

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

The Plan Commission Meeting Will be In-Person.
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AGENDA—PLAN COMMISSION MEETING

Tuesday, February 1, 2022
6:00 p.m.

1. Roll Call and Pledge of Allegiance.
2. Adoption of Minutes of Meeting held January 4, 2022.
3. New Business:
 - a) Plan Commission Review, JFD Family Dental, 5623 North Green Bay Avenue. Review proposed exterior changes to building as well as dental office use and occupancy.
 - b) Plan Commission Use and Occupancy Review, First Stage Milwaukee, Incorporated, 4180 North Port Washington Road. Review and approve theater set and prop design, set and prop construction, set and prop storage, and production staff office use and occupancy.
 - c) Common Council Referral to Plan Commission: City of Glendale Rezone of 5812 (Tax Parcel Number 168-9981-000) and 5820 (Tax Parcel Number 168-9980-001) North Green Bay Avenue from B-4 Office-Research-Service Business District to M-1 Warehouse, Light Manufacturing, Office and Service District. Plan Commission to review the proposed rezone toward making a recommendation to the Common Council as relates to a prospective redevelopment use following the Plan Commission Public Hearing to be scheduled for 6:00 p.m., Tuesday, March 1, 2022.
 - d) Next Plan Commission Meeting 6:00 p.m., Tuesday, March 1, 2022.
4. 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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January 4, 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, Ryan Atwood, Fred Cohn, Phillip Bailey, Rachel Rieck, and Amanda Seligman. Absent: Commissioner Karn Cronwell.

Other Officials Present: Rachel Safstrom, City Administrator; Darrell Hofland, Interim City Administrator, Todd M. Stuebe, 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 Thursday, December 30, 2021, 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 December 7, 2021, Plan Commission Meeting.

Motion was made by Commissioner Seligman, seconded by Commissioner Cohn, to adopt minutes from the December 7, 2021, Plan Commission meeting.
Motion carried unanimously.

6:00 PM Public Hearing: Petition to Rezone 1616 West Bender Road (Tax Parcel 161-9974-000) from S-1 Special (Institutional) District to PD-Planned Unit Development District-Multi-Family Residential. Applicant to present Informational Statement and General Development Plan, Public Comment, Plan Commission to review and recommend to the Common Council.

River Park Apartments, LLC (Greg Devorkin) has acquired the vacant 1616 West Bender Road property, former home to several nursing home businesses dating back to the mid-1960s. Devo Properties, LLC (also Greg Devorkin) has petitioned the City of Glendale to rezone the property from S-1 Special (Institutional) District to PD-Planned United Development District-Multi-Family Residential for the purpose of transforming the property to a multi-family residential setting.

The Plan Commission Report based on the initial submittal materials was that the existing building will remain but will be converted into apartment living units with the exterior repaired and enhanced, repair to the parking lot, and revitalizing the landscape beautification. In the

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submittal materials the project is generally presented to include 50 to 55 apartment living units and there is discussion of adding garages. The apartments will include studios, one-bedroom (about 875 square-feet), and two-bedroom (about 1,100 square-feet). The submittal states that there are 103 parking spaces (about two parking spaces per unit with 50 apartments), however, qualifies that figure with the addition of the future garages. Property and building size data is included with the cover transmittal. The anticipated total investment is stated to be greater than \$5,000,000. Construction will start in Spring 2022 with occupancy to commence in mid-2023.

Revised submittal materials were submitted Tuesday, December 21, 2021. The drawings are included with this Plan Commission Report and include a Conceptual Site Plan, an ALTA/NSPS Land Title Survey, Concept Architectural Images, and Preliminary Second Floor and First Floor Plans. The Conceptual Site Plan notes 26 one-bedroom units at 700-900 square-feet, and 24 two-bedroom units at 1,000-1,200 square-feet, giving a total of 50 units, with a total of 98 parking stalls, of which 73 are surface parking stalls and 25 are single stall parking garages. The parking ratio is stated as 1.96 stalls per apartment. The Parking Guidelines call for 1.5 stalls per dwelling unit. The Concept Architectural Images includes the various exterior building materials.

Mr. Greg Devorkin, representing Devo Properties/River Park Apartments, LLC, was present for the public hearing via Zoom.

Glendale resident Mr. James Poehlman of 6195 North Bridgewood Lane was present for the public hearing. Mr. Poehlman raised concerns about the addition of another apartment complex to the neighborhood and described issues with the nearby 1633 West Bender Road apartments. Mr. Poehlman also raised concerns regarding snow removal from the 1616 West Bender Road property where snow was pushed to the south side of West Bender Road.

Motion was made by Commissioner Cohn, seconded by Commissioner Nelson, to close the public hearing. Motion carried unanimously.

Mayor Kennedy addressed Mr. Poehlman's concerns regarding the 1633 West Bender Road apartments, noting the complaints are related to the 1633 developer and specific project environs.

Commissioner Atwood inquired if landscaping plans were finalized. Mr. Devorkin stated the plan is to leave the landscaping barrier intact; however, buckthorn and overgrown/dead brush will be removed.

Commissioner Cohn inquired what was decided about having a gate or fenced in area for the garages. Mr. Devorkin stated after speaking with experts they feel that maintenance and problems would outweigh the benefits. Mayor Kennedy noted that security gates create problems for North Shore Fire Department as to access around the building. Mr. Devorkin stated that a state-of-the-art camera system will be used for security purposes.

Commissioner Seligman acknowledged Mr. Poehlman's concerns and asked if Mr. Devorkin would make any assurances to the residents of the neighborhood. Mr. Devorkin stated he appreciated Mr. Poehlman's comments and takes them very seriously. Mr. Devorkin stated Devo spends a large amount of money for snow removal and uses reputable contractors. In over 17 years of property management, Devo Properties has not had any snow removal or property issues.

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Motion was made by Commissioner Cohn, seconded by Commissioner Rieck, to make a recommendation to the Common Council that the Petition to rezone the property from S-1 Special (Institutional) District to PD Planned Unit Development District-Multi Family Residential be granted as requested. Motion carried unanimously.

Plan Commission Site Plan Review, American Transmission Company, Tax Parcel 159-8998-001, (Proposed 2743) West Mill Road. Review and approve proposed changes to electric substation facility.

American Transmission Company (ATC) seeks Plan Commission grant of Site Plan approval to make proposed changes to the existing ATC substation facility site located south of West Mill Road near the west edge of the City of Glendale (Tax Parcel 159-8998-001). The parcel is presently zoned C-1 Conservancy District (prior zoning was M-1 Warehouse, Light Manufacturing, Office, and Service District) and the existing electric substation use is a permitted Accessory Use as “essential services and utilities.” The electric substation facility has been in existence since the early 1970s. Originally owned by the Wisconsin Electric Power Company, in early 2002, parcel ownership was deeded to the American Transmission Company, LLC. The existing ATC electric substation facility comprises about 1.78 acres (about 33 percent) of the larger ATC parcel that comprises about 5.41 acres of land. The existing electric substation is situated on a gravel pad enclosed by a fence.

ATC states that the proposed changes to the facility are for the purposes of reliability and site security, and includes replacement of circuit breakers, disconnect switches, and other equipment upgrades, as well as replacement of the existing control building with a 60-foot by 24-foot building. The footprint of the gravel area is proposed to be increased about 13,274 square-feet (0.30 acres), resulting in the modified electric substation encompassing about 2.08 acres (about 38 percent) of the ATC parcel.

The enlarged footprint will be enclosed with a 10-foot height metal fence that will include a camera system, lighting, and one-way communications system that will be utilized to monitor and address potential threats to the facility. The lighting would also be utilized during electrical emergencies.

ATC has submitted a Drainage/Stormwater Management Plan that is under review by City Engineer. The Drainage/Stormwater Management Plan includes a retention pond that includes an overflow discharge to nearby wetland. ATC retained a consultant to delineate the areas that might typically be categorized as wetlands. The Wisconsin Department of Natural Resources (WDNR) rendered a decision pertaining four of the five of these areas as being exempt from state wetland regulations. The fifth wetland area was not included in the request to WDNR and is identified in the WDNR correspondence as not be impacted at this time.

The work is proposed to be completed between April 2022, and December 2022, typically with about seven construction workers present at the ATC parcel during typical construction hours. ATC has broached the topic of the Control Building being transported to the site rather than being constructed upon the site. At present the City of Glendale does not know all of the specifics pertaining to said building being moved to the site. Compliance with Building Code 15.1.9 Regulations for Moving Buildings will be required, as well as protection, repair, and/or replacement of any affected City of Glendale facilities. Construction activity will typically take

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place between the hours of 6:30 a.m., and 4:30 p.m. Upon being completed the facility is generally not occupied aside from periodic site visits by ATC maintenance technicians.

Mr. Kevin Lynch representing ATC was present via Zoom. Mr. Lynch presented information on the Range Line Substation project.

Mayor Kennedy noted the project will begin when the weather breaks and inquired if the project would impact the Oak Leaf Trail. Mr. Lynch stated the trail will need to be closed for a few days to deliver the control building and equipment. He advised they have been in contact with Milwaukee County regarding the closure but nothing has been finalized. Mayor Kennedy recommended the closure take place on weekdays as the Oak Leaf Trail is heavily used on weekends in summer and that it would be best if it could be completed within or less than a five-day week.

Commissioner Seligman questioned if this project has any connection to recent power outages Glendale has been experiencing. Mr. Lynch stated this is an asset replacement project, so there may be less chance that outages will occur; however, there is no direct relationship.

Commissioner Atwood stated it would be unfortunate if the trail had to be closed on a weekend in June and hopes it can be avoided. Project manager Mr. Tracy Spencer was also present via Zoom. Mr. Spencer stated the plan is to begin and complete the project during the week and have the trail open at noon on Friday if possible. Mr. Lynch noted this could change due to weather, but their plan is to complete the work within a single week.

Commissioner Rieck questioned if the weight of equipment could potentially damage the trail. Administrator Safstrom advised ATC would need to work that out with Milwaukee County. ATC will also need to obtain right-of-way permits from the County and if any damage were to occur, the County will ensure that it is corrected.

Motion was made by Commissioner Bailey, seconded by Commissioner Cohn, to grant approval for ATC to modify the electric substation facility within the ATC parcel with the requirement of complying with all Federal, State, and local reviews, requirements, and regulations, as well as obtaining all required approvals and permits from said agencies and authorities, compliance with the requirements of Glendale Building Code 15.1.9, Regulations for Moving Buildings, as well as protection, repair, and/or replacement of any affected City of Glendale facilities. Motion carried unanimously.

Next Plan Commission Meeting 6:00 p.m., Tuesday, February 1, 2022.

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 6:45 p.m., until Tuesday, February 1, 2022, at 6:00 p.m.

Nicole Maurer, Deputy Clerk/Treasurer

Recorded: January 4, 2022.



SUBJECT: Plan Commission Agenda Item 3a
Plan Commission Review, JFD Family Dental, 5623 North Green Bay Avenue. Review proposed exterior changes to building as well as dental office use and occupancy.

FROM: Todd M. Stuebe, Dir. of Community Development

MEETING DATE: February 1, 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(c)(22)

BACKGROUND/ANALYSIS:

JFD Family Dental requests Plan Commission grant of approval of exterior changes to the 5623 North Green Bay Avenue building, as well as use and occupancy approval for a general dentistry clinic. The 5623 North Green Bay Avenue property is zoned B-1, O District, and dental offices are identified as a Permitted Use with Plan Commission review and approval. The architectural artistic images, elevations, and interior plans, and landscape plan are included with the submittal materials.

The most significant change to the exterior of the building is the addition of six windows within the patient suites located along the south elevation. There will be a remnant 2,003 square-foot space in the west side of the building that the practice may eventually grow, and it may be leased in the interim time period to another tenant whose use is permitted and would not overburden the function of the premises.

RECOMMENDATION:

Plan Commission grant approval for the proposed exterior changes to the building, as well as the general dentistry office use and occupancy.

ACTION REQUESTED:

Plan Commission grant approval for the proposed exterior changes to the building, as well as the general dentistry office use and occupancy.

ATTACHMENTS:

[03a02 01262022 JFD Family Dental](#)



SUBJECT: Plan Commission Agenda Item 3b
Plan Commission Use and Occupancy Review, First Stage Milwaukee, Incorporated, 4180 North Port Washington Road. Review and approve theater set and prop design, set and prop construction, set and prop storage, and production staff office use and occupancy.

FROM: Todd M. Stuebe, Dir. of Community Development

MEETING DATE: February 1, 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(c)(22)

BACKGROUND/ANALYSIS:

First Stage Milwaukee requests Plan Commission grant of use and occupy approval in order to utilize a 30,200 square-foot warehouse space located in the multi-tenant complex located at 4160-4180 North Port Washington Road (extends along West Olive Street) for the purposes of theater set and prop design, set and prop construction, set and prop storage, and production staff office space. The 4160-4180 property is zoned M-1 Warehouse, Light Manufacturing, Office and Service District, and the proposed use is permitted with Plan Commission review and approval. The largest occupant of the property is the Wisconsin Department of Corrections, and historically several exercise-oriented business enterprises have occupied the second level space. The warehouse has largely been vacant since it was occupied some years ago by WCJ Pilgrim Wire.

First Stage indicates that it will typically have between seven and twelve employees working at 4180 North Port Washington Road, that ten parking spaces along the west side of the building will always be available for its use, and that the larger site has 150 or more parking spaces within the property. Regular business hours will be Monday through Friday, 8:00 a.m. to 6:00 p.m., with occasional Saturday and evening hours as necessary. The only signage being considered is described as an unlit sign to indicate the place of delivery/entry. Improvements will be in progress until the end of April when the space is occupied.

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Item 3b (Cont.)

RECOMMENDATION:

Plan Commission grant of approval for the proposed First Stage Milwaukee use and occupancy.

ACTION REQUESTED:

Plan Commission grant of approval for the proposed First Stage Milwaukee use and occupancy.

ATTACHMENTS:

[3b02 PC Review Application](#)

[3b03 Aerial 2020](#)

[3b04 First Stage Concept Signage Image](#)



SUBJECT: Plan Commission Agenda Item 3c
 Common Council Referral to Plan Commission: City of Glendale Rezone of 5812 (Tax Parcel Number 168-9981-000) and 5820 (Tax Parcel Number 168-9980-001) North Green Bay Avenue from B-4 Office-Research-Service Business District to M-1 Warehouse, Light Manufacturing, Office and Service District. Plan Commission to review the proposed rezone toward making a recommendation to the Common Council as relates to a prospective redevelopment use following the Plan Commission Public Hearing to be scheduled for 6:00 p.m., Tuesday, March 1, 2022.

FROM: Todd M. Stuebe, Dir. of Community Development

MEETING DATE: February 1, 2022

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	13.1.39; 13.1.180

BACKGROUND/ANALYSIS:

Rezoning the 5812 and 5820 North Green Bay Avenue properties from B-4 Office-Research-Service Business District to M-1 Warehouse, Light Manufacturing, Office and Service District will provide for a uniform zoning classification for all of the lands located at the southeast corner of North Green Bay Avenue and West Civic Drive (Refer to Aerial Photographic Exhibit Map), including the 1717 West Civic Drive property, and will provide for uniform zoning for a prospective redevelopment use of some of the lands.

RECOMMENDATION:

Initial presentation of the City of Glendale initiated Rezone environs, Plan Commission inquiries and comments, and schedule the Plan Commission Public Hearing for 6:00 p.m., Tuesday, March 1, 2022.

ACTION REQUESTED:

Schedule the Plan Commission Public Hearing for 6:00 p.m., Tuesday, March 1, 2022.

ATTACHMENTS:

[03c02 5812 and 5820 North Green Bay Avenue, and 1717 West Civic Drive Environs](#)