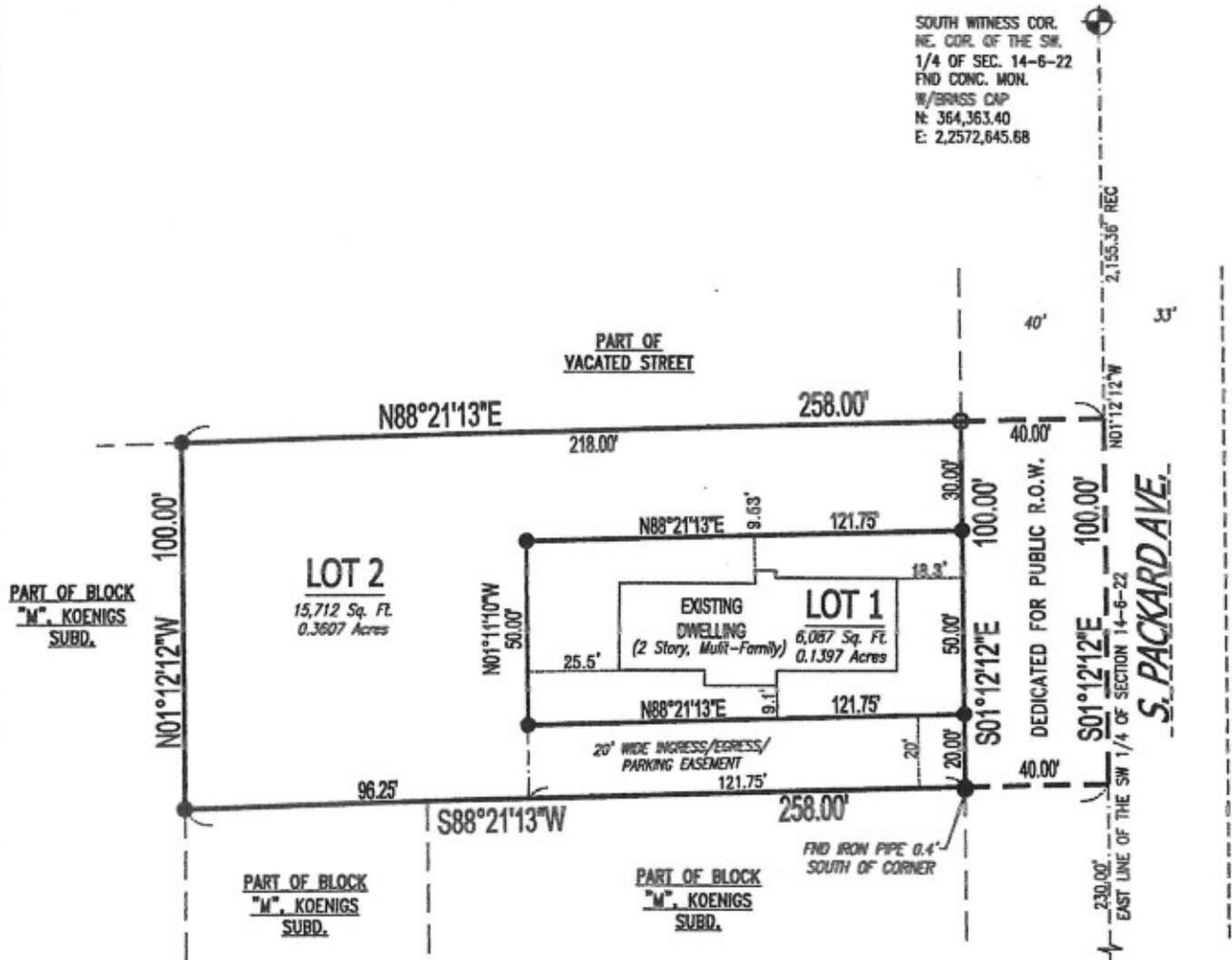
All applications to be reviewed by Zoning Administrator prior to filing with City Clerk. Please make an appointment. Office hours 8 to 9 AM & 1 to 2 PM.

  
\_\_\_\_\_  
Zoning Administrator

10/27/2016  
(Date)

**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.

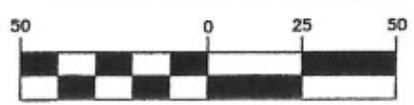


SOUTH WITNESS COR.  
NE. COR. OF THE SW.  
1/4 OF SEC. 14-6-22  
FND CONC. MON.  
W/BRASS CAP  
N: 364,363.40  
E: 2,2572,645.68

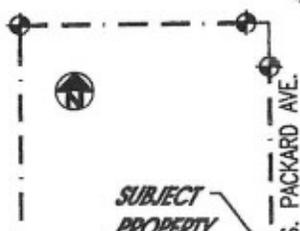
SE. COR. OF THE SW.  
1/4 OF SEC. 14-6-22  
FND CONC. MON.  
W/BRASS CAP  
N: 362,208.67  
E: 2,572,690.94



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



# *City of St. Francis*

---

*Melinda K. Dejewski, PE, City Engineer/Director of Public Works*

November 22, 2016

Honorable Mayor and Planning Commission  
City of St. Francis

Subject: Certified Survey Map for Northeast Corner of S. Kinnickinnic Avenue and E. Howard Avenue

Gentlepersons:

As you are aware, the City has been endeavoring to subdivide and sell the property it owns along E. Howard Avenue east of S. Kinnickinnic Avenue for development. The enclosed CSM is the next step in that process. This CSM dedicates the right-of-way for E. Howard Avenue and it creates 2 lots one of which is to be sold to the St. Francis Animal Hospital. The Engineering Department has reviewed the CSM and finds it in compliance with City standards. We therefore recommend that the Planning Commission recommend to the Common Council to approve the CSM.

Respectfully submitted,

Melinda K. Dejewski, P.E.  
City Engineer/Director of Public Works

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

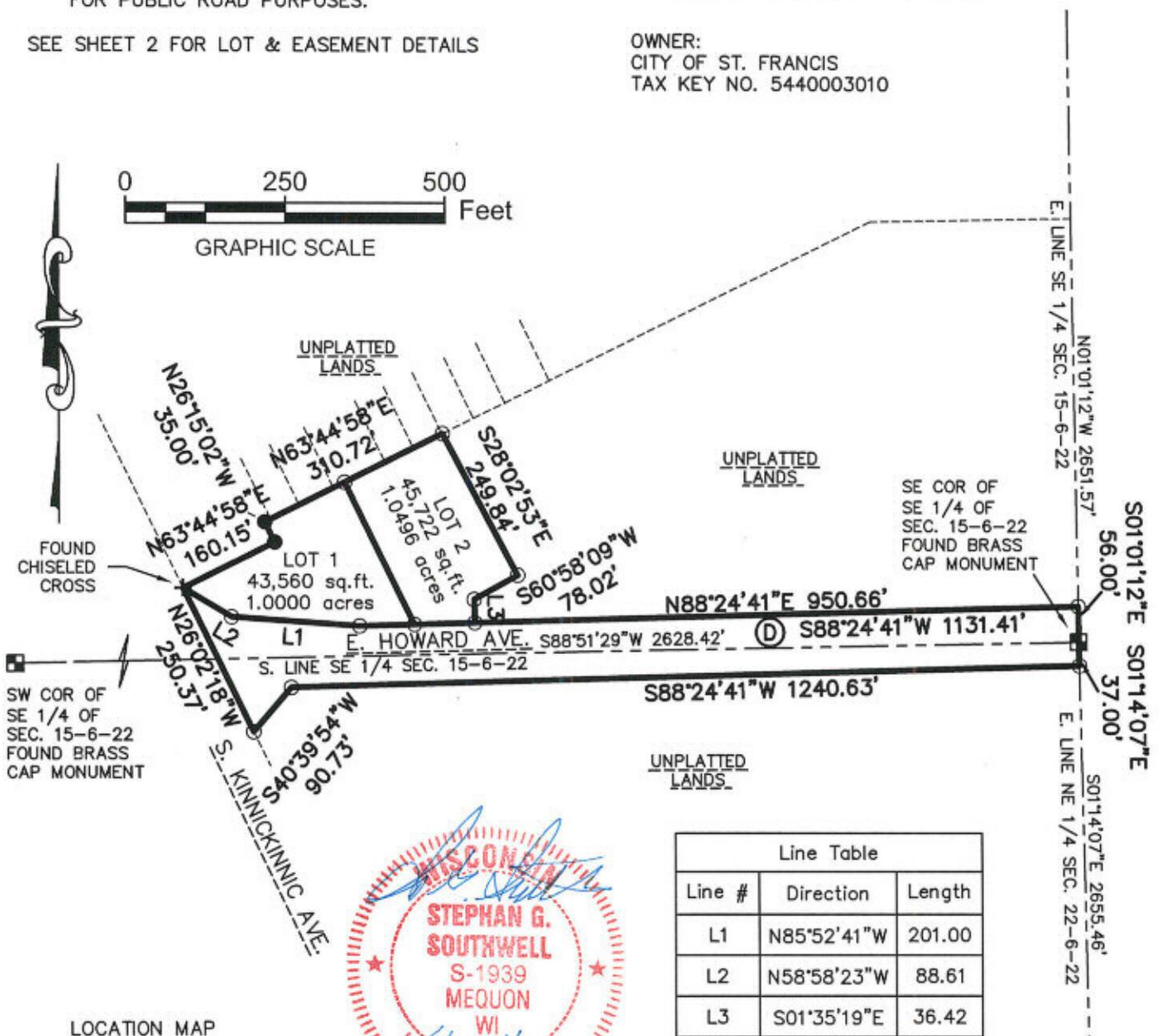
That part of the Southwest 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 15 and the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 22, Town 6 North, Range 22 East, in the City of St. Francis, Milwaukee County, Wisconsin.

- INDICATES 1" IRON PIPE (FOUND), UNLESS NOTED
- INDICATES SET 1.315" O.D. IRON PIPE AT LEAST 18" IN LENGTH, 1.68 LBS. PER LINEAL FOOT.
- INDICATES DEDICATED TO THE CITY OF ST. FRANCIS FOR PUBLIC ROAD PURPOSES.

ALL DIMENSIONS SHOWN ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT. ALL BEARINGS ARE REFERENCED TO THE SOUTH LINE OF THE SE 1/4 OF SECTION 15, T 6 N, R 22 E, WHICH BEARS S88°51'29"W. WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.

SEE SHEET 2 FOR LOT & EASEMENT DETAILS

OWNER:  
CITY OF ST. FRANCIS  
TAX KEY NO. 5440003010



| Line Table |             |        |
|------------|-------------|--------|
| Line #     | Direction   | Length |
| L1         | N85°52'41"W | 201.00 |
| L2         | N58°58'23"W | 88.61  |
| L3         | S01°35'19"E | 36.42  |



**R.A. Smith National, Inc.**  
Beyond Surveying and Engineering  
18745 W. Bluemound Road, Brookfield WI 53005  
262-781-1000 Fax 262-797-7373 www.rasmithnational.com  
Appleton, WI Irvine, CA Pittsburgh, PA  
S:\5166713\DWG\CS101L.dwg\SHEET 1



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

That part of the Southwest 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 15 and the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 22, Town 6 North, Range 22 East, in the City of St. Francis, Milwaukee County, Wisconsin.

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN        }  
  :SS  
WAUKESHA COUNTY }

I, STEPHAN G. SOUTHWELL, Registered Land Surveyor, do hereby certify:

THAT I have surveyed, divided and mapped a part of the Southwest 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 15 and the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 22, Town 6 North, Range 22 East, in the City of St. Francis, Milwaukee County, Wisconsin, bounded and described as follows:

BEGINNING at the Southeast corner of the Southeast 1/4 of Section 6; thence South 01° 14' 07" East 37.00 feet to a point; thence South 88° 24' 41" West 1240.63 feet to a point; thence South 40° 39' 54" West 90.73 feet to a point; thence North 26° 02' 18" West 250.37 feet to a point; thence North 63° 44' 58" East 160.15 feet to a point; thence North 26° 15' 02" West 35.00 feet to a point; thence North 63° 44' 58" East 310.72 feet to a point; thence South 28° 02' 53" East 249.84 feet to a point; thence South 60° 58' 09" West 78.02 feet to a point; thence South 01° 35' 19" East 36.42 feet to a point; thence North 88° 24' 41" East 950.66 feet to a point; thence South 01° 01' 12" East 56.00 feet to the point of beginning.

Containing 222,477 square feet or 5.1074 acres.

THAT I have made such survey, land division and map by the direction of CITY OF ST. FRANCIS, owner.

THAT such map 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 provisions of Chapter 236 of the Wisconsin Statutes and regulation of the City of St. Francis in surveying, dividing, dedicating and mapping the same.

11/16/16  
DATE

  
  
STEPHAN G. SOUTHWELL,  
REGISTERED LAND SURVEYOR, S-1939

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

That part of the Southwest 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 15 and the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 22, Town 6 North, Range 22 East, in the City of St. Francis, Milwaukee County, Wisconsin.

OWNER'S CERTIFICATE

CITY OF ST. FRANCIS, as owner certifies it has caused the land described on this map to be surveyed, divided, dedicated and mapped as represented on this map in accordance with the requirements of Chapter 236.34 of the Wisconsin State Statutes and the regulations of the City of St. Francis.

WITNESS the hand and seal of CITY OF ST. FRANCIS, has caused these presents to be signed by CoryAnn St. Marie-Carls, its Mayor, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
CoryAnn St. Marie-Carls, Mayor

STATE OF WISCONSIN        }  
  :SS  
\_\_\_\_\_ COUNTY        }

PERSONALLY came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

the above named CoryAnn St. Marie-Carls, to me known to be the person who executed the foregoing instrument, and to me known to be Mayor of said CITY OF ST. FRANCIS and acknowledged that she executed the foregoing instrument as such officer, by its authority.

\_\_\_\_\_(SEAL)  
Notary Public, State of Wisconsin  
My commission expires \_\_\_\_\_



CERTIFIED SURVEY MAP NO. \_\_\_\_\_

That part of the Southwest 1/4 and Southeast 1/4 of the Southeast 1/4 of Section 15 and the Northwest 1/4 and Northeast 1/4 of the Northeast 1/4 of Section 22, Town 6 North, Range 22 East, in the City of St. Francis, Milwaukee County, Wisconsin.

CITY OF ST. FRANCIS PLANNING COMMISSION APPROVAL

Approved by the Plan Commission of the City of St. Francis

this \_\_\_\_\_, day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
CoryAnn St. Marie-Carls, Chairperson

\_\_\_\_\_  
Melinda Dejewski, Secretary

CITY OF ST. FRANCIS COMMON COUNCIL APPROVAL

Approved by the Common Council of the City of St. Francis

this \_\_\_\_\_, day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
CoryAnn St. Marie-Carls, Chairperson

\_\_\_\_\_  
Anne B Uecker, City Clerk





# *City of St. Francis*

---

*Melinda K. Dejewski, PE, City Engineer/Director of Public Works*

November 22, 2016

Honorable Mayor and Planning Commission  
City of St. Francis

Subject: Certified Survey Map for 4267 S. Pennsylvania Avenue

Gentlepersons:

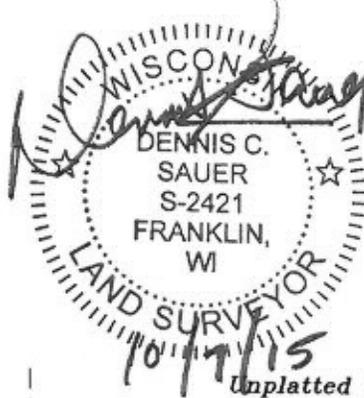
This CSM was initially submitted in 2015 but the review process was not completed. The purpose of the CSM is to combine 2 lots into one to facilitate the construction of the garage for the subject property. The property owner had purchased the land on the corner of S. Pennsylvania and E. Bolivar from the DOT in 2004. The Engineering Department has reviewed the CSM and finds it in conformance with City standards. We therefore recommend that the Planning Commission recommend to the Common Council to approve the CSM.

Respectfully submitted,

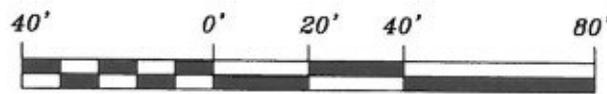
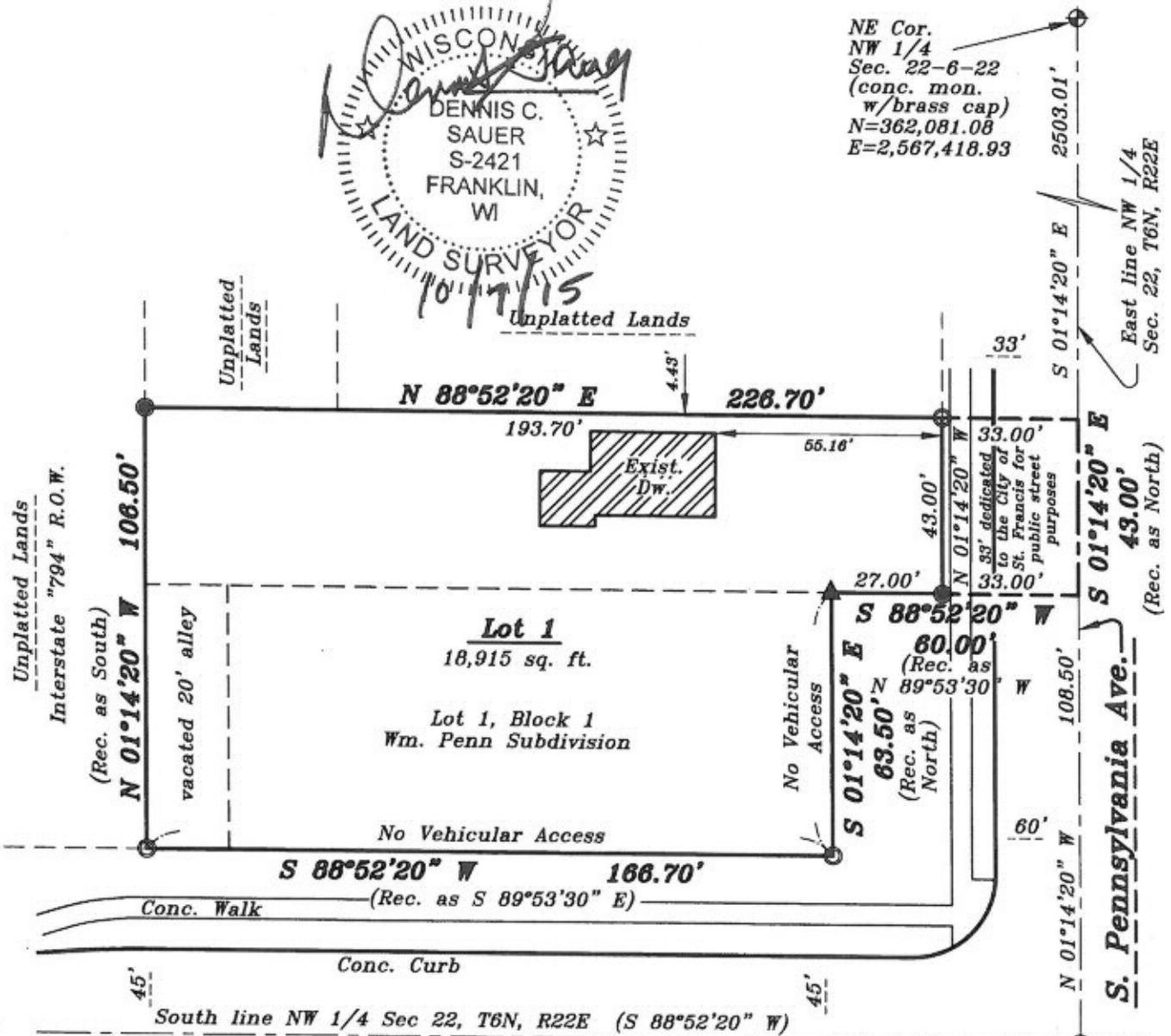
Melinda K. Dejewski, P.E.  
City Engineer/Director of Public Works

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

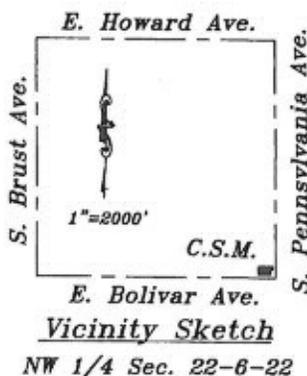
Being a combination of Lot 1 and an adjoining vacated alley in Block 1 in Wm. Penn Subdivision, together with unplatted lands in the Southeast 1/4 of the Northwest 1/4 of Section 22, Township 6 North, Range 22 East, in the City of St. Francis, Milwaukee County, Wisconsin.



NE Cor.  
NW 1/4  
Sec. 22-6-22  
(conc. mon.  
w/brass cap)  
N=362,081.08  
E=2,567,418.93



Graphic Scale  
Scale: 1"=40'



Notes:

Map bearings refer to Grid North of the Wisconsin State Plane Co-ordinate System, South Zone, (NAD-27) with the East line of the NW 1/4 of Section 22, T6N, R22E having an assumed bearing of N 01°14'20" W.

- — Denotes 1" iron pipe set
- ▲ — Denotes 1/2" iron rod found and accepted.
- — Denotes 1" iron pipe found and accepted.

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Being a combination of Lot 1 and an adjoining vacated alley in Block 1 in Wm. Penn Subdivision, together with unplatted lands in the Southeast 1/4 of the Northwest 1/4 of Section 22, in Township 6 North, Range 22 East, in the City of St. Francis, Milwaukee County, Wisconsin.

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN)  
MILWAUKEE COUNTY ) SS

I Dennis C. Sauer, Professional Land Surveyor, do hereby certify:

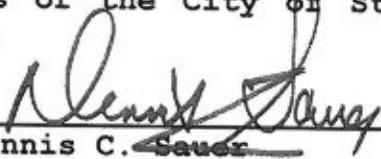
That I have surveyed, divided and mapped a combination of Lot 1 and an adjoining vacated alley in Block 1 in Wm. Penn Subdivision, together with unplatted lands in the Southeast 1/4 of the Northwest 1/4 of Section 22, in Township 6 North, Range 22 East, in the City of St. Francis, Milwaukee County, Wisconsin; Commencing at the Northeast corner of said Northwest 1/4; thence S 01°14'20" E along the East line of said Northwest 1/4, 2503.01 feet to the point of beginning of the lands to be described, thence continuing S 01°14'20" E, 43.00 feet to a point; thence S 88°52'20" W, 60.00 feet to a point; thence S 01°14'20" E, 63.50 feet to a point on the North line of East Bolivar Avenue; thence S 88°52'20" W along said North line, 166.70 feet to a point on the East line of Interstate 794; thence N 01°14'20" W along said East line, 106.50 feet to a point; thence N 88°52'20" E, 226.70 feet to the point of beginning. Dedicating therefrom the East 33.00 feet of the North 43.00 feet for Public Street Purposed. Said lands containing 20,334 square feet.

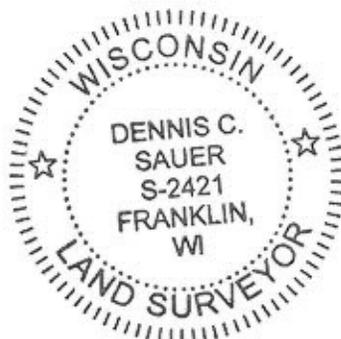
That I have made such survey, land division and map by the direction of Terry E. Wolf, Jr. and Leigh Ann Wolf, husband and wife, owners of said land.

That such map 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 provisions of Chapter 236.34 of the Wisconsin State Statutes and regulations of the City of St. Francis, in surveying, dividing and mapping the same.

OCTOBER 7, 2015  
Date

  
Dennis C. Sauer  
Professional Land Surveyor S-2421



PREPARED FOR:  
Terry & Leigh Ann Wolf  
4267 S Pennsylvania Ave  
St Francis, WI 53235

PREPARED BY:  
Metropolitan Survey Service, Inc.  
9415 W Forest Home Ave, Suite 202  
Hales Corners, WI 53130

CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Being a combination of Lot 1 and an adjoining vacated alley in Block 1 in Wm. Penn Subdivision, together with unplatted lands in the Southeast 1/4 of the Northwest 1/4 of Section 22, in Township 6 North, Range 22 East, in the City of St. Francis, Milwaukee County, Wisconsin.

OWNER'S CERTIFICATE

Terry E. Wolf, Jr and Leigh Ann Wolf, husband and wife, as owners, do hereby certify that we have caused the lands described on this map to be surveyed, divided and mapped as represented on this map in accordance with the provisions of Chapter 236 of the Wisconsin State Statutes and the regulations of the City of St. Francis.

IN WITNESS WHEREOF, the said Terry E. Wolf, Jr and Leigh Ann Wolf, have caused these presents to be signed at \_\_\_\_\_, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Terry E. Wolf, Jr., Owner

\_\_\_\_\_  
Leigh Ann Wolf, Owner

STATE OF WISCONSIN)  
MILWAUKEE COUNTY ) SS

PERSONALLY came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.  
Terry E Wolf, Jr and Leigh Ann Wolf, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public  
State of Wisconsin  
My Commission Expires: \_\_\_\_\_

PLANNING AND ZONING APPROVAL

APPROVED by the Planning Commission of the City of St. Francis on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
CoryAnn St. Marie-Carls, Chairman  
City of St. Francis

\_\_\_\_\_  
Melinda Dejewski, Secretary  
City of St. Francis

COMMON COUNCIL APPROVAL

APPROVED by the Common Council of the City of St. Francis this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
CoryAnn St. Marie- Carls, Mayor  
City of St. Francis

\_\_\_\_\_  
Anne B. Uecker, Clerk  
City of St. Francis

THIS INSTRUMENT WAS DRAFTED BY:  
Dennis C. Sauer, P.L.S. 2421

