

CITY OF GLENDALE
Richard E. Maslowski Community Park –
David Hobbs Honda for the People Community Room
2200 W. Bender Road
Glendale, Wisconsin 53209

AGENDA – LEGISLATIVE, JUDICIARY & FINANCE COMMITTEE

Monday, February 11, 2019
5:45 p.m.

1. Call to Order / Roll Call.
2. Adoption of Minutes of meeting held on October 8, 2018.
3. Review and Consideration of Application for Liquor, Beer & Wine License Expansion of the Premises Filed by Pick 'n Save – 1735 W Silver Spring Dr.
4. Adjourn.

PERSONS REQUIRING SPECIAL ACCOMMODATIONS FOR
ATTENDANCE AT THE MEETING SHOULD CONTACT
THE CITY CLERK AT LEAST ONE (1) BUSINESS DAY PRIOR TO THE MEETING.

City of Glendale
Official Minutes – Legislative, Judiciary and Finance Committee
October 8, 2018

Meeting was called to order at 5:45 p.m.

Roll Call: Present: Alderman JoAnn Shaw
 Alderman Richard Wiese
 Alderman Tomika Vukovic

Other Officials Present: City Administrator Rachel Reiss; Interim Police Chief Mark Ferguson; City Attorney John Fuchs; and City Clerk Miranda Etzel

ADOPTION OF MINUTES.

Motion was made by Ald. Wiese, seconded by Ald. Vukovic to approve the minutes of the meeting held on August 13, 2018. Ayes: Ald. Shaw, Wiese, and Vukovic. Noes: None. Abstain: None. Absent: None. Motion carried unanimously.

REVIEW AND CONSIDERATION OF AMENDMENT TO THE PREMISES DESCRIPTION ON THE “CLASS A” LICENSE ISSUED TO PICK ‘N SAVE – 6969 NORTH PORT WASHINGTON ROAD.

The Legislative, Judiciary and Finance Committee considered the application for Liquor, Beer & Wine License Expansion of the Premises filed by Pick ‘n Save located at 6969 North Port Washington Road. City Administrator Reiss stated that the State of Wisconsin requires any business selling alcohol to have an Alcohol Beverage License. Pick ‘n Save is requesting an amendment to the premises description on the “Class A” license issued to the store, to encompass the ClickList service in 3 designated parking spaces. The request is to be able to serve the customers that order online for pick-up at the store location.

All licenses have been approved for the current location and all background checks have been concluded by the City of Glendale Police Department. The Legislative, Judiciary & Finance Committee previously approved the “Class A” License application for Pick ‘n Save. Dan Farrell, Real Estate Manager for Pick ‘n Save was present to answer any questions. No concerns were stated by Interim Chief Ferguson.

Motion was made by Ald. Vukovic, seconded by Ald. Wiese to recommend the Common Council approve an amendment to the premises description on the “Class A” Alcohol Beverage Retail License to Pick ‘n Save, based on a six (6) month review as well as requiring when there is alcohol in the online order that the person identified on the order be the same person to pick-up the order. Ayes: Ald. Shaw, Wiese and Vukovic. Noes: None. Abstain: None. Absent: None. Motion carried unanimously.

REVIEW AND CONSIDERATION OF CLASS “B” LICENSE ALCOHOL BEVERAGE
RETAIL LICENSE FOR IN-BOUNDS TRAINING CENTER – 2920 WEST VERA AVENUE.

The Legislative, Judiciary and Finance Committee considered the application for Class “B” Beer Alcohol Beverage Retail License filed by In-Bounds Training Center located at 2920 West Vera Avenue. City Administrator Reiss stated that the State of Wisconsin requires any business selling alcohol to have an Alcohol Beverage License. All other licenses have been approved for the current location and all background checks have been concluded by the City of Glendale Police Department.

Brian Loftin, Manager for In-Bounds Training Center was present to answer any questions. Mr. Loftin explained that the alcohol would be allowed in a small viewing area and not allowed on the playing surface. The hours of operation would not change. The sale of beer would cease at 9:30 p.m.

No concerns were stated by Interim Chief Ferguson. Ald. Vukovic indicated she did not have any concerns since alcohol is not the sole purpose of people attending the venue.

Motion was made by Ald. Wiese, seconded by Ald. Vukovic to recommend the Common Council approve the Class “B” Beer Alcohol Beverage Retail License Application filed by In-Bounds Training Center with the condition that the alcohol must be consumed in the interior of the facility excluding the playing area. Ayes: Ald. Shaw, Wiese and Vukovic. Noes: None. Abstain: None. Absent: None. Motion carried unanimously.

There being no further business, motion passed unanimously to adjourn the meeting at 6:18 p.m.



SUBJECT: Review and Consideration of Application for Liquor, Beer & Wine License Expansion of the Premises Filed by Pick ‘n Save – 1735 West Silver Spring Drive.

FROM: Miranda Etzel, City Clerk

MEETING DATE: February 11, 2019

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	Chapter 125
Municipal Code:	7.2

BACKGROUND/ANALYSIS:

The State of Wisconsin requires any business selling alcohol to have an Alcohol Beverage License. Pick ‘n Save is requesting an amendment to the premises description on the “Class A” license issued to the store, to encompass the ClickList service in 2 designated parking spaces. The request is to be able to serve the customers that order on-line for pick-up at the store location.

All licenses have been approved for the current location and all background checks have been concluded by the City of Glendale Police Department. The Legislative, Judiciary & Finance Committee previously approved the “Class A” License application for Pick ‘n Save.

RECOMMENDATION:

The Legislative, Judiciary & Finance Committee previously recommended an amendment of Pick ‘n Save’s “Class A” Alcohol Beverage Retail License to Pick ‘n Save located at 6969 North Port Washington Road, based on a review at the time of renewal as well as requiring when there is alcohol in the online order that the person identified on the order be the same person to pick-up the order. Roundy’s has assured the City that only licensed operators will be delivering the groceries to the customers in the parking lot and they will be required to check identification.

Staff recommends approval of the expansion of the “Class A” License request for Pick ‘n Save with a review at the time of license renewal from the Police Chief of any incidents as well as requiring when there is alcohol in the online order that the person identified on the order be the same person to pick-up the order.

ACTION REQUESTED:

Motion to recommend the Common Council approve the expansion of the “Class A” License request for Pick ‘n Save, pending a review at the time of license renewal with no incidents as well as requiring when there is alcohol in the online order that the person identified on the order be the same person to pick-up the order.



5909 North Milwaukee River Parkway
Glendale, WI 53209

ATTACHMENTS:

1. Written request from Roundy's Supermarkets, Inc.
2. Site Plan.

ROUNDY'S SUPERMARKETS, INC.

PICK 'N SAVE · COPPS · METRO MARKET · MARIANO'S

PO Box 473
Milwaukee, WI 53201

414-231-5000

January 18, 2019

VIA ELECTRONIC MAIL

City of Glendale
Attn: Miranda Etzel
5909 N. Milwaukee River Parkway
Glendale, WI 53209

Re: Modification to Premise Description

Dear Ms. Etzel:

Mega Marts, LLC the owner and operator of the Pick 'n Save located at 1735 W. Silver Spring Dr. in Glendale (the "Store"), hereby formally requests an amendment to the premise description on the "Class A" license issued to the Store to encompass the ClickList service as described below.

The Store's program named "ClickList" will allow customers to submit an online order for grocery, alcohol and tobacco products. A designated ClickList associate, which is a Store employee, selects the customer's items and tags any age-sensitive products for special handling. The customer arrives at the Store during the selected pickup hour and parks in a designated Clicklist parking stall. The ClickList associate will review any item substitutions, verify the customer's age if alcohol and/or tobacco product are part of the order, and process the customer's credit card via a hand-held point-of-sale device.

The ClickList service will be available to our customers daily between the hours of 8:00 a.m. and 8:00 p.m. There will be approximately 12-14 employees trained to be ClickList associates. The ClickList associate will be 18 years of age or older and hold a municipal issued bartender's license. A site plan identifying the designated ClickList parking stalls is enclosed for your review.

The current premise description on the license reads as "1735 W. Silver Spring Drive – one story retail grocery & liquor store" Please amend the language to read: *1735 W. Silver Spring Drive – one story retail grocery & liquor store; including the exterior parking stalls specifically designated for the online merchandise order & pickup service and the pathway utilized to access the parking stalls.*

Please contact me with any questions you may have at 414-231-5978 or tammy.koch@roundys.com.

Very truly yours,

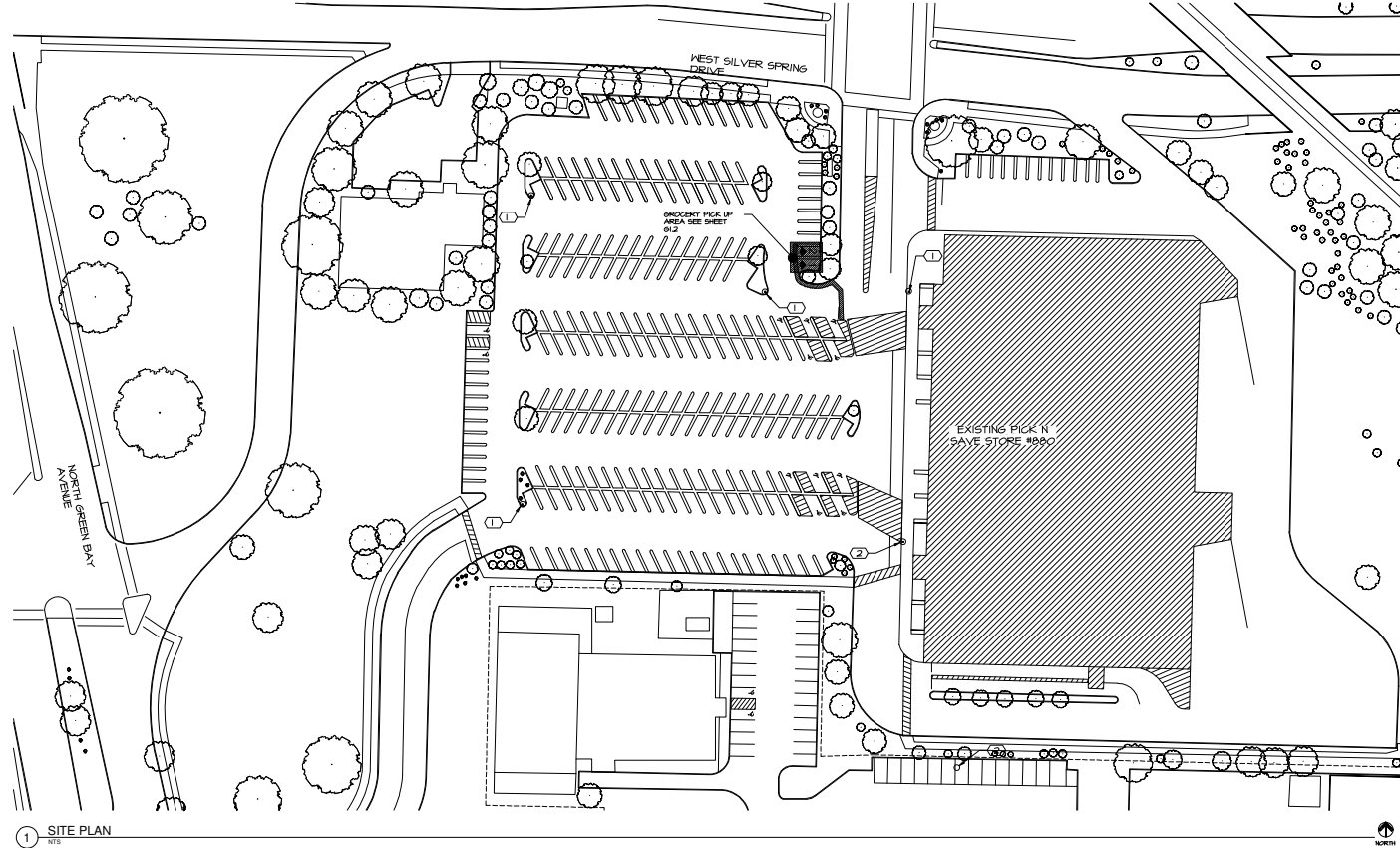
ROUNDY'S SUPERMARKETS, INC.



Tammy Koch
Administrative Assistant

Attachments





1 SITE PLAN

PARTIAL SITE PLAN GENERAL NOTES:

- A. VERIFY AND COORDINATE W/ OWNER FOR ITEMS TO BE SUPPLIED BY OWNER, OWNER'S VENDORS OR OTHERS AND INSTALLED BY CONTRACTOR.
- B. ALL CONTRACTORS TO VERIFY EXISTING SITE CONDITIONS BEFORE ANY WORK IS TO BEGAIN NOTIFY OWNER OF DISCREPANCIES.
- C. ALL WORK TO BE DONE IN ACCORDANCE WITH ALL GOVERNING STATE AND LOCAL CODES, & ORDINANCES.
- D. PROTECT EXISTING TO REMAIN FROM DAMAGE FOR THE DURATION OF CONSTRUCTION.
- E. ALL STRIPING DIMENSIONS ARE TYPICAL, AND SHOWN ONLY ONCE FOR CLARITY. DIMENSIONS SHOWN SHALL APPLY TO OTHER SIMILAR AREAS OF THE PLAN.
- F. ALL PAINTED TEXT AND NUMBERS SHALL BE TYPEFACE 'ARIAL', COLOR TO MATCH EXISTING PARKING STRIPING, EITHER WHITE OR YELLOW REFLECTIVE PAINT.
- G. STRIPING TO MATCH EXISTING IN COLOR AND SIZE UNLESS OTHERWISE NOTED.
- H. CONTRACTOR SHALL PROVIDE IN THEIR BIDS THE COST TO INSTALL AN OWNER PROVIDED TEMPORARY GROCERY PICK UP BANNER SUSPENDED FROM THE ROOF. TEMPORARY BANNER SHALL BE SUSPENDED USING SANDBAGS ONLY, NO ROOF PENETRATIONS SHALL BE PERMITTED.

KEY NOTES

- 1. INSTALL OWNER PROVIDED BACK TO BACK MOUNTED SIGN WITH (I) SIGN "LEFT" AND (II) SIGN "RIGHT" SO THAT CARS COMING FROM OPPOSITE DIRECTIONS ARE DIRECTED TO THE SAME PICK UP LOCATION. SEE DETAIL GSD-40A AND GSD-60B SHEET 012
- 2. INSTALL OWNER PROVIDED "LEFT" DIRECTIONAL SIGN ON EXISTING PAVEMENT. SEE DETAIL GSD-40C SHEET 012

NOTE: SIGNAGE CONTRACTOR SHALL OBTAIN PERMIT FOR SIGNAGE PERMIT UNDER SEPARATE SUBMITTAL.

2425 WAGNER AVENUE
MILWAUKEE, WI 53209
OFFICE: 414-224-8800

ROUNDY'S SUPERMARKETS, INC.
DIVISION - THE GROCEER CO.
100 EAST WISCONSIN
MILWAUKEE, WI 53201

100 EAST WISCONSIN
MILWAUKEE, WI 53201

PROJECT NO. 1735 WEST SILVER SPRING DRIVE, GLENDALE, WI 53209

GROCERY PICK UP SITE PLAN

PICK N SAVE 880

1735 WEST SILVER SPRING DRIVE

GLENDALE, WI 53209

DATE	12/15/18
SCALE	AS SHOWN
DRAWN BY	MM
CHECKED BY	MM
DATE	12/15/18

PROJECT NO.

DA18008

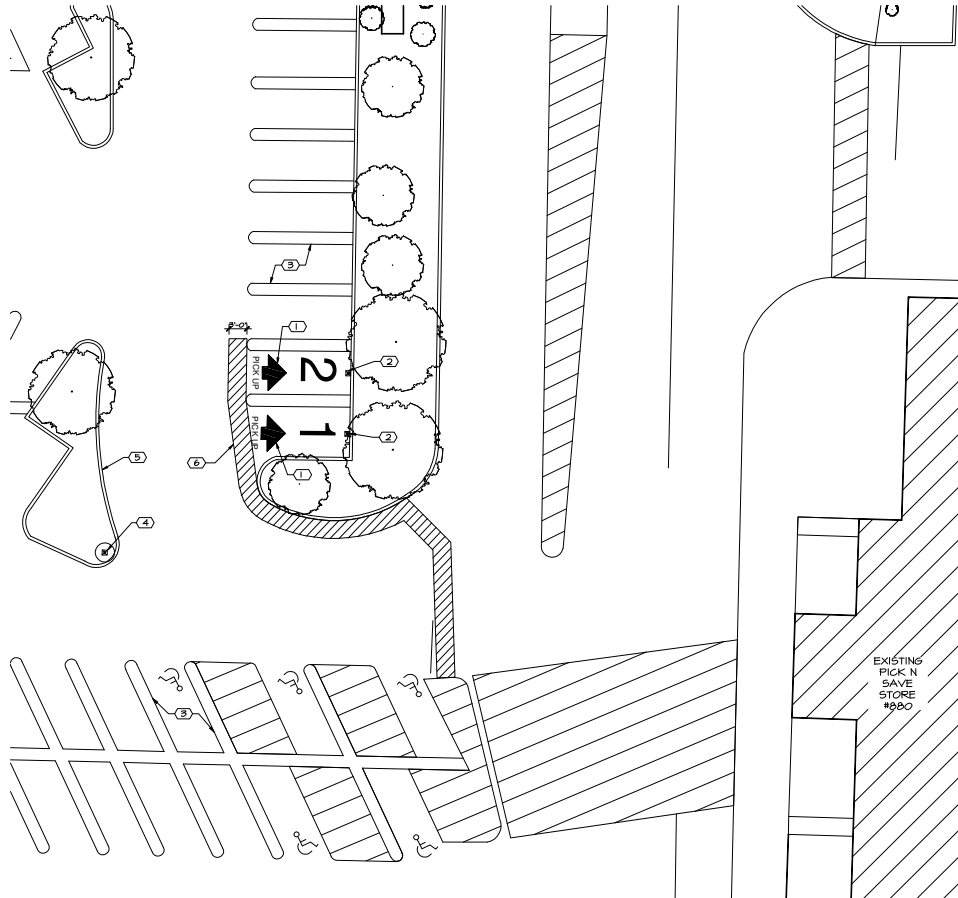
SHEET NO.

01

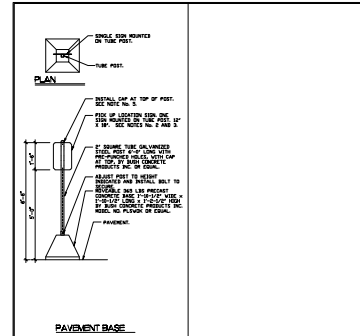
TITLE

SITE PLAN

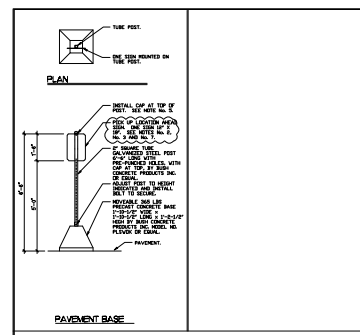
G1.1



1 PARTIAL SITE PLAN
SCALE: 1/8"=1'-0"



ELEVATION - GROCERY PICK-UP DIRECTIONAL SIGN 63B
DATE: 10/9/18
SCALE: 3/8"=1'-0"
DRAWN: ZAV
CSD-63B
MASTER SPECIFICATION DETAIL
ORIGINAL ISSUE DATE: 2/8/16



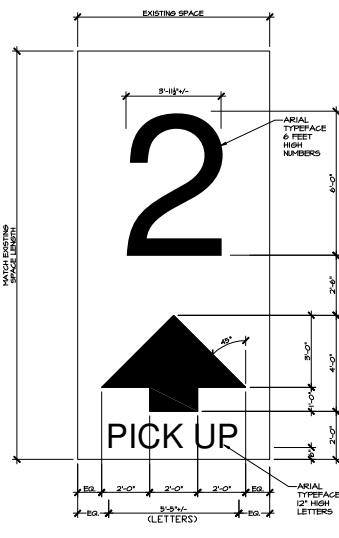
ELEVATION - GROCERY PICK-UP DIRECTIONAL SIGN 63C
DATE: 3/31/17
SCALE: 3/8"=1'-0"
DRAWN: ZAV
CSD-63C
MASTER SPECIFICATION DETAIL

PARTIAL SITE PLAN GENERAL NOTES:

- A. VERIFY AND COORDINATE BY OWNER FOR ITEMS TO BE SUPPLIED BY OWNER, OWNER'S VENDORS OR OTHERS AND INSTALLED BY CONTRACTOR.
- B. ALL CONTRACTORS TO VERIFY EXISTING SITE CONDITIONS BEFORE ANY WORK IS TO BEGAIN NOTIFY OWNER OF DISCREPANCIES.
- C. ALL WORK TO BE DONE IN ACCORDANCE WITH ALL GOVERNING STATE AND LOCAL CODES, & ORDINANCES.
- D. PROJECT EXISTING TO REMAIN FROM DAMAGE FOR THE DURATION OF CONSTRUCTION, UNLESS OTHERWISE NOTED.
- E. ALL STRIPING DIMENSIONS ARE TYPICAL AND SHOWN ONLY ONCE FOR CLARITY. DIMENSIONS SHOWN SHALL APPLY TO OTHER SIMILAR AREAS OF THE PLAN.
- F. ALL PAINTED TEXT AND NUMBERS SHALL BE TYPEFACE "ARIAL", COLOR TO MATCH EXISTING PARKING STRIPING, EITHER WHITE OR YELLOW RESPECTIVE PAINT.
- G. STRIPING TO MATCH EXISTING IN COLOR AND SIZE UNLESS OTHERWISE NOTED. DIRECTION SHALL BE 45 DEGREES FROM GROCERY PICKUP PARKING.
- H. CONTRACTOR SHALL PROVIDE IN THEIR BASE BID THE COST TO INSTALL AN OWNER PROVIDED TEMPORARY GROCERY PICKUP BANNER SUSPENDED FROM THE ROOF. TEMPORARY BANNER SHALL BE SUSPENDED USING SANDBAGS ONLY; NO ROOF PENETRATIONS SHALL BE PERMITTED.
- I. VERIFY ALL SIGN LOCATIONS WITH OWNER PRIOR TO INSTALLATION.

SITE PLAN KEY NOTES

- 1 PROVIDE AND INSTALL PAINTED GROCERY PICK UP ARROW AND TEXT PER DETAIL 2 THIS SHEET. ALL PAINT SHALL MATCH EXISTING STRIPING COLOR, EITHER YELLOW OR WHITE RESPECTIVE.
- 2 INSTALL OWNER PROVIDED GROCERY PICK UP INFORMATIONAL SIGN AT EACH PICK UP PARKING SPACE. SIGN SHALL BE CSD-63B.
- 3 EXISTING PARKING STRIPING TO REMAIN.
- 4 INSTALL OWNER PROVIDED GROCERY PICK UP DIRECTIONAL SIGN INSTALLED IN EXISTING SIDEWALK PER DETAIL CSD-63C THIS SHEET. SHEET 011 FOR DIRECTION.
- 5 EXISTING CURB AND LANDSCAPE ISLAND TO REMAIN.
- 6 PROVIDE AND INSTALL PAINTED STRIPED WALKWAY FROM GROCERY PICK UP PARKING TO EXISTING SIDEWALK. VERIFY ENTRANCE FROM GROCERY PICK UP WITH OWNER PRIOR TO INSTALLATION. PAINT SHALL MATCH EXISTING STRIPING COLOR, EITHER YELLOW OR WHITE RESPECTIVE.



2 CHECK IN LANE GRAPHIC - TYP
SCALE: 1/2"=1'-0"



KEY PLAN
SCALE: NTS

API ARCHITECTS
2425 WISCONSIN AVENUE
MILWAUKEE, WI 53233
PHONE: 414.224.8800
WWW.API-ARCHITECTS.COM

ROUNDY'S
ROUNDY'S SUPERMARKETS, INC.
DIVISION - THE GROCER CO.
1000 W. WISCONSIN AVENUE
MILWAUKEE, WI 53233

Arcoor
ARCOOR SIGN SYSTEMS, INC.
1000 W. WISCONSIN AVENUE
MILWAUKEE, WI 53233

GROCERY PICK UP SITE PLAN
PICK N SAVE 880
1735 WEST SILVER SPRING DRIVE
GLENDALE, WI 53209

DATE: 10/9/18	SCALE: 1/8"=1'-0"
DRAWN: ZAV	CHECKED: []
DATE: 3/31/17	SCALE: 3/8"=1'-0"
DRAWN: ZAV	CHECKED: []

PROJECT NUMBER: DA18058
SHEET TITLE: PARTIAL SITE PLAN AND DETAILS
G1.2