

**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.**

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**\*AMENDED 06-03-2022**

**AGENDA—PLAN COMMISSION MEETING**

Tuesday, June 7, 2022  
6:00 p.m.

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

1. Roll Call and Pledge of Allegiance.
2. Adoption of Minutes of Meetings May 3, 2022.
3. New Business:

Business Use Approvals:

- a) Discussion and possible action for a business use approval for **Silver Spring Animal Wellness Center** for a Veterinary facility in the B-1 “J” (Business and Commercial District) zoning classification, at 6373 N Jean Nicolet Rd, Suite 101, Tax Key Number 1638-001-001.
- b) Discussion and possible action for a business use approval for **MicroSynergies, LLC** for an office and manufacturing business in the M-1 (Warehouse, Light Manufacturing, Office and Service District) zoning classification, at 6661-6665 N Sidney Place Tax Key Number 1361-000-003.

Business Use Approvals and Architectural Review:

- c) Discussion and possible action for a business use approval and architectural review for **Food Ventures North America Inc. dba Wild Fork Foods** for a retail grocery in

the B-1 “D-2” (Business and Commercial District) zoning classification, at 635 W Silver Spring Drive, Tax Key Number 1968-985-001.

Rezoning:

- d) Discussion and consideration of scheduling a public hearing for a change of zoning for a gas station and convenience store from B-1 “H2” Business and Commercial District to PD Planned Unit Development at **7575 N Port Washington Road**, land use classification Planned Mixed Use, Tax Key Number 097-8000-000. – Schedule Public Hearing at Plan Commission.

Architectural Review:

- e) Consideration and discussion regarding an application for architectural changes for **Umansky Volkswagen** for a storefront remodel in the B-1 “L” Business and Commercial District at 1400 W Silver Spring Drive, Tax Key Number 1689-004-001.

Planned Development Modifications:

- f) Consideration and discussion regarding an application for architectural changes as for **General Capital / Glendale Market Place** for landscape modifications and determination that such changes are not substantial in the PD Planned Development District at 6969 N Port Washington Road, Tax Key Number 1288-961-003.
- g) Consideration and discussion regarding an application for site modification for **We Energies/ WEC Energy Group**, for a fence and landscaping modifications and determination that such changes are not substantial in the PD Planned Development zoning district at 5400 North Green Bay Ave, Tax Key Number 195-9004-000.

Business Use Approval:

- h) \*Discussion and possible action for a business use approval for **Milwaukee Gun Smith** for a firearms repair shop in the M-1 (Warehouse, Light Manufacturing, Office and Service District) zoning classification, at 6651 N Sidney Place Tax Key Number 1361-000-003.

4. Other Business

- a) Next Plan Commission Meeting 6:00 p.m., Tuesday, July 5, 2022.

5. 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.

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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.

Present: Mayor Bryan Kennedy, Commissioners Shauntay Nelson, Shawn Storey, Fred Cohn, Philip Bailey, Rachel Rieck, and Amanda Seligman.

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

In accordance with the Open Meeting Law, the North Shore NOW, the City's official newspaper, was advised on April 28, 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 April 12, 2022, Plan Commission Meeting.**

Motion was made by Commissioner Seligman, seconded by Commissioner Nelson, to adopt minutes from the April 12, 2022, Plan Commission meeting. Motion carried unanimously.

**Discussion and possible action for an occupancy and use approval for Prolific Realty Group for a real estate office in the Planned Commercial land use classification, B-1 "C1" (Business and Commercial District) zoning classification, at 5205 North Ironwood Rd. Suite 219, Tax Key Number 1968-002-000.**

Prolific Realty Group seeks Plan Commission approval for use and occupy for a real estate office at 5205 North Ironwood Road, Suite 219.

Director Fellows gave a brief overview of Prolific Realty Group's proposal to open a real estate office at 5205 North Ironwood Road, Suite 219.

Ms. Tiffany Moore, Ms. Tiffany Griffin, and Ms. Nata Nash from Prolific Realty Group were present for the meeting. Ms. Moore stated Prolific handles residential, commercial, and investment properties.

Motion was made by Commissioner Rieck, seconded by Commissioner Nelson, to approve the use and occupancy for Prolific Realty Group for a real estate office at 5205 North Ironwood Road, Suite 219, with the following five requirements: 1) Signage Permits

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per the existing Planned Sign Program (PSP) and the Glendale Sign Code; 2) Business hours to comply with Glendale Code 7.15.4 and 7.2.15 as applicable; 3) Dumpsters for trash and recycling shall be screened and be in compliance with Section 13.1.144, if dumpsters are not in compliance at the time of occupancy the applicant (tenant) and property owner shall have 60 days to allow for compliance; 4) All City of Glendale building, fire, and health codes being carried out to the satisfaction of the Building Inspector, the North Shore Fire Department, and the North Shore Health Department, and; 5) Compliance with State of Wisconsin requirements for ADA parking. Motion carried unanimously.

**Discussion and possible action for an occupancy and use approval for CMJ Electric, LLC for an electrical contractor in the Industrial land use classification and the M- 1 (Warehouse, Light Manufacturing Office and Service District) zoning classification, at 2305 West Camden Road, Tax Key Number 1600-006-000.**

CMJ Electric, LLC seeks the Plan Commission to grant use and occupy approval for an electrical contractor office and warehouse at 2305 West Camden Road. Business will be conducted Monday through Friday with a 9.5-hour work day. No signage will be provided at this time. No modifications to the site or exterior of the building will occur at this time. Security measures will consist of security cameras. The maximum number of employees at any one time will be 20 people.

Director Fellows provided a brief overview of CMJ Electric's proposal for an electrical contractor office and warehouse at 2305 West Camden Road. Director Fellows noted there will be no commercial traffic from the general public.

Mr. Bill Langhoff with Longyard Investments was present for the meeting. Mr. Langhoff indicated he is the owner of 2305 West Camden Road was asked to appear on behalf of CMJ Electric. Mayor Kennedy asked if CMJ Electric is moving to Glendale or if it is a new business. Mr. Langhoff stated CMJ Electric is moving to Glendale.

Motion was made by Commissioner Bailey, seconded by Commissioner Cohn, to approve the use and occupancy for CMJ Electric, LLC for an electrical contractor office and warehouse at 2305 W Camden Road with the following five requirements: 1) Signage Permits per the Glendale Sign Code; 2) Business hours to comply with Glendale Code 7.15.4 and 7.2.15 as applicable; 3) Dumpsters for trash and recycling shall be screened and be in compliance with Section 13.1.144 at all times; 4) All City of Glendale building, fire, and health codes being carried out to the satisfaction of the Building Inspector, the North Shore Fire Department, and the North Shore Health Department, and; 5) Compliance with State of Wisconsin requirements for ADA parking. Motion carried unanimously.

**Planned Sign Program Amendment: Discussion and possible action for the amendment to a planned sign program for General Capital in Planned Development land use classification and the PD (Planned Development District) Zoning Classification, at 6960 North Port Washington Road, Tax Key Number 1288-961-003.**

General Capital seeks approval of an amendment to their current planned sign program at 6960 North Port Washington Road. The original sign program provided for specific design standards for the main tenant(s) with general standards for the secondary tenants. The current main

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tenant is rebranding the store from Pick n Save to Metro Market. The planned sign program does not allow for staff approval of the proposed signage.

Changes to the planned sign program include the following:

1. The amendment of the planned sign program will allow the main tenant (grocery store) to use the branding sign package as presented in exhibit 1.
2. The amendment of the planned sign program will reinforce the ability of units B200, C100 and C110 all of which have a projecting canopy to be allowed to use channel letter signage that sits on top of the canopy.
3. The original planned sign program allowed for only reverse channel letters. This design was popular 20 years ago and provided minimal illumination. The ownership team would like to over time have the secondary tenant signs be face lit.
4. The colors and returns and other components of the secondary tenant signs are also being requested to be updated.

Director Fellows gave a brief overview of the amendment to the planned sign program for General Capital at 6960 North Port Washington Road. Pick n Save, the current main tenant, is rebranding the store to Metro Market. Director Fellows stated the master sign program is very specific to the anchor's branding.

Mayor Kennedy questioned if this is increasing the number of signs. Director Fellows stated there will be the same number of signs and only the illumination standards are changing. Director Fellows noted there may be additional changes in the future.

Motion was made by Commissioner Cohn, seconded by Commissioner Storey, to approve an amendment to the planned sign program for General Capital at 6960 North Port Washington Road. Motion carried unanimously.

**Site Plan, Architecture Review: Discussion and possible action for site and architecture review for Ampco Pumps, in the Planned Mix Use land use classification, B-5 (Business-Office Zoning District) zoning classification, at 2045 West Mill Road, Tax Key Number 1609-033-000.**

Ampco Pumps Company has been operating for the past 12 years at 2045 West Mill Road, and is owned by Mike Nicholson. The general contractor is MSI General. The lot size is 4.68 acres, and the current structure is 69,700 square feet. They are proposing an addition of 17,166 square feet which will provide a total of 86,866 square feet.

The building is used for the manufacturing and assembly of industrial pumps. The number of employees totals 97. Typical business hours are Monday through Friday, 3:00 a.m. to 11:00 p.m. No additional signage is planned. No security fencing exists or is proposed. Overall operations will remain unchanged with the addition of the warehouse area. Construction is estimated to be 5 to 6 months. After expansion they estimate the total number of employees at one time will be 125.

The addition will occur at the southwest corner of the existing building. Most of the addition will be at the rear of the building. Modifications to pavement will occur on the west side of the building. Sixteen parking spaces will be removed in this location. The applicant is proposing

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to add 11 new parking spaces in the northeast corner of the site along the existing drive and adjacent to the existing greenspace. The existing stormwater pond will be modified.

The building will be constructed of similar materials (CMU) with banding. The warehouse portion will have a higher height than the existing building, thus the northern wall of the addition will have a prefinished metal panel system. It is expected that limited views of this material will be visible from the right of way at eye level. Fenestration elements will be limited to access doors and clearstory windows locate at the main banding line of the structure.

The applicant is proposing the addition of landscaping near the proposed parking lot. This will consist of expansion of the current plants around the current monument sign.

Six wall packs are planned for the parameter of the warehouse addition. Lighting levels per the submitted photometric plan indicate levels of 2.0 at selected locations along the southern property line with most notations below 0.

Director Fellows provided a brief overview of Ampco's proposal to build a 17,166 square foot addition at 2045 West Mill Road. Director Fellows noted the stormwater management plan is still being reviewed by the city engineer.

Jay Craig with MSI General and Joe Wilde representing Ampco were present for the meeting.

Motion was made by Commissioner Cohn, seconded by Commissioner Rieck, to approve site and architectural review for Ampco Pumps, 2015 West Mill Road, Tax Key Number 1609-033-000, subject to the following: 1) Signage Permits per the Glendale Sign Code; 2) Business hours to comply with Glendale Code 7.15.4 and 7.2.15 as applicable; 3) Dumpsters for trash and recycling shall be screened and be in compliance with Section 13.1.144 at all times; 4) All City of Glendale building, fire, and health codes being carried out to the satisfaction of the Building Inspector, the North Shore Fire Department, and the North Shore Health Department; 5) Compliance with State of Wisconsin requirements for ADA parking; 6) Approval of the Stormwater Management Plan from the City Engineer. All requirements of the City Engineer shall be met; 7) Execution and recording of a stormwater management agreement. Motion carried unanimously.

**Plan Commission Site Plan Review – Fence and Landscaping: Discussion and possible action for a Plan Commission site plan review for fencing and landscaping, for Napleton Lexus of Milwaukee, 1433 West Silver Spring Drive, Tax Key Number 1951-001**

On April 12, 2022, Plan Commission granted approval for site, architecture, and signage for this project with the stipulation that fencing and gates be returned at a future date.

Staff and the applicant have been working to find a plan that will meet the design overlay intent and the desire of the applicant to secure as much of the property with fencing as possible. Below is a summary of the four gates and fence elements.

1. The driveway to the east will have one rolling gate with landscaping placed in front of the gate. The gate will be located 30+ feet from the right of way line and will be behind the front elevation of the main dealership.

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2. The second driveway to the east of the main dealership will have one rolling gate with landscaping placed in front of the gate. The gate will be located 24 feet from the right of way line and will be in line with the front elevation of the main dealership.
3. The third and fourth gates will be located together. The gates will block off the rear portion of the lot and span between the dealership building and the pre-owned building. The gate structures will be located behind the link element by 40 to 50+ feet.

Director Fellows provided a brief overview of Napleton's fencing and gate proposal for 1433 West Silver Spring Drive.

Mr. Fred Grier, project architect representing Napleton, was present for the meeting. Mr. Grier stated he believes the proposal provides safety and security and still provides a welcoming street presence.

Mayor Kennedy questioned if the fencing goes all around the building or just the front side. Mr. Grier stated there are sliding gates in the front and there is fencing between the two gates on the west part.

Commissioner Cohn noted that gates are proposed for the east side of the building and questioned if they are less concerned about the west side. Mr. Grier stated most gates will be open during operation and closed at night. Pre-owned vehicles will be on the west side of the building and any high value vehicles will be moved into the secured area at night.

Commissioner Bailey inquired about the design type of the ornamental fence. Director Fellows advised the image on page four of the submittal materials represents the actual construction. Mr. Grier advised the fence will be the Aberdeen style.

Commissioner Nelson questioned if the Aberdeen fence will be raised as shown in the image. Director Fellows advised the fence will be on the ground and will not have the masonry base as shown in the image.

Motion was made by Commissioner Seligman, seconded by Commissioner Nelson, to approve site plan review for fencing and landscaping, for Napleton Lexus of Milwaukee, 1433 West Silver Spring Drive, Tax Key Number 1951-001 subject to the following: 1) Landscaping in front of the fencing at the two eastern driveways shall be provided. Staff shall work with the applicant to create a landscaping design that will screen 75% of the fence during the growing season and 30% to 50% during the winter season. Plans shall be approved by the Director of Community Development. Plans shall be returned to the Plan Commission at the discretion of the Community Development Director; 2) The applicant shall comply with all requirements of the Northshore Fire Department with regard to FDC connections Knox boxes etc. The NSFD has stated that with the relocated/added FDC location on the West building as shown, and the main building FDC being relocated to the street side/corner, the NSFD will be OK with the proposed fence and gates, Knox boxes shall be provided and maintained as long as the fences exist. The FDC locations and Knox Boxes would be a condition of our support. Ayes:

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Mayor Kennedy, Commissioners Nelson, Storey, Bailey, and Seligman. Noes:  
Commissioner Cohn. Motion carried.

**Conceptual Discussion: Fire Station: Discussion regarding conceptual site and building designs for a future fire station for North Shore Fire Department in the Government and Institutional land use classification, S-1 Special (Institutional) District zoning classification, at 5901 North Milwaukee River Parkway, Tax Key Number 1689-024-000.**

The North Shore Fire Rescue is seeking a preliminary discussion with regard to site and architectural design of the proposed North Shore Fire Rescue (NSFR). A number of design concepts related to site design and site circulation have been discussed between the NSFR and City staff over the past eight weeks. Staff of both organizations believe a well thought out site plan has been developed. Staff of both organizations is seeking Plan Commission input at this time.

The site plan includes the full removal of the existing facility. The new facility will be a 29,300 square foot one story structure with an optional future Health Rescue addition. The apparatus bays will enter and exit from Civic Drive. The apparatus bay will not be a drive through facility. Public parking will be located in parking areas located to the north of the proposed structure and south of City Hall. A new access driveway is proposed south of the Historic Town Hall structure. Access from the public parking areas to the North South access drive for public works and police will not connect. Parking on the west side of the building will be reserved for NSFR staff. Bio swales will be located between the building and the Parkway with a design similar to those at City Hall.

Building materials will consist of Lannon Stone, either new or reusing the existing stone, and two types of precast panels. Stone is proposed for the lower 1/3 of the building. One with a smooth texture and a second with a texture these materials would be in a buff color to compliment the stone. The middle portion of the building will consist of banding of windows, while the upper 1/3 would be precast panels either smooth or textured. Precast concrete panels with a dark red color are proposed for the apparatus entry, public entry, and other accent elements.

The architectural information is limited at this time. Staff recommends that a study of proportion be conducted to better understand how all three buildings (Fire, City Hall, Police) will relate to one another with regard to proportion, façade articulation, distribution of similar materials, proportions of solids and voids, etc.

At this time lighting, landscaping, dumpsters and other site features have not been developed into design concepts.

Director Fellows provided a brief overview of the rebuilding of the fire station at 5901 North Milwaukee River Parkway. Director Fellows noted the architectural renderings are conceptual and subject to change, but they do represent the current thought as to the concepts and materials. The purpose of the presentation is for the Plan Commission to discuss and provide as much feedback as possible to the design team to assist them in moving forward with the plans.

Chief Whitaker of the North Shore Fire Department and Mr. Jon Wallenkamp from Kueny Architects were present for the meeting. Mr. Wallenkamp presented the conceptual site and building designs for the future fire station. The existing fire station would be completely removed. The existing parking lot would remain as asphalt and landscaping would be introduced. Mr.



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Wallenkamp advised they will work with staff to try to eliminate vehicle traffic along the west access drive. The west access drive is to primarily be used by the fire department, police, and city hall staff.

The garages on the west side of the building would be for non-emergency response vehicles. All emergency response vehicles will exit the south side of the building.

Mayor Kennedy inquired about the square footage of the existing building. Mr. Wallenkamp advised it is just under 20,000 square feet. The new building would be around 40,000 square feet and also includes the health department and emergency operations center.

Mr. Wallenkamp gave an overview of the building renderings and materials. Mayor Kennedy inquired if the image of the precast stone is to model the existing stone on City Hall. Mr. Wallenkamp stated that is correct and the intent is to have a uniform look for the campus.

Commissioner Cohn inquired about the project timeline. Mr. Wallenkamp advised the timeline is 10 to 12 months.

Mayor Kennedy inquired if the teal circles on the proposed site plan represent bio swales. Mr. Wallenkamp confirmed they are proposed bioswales. Mayor Kennedy questioned if there will be permeable pavers in the parking lot. Mr. Wallenkamp advised that is in the hands of the civil engineer and they are looking at the areas they need to meet in terms of quantity and quality of water management. Mayor Kennedy noted the City has set high green goals and would like to make sure the fire department building matches City Hall.

Commissioner Rieck questioned the potential future growth of the fire department. Mr. Wallenkamp advised the station is designed to double in capacity.

This item was for discussion purposes only. No action was taken.

**Next Plan Commission Meeting 6:00 p.m., Tuesday, June 7, 2022.**

**ADJOURNMENT.**

There being no further business, motion was made by Commissioner Cohn, seconded by Commissioner Rieck, to adjourn the meeting. Motion carried and adjournment of the Plan Commission was ordered at 6:41 p.m., until Tuesday, June 7, 2022, at 6:00 p.m.

Nicole Maurer, Deputy Clerk/Treasurer

Recorded: May 3, 2022



**SUBJECT:** Plan Commission Agenda Item 3a  
Discussion and possible action for an occupancy and use approval for **Silver Spring Animal Wellness Center** for a Veterinary facility in the B-1 "J" (Business and Commercial District) zoning classification, at 6373 N Jean Nicolet Rd, Suite 101, Tax Key Number 1638-001-001.

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

**MEETING DATE:** May 31, 2022

**FISCAL SUMMARY:**

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

**STATUTORY REFERENCE:**

Wisconsin Statues:	N/A
Municipal Code:	Zoning Code

Land Use:	Planned Commercial
Zoning:	B-1 "J" (Business and Commercial District)
Target Investment Area:	NA

**BACKGROUND/ANALYSIS:**

Silver Spring Animal Wellness Center currently located on Silver Spring Drive seeks Plan Commission approval for business use approval for a veterinary facility in the B-1 "J" (Business and Commercial District) zoning classification, at 6373 N Jean Nicolet Rd, Suite 101, Tax Key Number 1638-001-001.

**RECOMMENDATION:**

Staff recommends that the Plan Commission grant use and occupancy approval Silver Spring Animal Wellness for business use approval for a veterinary facility at 6373 N Jean Nicolet Rd, Suite 101, with the following requirements:

- 1) Signage Permits shall be obtained.
- 2) Business hours to comply with Glendale Code 7.15.4 and 7.2.15 as applicable.
- 3) Dumpsters for trash and recycling shall be screened and be in compliance with Section 13.1.144, at the time of occupancy.
- 4) All City of Glendale building, fire, and health codes being carried out to the satisfaction of the Building Inspector, the North Shore Fire Department, and the North Shore Health Department, and;
- 5) Compliance with State of Wisconsin requirements for ADA parking.

**ACTION REQUESTED:**

Motion to approve the business use approval for Silver Spring Animal Wellness Center for a veterinary facility at 6373 N Jean Nicolet Rd, Suite 101, with the following 5 requirements (noted above).

**ATTACHMENTS:**

[Attachments - Silver Spring Animal Wellness Center.](#)



**SUBJECT:** Plan Commission Agenda Item 3b  
Discussion and possible action for a business use approval for **MicroSynergies, LLC** for an office and manufacturing business in the M-1 (Warehouse, Light Manufacturing, Office and Service District) zoning classification, at 6661-6665 N Sidney Place Tax Key Number 1361-000-003.

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

**MEETING DATE:** May 31, 2022

**FISCAL SUMMARY:**

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

**STATUTORY REFERENCE:**

Wisconsin Statutes:	N/A
Municipal Code:	Zoning Code

Land Use:	Planned Commercial
Zoning:	M-1 (Warehouse, Light Manufacturing, Office and Service District)
Target Investment Area:	NA

**BACKGROUND/ANALYSIS:**

MicroSynergies (MS) seeks Plan Commission approval for business use approval for a headquarters, blending and packaging operations at 6661-6665 N Sidney Place Tax Key Number 1361-000-003.

MicroSynergies (MS) is a contract manufacturer of microbial products for these business sectors: animal health, companion animals, plant health, aquaculture and environmental remediation. The business was established as a manufacturer's rep about 15 years ago and two years ago expanded into blending and packaging of microbial products.

They plan to relocate their current business to Glendale and have committed to a seven-year lease. MicroSynergies (MS) is leasing approximately 10,000 sq ft at 6661, 6663 and 6665 N. Sidney Place where we will place our company headquarters and an expanded blending and packing operation. MS currently has five employees and we are actively searching for a sixth position. MS operates in a dynamic market that is rapidly expanding and we will hire commensurate with that growth. MS is in the midst of completing our strategic plan with an expected revenue CAGR of 28% annually for the next five years.

MS does not handle any hazardous substances. All of their products contain beneficial bacteria. They expect to have a facility certification in 2023 that will validate our operational processes. MS is committed to being a responsible community member through our business practices and through building an excellent company culture that attracts employees.



The site will be serviced by pest control services and will follow all governmental fire codes. A card access security system will be installed. They will consider catering in food options for employee lunches but will not be setting up an industrial kitchen of any kind. They are committed to employee health and safety and are staunch supporters of creating a clean, safe and healthy environment.

**RECOMMENDATION:**

Staff recommends that the Plan Commission grant business use approval for **MicroSynergies, LLC** for an office and manufacturing business in the M-1 (Warehouse, Light Manufacturing, Office and Service District) zoning classification, at 6661-6665 N Sidney Place, with the following requirements:

- 1) Signage Permits shall be obtained.
- 2) Business hours to comply with Glendale Code 7.15.4 and 7.2.15 as applicable.
- 3) Dumpsters for trash and recycling shall be screened and be in compliance with Section 13.1.144, at the time of occupancy.
- 4) All City of Glendale building, fire, and health codes being carried out to the satisfaction of the Building Inspector, the North Shore Fire Department, and the North Shore Health Department, and;
- 5) Compliance with State of Wisconsin requirements for ADA parking.

**ACTION REQUESTED:**

Motion to approve the business use approval for **MicroSynergies, LLC** for an office and manufacturing business, with the following 5 requirements (noted above).

**ATTACHMENTS:**

[Attachments - MicroSynergies, LLC](#)



**SUBJECT:** Plan Commission Agenda Item 3c  
Discussion and possible action for an business use approval and architectural review for **Food Ventures North America Inc. dba Wild Fork Foods** for a retail grocery in the B-1 “D-2” (Business and Commercial District) zoning classification, at 635 W Silver Spring Drive, Tax Key Number 1968-985-001.

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

**MEETING DATE:** May 31, 2022

**FISCAL SUMMARY:**

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

**STATUTORY REFERENCE:**

Wisconsin Statutes:	N/A
Municipal Code:	Zoning Code

Land Use:	Planned Commercial
Zoning:	B-1 “D-2” (Business and Commercial District)
Target Investment Area:	NA

**BACKGROUND/ANALYSIS:**

Food Ventures North America Inc. dba Wild Fork Foods is requesting a business use approval and architectural review for a retail grocery in the B-1 “D-2” (Business and Commercial District) zoning classification, at 635 W Silver Spring Drive.

**Business Use:**

The property is an existing multi-tenant retail development. Wild Fork Foods will occupy an existing tenant space at 635 W Silver Spring Drive. The existing property is comprised of two single story retail buildings. All uses are retail in nature: Pearle Vision, Panera, and Sprint. Wild Fork will occupy 5,060 GSF. Wild Fork will have 7 to 10 full time employees with 3 to 5 employees typically working at any one time. The stores are typically open 7 days per week from 8AM to 9PM. Construction is anticipated to begin July 1, 2022, with completion and store opening on November 7, 2022.

**Architectural Modifications:**

Architectural changes to the existing structure will be limited to the installation of new storefronts with sliding doors and transoms. In addition, several stormfront openings will have new aluminum and glass storefront systems and new stone sills to match existing. Finish of new storefronts will be anodized aluminum to match existing. In addition, existing awnings will be removed and replaced with black canvas awnings. Signage will be reviewed at the staff level under separate permits.



**RECOMMENDATION:**

Staff recommends that the Plan Commission grant business use approval and architectural review for Food Ventures North America Inc. dba Wild Fork Foods at 635 W Silver Spring Drive, with the following requirements:

- 1) Signage Permits shall be obtained.
- 2) Business hours to comply with Glendale Code 7.15.4 and 7.2.15 as applicable.
- 3) Dumpsters for trash and recycling shall be screened and be in compliance with Section 13.1.144, at the time of occupancy.
- 4) All City of Glendale building, fire, and health codes being carried out to the satisfaction of the Building Inspector, the North Shore Fire Department, and the North Shore Health Department, and;
- 5) Compliance with State of Wisconsin requirements for ADA parking.

**ACTION REQUESTED:**

Motion to approve the business use approval and architectural review for Food Ventures North America Inc. dba Wild Fork Foods at 635 W Silver Spring Drive with the following 5 requirements (noted above).

**ATTACHMENTS:**

[Attachments - Wild Fork Foods.](#)



**SUBJECT:** Plan Commission Agenda Item 3d  
Discussion and consideration of scheduling a public hearing for a change of zoning for a gas station and convenience store from B-1 “H2” Business and Commercial District to PD Planned Unit Development at **7575 N Port Washington Road**, land use classification Planned Mixed Use, Tax Key Number 097-8000-000. – Schedule Public Hearing at Plan Commission.

**FROM:** John S. Fellows, Community Development Director

**MEETING DATE:** May 31, 2022

**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

**BACKGROUND/ANALYSIS:**

Attached is a request from Spring North Corp/ Jason Singh (prospective owners) and Joachim Peter and Karlin Peter (current owners) to rezone the property from B1 “H2” to PD Planned Development District for a convenience store and gas station. The current use is a gas station. Under the B-1 “H-2” gas stations and convenience stores are not allowed, and expansion of a non-conforming use is prohibited.

The applicant has met with staff multiple times to discuss the site design, building design and other elements of redevelopment. Attached are partial plans for a general development plan approval.

Process:

The process for the Planned Development District includes three steps. Step one includes a map amendment and general development plan approval. Step two is the approval of a specific development plan, and step three is the approval of a development agreement with recording. Steps are summarized as:

Rezoning and General Development Plan Steps:

- Consideration by City Council - Possible referral to Planning Commission
- Consideration by Plan Commission – Possible recommendation to move forward to schedule a public hearing.
- Plan Commission Public Hearing
- Plan Commission Recommendation to Council
- Consideration by Council of the Plan Commission recommendation and consideration

- to move forward and schedule public hearing
- City Council Public Hearing
- City Council Action

#### Specific Development Plan Approval

- Plan Commission Review
- City Council Review

#### Development Agreement

- City Council Review
- Recording

#### General Development Plan Summary:

Plan of Operation: The applicant has provided a plan of operation which is attached.

Site: The applicant has submitted plans for a gas station and convenience store. The submitted plans indicate a reduction of driveways and improvements to existing driveways. The building will be positioned in the middle of the site facing Port Washington Road. The canopy structure will be in front of the building and parallel to Port Washington Road. Gas pumps for diesel will be located at the rear of the property. The plans do not show any electric charging stations or other similar technologies. Sidewalks will be provided within the public right away to comply with the Pedestrian and Bike Master Plan recommendations. Bike parking is located near the Northeast entry of the store.

Building: Building plans indicate larger window openings, brick veneer and spandrel windows. The applicant has been working with staff to provide additional windows and architectural details. Building materials are indicated on the plan set. The building is proposed to have two colors of brick and a split face CMU base.

- Staff recommends that the applicant consider a CMU masonry product that more similar resembles stone and is more durable to harsh weather and salt conditions and

Canopy Structure: Prior to a public hearing conceptual drawings will need to be provided for the canopy.

- The applicant has provided conceptual drawings of the canopy which indicate a flat roof, metal columns painted in cooperate colors and brick masonry bases.
- Staff recommends a canopy with fascia and mansard roof to better compliment the surrounding residential and office architecture with hipped, and gabled roofs.
- Staff also recommends full masonry columns.

Landscaping: At this time the submission of general landscaping plans has been provide and show a general intent for shade trees, evergreen trees, screening and stormwater facility locations as well as fence locations.

- Specific Development plan landscaping will need to provide locations of turf verses mulch, provide a plant selection of plantings that are not prohibited or encouraged not to be planted in Glendale by the WI DNR (such as Maples).
- Specific Development plans will need to be prepared by a landscape architect.



- Specific Development landscaping plans will need to provide for perennials as well as grasses to provide seasonal interest.
- Specific Development plans Consideration of the relationship between the fence location and the landscaping on the west side of the property should be considered. The softening of the fence on the neighbor property should be considering with some addition of vegetation.
- The specific development plan will need to provide details drawings and information for all fencing.
- Specific Development plan will need to show locations for snow storage.
- The Specific Development plan will need to consider the location of the plantings and the full maturity of the plantings will need to be considered for the specific development plan. Such as the location of a Colorado Blue Spruce within a 10 ft area when their mature width can be up to 16ft wide.

Lighting: The applicant has provided lighting plans. These plans show lighting levels at just above zero at the property lines. In addition, they indicate locations for poles and other fixtures.

- The specific development plan will need to adjust the plans to be compliant with the municipal code as lighting is not permitted higher than 15ft this includes any raised base. Current plans indicate 22ft.
- The specific development plan will need to provide all fixtures that have a full cut off style fixture. In addition, house shields shall be provided on fixtures located adjacent to the north and west property lines.

Dumpsters: Current plans do not show any exterior dumpster enclosers. If no enclosure is provided, then all recycling and refuse will need to be contained in the building until time of collection.

Mechanical Screening: Plans indicate a mechanical area with fence like area.

- Specifications for the screening shall be provided at the time of specific development plan. Staff recommends a black aluminum ornamental fencing to secure the mechanical systems.

Signage: Signage for the project has not been discussed or submitted. Signage placement shall be provided for the Specific Development Plan approval process, specific signage permit and design will be reviewed by staff upon application.

Signage information:

- Since the property is located on a corner the property would be allowed one monument sign and a wall sign or two wall signs to be placed on separate building fronts.
- A monument sign may not exceed 15ft in height and area of 150sf (.6 x linear feet of frontage to max of 150SF) if no wall signs is chosen. If a wall sign is chosen to be used, then the monument sign is calculated at .4 SF with a maximum of 100SF of area.
- The set back is 10ft from property line.
- See other requirements in ordinance.
- Wall signage shall be computed as .5 SF per linear foot of the main building façade up to 100SF.

- Note images show a sign band around the canopy structure. This sign band would exceed the allowed sign area and no other facility in Glendale has such signage on a canopy. Staff has discussed this with the applicant. Staff has provided a few design considerations that might achieve their goals and coordinate with Municipal ordinances

**RECOMMENDATION:**

Staff recommends plan commission consider the attached application and consider directing staff to schedule a public hearing for the July 2022 Plan Commission meeting for a rezoning from B-1 "H2" Business and Commercial District to Planned Unit Development for a gas station and convenience store and to continue to work with staff prior to the public hearing and meeting in July to address as many items listed within this report.

**ACTION REQUESTED:**

Motion to direct staff to schedule a public hearing at the earliest convince for a change of zoning to the Plan Commission for 7575 N Port Washington Road, from B-1 "H2" Business and Commercial District to Planned Unit Development for gas station and convenience store, and to continue to work with staff prior to the public hearing and meeting in July to address as many items listed within this report.

**ATTACHMENTS:**

[1. 7575 N Port Washington Road - Attachments](#)



**SUBJECT:** Plan Commission Agenda Item 3e  
Consideration and discussion regarding an application for architectural changes for **Umansky Volkswagen** for a storefront remodel in the B-1 “L” Business and Commercial District at 1400 W Silver Spring Drive, Tax Key Number 1689-004-001.

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

**MEETING DATE:** May 31, 2022

**FISCAL SUMMARY:**

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

**STATUTORY REFERENCE:**

Wisconsin Statutes:	N/A
Municipal Code:	Zoning Code

Land Use:	Planned Commercial
Zoning:	B-1 “L” (Business and Commercial District)
Target Investment Area:	NA

**BACKGROUND/ANALYSIS:**

Umansky Volkswagen have submitted plans for the storefront remodel of their facility. Changes include glassing and metal panel modifications. Site improvements include the addition of a pavers/concrete/and rubber mulch at the front of the storefront. Modifications will be limited to the VW storefront and interior work. Signage is noted on the plans but will require separate permits and will be revised and issued by staff.

**RECOMMENDATION:**

Staff recommends that the Plan Commission grant for architectural approval for Umansky Volkswagen for a storefront remodel in the B-1 “L” Business and Commercial District at 1400 W Silver Spring Drive, with the following requirements:

- 1) Signage Permits shall be obtained.
- 2) Business hours to comply with Glendale Code 7.15.4 and 7.2.15 as applicable.
- 3) Dumpsters for trash and recycling shall be screened and be in compliance with Section 13.1.144, at the time of occupancy.
- 4) All City of Glendale building, fire, and health codes being carried out to the satisfaction of the Building Inspector, the North Shore Fire Department, and the North Shore Health Department, and;
- 5) Compliance with State of Wisconsin requirements for ADA parking.

**ACTION REQUESTED:**

Motion to approve grant architectural approval for Umansky Volkswagen for a storefront remodel at 1400 W Silver Spring Drive, with the following 5 requirements (noted above).

**ATTACHMENTS:**

[Attachments - Umansky Volkswagen](#)



**SUBJECT:** Plan Commission Agenda Item 3f  
 Consideration and discussion regarding an application for architectural changes as for **General Capital / Glendale Market Place** for landscape modifications and determination that such changes are not substantial in the PD Planned Development District at 6969 N Port Washington Road, Tax Key Number 1288-961-003.

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

**MEETING DATE:** May 31, 2022

**FISCAL SUMMARY:**

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

**STATUTORY REFERENCE:**

Wisconsin Statutes:	N/A
Municipal Code:	Zoning Code

Land Use:	Planned Commercial
Zoning:	PD (Planned Development District)
Target Investment Area:	NA

**BACKGROUND/ANALYSIS:**

General Capital / Glendale Market Place have submitted plans for the redesign of their landscaping area between North Port Washington and the parking area. Their proposal is to replace the arborvitae with Karl Foerster grasses plus four Ann Magnolia trees that will bookend the grasses. The Karl Foerster grasses have a clumped root system that are good in water retention efforts and will stand approximately four to five feet. The Ann Magnolia is a medium growing broad tree that will stand about ten feet in height and width at maturity with low limb branches placed between the brick pillars at each end. This will provide buffering of vehicles in the parking lot, but greatly improve visibility for tenant signage and storefronts as well as improve visibility for public safety. The attached plans also include some more minor details to update and cleanup the north planting bed.

This property is located within a PD district. Changes to an approved plan require the planning commission to determine if the change is substantial or not substantial. If the determination is not substantial, then upon a recommendation from the Commission the City Council would then action upon the change. Substantial changes as determined by the Plan Commission would require modifications to the general and specific development plans, two public hearings and an amendment to the Development Agreement. Staff recommends to the planning commission that this modification is not substantial.

**13.1.55 (c)** *Any subsequent change of use of any lot or parcel of land or addition or modification of the plans shall first be submitted for approval to the Plan Commission and if, in the opinion of the Plan Commission, such change or modification constitutes a substantial alteration of the original plans, the procedure provided in Sections 13.1.53 and 13.1.54 above*



*and, in this Sub-section, shall be required before the use is changed or the plans modified. If, in the opinion of the Plan Commission, such change or modification does not constitute a substantial alteration of the original plans and if such change or modification is recommended by the Plan Commission, the change or modification may be made with the approval of the Common Council.*

**RECOMMENDATION:**

1. Staff recommend that the Plan Commission determine that the requested changes are not substantial; and  
2. Staff recommends that the Plan Commission grant approval for a minor modification to a Planned Development District for landscaping upgrades for General Capital / Glendale Market Place 6969 N Port Washington Road with the following requirements:

- 1) Right of Way Permits will be required and a plan for traffic and pedestrian circulation during construction will need to be provided in conjunction with other applicable permits, since the work will be occurring adjacent to the property line and driveway entrances.
- 2) Business hours to comply with Glendale Code 7.15.4 and 7.2.15 as applicable.
- 3) Dumpsters for trash and recycling shall be screened and be in compliance with Section 13.1.144, at the time of occupancy.
- 4) All City of Glendale building, fire, and health codes being carried out to the satisfaction of the Building Inspector, the North Shore Fire Department, and the North Shore Health Department, and;
- 5) Compliance with State of Wisconsin requirements for ADA parking.

**ACTION REQUESTED:**

Motion of determination that the site changes are not substantial.

Motion to approve minor modification to a Planned Development District for landscaping upgrades for General Capital / Glendale Market Place 6969 N Port Washington Road, with the following 5 requirements (noted above).

**ATTACHMENTS:**

[Attachments - General Capital / Glendale Market Place](#)



**SUBJECT:** Plan Commission Agenda Item 3g  
Consideration and discussion regarding an application for site modification for **We Energies/ WEC Energy Group**, for a fence and landscaping modifications and determination that such changes are not substantial in the PD Planned Development zoning district at 5400 North Green Bay Ave, Tax Key Number 195-9004-000.

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

**MEETING DATE:** May 31, 2022

**FISCAL SUMMARY:**

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

**STATUTORY REFERENCE:**

Wisconsin Statutes:	N/A
Municipal Code:	Zoning Code

Land Use:	Planned Commercial
Zoning:	PD (Planned Development District)
Target Investment Area:	NA

**BACKGROUND/ANALYSIS:**

We Energies is seeking approval to modify the site plan for the Planned Development District approval at 5400 N Green Bay Ave. The facility services until as a natural gas and electrical power services center. There is currently a fenced yard for operations. A parking lot for visitors and employees is located on the west side of the building facing Green Bay Avenue. Over the last number of years there have been increased issues with theft from vehicles, homeless sleeping near the building, and individuals wondering on foot through the parking area. We Energies is seeking to put in a fence and landscaping to improve the safety of those working at and visiting the facility as well as using the construction process to provide additional plantings. The parking area is divided between the City of Milwaukee and City of Glendale. The applicant is planning a black ornamental fence to surround the parking area. The are providing a series of trees and plantings all of which will be located in the city of Milwaukee.

This property is located within a PD district. Changes to an approved plan require the planning commission to determine if the change is substantial or not substantial. If the determination is not substantial, then upon a recommendation from the Commission the City Council would then action upon the change. Substantial changes as determined by the Plan Commission would require modifications to the general and specific development plans, two public hearings and an amendment to the Development Agreement. Staff recommends to the planning commission that this modification is not substantial.



**13.1.55 (c)** *Any subsequent change of use of any lot or parcel of land or addition or modification of the plans shall first be submitted for approval to the Plan Commission and if, in the opinion of the Plan Commission, such change or modification constitutes a substantial alteration of the original plans, the procedure provided in Sections 13.1.53 and 13.1.54 above and, in this Sub-section, shall be required before the use is changed or the plans modified. If, in the opinion of the Plan Commission, such change or modification does not constitute a substantial alteration of the original plans and if such change or modification is recommended by the Plan Commission, the change or modification may be made with the approval of the Common Council.*

**RECOMMENDATION:**

1. Staff recommend that the Plan Commission determine that the requested changes are not substantial; and
2. Staff recommends that the Plan Commission grant site modification for We Energies/ WEC Energy Group, for a fence and landscaping in the PD Planned Development zoning district at 5400 North Green Bay Ave, with the following requirements:
  - 1) Ongoing coordination of access to all gates on the property shall occur between the applicant and Northshore Fire and Rescue and City of Glendale Police.
  - 2) Ongoing coordination with the City of Glendale Police for coordination of opportunities to reduce crime in the area.
  - 3) Dumpsters for trash and recycling shall be screened and be in compliance with Section 13.1.144, at the time of occupancy.
  - 4) All City of Glendale building, fire, and health codes being carried out to the satisfaction of the Building Inspector, the North Shore Fire Department, and the North Shore Health Department, and;
  - 5) Compliance with State of Wisconsin requirements for ADA parking.

**ACTION REQUESTED:**

1. Motion of determination that the site changes are not substantial.
2. Motion to approve modifications to the site plan for a fence and landscaping for We Energies/ WEC Energy Group, 5400 North Green Bay Ave, with the following 5 requirements (noted above).

**ATTACHMENTS:**

[Attachments - We Energies/ WEC Energy Group](#)



**SUBJECT:** Plan Commission Agenda Item 3h  
Discussion and possible action for a business use approval for **Milwaukee Gun Smith** for a firearms repair shop in the M-1 (Warehouse, Light Manufacturing, Office and Service District) zoning classification, at 6651 N Sidney Place Tax Key Number 1361-000-003.

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

**MEETING DATE:** May 31, 2022

**FISCAL SUMMARY:**

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

**STATUTORY REFERENCE:**

Wisconsin Statutes:	N/A
Municipal Code:	Zoning Code

Land Use:	Planned Commercial
Zoning:	M-1 (Warehouse, Light Manufacturing, Office and Service District)
Target Investment Area:	NA

**BACKGROUND/ANALYSIS:**

Milwaukee Gun Smith (MGS) is currently located in Brookfield, WI and is seeking a larger space and looking to move to Glendale, specifically 6651 N Sidney Place. Milwaukee Gun Smith will be subleasing space from Brilliant DPI, Inc. Brilliant DPI, Inc will continue to occupy the space. Milwaukee Gun Smith will occupy 1700 SF of the Brilliant DPI, Inc Space. No exterior alteration to the building or site is planned.

MGS, LLC repairs, customizes, and cleans firearms. MGS, LLC also does firearm transfers after a background check has been completed and the DOJ or the FBI approved the transfer. MGS, LLC does not sell any firearms or ammunition. The main uses for Milwaukee Gun Smith are a gunsmith workshop and office space. The company expects to employ 2-4 people Wednesday through Saturday. Hours are 10am to 6pm W-F and Saturday 10am to 4pm. The only signage proposed at this time will be on the entry door. Security will be via cameras.

**RECOMMENDATION:**

Staff recommends that the Plan Commission grant a business use approval for the Milwaukee Gun Smith for a repair and office space at 6651 N Sidney Place Tax Key Number 1361-000-003, with the following requirements:

- 1) Signage Permits shall be obtained.
- 2) Business hours to comply with Glendale Code 7.15.4 and 7.2.15 as applicable.
- 3) Dumpsters for trash and recycling shall be screened and be in compliance with Section 13.1.144, at the time of occupancy.





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5909 North Milwaukee River Parkway  
Glendale, WI 53209

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- 4) All City of Glendale building, fire, and health codes being carried out to the satisfaction of the Building Inspector, the North Shore Fire Department, and the North Shore Health Department, and;
- 5) Compliance with State of Wisconsin requirements for ADA parking.

**ACTION REQUESTED:**

Motion to approve the business use approval for Milwaukee Gun Smith for a repair and office space at 6651 N Sidney Place Tax Key Number 1361-000-003, with the following 5 requirements (noted above).

**ATTACHMENTS:**

[Attachments - Milwaukee Gun Smith](#)