

CITY OF GLENDALE
5909 North Milwaukee River Parkway
Glendale, Wisconsin 53209

AGENDA -- PLAN COMMISSION

Tuesday, September 06, 2016

6:00 P.M.

1. Roll Call and Pledge of Allegiance.
2. Adoption of Minutes of Meeting Held on July 5, 2016.
3. a. Plan Commission Review, Elite Sports Club-River Glen, 2001 West Good Hope Road. Review and approve proposed change modifying the Site Plan to provide a fence enclosure in the southwest corner of the property.
Kay Yuspeh, Elite Sport Clubs
Peter Ogorek, Perspective Design
- b. Plan Commission Review, Holiday Inn, 4700 North Port Washington Road. Review proposed building addition to the swimming pool facility to include a hot tub, fitness room, restrooms, and storage space, with complementary landscape changes.
Nagib Lakhani, Representing CMH Milwaukee River, LLC
Steven Esser, Architect
- c. Plan Commission Review, Cable Com, LLC, 6070 North Flint Road. Review and approve proposed changes to Site Plan pertaining to outside storage use.
Teri Severinsen, CFO Cable Com, LLC.
Al Kunert, Fleet Manager, Cable Com, LLC.
- d. Plan Commission Review, Halloween Express, 200 West Silver Spring Drive. Review and approve proposed temporary Halloween costume specialty shop use and occupancy.
Jon Majdoch, Halloween Express

NOTICE: Although this is NOT a meeting of the Glendale Common Council, a majority of Council members may be in attendance. No action or deliberation by the Council will take place.

-Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals.-

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Tuesday, July 05, 2016

Pursuant to adjournment, the City Plan Commission met in the Common Council Chambers of City Hall, 5909 North Milwaukee River Parkway.

Mayor Kennedy called the meeting to order at 6:00 p.m.

Roll Call: Present: Mayor Bryan Kennedy, Commissioners JoAnn Shaw, Karn Cronwell, Fred Cohn, Gary Lippow, Robert Pfauth, and Tomika Vukovic. Absent: None.

Other Officials Present: Richard E. Maslowski, City Administrator, Rachel Reiss, Deputy City Administrator, Todd M. Stuebe, Director of Community Development.

In accordance with the Open Meeting Law, the North Shore NOW, the City's official newspaper, was advised on Thursday, June 30, 2016, of the date of this meeting, the agenda was posted on the official bulletin board in City Hall, copies of the agenda were made available to the general public in the Municipal Building and the Police Department, and those persons who have requested were sent copies of the agenda.

PLEDGE OF ALLEGIANCE.

The Members of the Plan Commission, City staff and all those present pledged allegiance to the flag of the United States of America.

ADOPTION OF THE MINUTES.

Motion was made by Comm. Shaw, seconded by Comm. Cohn, to approve the minutes of the meeting held on Tuesday, June 7, 2016. Comm. Lippow stated that as he was not present for the June 7, 2016, meeting he could not have made the motion or voted on Item 1 and that it must have been Comm. Cole who was present. Roll Call: Ayes: Mayor Kennedy, Commissioners Shaw, Cronwell, Cohn, Lippow, Pfauth, and Vukovic. Noes: None. Abstain: None. Motion carried unanimously.

MATTERS FOR CONSIDERATION.

- I. Plan Commission Review, Parking Ramp for Prospective Tenant(s), 575 West River Woods Parkway. Review and approve proposed architectural, site, landscaping, lighting, and signage for parking ramp.

Mr. Stuebe stated that the Plan Commission Report was distributed to the Plan Commissioners and Applicant and is incorporated herein as follows:

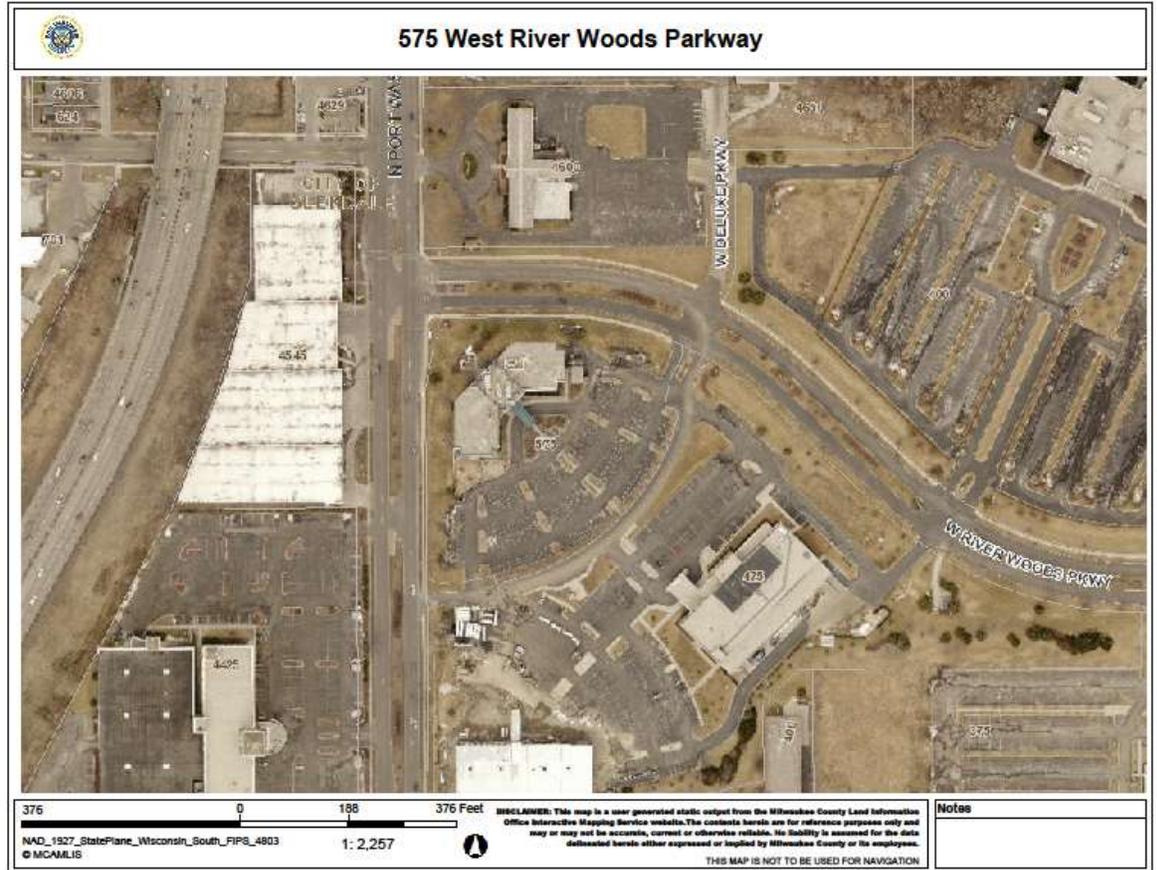
Plan Commission Report:

575 Riverwoods Partners, LLC, the owner of the office building located at 575 West River Woods Parkway, proposes to construct a two level parking ramp to serve the existing office building located at 575 West River Woods Parkway. The project has been modified in response to Plan Commission

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review comments of September 1, 2015 (refer to packet materials). The property is zoned PD-Planned Unit Development and the proposed use is permitted with the review and approval of the Estabrook Corporate Park Association and the review and approval of the Plan Commission.

Photograph. View of 575 West River Woods Parkway



The existing office building, a three story building totaling about 57,000 square feet, previously utilized by the Orthopaedic Hospital of Wisconsin, has surgical units and related facilities that the owner believes there is not presently any market interest to reuse as such, and seeks to convert the use to general office use for companies such as health insurance providers. The owner has stated that in order to attract and attain a lease with prospective office tenants more parking spaces will be required.

Submittal documents state that there are presently 234 surface parking spaces available, of which 34 are easement. For general office and professional use buildings the City parking guidelines suggest a parking stall per 200 square feet of office floor space (five parking stalls per 1,000 S.F.) or a parking space per three employees. Based on floor space the guideline suggests a total of about 285 parking stalls (57,000 S.F. x 1 parking stalls/200 S.F. = 285 parking stalls). The proposed parking ramp will allow the property

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owner to supply the property with a total of 359 parking spaces (177 lower level parking spaces, 34 by easement, and 148 upper level parking spaces).

The revised plans include a Traffic Study that was completed by R.A. Smith National on behalf of Phoenix Investors, as well as the revised design of the parking structure and landscape plan. North Shore Fire Department comments are attached.

The size and shape of the parking structure are essentially unchanged from the project as reviewed by the Plan Commission September 1, 2015. The architectural treatment of the exterior of the structure has been changed from pre-cast wall panel with brick to the Terra 5 screening system on scored precast concrete panels (refer to architecture images and material brochure). Landscape plan changes include the addition of more trees. Improved artistic images of the project are indicative of the revised architectural and landscape treatment.

R.A.Smith National has been working with the City pertaining to fulfillment of stormwater management requirements and this item is resolved.

Required Action

The necessary action by the Plan Commission is to determine whether or not the concerns previously articulated by the Plan Commission have been satisfactorily resolved and, if so, to approve the proposed project.

Steve Roloff introduced himself as civil engineer representing 575 Riverwoods Partners, LLC, and that also present are the civil engineer and landscape architect.

Jeff Stowe introduced himself as architect representing 575 Riverwoods Partners, LLC.

Mr. Roloff stated that there has been much vacancy at the 575 building and that parking is an issue for prospective tenants, and that they need to have a plan in place to build, although at this time there is not a time frame.

Mr. Stowe presented the revised project plan and stated that the ground level grade is not changing at the east side of the parking structure, and that the first level slopes downward into the ground about 14 to 15 feet descending east to west moving toward North Port Washington Road. Mr. Stowe stated that the height of the structure at the east side would be about 17 to 18 feet with a 42-inch wall along the top of the structure. Mr. Stowe stated that some of the objective for the design was taken from the comments at the previous meeting, that the structure was too bland with the precast with brick inset. Mr. Stowe stated that in order to give a more natural feel and to break up the façade a safety screening device is utilized, installed above a scored precast, the screen has varying heights earth tone terra cotta tubes (refer to material data) that have an aluminum substructure with which each end is attached to the structure. Mr. Stowe stated that the stairway enclosures are about 30 feet in height to the top, and that there is not an elevator because ADA parking is provided at grade and would require taking the stairway down or take a lengthy route that does not require use of the stairway.

Mr. Stowe stated that three or four parking spaces were removed to add additional trees for screening purposes. Mr. Stowe stated that from North Port Washington Road to the east

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there is a slope of about 10 feet. Mr. Stowe stated that the landscape plan does not indicate any trees along North Port Washington Road (there are four existing trees that are indicated on the landscape plan to remain that were not included in the presentation. There is also a blue spruce and planting bed with small shrubs that are not indicated on the landscape plan).

Mr. Dederling stated that since the time that they have owned the property the most occupancy was about 39 percent, and that at present it is 20 percent, and concluded stating that occupancy was likely 100 percent at some time during the ownership of the prior ownership. Mr. Dederling stated that they have an interested tenant looking for 18,000 square feet, which is about a single floor of the building, and that they require eight parking spaces per 1,000 square feet, and that he does not know if it is enough parking to fill the building, concluding that if fully occupied they would have to displace tenants while building and that the tenant would be a beginning of 2017 occupancy. Mr. Dederling said that the current anchor tenant is Nurturing Nook, a daycare center, and that toddlers do not require parking, only a place for the parents to drop off their children. Mr. Dederling shared that if a tenant is secured they can commence to construct the parking structure and that it will require about six months to be completed, and that at present they do not have an estimate of the construction cost.

Mr. Roloff stated that the parking structure construction can be half and half, so they do not need the whole site at the same time to build, and that the typical cost to build is about \$45 to \$52 or \$53 per square foot, so the estimated construction cost is about \$5 million (330 parking spaces x 150 SF/Parking space x \$50 X 2 = \$4,950,000).

City Administrator Maslowski reiterated that there is not an existing TIF District there, and that the ultimate assessed value of the property will be determined by the Assessor sometime after the parking structure is built, also, the revised project plans were sent to all of the property owners and that there was only a single objection from the Orthopaedic Hospital of Wisconsin, the others neither objected or approved, so there was not enough objecting for the Estabrook Corporate Park Association to deny approval.

There was some discussion of the Fire Department Connection (FDC) which is presently located immediately east of the main entrance to the building, and that the North Shore Fire Department concluded that they could work with the existing connection. Mr. Dederling stated that the cost to relocate the FDC was about \$100,000 and that they were not saying that they were willing to sacrifice the building over \$100,000, only that the cost would be a burden if the building could be protected utilizing the existing FDC.

Mr. Stuebe stated that if approved the Plan Commission approval would be valid for one year if building permits were not obtained.

Comm. Vukovic asked if there were no tenants now and if the structure is built would they would have 100 percent occupancy.

Mr. Dederling responded not now, and that they are present to gain approval so that they can go ahead and market the property, and that he thinks they would then be pretty close to 100 percent occupancy.

Comm. Vukovic asked if there were any other parking solutions.

Mr. Dederling said that they had explored neighboring properties and that it would be difficult to send employees walking across North Port Washington Road and that underground parking is not economically feasible.

Comm. Cronwell asked how the proposed façade was determined and how long that material has been in use.

Mr. Stowe stated that they were trying to match the color of the brick of the existing building and referenced the scored precast color on the material exhibit, and that the material has been in use for eight to ten years in America, it is terra cotta, so has been in use

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many years. Mr. Stowe again stated that there is an anodized aluminum substructure that is attached to verticals every six to eight feet, and added that for safety reasons there cannot be wide gaps.

Comm. Lippow asked if the property is under-parked Planned Development.

City Administrator Maslowski stated that the property is zoned PD Planned Development so other Zoning Code does not apply, continuing stating that project specific approvals include the parking, and that for example the original development in the Estabrook Corporate Park was Deluxe Data with a 175,000 square foot building that the project was approved with a plan for a future addition to the building that has not happened, but all of the parking was built, so the parking was not fully utilized and, also the Columbia St. Mary's was the original owner of the present property as a general medical office use and that the orthopaedic services grew even more than they expected and the Orthopaedic Hospital of Wisconsin outgrew the building and the current Orthopaedic Hospital of Wisconsin was built and there are not any existing parking problems there with the hospital and medical office use there. The Columbia St. Mary's River Woods Clinic/Urgent Care and adjacent medical office building (the former Heart Hospital of Milwaukee facility) also has more than sufficient parking available, so none of the existing Planned Development zoned properties are not functioning well with regard to parking spaces. When the original Columbia St. Mary's medical office building was constructed and was the only building there the larger parking lot was utilized to provide parking for the hospital on the East Side of Milwaukee as there was a shuttle service provided, so the original Orthopaedic Hospital is not really a true comparison.

There was some discussion of the history of the site as relates to the historic uses there such as past manufacturing and steam tunnels so upon excavation it is likely to encounter some of the artifacts of those facilities.

Comm. Shaw asked if the Estabrook Association By-laws include ratios for landscaping and parking.

Mr. Roloff said that Chuck Stasse of R.A. Smith National looked at the document and did not find anything.

City Administrator Maslowski said that there used to be a fountain out front, and that the focus of the reviews was generally the use and the architecture and materials along with the right of review.

Steve Roloff stated that the parking structure was designed so that there were not obscured places or views and that the ramp would require lighting, and way-finding signs, the type and number would all be by contract.

Comm. Cohn asked when travelling southbound via North Port Washington Road would there be blockage of the buildings behind.

Mr. Stowe replied that the viewer along North Port Washington Road would see the 40-inch high wall.

Comm. Cohn asked why there is resistance by the developer to the Fire Department Connection (FDC), even though the Fire Chief says that there is a work-around, is there any reason not to do so?

Mr. Roloff replied that the cost is a burden and that they had demonstrated, utilizing the turning movements of a Greendale fire truck, that it could access the FDC.

Comm. Cohn asked if they were in affect willing to give up the building over a \$100,000 cost while the parking structure cost is \$5,000,000.

Mr. Dederer replied that they are not giving up the building, and they are not restricting access to the FDC.

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Comm. Cohn asked how many ADA parking stalls are located on the first level and whether that meets the Code requirements.

Mr. Roloff stated eight spaces and that if full eight spaces are full.

Comm. Cohn stated that he thinks that they need more parking on the second level.

There was some discussion amongst the development team as to what the requirements are and Mr. Roloff said that in order to satisfy ADA requirements eight parking stalls are required for the first 500 parking spaces and that includes a single van accessible parking stall.

Comm. Lippow stated that if eight ADA parking spaces for the first 500 parking spaces are the requirement they are actually providing eight ADA parking spaces for the first 335 parking spaces.

Mr. Roloff said they could provide entrances for the first and second floor and, also, that in winter most want to park out of elements close to elevator.

Motion by Comm. Lippow, seconded by Comm. Cronwell, to approve the project plan as-is. A motion was made for a friendly amendment by Comm. Cohn, seconded by Comm. Shaw, to increase the number of ADA parking spaces from eight to fifteen. Roll Call: Mayor Kennedy Yes, Commissioners Shaw Yes, Cronwell No, Cohn Yes, Lippow No, Pfauth No, and Vukovic Yes: Abstain: None. Motion carried 4 to 3 on the tiebreaker Yes vote by Mayor Kennedy to approve the friendly amendment to increase the ADA parking spaces from eight to fifteen.

The vote on the original Motion by Comm. Lippow, seconded by Comm. Cronwell, that the Plan Commission approve the project plan as-is with the increased number of ADA parking spaces. Roll Call: Mayor Kennedy, No, Commissioners Shaw No, Cronwell Yes, Cohn No, Lippow Yes, Pfauth Yes, and Vukovic. No, Abstain: None. Motion to approve the project plan as-is with the number of ADA parking spaces increased from eight to fifteen parking spaces failed 4-3 on the tiebreaker No vote by Mayor Kennedy.

ADJOURNMENT.

Motion by Comm. Cohn, seconded by Comm. Vukovic, to adjourn the Plan Commission until 6:00 p.m. on Tuesday, August 2, 2016. Roll Call: Ayes: Mayor Bryan Kennedy, Commissioners Shaw, Cronwell, Cohn, Lippow, Pfauth, and Vukovic. Noes: None. Motion carried unanimously.

Todd M. Stuebe, Director of Community Development

Recorded: July 7, 2016

NOTE:

Meeting Time is 6:00 p.m.

City of Glendale Plan Commission

6:00 P.M., Tuesday, September 06, 2016

- Plan Commission Report -

Glendale

RICH PAST.
BRIGHT FUTURE.



Staff Report to the Plan Commission
Meeting of Tuesday, September 06, 2016

- 3a. **Plan Commission Review, Elite Sports Club-River Glen, 2001 West Good Hope Road.** Review and approve proposed change modifying the Site Plan to provide a fence enclosure in the southwest corner of the property.

Elite Sports River Glen will present a proposed change to the Site Plan that will modify the enclosed fenced perimeter in the southwest of the Elite Sports-River Glen site located at 2001 West Good Hope Road (Refer to drawings). The site is zoned S-1 Special (Institutional) District, and the proposed change to the Site Plan requires Plan Commission review and approval.

Photographs A and B. View from North Berwyn Avenue Looking West.



Elite will utilize the increased grass turf fence enclosed space to have outside health and fitness activities and the fence will serve a similar function as with the existing smaller fenced perimeter, to keep children in and to keep playing balls from leaving the property, also serving to secure the Elite property.

Staff suggest that along the west side of the North Berwyn Avenue right-of-way the fence be shifted west due to the proximity to North Berwyn Avenue. There is an existing storm sewer easement that traverses the land from northeast to southwest that the City will require access to maintain the existing storm sewer pipeline. An Agreement will be necessary to assure that the City has the necessary access to the storm sewer and to determine the responsibilities as to the costs to remove and replace fences, and address liability for any damage to the storm sewer pipeline.

Staff Recommendation: Staff recommends that the Plan Commission grant approval of the proposed changes to the Site and Landscaping plan per the following requirements:

- 1) Common Council approval of an Agreement with the City of Glendale to assure access to the storm sewer pipeline, determine responsibilities for any necessary removal and/or replacement of fence, and liability for any damage caused to the storm sewer easement;
- 2) All City of Glendale building and fire codes being fulfilled to the satisfaction of the Building Inspector and North Shore Fire Department.

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- 3b. **Plan Commission Review, Holiday Inn, 4700 North Port Washington Road.** Review proposed building addition to the swimming pool facility to include a hot tub, fitness room, restrooms, and storage space, with complementary landscape changes.

Architect Steve Esser, on behalf of Nagib Lakhani, requests Plan Commission review and approval of the architectural and landscape plans to add a hot tub, fitness center, restrooms, and storage space, to the existing Holiday Inn hotel building located at 4700 North Port Washington Road. The property is zoned B-1, Sub-Area K, (Hotel and Convention Center) Business and Commercial District, and the proposed architectural and landscape changes require Plan Commission review and approval.

Image A. Holiday Inn Presentation of June 3, 2014



Hot tub and fitness center are common amenities at a premier hotel/conference center facility. The project is non-complex and the proposed architectural image and landscape changes are indicated in the distributed plan documents. The exterior materials match the existing building.

There will be a modest decline in the number of parking stalls as seven parking spaces are eliminated as a result of the proposed improvements. Owner will provide the proposed project schedule.

Staff Recommendation: Staff recommends that the Plan Commission grant approval of the proposed architecture and landscape plan for the proposed improvements to the Holiday Inn facility located at 4700 North Port Washington Road, per to the following requirements:

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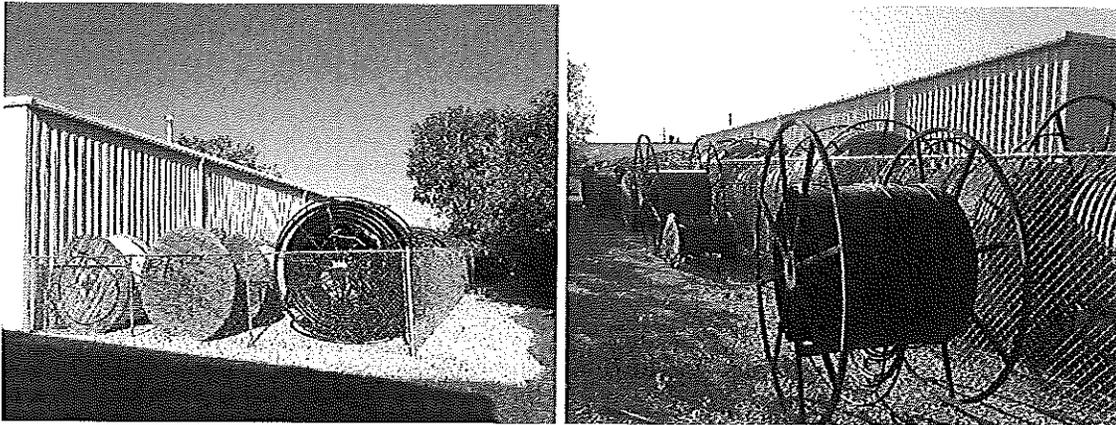
- 1) All landscaping and lighting features being maintained and replaced and/or replenished whenever necessary;
- 2) All City of Glendale building, and fire codes being fulfilled to the satisfaction of the Building Inspector and the North Shore Fire Department;

3c. **Plan Commission Review, Cable Com, LLC, 6070 North Flint Road.** Review and approve proposed changes to Site Plan pertaining to outside storage use.

In late 2014 CableCom, a network cable install and construct company, acquired the 6070 North Flint Road property. The Plan Commission reviewed and approved (December 2, 2014) the proposed use and occupancy, as well as changes to the Site/Landscaping Plan to provide for the proposed use by CableCom.

Not unexpectedly, with growth CableCom needs to increase the size of the storage yard enclosure to store more cable reels, and also has identified a need for more parking spaces on the property for employees. CableCom's narrative description of the immediate need is also included in the Plan Commission documents. The land is zoned M-1 Warehouse, Light Manufacture, Office and Service District, and the proposed outside storage use element requires Plan Commission review and approval to modify the existing Conditional Use Permit.

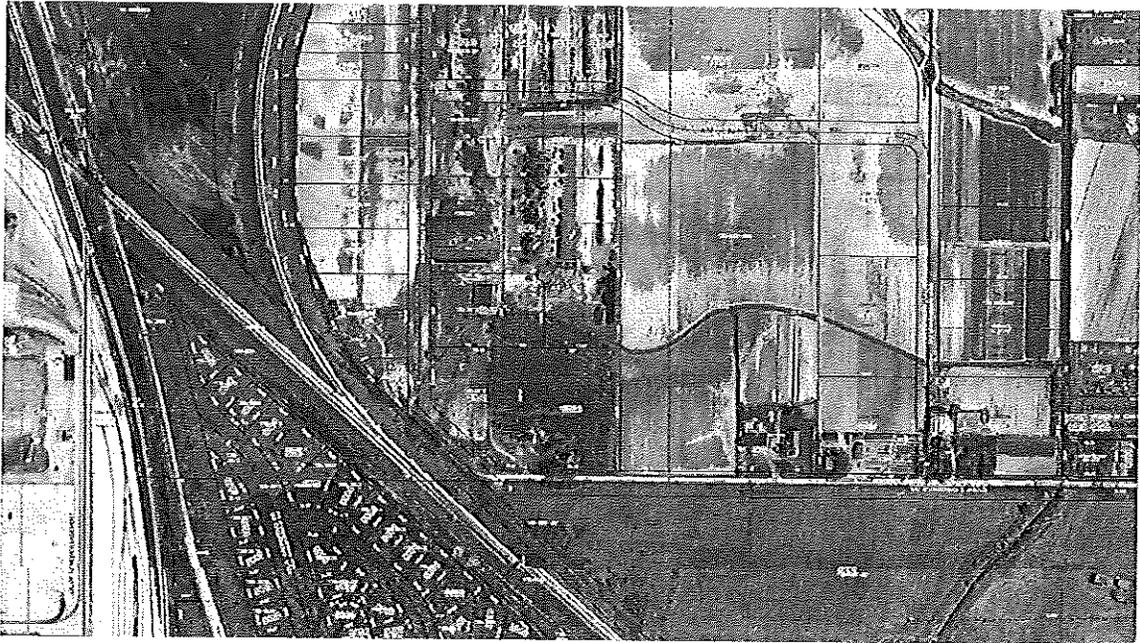
Photographs C and D. Views of Existing Cable Reel Storage Yard (South).



The proposed changes to the storage yard are located south of the existing warehouse building and storage yard, space that is presently occupied by proliferating regrowth. Historic aerial photographs indicate that there was a natural drainage way that conveys or conveyed runoff west to east across the property (Refer to the below 1951 aerial photograph) and CableCom will want to evaluate whether filling will impede the runoff drainage pattern.

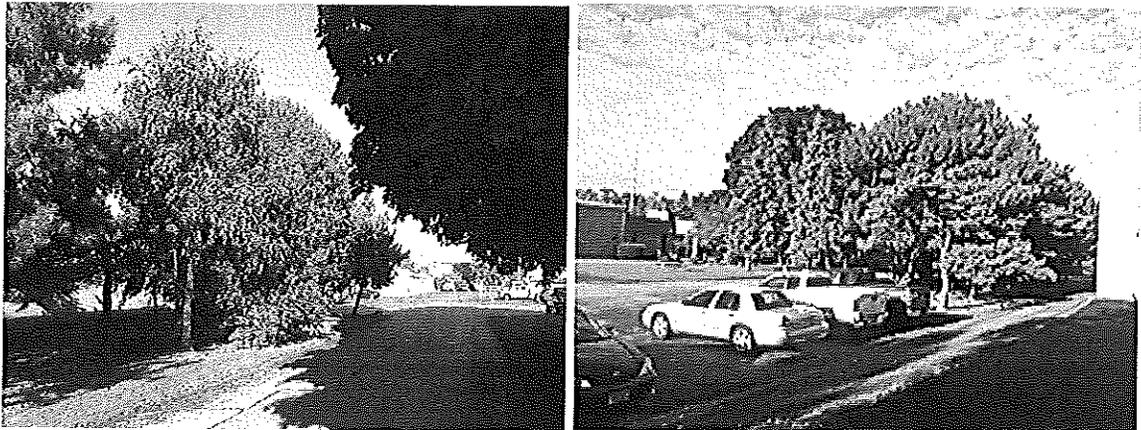
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1951 Aerial Photograph that Indicates Historic Natural Drainage Way.



The proposed employee parking is located on the north side of the property, continuing the parking that presently exists there. There will be some loss of green space that includes several trees and grass turf.

Photograph E and F. Views of Existing and Proposed Employee Parking.



Staff Recommendation:

Staff recommends that the Plan Commission grant approval to modify the existing Conditional Use Permit for Cable Com, LLC, a network cable install and construct company, to make the proposed Site/landscaping Plan changes per the following requirements:

Staff Report to the Plan Commission
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- 1) Outside storage is limited to fiber optic cable reels and closely related materials;
- 2) All landscaping and lighting features being maintained and replaced and/or replenished whenever necessary pursuant to tenant/owner lease responsibilities;
- 3) Demonstrate to the satisfaction of the Director of Public Works that the proposed changes will not activate Stormwater Management requirements or impair the natural drainage of the lands;
- 4) Written certification by owner of compliance with State of Wisconsin Department of Safety and Professional Services requirements for physically disabled parking prior to issuance of Occupancy Permit.

3d. Plan Commission Review, Halloween Express, 200 West Silver Spring Drive.
Review and approve proposed temporary Halloween costume specialty shop use and occupancy.

Applicant, Jon Majdoch, seeks Plan Commission review and approval for Halloween Express (Previously Halloween Extreme, Halloween Express, and Discount Halloween), a seasonal costume specialty shop use, to temporarily occupy the former Betty Johnson Interiors space located at the east side of the 200 West Silver Spring Drive site (Mr. Majdoch informed staff that he owned and operated the Halloween seasonal store the first year that it was operated in the City of Glendale in the former Hollywood Video store). Over the past several years Jim Peterson owned and operated Discount Halloween and Halloween Extreme in the same space. The proposed use is a permitted use in the B-1, Sub Area E zoning district with Plan Commission review and approval.

Halloween Express will occupy about 7,000 square feet. Based on the previous occupancy of the 200 West Silver Spring Drive tenant space the site will accommodate the proposed temporary use by Halloween Express. As the date of Halloween approaches access to the site during peak hours may present some challenges.

Proposed hours of operation are 10:00 a.m. to 9:00 p.m. Monday through Saturday, and Sunday 11:00 a.m. to 7:00 p.m. The Applicant anticipates that there will be a total of twenty (20) employees and between two and ten employees working at the site at any given time.

Staff Recommendation: **Staff recommends that the Plan Commission grant use and occupancy approval for Jon Majdoch to operate Halloween Express, a seasonal costume specialty shop, in the former Betty Johnson Interiors tenant space, located at 200 West Silver Spring Drive, per the following conditions:**

- 1) Time period for temporary occupancy through Wednesday, November 2, 2016;

Staff Report to the Plan Commission
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- 2) No outside displays, activities, or distractions of any kind;
- 3) Property to be regularly policed to maintain a litter-free condition;
- 4) Signs require a Sign Permit per the Glendale Sign Code;
- 5) All City of Glendale building and fire codes being carried out to the satisfaction of the Building Inspector and Fire Marshall, respectively;