



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

The Plan Commission Meeting Will be In-Person.
Attendance via ZOOM virtual meeting is available as well.

Current and past agendas may be accessed
along with reports and supporting documents at
<http://wi-glendale.civicplus.com/agendacenter>

Join Zoom Meeting
<https://zoom.us/j/96324827479>
Meeting ID: 963 2482 7479
Dial by your location
1 312 626 6799 US (Chicago)

AGENDA—PLAN COMMISSION MEETING

Tuesday February 7, 2023
6:00 PM.

*Members: Chairman and Mayor Bryan Kennedy, Alderman Phillip Bailey,
Amanda Seligman, Shauntay Nelson, Fredrick Cohn, Shawn Storey,
Traci Jean Storey, and Ryan Attwood (Alternate)*

1. Roll Call and Pledge of Allegiance.
2. Adoption of Minutes of Meetings December 6, 2022, and January 3, 2023.
3. Tabled Items

Business Use Approvals:

- a. Discussion and consideration for a business use approval for Foster Funeral and Cremation Trade Services at 2700 N. Silver Spring Dr. Planned Commercial Land Use Classification, B-3 Silver Spring Drive Commercial District, and Tax Key Number 169-0170-001.

Withdrawn by Applicant

4. New Business:

Business Use Approvals:

- a) Discussion and consideration of business use approval for Ms. Sarah O’Shea’s Good Land Fitness, LLC, at 7020 N. Port Washington Rd. Ste. 200, in a B-4 Office-Research-Service Business District, Tax Key Number 1288007000.
- b) Discussion and consideration of business use approval for Dr. Mirian Boyd Organ’s Women’s Day Spa at 5215 N. Ironwood St. Ste. 108, in a B-1 C1 District, Tax Key Number 196-8001-000.
- c) Discussion and consideration of business use and occupancy approval for Safe Space Therapies, LLC at 5225 N. Ironwood St. Ste. 118, in a B-1 C1 Business and Commercial District, Tax Key Number 1968000000.
- d) Discussion and consideration of business use and occupancy approval for Sebastian Family Psychology Practice, LLC at 6025 N. Green Bay Ave. Stes. 2-3, in a B-4 Office-Research-Service Business District, Tax Key Number 1618037000.

Certified Survey Map

- e) Discussion and recommendation to the City Council for a proposed Certified Survey Map (CSM) to modify an existing lot at 5901 and 5909 North Milwaukee River Parkway for North Shore Fire and Rescue and the City of Glendale, in the S-1 Special (Institutional) District, and the Government and Institutional land use classification, Tax Key Numbers 168-9024-000 and 168-9025-000.

Zoning Text Amendment

- f) Ordinance Creating Section 13.1.18, “Home Occupations, “and Deleting Part (a) (45) of Section 13.1.200, “Home Occupation” of Chapter 1, “Zoning Code,” of Title 13, “Zoning,” of the Code of Ordinances of the City of Glendale.
- g) Ordinance Amending Title 13 Zoning, Chapter 1 Zoning Code, Section 38 “S-1 SPECIAL (INSTITUTIONAL) DISTRICT,” Subsection (d) “Front Yard requirements” of the Code of Ordinances of the City of Glendale.

Zoning Map Amendment

- h) Map Amendment for Sprecher Property III, LLC at 727 W. Glendale Avenue, in the Planned Mixed Use Land Use Classification, B-1 “P” Business and Commercial District to a M-1 Warehouse, Light Manufacturing, Office and Service District, Tax Key Number 233-1170-002.
- i) Discussion and Consideration of Map Amendments for properties owned by the Milwaukee Metropolitan Sewage District and the City of Glendale from R-7 to the C-1 Zoning District for 6130 N. Sunny Point Road, 6411, 6435, 6459, 6477, 6515, 6521, 6573, 6583, 6593, 6595, and 6599 N. Sunny Point Lane, Single Family and Environmental Corridor land use classifications, Tax Key Numbers 162-0067-001, 134-0018-001, 134-0017-001, 134-0014-003, 134-0013-001, 134-0001-000, 134-0021-001, 134-0008-000, 134-0007-000, 134-0006-000, 134-0003-000, and 134-0005-000.

Municipal Ordinance Amendments

- j) Discussion and Consideration of a text amendment for Title 15, Chapter 6 – “Regulation of Signs, Billboards and other Advertising Medium” of the Code of Ordinances of the City of Glendale.

Comprehensive Plan - Public Participation Plan

- k) Adoption a resolution and recommendation to City Council on the written procedures designed to foster public participation regarding an amendment of the Comprehensive Plan as required under Section 66.1001 of Wisconsin Statutes.

Comprehensive Plan Amendment

- l) Discussion and Consideration of an Amendment to the Comprehensive Master Plan 2040: “Glendale Planning a Bright and Sustainable Future for the Hub of the North Shore” from a land use classification of Industrial to a land use classification of Planned Mixed Use, for Meta House, at 4160 N Port Washington Road, Tax Key Number 242-1198-004 and 242-1198-003.

Next Meeting Date:

- m) Next Plan Commission Meeting 6:00 p.m., Tuesday, March 7, 2023.

- n) Adjournment.

*The Regular Plan Commission Meeting is NOT a meeting of the Glendale Common Council. Although a majority of Council Members may be present, Council action will not take place.
Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities.*

CITY OF GLENDALE — PLAN COMMISSION
December 6, 2022

Regular meeting of the City of Glendale Plan Commission convened in the Glendale City Hall Council Chambers, 5909 North Milwaukee River Parkway, and via Zoom.

The meeting was called to order by Mayor Kennedy at 6:00 p.m.

Roll Call: Present: Mayor Bryan Kennedy, Commissioners Shauntay Nelson, Shawn Storey, Ryan Atwood, Phillip Bailey, Traci Storey, and Amanda Seligman. Absent: Commissioner Cohn.

Other Officials Present: John Fellows, Director of Community Development; Nicole Maurer, Treasurer.

In accordance with the Open Meeting Law, the North Shore NOW, the City's official newspaper, was advised on December 1, 2022, of the date and time of this meeting, the agenda was posted to the official bulletin board of City Hall, the Glendale Police Department, and the North Shore Library; that copies of the agenda were made available to the general public in the Municipal Building and the Police Department, and those persons who 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.

MATTERS TO BE CONSIDERED.

Adoption of Minutes of the November 1, 2022, Plan Commission Meeting.

Motion was made by Commissioner Nelson, seconded by Commissioner Shawn Storey, to adopt minutes from the November 1, 2022, Plan Commission meeting. Motion carried unanimously.

Discussion and consideration of a business use approval for T Mobile, for a retail storefront, 5530 North Port Washington Road, in the B-1 "B" Business and Commercial District zoning classification and the Planned Commercial land use classification, Tax Key Number 197-8944-001.

Motion was made by Commissioner Nelson, seconded by Commissioner Bailey, to grant a business use approval for T-Mobile, for a retail store at 5530 North Port Washington Road. Motion carried unanimously. Following the meeting, Director Fellows confirmed T-Mobile will be relocating to 5530 North Port Washington Road from its current Glendale retail location in early 2023.

Discussion and consideration of approval for a six-foot fence that will exceed the ordinance (13.1.142) requirements of four feet for 2440 West Suelane Road, in the R-7 Residential District and the single-family residential land use classification, Tax Key Number 125-0078-000.

CITY OF GLENDALE — PLAN COMMISSION
December 6, 2022

Discussion and consideration of approval for a six-foot fence that will exceed the ordinance (13.1.142) requirements of four feet for 6807 North Bethmaur Lane, in the R-7 Residential District and the single-family residential land use classification, Tax Key Number 125-0212-000.

Director Fellows stated the City of Glendale's ordinance allows for six-foot fences. A subsection of the ordinance regarding subdivisions with deed restrictions modifies the six-foot height standard to relate specifically to what the deed restrictions indicate in each subdivision. Standard operating procedure over the past three decades has been that no fence is issued to be taller than what is allowed in the deed restrictions. Four-foot fences were approved in these particular subdivisions. However, there are six-foot fences in these subdivisions. The Plan Commission is to determine if they find that such fences higher than four-feet could cause substantial property depreciation in these areas.

Jennifer Weldon of 6807 North Bethmaur Lane and Bryan and Rebekah Koepp of 2440 West Suelane Road were present for the meeting.

Motion was made by Commissioner Atwood, seconded by Commissioner Traci Storey, to determine the proposed fence at 6807 North Bethmaur Lane does not depreciate the value of the neighborhood properties. Motion carried unanimously.

Motion was made by Commissioner Bailey, seconded by Commissioner Shawn Storey, to determine the existing six-foot fence at 6440 West Suelane Road does not depreciate the value of the neighborhood properties. Motion carried unanimously.

ADJOURNMENT.

There being no further business, motion was made by Commissioner Shawn Storey, seconded by Commissioner Traci Storey, to adjourn the meeting. Motion carried and adjournment of the Plan Commission was ordered at 7:02 p.m., until Tuesday, January 3, 2023, at 6:00 p.m.

Nicole Maurer, Treasurer

Recorded: December 6, 2022

CITY OF GLENDALE — PLAN COMMISSION
January 3, 2023

Regular meeting of the City of Glendale Plan Commission convened in the Glendale City Hall Council Chambers, 5909 North Milwaukee River Parkway, and via Zoom.

The meeting was called to order by Alderman John Gelhard at 6:00 p.m.

Roll Call: Present: Alderman John Gelhard, Commissioners Shauntay Nelson, Shawn Storey, Fred Cohn, Ryan Atwood, and Traci Storey. Absent: Mayor Bryan Kennedy, Alderman Bailey and Commissioner Amanda Seligman.

Other Officials Present: John Fellows, Director of Community Development; Ken Smith, Planner; Nicole Maurer, Treasurer.

In accordance with the Open Meeting Law, the North Shore NOW, the City's official newspaper, was advised on December 29, 2022, of the date and time of this meeting, the agenda was posted to the official bulletin board of City Hall, the Glendale Police Department, and the North Shore Library; that copies of the agenda were made available to the general public in the Municipal Building and the Police Department, and those persons who 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.

MATTERS TO BE CONSIDERED.

Discussion and consideration of business use approval for C² Boutique, for a commercial retail clothing store, 6004 North Port Washington Road, Suite 1, in the B-1 "F-1" Business and Commercial zoning district and planned commercial land use classification, Tax Key Number 163-9000-003

Motion was made by Commissioner Shawn Storey, seconded by Commissioner Cohn, to grant a business use approval for C² Boutique for a commercial retail clothing store, 6004 North Port Washington Road, Suite 1. Motion carried unanimously.

Discussion and consideration for a business use approval for Foster Funeral and Cremation Trade Services at 2450 West Silver Spring Drive, Planned Commercial Land Use Classification, B-3 Silver Spring Drive Commercial District, Tax Key Number 169-0170-001.

Motion was made by Commissioner Nelson, seconded by Commissioner Traci Storey, to lay the discussion and consideration for a business use approval for Foster Funeral and Cremation Trade Services at 2450 West Silver Spring Drive over to the next regularly scheduled Plan Commission meeting on Tuesday, February 7, 2023, at 6:00 p.m.

Discussion and consideration of architectural, site plan, and business use approval for Bradley Family Dental / Glendale Oral Healthcare Center at 6191 North Green Bay Avenue in a B-4 Office-Research-Service Business District, Tax Key Number 161-0044-000.

CITY OF GLENDALE — PLAN COMMISSION
January 3, 2023

Motion was made by Commissioner Cohn, seconded by Commissioner Shawn Storey, to approve the architectural and business use plan for Bradley Family Dental/Glendale Oral Healthcare Center at 6191 North Green Bay Avenue as amended, subject to a revised landscaping plan being submitted prior to permitting to be approved by staff addressing the following items: 1) Foundation plantings along the east and south areas of the building; 2) Defined planting beds and turf areas defined; 3) Evergreen screening between the parking area and Garden Grove Lane to provide year-round screening of at least 80% screening at maturity and to have a planting height of not less than 4 ft. to screen head lights from the adjacent residential areas; 4) Provide more diversity of plant materials to minimize monoculture plantings; 5) Provide deciduous shade trees along Green Bay, Bender, and Garden Grove, approximately one tree every 20-30 ft. depending upon location and species selected; 6) Parking lot screening shall be provided along Green Bay Avenue and Bender Road with year-round screening of 50% or more; and 7) Perennials beds shall be provided with plantings such as the city flower of a stella d'oro day lily, cone flowers, or similar. Motion carried unanimously.

Discussion and consideration of architectural approval for the proposed renovation of Maglio Companies, 4287 North Port Washington Road, in the M-1 Warehouse, Light Manufacturing, Office, and Service District, Tax Key Number 243-8988-003.

Motion was made by Commissioner Shawn Storey, seconded by Commissioner Traci Storey, to approve the renovation project plans as submitted for Maglio Companies, 4287 North Port Washington Road. Motion carried unanimously.

Discussion and consideration of site plan review for the construction of a fish ladder and repairs of the Kletzsch Dam, for the Milwaukee Metropolitan Sewerage District (MMSD), in the Single Family Residential and Environmental Corridor Land Use Classifications, and the C-1 Conservancy Zoning District, Tax Key Number 134-0018-001, 134-0019-000, 161-9942-000, 161-9941-000, 134-0018-001, and adjacent areas including the Milwaukee River.

Motion was made by Commissioner Cohn, seconded by Commissioner Atwood, to grant approval of a site plan review for the creation of a fish passage and repairs to the Kletzsch Dam with the following conditions: 1) Prior to any permits being issued by the City the DNR shall issue related permits; 2) Upon receipt of the Chapter 31 permit a copy shall be provided to the inspection's office for record purposes; 3) Prior to construction the development team shall request a pre con meeting with city staff prior to issuance of permits. Motion carried unanimously.

ADJOURNMENT.

There being no further business, motion was made by Commissioner Cohn, seconded by Commissioner Atwood, to adjourn the meeting. Motion carried and adjournment of the Plan Commission was ordered at 6:52 p.m., until Tuesday, February 7, 2023, at 6:00 p.m.

Nicole Maurer, Treasurer

Recorded: January 3, 2023

SUBJECT: Plan Commission
Discussion and consideration of business use approval for Ms. Sarah O’Shea’s Good Land Fitness, LLC, at 7020 N. Port Washington Rd. Ste. 200, in a B-4 Office-Research-Service Business District, Tax Key Number 1288007000.

FROM: John Fellows, AICP; Director of Community Development
Ken Smith, MPA, M.S.; Planner

MEETING DATE: February 7, 2023

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	§§ 13.1.34(c)(22), 13.1.37, 13.1.92

BACKGROUND:

The applicant proposes to establish CrossFit Good Land in nearly 5,000 square feet leased at the business park located on the corner of N. Port Washington and W. Green Tree Rds. in a B-4 Office-Research-Service Business District. This fitness studio as its name suggests would be a CrossFit-style studio gymnasium. The business would have up to seven employees, operating three to four group fitness classes per day. The applicant estimates the peak number of space-users to be approximately 20 at any given time. The applicant states her business will operate Monday to Saturday 5am to 7pm with peak class times in mornings:

Monday to Friday: 5am to 9:30am
Monday/Wednesday/Thursday: 5:30pm to 6:30pm
Saturday: 7am to 9:30am

The business has 24-hour surveillance, on-site First Aid, and an automated external defibrillator (AED) with all employees trained in first aid, AED-use, and cardio-pulmonary resuscitation (CPR).

ANALYSIS

The B-1 O and B-4 Business Districts similarly permit “professional services and administrative offices,” “medical and dental offices,” and “any other uses found to be similar use by the Plan Commission.” The site has ample parking, well exceeding the ‘one stall per five students’ requirement in Section [13.1.92](#) of the [Code of General Ordinances](#); and the fitness studio’s peak times are likely not to overlap with other uses’ peak times in that office park.

The applicant previously received Plan Commission approval in October 2022 to operate in a smaller space at 5623 N. Green Bay Ave. in a B-1 O Business and Commercial District. Review of the minutes indicates unanimous Plan Commission approval at that time.

RECOMMENDATION:

Staff recommends the Plan Commission grant a business use approval for Ms. Sarah O'Shea and her Good Land Fitness LLC / CrossFit Good Land fitness studio at 7020 N. Port Washington Rd. Ste. 200.

ACTION REQUESTED:

Motion to recommend approval for Ms. Sarah O'Shea and her Good Land Fitness LLC / CrossFit Good Land fitness studio at 7020 N. Port Washington Rd. Ste. 200.

ATTACHMENTS:

1. [Attachments – 7020 N. Port Washington Rd. Ste. 200](#)

SUBJECT: Plan Commission
Discussion and consideration of business use approval for Dr. Mirian Boyd Organ's Women's Day Spa at 5215 N. Ironwood St. Ste. 108, in a B-1 C1 Business and Commercial District, Tax Key Number 196-8001-000.

FROM: John Fellows, AICP; Director of Community Development
Ken Smith, MPA, M.S.; Planner

MEETING DATE: February 7, 2023

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	§ 460.03
Municipal Code:	§§ 11.2.21, 13.1.34(c)(4)

BACKGROUND:

The applicant proposes to establish a women's day spa at 5215 N. Ironwood Rd. Ste. 108, in a B-1 C1 Business and Commercial District. The women's day spa would have one employee and operate Tuesday through Thursday from 8am to 4pm, except 11am-7pm on Wednesdays.

The applicant is a Doctor of Medicine who graduated from the Wayne State University School of Medicine. She specializes in obstetrics and gynecology and advertises more than 20 years of board certification in her specialty. Relating to her business, these are the following services which will be offered according to the applicant's submission and [website](#):

"Services include the medical skills that involve the practice observing and palpation of the skin. The treatments are superficial and noninvasive. The treatments are done only with gentle soft hand touch. There are no deep tissue treatments offered. The treatments are not meant to do harm, cause pain or discomfort, but are meant to promote relaxation to help improve physical health and well-being. The treatments do not include deep tissue treatment with the use of elbows, knees, feet, needles or balls. This location does not offer massage therapy, physical therapy or behavior therapy. It does not offer cosmetic surgery, body work enhancement procedures, surgical removal of tissue, injury repair, antiaging procedures or pain management. There are no pharmaceutical medicines on site. If further treatments are needed beyond the scope of care within this location, as a primary care board certified physician, Dr. Organ is licensed to recognize urgent concerns and make recommendations or referral to the appropriate therapist or specialist as needed."

ANALYSIS:

Medical offices are specifically permitted in B-1 C1 Districts.

Pursuant to [Chapter 460](#) of the Wisconsin Statutes, [Section 11.2.21](#) of the City of Glendale [Code of General Ordinances](#) has requirements relating to Wisconsin massage or bodywork licensure. However, as the applicant explicitly states she does not offer massage or bodywork therapy, it appears the applicant is not required to have a license under [Wis. Stat. § 460.03\(3\)](#) and therefore Section 11.2.21 of the Municipal Code may not be relevant in this instance.

RECOMMENDATION:

Staff recommends the Plan Commission grant a business use approval for the Dr. Mirian Boyd Organ's Women's Day Spa at 5215 N. Ironwood St. Ste. 108 under the condition that should any practitioner at the women's day spa ever require licensure under Chapter 460 of the Wisconsin Statutes, the practitioner shall follow the requirements established in Section 11.2.21 of the City of Glendale Code of General Ordinances.

ACTION REQUESTED:

Motion to recommend approval for Dr. Mirian Boyd Organ's Women's Day Spa at 5215 N. Ironwood St. Ste. 108 under the condition that should any practitioner at the women's day spa ever require licensure under Chapter 460 of the Wisconsin Statutes, the practitioner shall follow the requirements established in Section 11.2.21 of the City of Glendale Code of General Ordinances.

ATTACHMENTS:

1. [Attachments – 5215 N. Ironwood Rd. Ste 108](#)

SUBJECT: Plan Commission
Discussion and consideration of business use and occupancy approval for Safe Space Therapies, LLC at 5225 N. Ironwood St. Ste. 118, in a B-1 C1 Business and Commercial District, Tax Key Number 1968000000.

FROM: John Fellows, AICP; Director of Community Development
Ken Smith, MPA, M.S.; Planner

MEETING DATE: February 7, 2023

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	§ 13.1.34(c)(4)

BACKGROUND:

Ms. Kathryn Sayers would like to open Safe Space Therapies, LLC at 5225 N. Ironwood St. Ste. 118. The location is in an office park in a B-1 C1 Business and Commercial District south of W. Lexington Boulevard.

Safe Space Therapies, LLC would provide 948 square feet of office space to facilitate subletting up to three additional independent therapists who would privately and separately provide mental health services for clients, pursuant to State of Wisconsin licensing requirements. Clientele would include adults, couples, and children. Office hours would range from 7am to 8pm all week. The applicant estimates peak facility users would be 14. A therapist typically sees two clients at most per time with potentially some individuals in the waiting area. However, this is variable.

ANALYSIS:

“Professional services and administrative offices” are permitted in B-1 C1 Districts.

RECOMMENDATION:

Staff recommends the Plan Commission grant a business use and occupancy approval for Safe Space Therapies, LLC.

ACTION REQUESTED:

Motion to recommend approval for a business use and occupancy approval for Safe Space Therapies, LLC.

ATTACHMENTS:

- [Attachments – 5225 N. Ironwood Rd. Ste. 118](#)

SUBJECT: Plan Commission
Discussion and consideration of business use and occupancy approval for Sebastian Family Psychology Practice, LLC at 6025 N. Green Bay Ave. Stes. 2-3, in a B-4 Office-Research-Service Business District, Tax Key Number 1618037000.

FROM: John Fellows, AICP; Director of Community Development
Ken Smith, MPA, M.S.; Planner

MEETING DATE: February 7, 2023

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	§ 13.1.37

BACKGROUND:

Dr. Sebastian Ssempijja, a child and family psychologist, wishes to open his Sebastian Family Psychology Practice, LLC at 6025 N. Green Bay Ave. Stes. 2-3 in a B-4 Office-Research-Service Business District. Dr. Ssempijja is a child and family psychologist who advertises more than 25 years of experience serving a variety of clients including refugees and asylees from Africa, Southeast Asia, the Middle East, and the former Soviet Bloc. Among other things, his practice also serves individuals and families “distressed by poverty and inner city suburban pressures.”

[Sebastian Family Psychology Practice, LLC](#) would provide mental health services in approximately 3,500 square feet of office space on the second floor of the building. The Practice includes six psychiatrists or psychologists, 16 psychotherapists, four alcohol and drug abuse counselors, six assistants or interpreters, four administrative staff, and approximately six interns or clinicians-in-training. Individuals may be on site from approximately 8:30am to 7:30pm Monday through Friday, with administrative staff typically staying later than when clients are seen.

ANALYSIS:

“Professional services and administrative offices” and “Medical and dental offices and centers” are expressly permitted uses in B-4 Business Districts.

RECOMMENDATION:

Staff recommends the Plan Commission grant a business use and occupancy approval for Sebastian Family Psychology Practice, LLC at 6025 N. Green Bay Ave. Stes. 2-3.

ACTION REQUESTED:

Motion to recommend approval for a business use and occupancy permit for Sebastian Family Psychology Practice, LLC at 6025 N. Green Bay Ave. Stes. 2-3.

ATTACHMENTS:

1. [Attachments – 6025 N. Green Bay Ave. Stes. 2-3.](#)



SUBJECT: Plan Commission
Discussion and recommendation to the City Council for a proposed Certified Survey Map (CSM) to modify an existing lot at 5901 and 5909 North Milwaukee River Parkway for North Shore Fire and Rescue and the City of Glendale, in the S-1 Special (Institutional) District, and the Government and Institutional land use classification, Tax Key Numbers 168-9024-000 and 168-9025-000.

FROM: John S. Fellows, AICP, Dir. of Community Development

MEETING DATE: February 7, 2023

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statues:	N/A
Municipal Code:	Title 13 -Zoning Code

Land Use:	Government and Institutional
Zoning:	S-1 Special (Institutional) District
Target Investment Area:	NA

BACKGROUND/ANALYSIS:

A Certified Survey Map (CSM) is proposed for the lands that include 5901 and 5909 North Milwaukee River Parkway for modifications of property lines and easements. 5901 will gain additional acreage and 5909 will decrease in acreage. The need for the CSM is directly related to the redevelopment of the North Shore Fire and Rescue new fire station and the North Shore Health Department building.

RECOMMENDATION:

Staff recommends the Plan Commission recommend that Common Council grant approval of a Certified Survey Map (CSM) for 5901 and 5909 North Milwaukee River Parkway.

Staff Comments:

1. The land surveyor responsible for signing, stamping all pages.
2. The developer shall provide the city a signed copy of the approved document following council approval.
3. This CSM shall be recorded with the Milwaukee County Register of Deeds office.

ACTION REQUESTED:

Motion – To recommend Common Council grant approval of a Certified Survey Map (CSM) for 5901 and 5909 North Milwaukee River Parkway, subject to the following:

1. The land surveyor responsible for signing, stamping all pages.



5909 North Milwaukee River Parkway
Glendale, WI 53209

2. The developer shall provide the city a signed copy of the approved document following council approval.
3. This CSM shall be recorded with the Milwaukee County Register of Deeds office.

ATTACHMENTS:

[Attachments – CSM NSFR / City of Glendale](#)

SUBJECT: Ordinance Creating Section 13.1.18, “Home Occupations, “and Deleting Part (a) (45) of Section 13.1.200, “Home Occupation” of Chapter 1, “Zoning Code,” of Title 13, “Zoning,” of the Code of Ordinances of the City of Glendale.

FROM: Karl Warwick, City Administer
 John S. Fellows, Community Development Director

MEETING DATE: February 7, 2023

FISCAL SUMMARY:

STATUTORY REFERENCE:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

Wisconsin Statutes:	N/A
Municipal Code:	Ordinance Amending Title 13 Zoning, Chapter 1 Zoning Code 13.1.200 and creating Title 13 Zoning, Chapter 1 section 13.1.18.

BACKGROUND/ANALYSIS:

City Council has been discussing possible revisions to the Home Occupation ordinance to better address concerns and have an ordinance that is easier to understand by the public. The Council discussed the proposed draft at the January 9th and January 23rd City Council meetings. The Council has recommended review of the ordinance by Plan Commission and is seeking a recommendation from the Plan Commission.

Based upon comments from Council at the January 23, 2022, it appears that a number of the City Council would like an ordinance that better allows residents to perform work from home with less residents, but still allow enforcement of items that cause a disruption to the residential neighborhood. The City Council is asking that the Plan Commission review this and make a recommendation to the City Council.

If the Plan Commission would like additional information or more options staff would be glad to work on these items and return the item in March for review.

RECOMMENDATION:

Staff recommends that the Plan Commission consider one of the following options:

1. Provide a recommendation to City Council
2. Request a public hearing be scheduled at the earliest convenience.
3. Direct staff to return with additional items for consideration at the March Plan Commission meeting.

ACTION REQUESTED:

Staff will provide a recommended action at the meeting after discussion has occurred.

ATTACHMENT:

[Draft Ordinance Amending 13.1.200 and creating 13.1.18.](#)

SUBJECT: Ordinance Amending Title 13 Zoning, Chapter 1 Zoning Code, Section 38 “S-1 SPECIAL (INSTITUTIONAL) DISTRICT,” Subsection (d) “Front Yard requirements” of the Code of Ordinances of the City of Glendale.

FROM: John S. Fellows, Community Development Director

MEETING DATE: February 7, 2023

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	Ordinance Amending Title 13 Zoning, Chapter 1 Zoning Code, Section 38 “S-1 SPECIAL (INSTITUTIONAL) DISTRICT,” Subsection (d) “Front Yard requirements” of the Code of Ordinances of the City of Glendale

BACKGROUND/ANALYSIS:

Request:

The S-1 Special (Institutional) District currently allows for decreased setbacks for structures that are not recreational or educational in nature. Staff is recommending that the same flexibility be provided to Front yard requirements within the S-1 District. The side yards and rear yards allow for a 10-foot setback. Staff is recommending that the 15-foot setback be established for front yard requirements. This flexibility will allow for reactional facilities elements such as fencing, security gates, and other features commonly found on a school property to be placed at 15 feet rather than the 35 foot as currently required.

Process / Schedule:

Amendment to this ordinance will follow the standard text amendment to the Zoning Code as outlined in Section 13.1.182 of the municipal code. Staff anticipates the following schedule:

Common Council Initial review	January 9, 2023
Plan Commission Review	February 7, 2023
Plan Commission Public Hearing and Action	March 7, 2023
City Council Review	March 13, 2023
City Council Public Hearing and Action	April 10, 2023.

RECOMMENDATION:

Staff recommends the Plan Commission schedule a public hearing at the earliest convenience.

ACTION REQUESTED:

1. Motion to schedule a Plan Commission public hearing.

ATTACHMENT:

- [Attachment: Draft Council Ordinance Amending S-1 Zoning District Regulations](#)
- [Attachment: Exhibit Text Amendment S-1 Redline](#)

SUBJECT: Discussion and Consideration of a Map Amendment for Sprecher Property III, LLC at 727 W. Glendale Avenue, in the Planned Mixed Use Land Use Classification, B-1 “P” Business and Commercial District to a M-1 Warehouse, Light Manufacturing, Office and Service District, Tax Key Number 233-1170-002.

FROM: John S. Fellows, Community Development Director

MEETING DATE: February 7, 2023

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	Zoning Map Amendment 13.1.34, 13.139, and 13.1.182

BACKGROUND/ANALYSIS:

Request:

The applicant is seeking to rezone 727 W Glendale Avenue from B-1 “P” to M-1 Warehouse, Light Manufacturing, Office and Service District. The applicant has indicated that the current occupants will remain which consist of warehousing for Sprecher Brewing, and A printing shop for Mandel Graphic Solutions. The site has approximately 20 parking spaces. They estimate that business hours will be M-F 6am to 6pm with 25 full-time employees and 40 part-time employees. Sprecher is requesting the zoning be returned to industrial zoning which more aligns with the construction of the building from 1953-1964 and will “enable Sprecher to plan for future development optionality.” At this time no modifications to the structures or site have been proposed.

Land Use:

The Planned Mixed Use land use classification is intended to facilitate a carefully controlled mix of commercial and residential uses on public sewer, public water, and other urban services and infrastructure. Planned Mixed Use areas are intended as vibrant urban places that should function as community gather spots. The category advises a carefully designed blend of planned commercial, light industrial, mixed residential, parks and open space, and community facilities land uses.

Current Zoning:

The current zoning is B-1 “P” This district is described as:

B-1, Sub-Area “P”—Permitted Uses. *The following uses are permitted within the B-1 sub-area “P” district upon review by the Plan Commission for conformance with the standards established in Sections 13.1.34(d), 13.1.34(e), 13.1.34(f), and 13.1.34(g):*

- A. Professional services and administrative offices*
- b. General corporate headquarters offices*

- c. Medical and dental offices*
- d. Sales offices*
- e. Financial, insurance and real estate offices*
- f. Specialty breweries with accessory retail sales*
- g. Any other uses found to be similar use by the Plan Commission or Community Development Authority upon review of application*

Note any use approval are to be approved by the Plan Commission.

Recommended Zoning to implement a Planned Mixed Use Land Use Classification

The Comprehensive Plan recommends that a Planned Development District be used to implement this type of mixed use. A more complicated process is to zone various areas of a Planned Mixed Land Use Classification into more traditional zoning districts such as residential, commercial, or industrial.

Proposed Zoning:

The intent of the M-1 Warehouse, Light Manufacturing, Office and Service District is intended to provide for the development of compatible groupings of warehouse, light manufacturing, and office uses. The physical and operational characteristics of uses in this District are based on performance standards which would not be detrimental to the public health, safety or welfare or detrimental to the surrounding area as a result of noise, vibration, external lighting, odor, particulate emissions, other visible emission, hazardous pollutants, traffic, physical appearance, or other similar factors. Note any change of use within the M-1 district occurs at the staff level.

- (b) Permitted Principal Uses. Except as herein provided, no building, structure, or land in this District shall be used, erected, altered, or enlarged except for the uses specified below:*
 - (1) Uses involving the manufacture and fabrication of goods within the confines of a building and in which any noise, vibration, heat, flash, or odor produced in any process is confined within the building, and in which the manufacture, fabrication, processing or operation does not regularly employ, use, or consume materials as defined in Section 5.4.2 of this Code of Ordinances.*
 - (2) Buildings for the storage of goods and materials, other than hazardous materials as defined in Section 5.4.2, where such goods or materials are stored inside a building, provided such building is not subdivided into more than three (3) multiple warehouse and storage facilities containing less than one thousand five hundred (1,500) square feet each and are available for sublease.*
 - (3) Uses providing a service in which noise, vibration, heat, flash, or odor produced on the premises by such service uses is confined within a building.*
 - (4) Business, professional, clerical, or general offices.*
 - (5) Indoor sports and recreational facilities, excepting and excluding any recreational activity involving the use of weaponry, provided adequate off-street parking is available for any customers, users, or employees not accommodated by onsite facilities.*
 - (6) Research laboratories.*

(c) *Permitted Accessory Uses.*

- (1) *Off-street parking and loading areas for facilities located wholly within the City of Glendale.*
- (2) *Sales of products integral to the service or manufacturing business, which sales promote the product as manufactured, and are limited to not more than 10% of gross receipts and 20% of the total interior building space on the premises. Such retail sales shall further be limited to not more than 40 hours per week, and shall not emit any noise, odor, or emissions of any nature, or spillover lighting as otherwise prohibited by the Glendale Code.*
- (3) *Garages or buildings used for the storage of vehicles used in conjunction with the operation of a warehouse or industrial use which are located wholly within the City of Glendale.*

Process / Schedule:

A Map Amendment will follow the standard map amendment as outlined in Section 13.1.182 of the municipal code. Staff anticipates the following schedule

Common Council Initial review	January 9, 2023
Plan Commission Review	February 7, 2023
Plan Commission Public Hearing and recommendation	March 7, 2023
City Council Public Review	March 13, 2023
City Council Public Hearing and Action	April 10, 2023

Review Comments:

Planning

1. Staff recommends approval of this current rezoning request as the area indicated within the Comprehensive Plan as planned mixed use would still be met with the area split between M-1 on the south and B-1 "P" on the northern parcels. If in the future a rezoning request were to be made for the northern parcels to be rezoned to M-1 the intent of the Planned Mixed Use land use classification would not be met. Staff at such time would recommend denial of such a rezoning or suggest alternative zoning or amendment to the comprehensive plan be amended. Note State Statutes require rezonings to concur with the land use plan after 2010.
2. The tenant currently has a temporary sign that is not compliant with ordinances. The tenant has been notified.
3. This property is a land locked property. In order to allow this property to function into the future if adjacent parcels were to ever change hands staff recommends that an easement be provided to allow for the circulation of vehicles, deliveries, and pedestrians to access this property from Glendale Ave.

Inspections

1. The property has outstanding permits and inspections for a loading dock
2. Work has been done on the building without permits
3. Occupancy of the building has change and occupancy inspections have not occurred for evaluation of current uses.

Fire

1. If any renovations or development happens, appropriate site access and water supply will need to be reviewed and approved.
2. Access to 727 is very limited and there is an existing remote wall hydrant between the main building and the small building at the bottom of the triangle. The fire Department continues to struggle with the ownership of the property maintaining this connection.

Engineering/Public Works/Utilities

1. No comments currently. Modifications to the building or site in the future would require review and possible stormwater analysis.

Police:

1. No comments currently.

RECOMMENDATION:

Staff recommends the Plan Commission either:

1. Schedule a Plan Commission public hearing prior to a recommendation to the Common Council as the property is located near single family residential properties and the only access to the parcel is through other parcels that are adjacent to single family residential properties.

ACTION REQUESTED:

1. Motion to schedule a public hearing on this item at the earliest opportunity.

ATTACHMENT:

[Attachments – 727 W. Glendale Avenue](#)

SUBJECT: Discussion and Consideration of Map Amendments for properties owned by the Milwaukee Metropolitan Sewage District and the City of Glendale from R-7 to the C-1 Zoning District for 6130 N. Sunny Point Road, 6411, 6435, 6459, 6477, 6515, 6521, 6573, 6583, 6593, 6595, and 6599 N. Sunny Point Lane, Single Family and Environmental Corridor land use classifications, Tax Key Numbers 162-0067-001, 134-0018-001, 134-0017-001, 134-0014-003, 134-0013-001, 134-0001-000, 134-0021-001, 134-0008-000, 134-0007-000, 134-0006-000, 134-0003-000, and 134-0005-000.

FROM: John S. Fellows, Community Development Director

MEETING: Plan Commission

MEETING DATE: February 7, 2023

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	Ordinance Amending Title 13 Zoning, Chapter 1 Zoning Code

BACKGROUND/ANALYSIS:

Request:

Over the last decade, several parcels have been purchased through a program with the Milwaukee Metropolitan Sewage District (MMSD). At the time of purchase these properties included various residential structures that have been or are in the process of being removed. Under our agreement with MMSD, these properties have restrictions on them that limit uses and essentially prohibit redevelopment opportunities. Two similar parcels 134-0019-000 and 161-0092-000 were rezoned to C-1 to have the zoning map better represent development potential on these properties. These properties within the Comprehensive Land Use Map are classified as single family residential with environmental corridors.

Because these properties are within the floodplain or floodway and the structures were removed to prevent further flooding, staff is recommending that they be rezoned to C-1 or Conversation. As the City obtains additional properties over the years, staff will work to present similar zoning map amendments. Staff has also been working with MMSC to provide a plan for these properties such as additional forestation, trails and/or stormwater retention.

Process / Schedule:

An amendment to this ordinance will follow the standard map amendment to the Zoning Code as outlined in Section 13.1.182. Staff anticipates the following schedule:

Common Council Initial review	January 9, 2023
Plan Commission Review and Recommendation	February 7, 2023
Plan Commission Public Hearing and recommendation	March 7, 2023
City Council Review	March 13, 2023
City Council Public Hearing and Action	April 10, 2023

RECOMMENDATION:

Staff recommends the Plan Commission either request a public hearing or recommend approval of the Ordinance to City Council.

ACTION REQUESTED:

Motion to request a public hearing be held at the earliest convenience.
or
Motion to recommend approval of the ordinance to City Council.

ATTACHMENT:

[Attachment: Map R-7 to C-1 Properties](#)

[Attachment: Draft Ordinance](#)

SUBJECT: Discussion and Consideration of a text amendment for Title 15, Chapter 6 – “Regulation of Signs, Billboards and other Advertising Medium” of the Code of Ordinances of the City of Glendale.

FROM: John S. Fellows, Community Development Director

MEETING DATE: February 7, 2023

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	Ordinance Amending Title 15, Chapter 6

BACKGROUND/ANALYSIS:

City Staff have been reviewing various ordinances and processes. Title 16, Chapter. 6 regulates signs.

The proposed text amendments cover several items which include:

- Updating of staff titles to be more generic and flexible
- Addition and clarification of several definitions.
- Modification of Permit Fees to remove permit fees in years two and one which have not been used in the past two decades, adding fees for signs larger than 150 square feet, adding fees for temporary signs for clarification, clarifying fees related to planned sign programs, signs related to encroachments, and clarification of Appeals and Special Exceptions.
- Clarification of sign approval via staff and Plan Commission.
- Creation of process for allowing for signs within the public right-of-way (Encroachment)
- Addition of design criteria for apartments, condominiums.
- Removal of random language.
- Addition of standards and criteria for Electronic Message Boards.
- Clarification of Appeals process and Special Exception process.

Staff has corrected a number of Scribner errors within the red line txt and the ordinance which were brought to our attention after the City Council meeting. These corrections are reflected in the attached document.

In addition, upon review of the draft we recommend the following text moving forward.

15.6.10 Permanent Signs by Definition and Requirements

(n) 1. a. iv. When located within a S-1 Special (Institutional) District. Only one electronic message center is allowed per monument sign per property.

15.6.10 Permanent Signs by Definition and Requirements

(n) 3. Sign Area: Fifty percent (50%) of the allowed monument sign area.

Staff is also working on some other amendments related to signs and billboards and we anticipate these additional changes will be brought forward shortly.

RECOMMENDATION:

- Staff recommends the Plan Commission provide comments and suggestion for any changes to the draft they would like to consider going forward.

ACTION REQUESTED:

Motion – To request staff to make the following changes to the proposed draft ordinance prior to forwarding to City Council:

- 15.6.10 Permanent Signs by Definition and Requirements
(n) 1. a. iv. When located within a S-1 Special (Institutional) District. Only one electronic message center is allowed per monument sign per property.
- 15.6.10 Permanent Signs by Definition and Requirements
(n) 3. Sign Area: Fifty percent (50%) of the allowed monument sign area.

Motion - To Recommend approval to City Council with noted recommendations.

ATTACHMENT:

[Attachment: Red Line Ordinance](#)

[Attachment: Draft Ordinance](#)

SUBJECT: Adoption a resolution and recommendation to City Council on the written procedures designed to foster public participation regarding an amendment of the Comprehensive Plan as required under Section 66.1001 of Wisconsin Statutes.

FROM: John S. Fellows, Community Development Director

MEETING DATE: February 7, 2023

FISCAL SUMMARY:

STATUTORY REFERENCE:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

Wisconsin Statutes:	§ 66.1011
Municipal Code:	

BACKGROUND/ANALYSIS:

Request:

State Statutes require communities to adopt a public participation plan for the creation and amendment of a community’s comprehensive plan. In 2019, prior to the adoption of the current comprehensive plan the City of Glendale developed a public participation plan which is outlined in the attached document.

This document introduces the concept of amending the comprehensive plan, however the plan does not specifically address public participation strategies for amendments to the plan.

This proposal is designed to incorporate the participation methods as outlined in 2019 for updates, but also clearly define public participation methods for amendments to the adopted plan or adopted land use map.

RECOMMENDATION:

Staff recommends the Plan Commission adopt the attached resolution and recommend City Council approve a resolution updating the Public Participation Plan at their March 13, 2023, meeting.

ACTION REQUESTED:

Motion – To adopt the attached resolution and forward recommendation to Council.

ATTACHMENT:

[Attachment: 2019 Comprehensive Plan Public Participation Plan - Adopted](#)

[Attachment: 2023 Comprehensive Plan Public Participation Plan – Draft](#)

[Attachment: Draft Resolution Plan Commission](#)

[Attachment: Draft Resolution City Council](#)

SUBJECT: Discussion and Consideration of an Amendment to the Comprehensive Master Plan 2040: “Glendale Planning a Bright and Sustainable Future for the Hub of the North Shore” from a land use classification of Industrial to a land use classification of Planned Mixed Use, for Meta House, at 4160 N Port Washington Road, Tax Key Number 242-1198-004 and 242-1198-003.

FROM: John S. Fellows, Community Development Director

MEETING DATE: February 7, 2023

FISCAL SUMMARY:

Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	§ 66.1001 Comprehensive Planning
Municipal Code:	§ 2.4.4 (e) City Plan Commission Duties
Comprehensive Master Plan 2040	Amendment to Map 5 Future Land Use Map on Page 52

BACKGROUND/ANALYSIS:

Request:

Meta House is looking to relocate to the properties located at Tax Key Number 242-1198-004 and 242-1198-003 generally known as 4160 N Port Washington Road. These facilities will consist of office, outpatient and inpatient facilities. The property is currently classified as Industrial with a zoning of M-1. The applicant is requesting a land use change to Map 5 on Page 52 of the comprehensive plan to Planned Mixed Use. The applicant is concurrently requesting to rezone to PD - Planned Development. The land use plan must be updated prior to any final rezoning action.

Process / Schedule:

Amendment to the Comprehensive Master Plan is anticipated to have the following schedule:

Common Council Initial review	January 9, 2023
Plan Commission Action	Approximately February 7, 2022
Public Hearing at Common Council	Approximately March 13, 2022
Common Council Action	Approximately March 13, 2022
Document Updates	Approximately March 15, 2022

RECOMMENDATION:

Staff recommends the Plan Commission adopt a resolution to modifying the land use map of the Comprehensive Plan.

ACTION REQUESTED:

Motion – To adopt a resolution to recommend the Common Council modifying the land use map of the Comprehensive Plan.

ATTACHMENT:

[Attachment – Comprehensive Plan Amendment – 4160 N Port Washington Road](#)