

**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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**AGENDA—PLAN COMMISSION MEETING**

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

1. Roll Call and Pledge of Allegiance.
2. Adoption of Minutes of Meeting held February 1, 2022.
3. New Business:
  - a) Plan Commission Conditional Use Permit Public Hearing: Dog Training Elite-Milwaukee, 2000 West Bender Road. Review and approve Conditional Use Permit for proposed dog training school and office use and occupancy.
  - b) Plan Commission Use and Occupancy Review, Curry and MoMo House Himalayan Restaurant, 6969 North Port Washington Road, Suite B-120 (former Dickey's Barbeque). Review and approve Himalayan specialty restaurant use and occupancy.
  - c) 6:00 PM Public Hearing: 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. Following the Plan Commission Public Hearing Plan Commission to review the proposed rezone and make a recommendation to the Common Council to approve the rezone.
  - d) Certified Survey Map, 1717 West Civic Drive and 5820 North Green Bay Avenue. Review/approve proposed Certified Survey Map (CSM) to divide the lands into two tax parcels and recommend that the Common Council approve same.
  - e) Reschedule Regular Tuesday, April 5, 2022, Plan Commission meeting to 6:00 p.m., TUESDAY, APRIL 12, 2022, due to the Tuesday, April 5, 2022, Election.
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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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, Karn Cronwell, Fred Cohn, Ryan Atwood, Rachel Rieck, and Amanda Seligman. Absent: Commissioner Phillip Bailey.

Other Officials Present: 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 January 27, 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 January 4, 2022, Plan Commission Meeting.**

Motion was made by Commissioner Seligman, seconded by Commissioner Cohn, to adopt minutes from the January 4, 2022, Plan Commission meeting. Motion carried unanimously.

**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.**

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 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 to another tenant whose use is permitted and would not overburden the function of the premises.

Director Stuebe stated staff recommends that the Plan Commission grant approval for the proposed exterior changes to the building, as well as the general dentistry office use and

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occupancy, subject to the customary approval of the Glendale Building Inspector, North Shore Fire Department, and the North Shore Health Department.

Mr. Mark Hertzfeldt, project architect with Design 2 Construct, was present for the meeting. Mr. Hertzfeldt stated JFD Family Dentistry will provide general dentistry, preventative, and oral care services. Mr. Hertzfeldt provided an overview of the proposed exterior changes to the building. Mr. Hertzfeldt also noted that landscaping will be cleaned up. A small portion of the building will remain as a vacant tenant space until a compatible tenant is found. Mr. Hertzfeldt stated JFD Dentistry hopes to expand into that space in the future.

Motion was made by Commissioner Cronwell, seconded by Commissioner Nelson, to grant approval for the proposed exterior changes to the 5623 North Green Bay Avenue building, as well as the general dentistry office use and occupancy. Motion carried unanimously.

**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.**

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 12 employees working at 4180 North Port Washington Road, 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.

Director Stuebe stated staff recommends that the Plan Commission grant approval for the proposed First Stage Milwaukee use and occupancy.

Ms. Betsy Corry, First State managing director, was present via Zoom. Ms. Corry noted that First Stage is a professional children's theater and provided an overview of the company. Ms. Corry stated First Stage was thrilled to find the space at 4180 North Port Washington Road in Glendale and noted the space will be used to build sets and props.

Commissioner Seligman inquired whether young people involved in acting will ever be on site. Ms. Corry stated no children will be on-site as it will be a professional workshop with safety protocols.

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Commissioner Atwood questioned if the location will solely be used for building sets. Ms. Corry stated it will be to design, construct, and paint sets. Sets will also be stored on site for future use.

Motion was made by Commissioner Atwood, seconded by Commissioner Cohn, to grant approval for the proposed First Stage Milwaukee use and occupancy at 4180 North Port Washington Road. Motion carried unanimously.

**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.**

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 the lands located at the southeast corner of North Green Bay Avenue and West Civic Drive, including the 1717 West Civic Drive property, and will provide for uniform zoning for a prospective redevelopment use of some of the lands.

Mayor Kennedy gave a brief overview of the proposed rezone and noted it was initiated by the City of Glendale.

Motion was made by Commissioner Nelson, seconded by Commissioner Rieck, to schedule the Plan Commission Public Hearing for 6:00 PM, Tuesday, March 1, 2022, to consider the rezoning 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. Motion carried unanimously.

Following the motion, Mayor Kennedy described the multi-month rezoning process and noted that the Glendale Common Council referred this item to the Plan Commission to begin the process of rezoning. Commissioner Cohn noted that the Plan Commission typically has more information regarding what the property is going to be used for prior to scheduling public hearing. Mayor Kennedy stated the property owner has been in negotiations with potentially selling her property, and this rezoning process started after the City compared the zoning of the property with the Comprehensive Plan. M1 zoning would be in line with a potential buyer's use of the property, and it also would allow the current owner to sell the business. Mayor Kennedy also described how spot zoning issues also influenced the rezone process.

Commissioner Seligman commented on the rezoning notification process for surrounding business and property owners.

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

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ADJOURNMENT.

There being no further business, motion was made by Commissioner Rieck, seconded by Commissioner Atwood, to adjourn the meeting. Motion carried and adjournment of the Plan Commission was ordered at 6:23 p.m., until Tuesday, March 1, 2022, at 6:00 p.m.

Nicole Maurer, Deputy Clerk/Treasurer

Recorded: February 1, 2022.



**SUBJECT:** Plan Commission Agenda, Item 3a.  
 6:00 p.m. Plan Commission Conditional Use Permit Public Hearing:  
 Dog Training Elite-Milwaukee, 2000 West Bender Road. Review  
 proposed dog training school and office use and occupancy.

a. Presentation to the Plan Commission, public hearing, review and approval.

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

**MEETING DATE:** March 1, 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

**BACKGROUND/ANALYSIS:**

Dog Training Elite – Milwaukee (DSDT, LLC), seeks Plan Commission grant of Conditional Use Permit for the Dog Training Elite – Milwaukee, to use and occupy the tenant space located within the Glendale Business Center Kivley multi-tenant building located at 2000 West Bender Road, for a dog training school and its office.

**RECOMMENDATION:**

Staff recommends that the Plan Commission grant Conditional Use Permit approval for Dog Training Elite – Milwaukee, for use as a dog training school and its office, with the following requirements: 1) All landscaping features being maintained and replaced and/or replenished whenever necessary; 2) All signs to be compliant with the Glendale Sign Code; 3) Dumpster enclosure to be emptied on a regular basis so as not to create a health/sanitation or odor problem; 3) All City of Glendale building, fire, and health codes being carried out to the satisfaction of the Building Inspector, North Shore Fire Department, and North Shore Health Department, and; 4) Compliance with State of Wisconsin Department of Commerce requirements for ADA parking.

**ACTION REQUESTED:**

As Above.

**ATTACHMENTS:**

[3a02 Dog Training Elite – MKE Submittal Materials](#)



**SUBJECT:** Plan Commission Agenda Item 3b  
Plan Commission Use and Occupancy Review, Curry and MoMo House Himalayan Restaurant, 6969 North Port Washington Road, Suite B-120 (former Dickey’s Barbeque). Review and approve Himalayan specialty restaurant use and occupancy.

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

**MEETING DATE:** March 1, 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

**BACKGROUND/ANALYSIS:**

Curry and MoMo House seeks Plan Commission grant of use and occupy approval in order to utilize a 2,000 square-foot tenant space (previously Dickey’s Barbecue) in the Glendale Market multi-tenant complex located at 6969 North Port Washington Road for a Himalayan (Nepali and Indian) cuisine specialty restaurant.

**RECOMMENDATION:**

Staff recommends that the Plan Commission grant use and occupancy approval for Curry and MoMo House Himalayan Restaurant to utilize Suite B-120 as a Himalayan (Nepali and Indian) cuisine specialty restaurant with the following requirements: 1) Common Council review and approval of any request to serve beer and wine, etc.; 2) If such license is approved by the Common Council, beer and wine shall only be served in open containers to be consumed only within the restaurant inside the building; 3) Signage Permits per the existing Glendale Market Planned Sign Program (PSP) and the Glendale Sign Code; 4) Business hours to comply with Glendale Code 7.15.4 and 7.2.15 as applicable; 5) 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; 8) Compliance with State of Wisconsin requirements for ADA parking.

**ACTION REQUESTED:**

As Above.

**ATTACHMENTS:**

[3b02 Curry and MoMo House Submittal Materials.](#)



**SUBJECT:** Plan Commission Agenda Item 3c  
 6:00 PM Public Hearing: 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. Following the Plan Commission Public Hearing Plan Commission to review the proposed rezone toward making a recommendation to the Common Council as relates to a prospective redevelopment use.

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

**MEETING DATE:** March 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:**

Staff recommends that the Plan Commission make a recommendation to the Common Council to approve the proposed rezoning of 5812 and 5820 North Green Bay Avenue from B-4 Office-Research-Service Business District to M-1 Warehouse, Light Manufacturing, Office and Service District.

**ACTION REQUESTED:**

As above.

**ATTACHMENTS:**

[3c02 Aerial Photograph – Rezone Environs](#)





**SUBJECT:** Plan Commission Agenda, Item 3d.  
Certified Survey Map, 5820 West Civic Drive and 1717 West Civic Drive. Review/approve proposed Certified Survey Map (CSM) to divide the lands into two tax parcels.

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

**MEETING DATE:** March 1, 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 Subdivision Regs.

**BACKGROUND/ANALYSIS:**

A Certified Survey Map (CSM) is proposed for the lands that include 1717 West Civic Drive and 5820 North Green Bay Avenue, comprising a total of 16.6263 acres or 724,246 square feet of land, in order to create two parcels of land. Proposed Lot 1 will include the existing Visa Lighting facility that will be 10.1617 acres or 442,643 square feet, and Lot 2 will be essentially vacant land that will be 5.8633 acres or 255,407 square feet.

**RECOMMENDATION:**

The necessary action of the Plan Commission is to recommend that the Common Council approve the Certified Survey Map with requirements of payment of the \$205 administrative fee, making any required technical corrections to the document, and payment of City Engineer CSM technical review fees, and other required fees, if any.

**ACTION REQUESTED:**

Plan Commission recommend that the Common Council approve the Certified Survey Map with requirements of payment of the \$205 administrative fee, making any required technical corrections to the document, and payment of City Engineer CSM technical review fees, and other required fees, if any.

**ATTACHMENTS:**

[Draft CSM Submittal Document](#)