

**MINUTES OF THE PLANNING COMMISSION MEETING
HELD APRIL 27, 2016, 6:30 PM**

The meeting was called to order by Mayor St. Marie-Carls at 6:30 PM.

Members present: Mayor St. Marie-Carls, Alderperson Ken Tutaj, Commission Members Eric Stemwell, Rick Grubanowitch, Charles Buechel, Eric Manders and Tom Kiepczynski.

Members excused: None.

Also present: Alderman Mike McSweeney, Alderman Steve Wattawa, City Engineer/Director of Public Works Melinda Dejewski, Building Inspector/Zoning Administrator Craig Vretenar, JP Minchillo, Darrick Dysland of BRI 2040 LLC, Kelly Cronin and Luis Barbosa of St. Francis Animal Hospital, Robert Zingara, Richard Adamczewski, Larry Kortendick.

1. Call to Order

2. Minute Approval

A motion was made by Commissioner Buechel, seconded by Commissioner Stemwell to approve the minutes of the March 23, 2016 meeting as amended. Motion carried. The amendment was the inclusion of the vote of Commissioner Stemwell voting in favor of the motion.

3. Public Comment

There was no comment from the public in attendance. Mayor St. Marie-Carls provided an update regarding the relocation of Foamation out of the City. It is being relocated to the former Horney Goat site in the City of Milwaukee. Mr. Bruno informed the Mayor that the location was just too appealing and good for expansion. He also stated that the Packard Avenue site will remain under his ownership.

Mayor St. Marie-Carls then stated that the CDA will be reviewing a rental capacity study done for the City of Brookfield. Special Projects Coordinator Todd Willis will be customizing for the City of St. Francis.

4. Discussion and Possible Action

A. Proposed Certified Survey Map for 3849 S. Packard Avenue

City Engineer Dejewski explained that the CSM was being brought forward to allow the construction of a duplex behind an existing multi-family property. The owner has been working on rehabilitating the former "stucco" 3-family house. If the house had been razed, then a duplex would not be consistent with the area; however, since the house has been rehabilitated, a duplex is appropriate. Building Inspector Vretenar added that the existing house had 2 units condemned but Mr. Minchillo has been brining the units in compliance. Commissioner Kiepczynski inquired if all the units would be rentals and what the timing of the construction would be. Mr. Minchillo indicated that the duplex and the existing house would all be rental units. He is anticipating beginning construction on the duplex late summer. Commissioner Grubanowitch asked if the units were intended to be market rate and if he had determined the monthly rent. Mr. Minchillo stated that he did not know yet. He had not anticipated on the renovation being so involved so he has to have all the costs before he determines the rents. Commissioner Stemwell stated that he looked at proposed Lot 1 of the CSM which has the existing house on it and has seen 4 electrical connections to the house so he is confused if the existing house will be 3 or 4 units and if there is enough parking for all the units. Mr. Minchillo stated that it will be 3 units with a common area. Building Inspector Vretenar added that there is enough space for 12 vehicles and that a special use permit is needed for the existing house to have 3 units since the current zoning is R-3 which only allows duplexes without a special use permit. Commissioner Kiepczynski inquired about the size of the proposed duplex. Mr. Minchillo stated that it would be approximately 1500 square feet and look more like a townhome. Commissioner Manders asked about the vacated streets referenced on the CSM. City Engineer Dejewski

stated that a long time ago, a subdivision had been preliminarily platted showing proposed streets and blocks for houses. When We Energies owned the property, the streets were vacated but not deleted so they still are included in legal descriptions but are not going to be constructed by the City. Mayor St. Marie-Carls informed the Commission that Mr. Minchillo is working with the Historical Society to have the existing house have an unofficial designation of historical significance to the City. A motion was made by Commissioner Kiepczynski, seconded by Commissioner Manders to recommend to the Common Council to approve the Certified Survey Map. Motion carried.

B. St. Francis Animal Hospital Site – Northeast Corner of S. Kinnickinnic/E. Howard Avenue

1. Rezoning Application

Ms. Cronin gave an overview of the project. She stated that an architect had been retained to begin the design of the building and the services that the veterinarians wanted to offer had expanded from the previous meeting. The services now include some indoor boarding along with the clinic. The boarding would be completely indoors. Commissioner Grubanowitch stated that he liked the look of the building and asked if the site met the parking requirement. Building Inspector Vretenar stated that it did. Commissioner Manders stated that he, as an architect, realizes that the site is more important at this time but had some suggestions on the building. He suggested that the corner of the building needed some additional treatment; that the roof-line could be broken more to add depth to the structure; that the facade needed the colors to contrast more and that the corner of the entrance might benefit from a clear story to add some interest to the building. Mayor St. Marie-Carls asked what would be in front part of the building on the corner of S. Kinnickinnic and E. Howard where all the windows were planned. Ms. Cronin stated that nothing definite had been planned. Originally they thought that maybe the offices would be there but the veterinarians need to have their offices located in the midst of the clinic so they are still deciding. She also added that the boarding area would have a separate ventilating system for the smell and a noise barrier for the clinic. Commissioner Grubanowitch asked about the number of kennels and if there will be any training at the facility. Ms. Cronin stated that 8-10 kennels are proposed with an option for dog daycare. There will be open space for multiple play groups. No training is anticipated at this time but maybe in the future. Building Inspector Vretenar stated that if the Animal Hospital is including boarding in the plan of operation, then the application for rezoning would need to be amended to request the new zoning to be M1-SU which allows boarding. M-1 zoning is in the area so it would not be inconsistent to have an M1-SU zoning on the site. A motion was made to recommend to the Common Council to approve the zoning from R-3 to M1-SU and to set the public hearing date.

There was discussion on the motion. A question was asked about dumpster location and what type of waste was generated from the operation. Ms. Cronin stated that there is not a lot of waste. Some of the waste is considered biohazard and there is a separate company which handles the cremation of pets. It was indicated that it would be desirable for the dumpsters to be in a location not adjacent to the residences. Ms. Cronin stated that the topography was challenging for a dumpster location. Questions regarding how close to E. Howard Avenue the dumpster could be located were asked by the Commission. City Engineer Dejewski provided an update on the progress of the E. Howard Avenue right-of-way dedication.

The discussion concluded. The vote was taken and the motion carried.

2. Site Plan

Commissioner Kiepczynski asked if the dumpsters would be enclosed. Ms. Cronin stated that they would. Commissioner Manders asked if the entrance to the building could be pulled out a bit. Mr. Barbosa indicated that there are two separate groups of people coming to the clinic – one for appointments and one for day care/boarding. They can look at separating them more. Commissioner Grubanowitch inquired if consideration as to the design of the signage has been completed. Ms. Cronin stated that there will be a monument sign closer to the corner but they also are considering signage on the building along Howard Avenue. Commissioner Manders asked about the lighting. Building Inspector Vretenar stated that a more detailed design will come back to the Planning Commission after the public hearing for the change in

zoning if it is successful. A concept is needed however for the public hearing to be held. No action was taken on this item.

C. 2040 E. St. Francis Avenue Change in Operation

1. Description of Change

2. Site Plan

Mayor St. Marie-Carls stated that items 1 and 2 would be discussed together. She then stated that Mr. Dysland has a letter in the packet and requested Mr. Dysland to review his proposal with the Commission.

Mr. Dysland stated that the original proposal in 2015 has self storage in the rear of the property and retail in the front which included office space for his environmental business. Since that time, his business has grown 40%. He has added some designations such as DVB (Disabled Veterans Business) which is considered a minority business. Many companies need to include minority owned businesses in their projects so he has been able to expand his client base. He could move his office into the location as originally proposed but it would only work for about one year then he would have to move again. He does not want to move twice within a year so he wants to find a suitable location to operate the environmental business out of for a longer period of time and convert the remaining space in the retail area to climate controlled indoor storage. This would mean that the entire building abutting St. Francis Avenue will be climate controlled indoor storage. There will be less traffic than when retail was proposed so there is adequate parking. To convert the space, he is going to have to tear out plumbing already installed and remove the overhead door in the rear since it will no longer be needed. He will have a small office with a store which will sell packing supplies and a shipping company similar to FedEx or UPS in Building 3 which is back by the self storage units. Alderman Wattawa asked why Mr. Dysland did not just expand into the entire retail building. Mr. Dysland said there have been many unanticipated issues on the site which have cost over \$250,000. He needs the space to pay rent and he needs a bigger space for his operation than the retail space offers. Alderman McSweeney stated that it seemed like a lot of money to invest in just a warehouse. Mr. Dysland concurred but many of the costs were unable to be anticipated even with the soil borings. They had to install helical piers instead of the traditional footings due to the poor soils in the area where the soil borings were not taken. Commissioner Grubanowitch stated that the residents and the City were told that there would be a person from the environmental company on site during the business hours of the storage. Mr. Dysland stated that he will own and operate the franchise in Building 3. There was general discussion on the issue of the shipping business and his office being staffed and on site. There was consideration to moving the office to Building 1 but it was decided that Building 3 offered more security to the rear storage units. Commissioner Manders made the suggestion to remove unit 170 from the interior storage to keep the exit for safety reasons. Mr. Dysland concurred and agreed to remove the unit. Alderman Wattawa stated that there were 3 major concerns of the residents: the look of the buildings which look great; staff to be on site during office hours which Mr. Dysland has agreed to; and concerns about additional traffic which actually gets better without retail or office so the neighborhood concern is reduced. Alderman Wattawa also indicated that Mr. Dysland is working with his neighbor to the north on some renovations to their building. There was general discussion on the types of improvements being done the former Starfire Building. There was also general discussion regarding potential improvements to the other site in St. Francis that Mr. Dysland owns – RDI on E. Crawford Avenue.

A motion was made by Commissioner Buechel, seconded by Alderman Tutaj to recommend to the Common Council to approve the change in operation with the stipulation that unit 170 of the interior storage will be eliminated and that Building 3 will be staffed by an employee of Mr. Dysland's during the hours of operation. The motion carried with one descending vote by Commissioner Stemmwell.

5. Unfinished Business

A. 4235 S. Nicholson Avenue Site – RFP Review

Mayor St. Marie-Carls gave an update on the portion of the CDA meeting where these projects were discussed. Brinshore provided a financial proposal to the CDA for review. The CDA discussed the request

and eventually voted to provide \$100,000 to the potential development. Brinshore is now reviewing the funding that the CDA is willing to provide and will be letting the City know if they can make their project work with that amount of City funding. Commissioner Kiepczynski asked why Bear did not provide a financial request. Mayor St. Marie-Carls stated that Bear was not clear on what discussion was going to be held at the CDA meaning if it was just a global discussion on if the CDA was going to fund any development on the site or if it would be project specific. She is unsure if Bear is still interested in the site.

B. Bear Lakefront Development Update

Mayor St. Marie-Carls stated that the CDA had an opportunity to discuss the financial developers agreement in closed session. There are some items that need to be resolved but the agreement is close and moving forward. She also reported that Bear would not be constructing in 2016. Commissioner Grubanowitch inquired as to why the project is delayed. Mayor St. Marie-Carls indicated that Bear had some internal issues and is still planning on developing. Building Inspector Vretenar asked if Bear had purchased the land yet since that has an impact on the elevator tower at The Landing. Mayor St. Marie-Carls stated that Thomson Development has sent a letter to the condo board and is waiting for their approval of the project since Thomson does not have a controlling interest in the property any longer.

6. Adjourn

A motion was made by Commissioner Buechel, seconded by Commissioner Kiepczynski to adjourn. Motion carried. Meeting adjourned at 8:07pm.