



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 October 4, 2022

5:00 p.m.

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

1. Roll Call and Pledge of Allegiance.
2. Adoption of Minutes of Meetings September 6, 2022.
3. New Business:

Business Use Approvals:

- a) Discussion and consideration of a business use approval for **LaKesha Reid / Stepping Stones Community Services, LLC**, for an education and training business, 5205 N Ironwood Road Suite 203, in the Business and Commercial District / B-1 “C-1” zoning classification and the Planned Commercial land use classification, Tax Key Number 169-0498-001.
- b) Discussion and consideration of a business use approval for **Sarah O’Shea, / Good Land Fitness LLC**, DBA Fit Good Land, 5623 N Green Bay Road, in the Business and Commercial District / B-1 “O” zoning classification and the Planned Commercial land use classification, Tax Key Number 169-0498-001.
- c) Discussion and consideration of a business use approval for **John H. High Jr / Eve’s Wisdom Productions, LLC.**, 7929 N. Port Washington Rd, in the Business and Commercial District / B-1 “I-2” zoning classification and the Planned Commercial land use classification, Tax Key Number 091-8962-000.

Business Use Approvals and Architectural Review

- d) Discussion and consideration of a business use approval and architectural review for **Evrett Frenz**, for a garage for the support of a sales office and professional office, 6115 N Lydell Ave, in the Business and Commercial District / B-1 “F-2” zoning classification and the Planned Commercial land use classification, Tax Key Number 163-8991-000.

Site and Architectural Approval

- e) Discussion and consideration for a site plan and architectural approval for athletic facilities and associated amenities for **Nicolet High School**, 6701 N Jean Nicolet Road, in the Special (Institutional) District /S-1 zoning classification and the Government and Institutional land use classification, Tax Key Number 128-8966-003.

CSM

- f) Discussion and recommendation to the City Council for a proposed Certified Survey Map (CSM) to assemble the lands into a single tax parcel for **Hardwick Investments LLC / David Hobbs Honda**, 6100 N. Green Bay Avenue, the B-4 Office-Research-Service Business District, and the Planned Commercial land use classification, Tax Key Numbers 1618024002 and 1618035000.

Planned Development Approval – Specific Development Plan

- g) Discussion and consideration of a recommendation to council regarding a request from **Spring North Corp / Jason Singh** for a Specific Development Plan in a Planned Development for a for a proposed gas station and convenience store, 7575 N Port Washington Road, in the Planned Unit Development (PD) zoning classification, Planned Mixed Use land use classification, and Tax Key Number 097-8000-000.

Next Meeting Date:

- h) Next Plan Commission Meeting 6:00 p.m., Tuesday, November 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.

CITY OF GLENDALE — PLAN COMMISSION
September 6, 2022

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

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

Roll Call: Present: Mayor Bryan Kennedy, Commissioners Shauntay Nelson, Shawn Storey, Fred Cohn, Phillip Bailey, Traci Storey, and Amanda Seligman. Absent: None.

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 September 1, 2022, of the date and time of this meeting, the agenda was posted to the official bulletin board of City Hall, the Glendale Police Department, and the North Shore Library; that copies of the agenda were made available to the general public in the Municipal Building and the Police Department, and those persons who requested were sent copies of the agenda.

PLEDGE OF ALLEGIANCE.

The Members of the Plan Commission, City staff, and all those present pledged allegiance to the flag of the United States of America.

MATTERS TO BE CONSIDERED.

Adoption of Minutes of the July 5, 2022, and August 3, 2022, Plan Commission Meetings.

Motion was made by Commissioner Nelson, seconded by Commissioner Seligman, to adopt minutes from the July 5, 2022, Plan Commission meeting. Motion carried unanimously.

Motion was made by Commissioner Cohn, seconded by Commissioner Bailey, to adopt minutes from the August 3, 2022, Plan Commission meeting. Ayes: Commissioners Nelson, Cohn, Bailey, and Traci Storey. Noes: None. Abstain: Commissioners Seligman and Shawn Storey. Motion carried.

Discussion and consideration of a law office for Jonathan A. Gruhl / Gruhl Law Firm, LLC, 7101 North Green Bay Avenue, Suite 2, in the B-4 Office – Research – Service Business District, and Planned Commercial Land Use classification, Tax Key Number 125-9975-001.

Motion was made by Commissioner Cohn, seconded by Commissioner Traci Storey, to grant a business use approval for a law office for Jonathan A. Gruhl / Gruhl Law Firm, 7101 North Green Bay Avenue, Suite 2. Motion carried unanimously.

Discussion and consideration of an individual and family services office for Rosalind McClain / Healing Starts Today, 5225 North Ironwood Road, located in the B-1 “C-1” Business and Commercial zoning district, and Planned Commercial Land Use classification, Tax Key Number 196-8000-000.

Mayor Kennedy asked if Healing Starts Today will be on the first or second floor. Ms. Rosalind McClain stated the business will be on the second floor in Suite 210.

CITY OF GLENDALE — PLAN COMMISSION
September 6, 2022

Motion was made by Commissioner Shawn Storey, seconded by Commissioner Cohn, to grant a business use approval of an individual and family services office for Rosalind McClain / Healing Starts Today, 5225 North Ironwood Road. Motion carried unanimously.

Discussion and consideration of a massage, acupuncture medical facility for Lily Zorn / Oriental Massage Oasis / Oriental Wellness Center, 1405 West Silver Spring Drive, located in the B-1 “L” Business and Commercial zoning district, and Planned Commercial Land Use classification, Tax Key Number 195-8994-000.

Motion was made by Commissioner Cohn, seconded by Commissioner Nelson, to grant a business use approval for a massage, acupuncture medical facility for Lily Zorn / Oriental Massage Oasis / Oriental Wellness Center, 1405 West Silver Spring Drive. Motion carried unanimously.

Public Hearing regarding an application for change of zoning for 6100 North Green Bay Avenue, David Hobbs Honda, Tax Key Number 161-803-5000, Land Use classification Planned Commercial, from PD to B-4 Community Business District.

Consideration and discussion regarding an application for change of zoning for 6100 North Green Bay Avenue, David Hobbs Honda, Tax Key Number 161-803-5000, Land Use classification Planned Commercial, from PD to B-4 Community Business District.

Mayor Kennedy opened the public hearing for a change of zoning for 6100 North Green Bay Avenue for David Hobbs Honda, Tax Key Number 161-803-5000, Land Use classification Planned Commercial, from PD to B-4 Community Business District. Mayor Kennedy called three times for anyone in the Council Chambers or on the Zoom call that wished to speak for public comment. No one was present in person or via Zoom for public comment.

Motion was made by Commissioner Bailey, seconded by Commissioner Shawn Storey, to close the public hearing for a change of zoning for 6100 North Green Bay Avenue, David Hobbs Honda, from PD to B-4 Community Business District. Motion carried unanimously.

Motion was made by Commissioner Cohn, seconded by Commissioner Shawn Storey, to recommend the Glendale Common Council consider approving the rezoning request for 6100 North Green Bay Avenue, David Hobbs Honda, from PD to B-4 Community Business District. Motion carried unanimously.

ADJOURNMENT.

There being no further business, motion was made by Commissioner Shawn Storey, seconded by Commissioner Traci Storey, to adjourn the meeting. Motion carried and adjournment of the Plan Commission was ordered at 6:21 p.m., until Tuesday, October 4, 2022, at 6:00 p.m.

Nicole Maurer, Deputy Clerk/Treasurer

Recorded: September 6, 2022



SUBJECT: Plan Commission
Discussion and consideration of a business use approval for LaKesha Reid / Stepping Stones Community Services, LLC, for an education and training business, 5205 N Ironwood Road Suite 203, in the Business and Commercial District / B-1 “C-1” zoning classification and the Planned Commercial land use classification, Tax Key Number 169-0498-001.

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

MEETING DATE: September 21, 2022

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

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

BACKGROUND/ANALYSIS:

The applicant is proposing an educational and training business called Stepping Stones Community Service’s, LLC. There will be 1-4 employees. “Stepping Stones recruits to fill short-term and long-term positions for various healthcare facilities to include hospitals, medical practices, group homes, community based residential facilities across the state of Wisconsin. Our broad network gives Registered Nurses (RN), Licensed Practical Nurses (LPN), Certified Nursing Assistants (CNA), CNA/CBRF (Dual), Medical Assistant (MA), Certified Medication Technicians (CMT) and Caregivers limitless opportunities.”

RECOMMENDATION:

Staff recommends the Plan Commission grant a business use approval for LaKesha Reid / Stepping Stones Community Services, LLC, for an education and training business at 5205 N Ironwood Road Suite 203.

ACTION REQUESTED:

Motion to Commission grant a business use approval for LaKesha Reid / Stepping Stones Community Services, LLC, for an education and training business at 5205 N Ironwood Road Suite 203.

ATTACHMENTS:

[Attachments - Stepping Stones Community Services](#)



SUBJECT: Plan Commission
Discussion and consideration of a business use approval for Sarah O’Shea, / Good Land Fitness LLC, DBA Fit Good Land, 5623 N Green Bay Road, in the Business and Commercial District / B-1 “O” zoning classification and the Planned Commercial land use classification, Tax Key Number 169-0498-001.

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

MEETING DATE: September 21, 2022

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

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

BACKGROUND/ANALYSIS:

Dr Kristen Joyce (Joyce Family Real Estate) owns the building at 5623 N. Green Bay Road and is remodeling a portion of the building into her new dental practice. The remainder of the building, which is 2,061 SF, she is planning on leasing to Good Land Fitness. Good Land Fitness is a cross fit studio owned by Sarah O’Shea that has fully licensed and trained staff that lead fitness classes. In order to operate the fitness center Sarah has between 1 and 7 employees at any given time and the maximum number of instructors/employees that would ever be on site at one time is 7. The maximum total users of the space at any one time is 15 to 20. The business is planning 24-hour surveillance cameras, ADT Medical Alert, on-site First Aid and an AED, and all employees are AED/First Aid/CPR trained.

Typical Weekly Class Schedule is Monday thru Saturday with times as follows:

Monday to Friday: 5:00am – 8:30am Mon/Wed/Thurs: 5:30pm – 6:30pm Saturday: 7:00am – 9:30am

RECOMMENDATION:

Staff recommends the Plan Commission grant a business use approval for Sarah O’Shea, / Good Land Fitness LLC, DBA Fit Good Land, 5623 N Green Bay Road.

ACTION REQUESTED:

Motion to Commission grant a business use approval for Sarah O’Shea, / Good Land Fitness LLC, DBA Fit Good Land, 5623 N Green Bay Road.

ATTACHMENTS:

[Attachments - Good Land Fitness LLC, DBA Fit Good Land](#)



SUBJECT: Plan Commission
Discussion and consideration of a business use approval for John H. High Jr / Eve’s Wisdom Productions, LLC., 7929 N. Port Washington Rd, in the Business and Commercial District / B-1 “I-2” zoning classification and the Planned Commercial land use classification, Tax Key Number 091-8962-000.

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

MEETING DATE: September 26, 2022

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

Land Use:	Planned Commercial
Zoning:	B-1 “I2” Business and Commercial District
Target Investment Area:	NA

BACKGROUND/ANALYSIS:

Eve’s Wisdom Productions, LLC., conducts business on a case-by-case scenario. Hours of operation are from 10am to 6pm and by appointment, Sunday through Saturday. Eve’s Wisdom Production, LLC launched in 2019 to expand the production company in production music, theater, voiceovers, and film. They also produce streaming apps through light cast media to overcome COVID-19. They stream through ROKU, AMAZON Fire, Apple TV, Amazon Prime, and YOUTUBE. They also provide scriptwriting for short and long form content, from start to finish they will assist clients in writing, directing, and producing content for upload to television and social media platforms. The company uses instruments, film cameras, photos, and digital materials. They do not use any flammable materials through their production. The B-1 “I-2” district allows for professional offices and any other uses found similar by the plan commission. The use is a professional service, but also involves the use of photography, music, etc. which is many of the B-1 district is specifically called out as an acceptable use.

RECOMMENDATION:

Staff recommends the Plan Commission grant a business use approval John H. High Jr / Eve’s Wisdom Productions, LLC., 7929 N. Port Washington Rd

ACTION REQUESTED:

Motion to Commission grant a business use approval for John H. High Jr / Eve’s Wisdom Productions, LLC., 7929 N. Port Washington Rd

ATTACHMENTS:

- [Attachments – 7929 N Port Washington Rd](#)
- [Attachments- Video](#)



SUBJECT: Plan Commission
Discussion and consideration of a business use approval and architectural review for Everett Frenz, for a garage for the support of a sales office and professional office, 6115 N Lydell Ave, in the Business and Commercial District / B-1 “F-2” zoning classification and the Planned Commercial land use classification, Tax Key Number 163-8991-000.

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

MEETING DATE: September 21, 2022

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

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

BACKGROUND/ANALYSIS:

Use:

Mr. Frenz owns two parcels one which is in the Village of Whitefish Bay and the other in the City of Glendale. These two parcels have historically been connected with gardens, paths and a greenhouse from the original owners. Mr. Frenze has a home occupation which is allowed in the Village of Whitefish Bay. His business does not attached customers, rather Mr. Frenz goes to his customers location. The business involves the showing display vehicles to his customers. Mr. Frenz is looking to construct a three-vehicle garage for the storage of business-related vehicles, supplies and personal items. Mr. Frenz has indicated that the vehicles, display vehicles, and other business-related items will be located within the garage when not in use.

Staff have talked to the staff in Whitefish Bay and a permit for a garage would not be required, however an encroachment permit will be required for the driveway curb cut.

Architecture and Site:

The garage is proposed to be on the west side of the parcel with a driveway connecting to the Whitefish Bay property. The new driveway would be installed on the south side of the home in Whitefish Bay. The structure will have the garage doors facing north with a access door on the east elevation. The building will be 32 ft long by 24ft deep. The height of the budling will be 15ft. The building will be clad in clapboard material of either a cement board material or vinyl siding. The colors of the structure will match the colors of the home located on Lydell which is white with white trim.



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RECOMMENDATION:

Staff recommends the Plan Commission grant a business use approval and site plan and architectural approval for Evrett Frenz, for a garage for the support of a sales office and professional office, 6115 N Lydell Ave

ACTION REQUESTED:

Motion to Commission grant a business use approval and site plan and architectural approval for Evrett Frenz, for a garage for the support of a sales office and professional office, 6115 N Lydell Ave

ATTACHMENTS:

[Attachments - Evrett Frenz](#)



SUBJECT: Plan Commission
Discussion and consideration for a site plan and architectural approval for athletic facilities and associated amenities for Nicolet High School, 6701 N Jean Nicolet Road, in the Special (Institutional) District /S-1 zoning classification and the Government and Institutional land use classification, Tax Key Number 128-8966-003.

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

MEETING DATE: September 26, 2022

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

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

BACKGROUND/ANALYSIS:

Summary:

Nicolet High School District approved a referendum which will allow for athletic, site, and building improvements. The district has decided to submit for approvals in two submissions. The first submission will focus on the site development of the property, athletic facilities, and athletic structures such as the grandstand, press box, and bleachers, etc. The second set of plans that will be submitted for review will consist of building additions, entry gate element to the athletic facility, concession stand, and the nature education building. This second set of plans for consideration are anticipated to be presented within 30-60 days.

General Improvements:

The first packet consists of athletic facilities including football, tennis, and soccer. The tennis facilities will be located on the northern portion of the property partially located in Glendale and partially located on a lot in the Village of River Hills. A football stadium will be located south of the tennis facility and just north of the main parking lot. The new soccer facility will be located west of the school and north of W Daphne Rd. A new parking lot of 13 stalls will be provided to the north of W Daphne Rd. All other parking areas will remain as is. New pedestrian circulation areas will be provided throughout the site. A new sidewalk extending along the southern portion of the property linking the east parking area to the soccer field on the west part of the property will allow for better access for practice and games.



Amenities: The project will consist of multiple accessories structures. Within this approval is the Grandstand and Soccer Press Box. Other accessory buildings will be submitted with the building submittal, these include the concession stand, nature building, etc.

Grandstand: The grandstand for the football stadium will consist of a metal structure for the seating area. Lower level of the grandstand will be included to allow for storage. The building will be clad with a metal wall panel system with metal trim. The Press box will be clad in matching colors. The prefinished materials will be grey with blue accent banding.

Soccer Press Box: The press box will be a two-story structure. The primary cladding material will be a metal wall panel and metal trim. The Western façade will feature the press box window, while the eastern façade will have an exterior staircase. The lower level will be used for storage with a standard door for access on the east façade and a roll up door on the south elevation. The prefinished materials will be grey with blue accent banding.

Landscaping:

Landscaping will be added to the property. Overall 30+ trees will be added to the property in addition to smaller plantings.

South Parking Lot/ North Soccer Area: Landscaping will be provided around the new southern parking lot. This will include three maples, ornamental grasses and perennials including be balm, black-eyed Susan's, and blue aster. Additional plantings will be located in the northwest corner of the athletic facilities just north of the soccer field.

Stadium and Tennis Area: The landscaping in this area will be focused on the Southwest corner of the stadium and the main entry. These plantings will consist of 6 junipers, 7 spirea, 128 Karl Foerster Grass, 24 Prairie Dropseed, 143 Stella De Oro Daylily, and 112 Catmint.

Site Trees: Additional trees will be planted in the exiting parking area, near the main entry and along Jean Nicolet. Along Jean Nicolet the plan is to provide Hackberry and Eastern Redbud. This overall area will have the addition of 4 Miyabee Maples, 5 Common Hackberry, 12 Eastern Redbuds, 4 Burr Oak. And 5 Japanese Tree Lilacs.

Lighting:

New lighting is proposed for the soccer field, football stadium, and Tennis Courts. Lighting plans are within the packet.

Staff Comments:

Stormwater Checklist Comments:

1. Provide inverts on Contech outlet structure details to match storm sewer plans, HydroCAD, and WinSLAMM Modeling
2. The maintenance agreement shall be in a recordable document format with proper cover sheet and exhibits. An example can be provided upon request.
3. Indicate the emergency overland flow routes for stormwater throughout the site.
4. Provide underdrain details
5. Provide Flat Panel drain installation details

Utility Comments:

1. Sheet C500, clean-up bottom left corner. Difficult to see existing/proposed piping in this area.
2. Detail synthetic turf field to allow access to the watermain easement area.
3. Adjust the flat panel drains over the watermain to allow access to the pipe in an emergency.



RECOMMENDATION:

Staff recommends the Plan Commission to grant approval for a site plan and architectural approval with the following conditions for athletic facilities and associated amenities for Nicolet High School, 6701 N Jean Nicolet Road.

1. Provide inverts on Contech outlet structure details to match storm sewer plans, HydroCAD, and WinSLAMM Modeling
2. The maintenance agreement shall be in a recordable document format with proper cover sheet and exhibits. An example can be provided upon request.
3. Indicate the emergency overland flow routes for stormwater throughout the site.
4. Provide underdrain details
5. Provide Flat Panel drain installation details
6. Sheet C500, clean-up bottom left corner. Difficult to see existing/proposed piping in this area.
7. Detail synthetic turf field to allow access to the watermain easement area.
8. Adjust the flat panel drains over the watermain to allow access to the pipe in an emergency.

ACTION REQUESTED:

Motion to grant approval for a site plan and architectural approval with the following conditions for athletic facilities and associated amenities for Nicolet High School, 6701 N Jean Nicolet Road

1. Provide inverts on Contech outlet structure details to match storm sewer plans, HydroCAD, and WinSLAMM Modeling
2. The maintenance agreement shall be in a recordable document format with proper cover sheet and exhibits. An example can be provided upon request.
3. Indicate the emergency overland flow routes for stormwater throughout the site.
4. Provide underdrain details
5. Provide Flat Panel drain installation details
6. Sheet C500, clean-up bottom left corner. Difficult to see existing/proposed piping in this area.
7. Detail synthetic turf field to allow access to the watermain easement area.
8. Adjust the flat panel drains over the watermain to allow access to the pipe in an emergency.

ATTACHMENTS:

[Attachments - Nicolet High School](#)



SUBJECT: Plan Commission
Discussion and recommendation to the City Council for a proposed Certified Survey Map (CSM) to assemble the lands into a single tax parcel for Hardwick Investments LLC / David Hobbs Honda, 6100 N. Green Bay Avenue, the B-4 Office-Research-Service Business District, and the Planned Commercial land use classification, Tax Key Numbers 1618024002 and 1618035000.

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

MEETING DATE: September 21, 2022

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

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

Land Use:	Planned Commercial
Zoning:	B-4 Office-Research-Service Business District
Target Investment Area:	NA

BACKGROUND/ANALYSIS:

A Certified Survey Map (CSM) is proposed for the lands that include 6100 N Green Bay Avenue, to combine two existing lots of record. The newly created lot will comprise a total of 309,013 sq. ft. or 7.09396 acre.

RECOMMENDATION:

Staff recommends the Plan Commission recommend that Common Council grant approval of a Certified Survey Map (CSM) to assemble the lands into a single tax parcel for Hardwick Investments LLC / David Hobbs Honda, 6100 N. Green Bay Avenue

Staff Comments:

1. The land surveyor responsible for the survey and map must sign, seal and date each sheet of the CSM. The sheets are missing seals, signatures, and dates for all pages.
2. This CSM shall be recorded with the Milwaukee County Register of Deeds office within 90 days of execution.

RECOMMENDATION:

Staff recommend the Commission recommend that Common Council grant approval of a Certified Survey Map (CSM) to assemble the lands into a single tax parcel for Hardwick Investments LLC / David Hobbs Honda, 6100 N. Green Bay Avenue, subject to:

1. The land surveyor signing, adding seal and date each sheet of the CSM.



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2. The CSM shall be recorded with the Milwaukee County Register of Dees office within 90 days of execution.

ACTION REQUESTED:

Motion to recommend that Common Council grant approval of a Certified Survey Map (CSM) to assemble the lands into a single tax parcel for Hardwick Investments LLC / David Hobbs Honda, 6100 N. Green Bay Avenue, subject to:

1. The land surveyor signing, adding seal and date each sheet of the CSM.
2. The CSM shall be recorded with the Milwaukee County Register of Dees office within 90 days of execution.

ATTACHMENTS:

[Attachments – CSM David Hobbs Honda](#)



SUBJECT: City Council Agenda
Specific Development Approval

Discussion and consideration of a recommendation to council regarding a request from **Spring North Corp / Jason Singh** for a Specific Development Plan in a Planned Development for a for a proposed gas station and convenience store, 7575 N Port Washington Road, in the Planned Unit Development (PD) zoning classification, Planned Mixed Use land use classification, and Tax Key Number 097-8000-000.

FROM: John S. Fellows, Community Development Director

MEETING DATE: September 27, 2022

FISCAL SUMMARY:

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

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	Title 13 Zoning Code

BACKGROUND/ANALYSIS:

Attached is a request from Spring North Corp/ Jason Singh (prospective owners) and Joachim Peter and Karlin Peter (current owners) for a specific development plan for a Planned Development PD district. The property was rezoned to PD on August 22, 2022.

The applicant has updated the plans and provided greater detail for the specific Development Plan approval.

Process:

The process for the Planned Development District includes three steps.

Step one: Map amendment and general development plan approval.

Step two: Approval of a specific development plan.

Step three: 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 (8-22-2022)

Specific Development Plan Approval

- **Plan Commission Review**
- City Council Review

Development Agreement

- City Council Review
- Recording

Specific 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.

- The applicant has indicated that the CMU base of the building will be modified to a product that is more stone like in appearance. Details are suggested to be deferred to staff prior to permitting.
- Specifications for the HVAC screening shall be provided prior to permitting.

Canopy Structure: Conceptual drawings of the canopy structure have been provided. These plans show a canopy with brick piers supporting a flat roof canopy structure. The canopy structure will be metal with a white/off white color. Two signs are intended to be placed on the canopy.

Landscaping: The applicant has provided a more detailed landscaping plan noting screening of the service areas and providing plan species. However, the landscaping plan is still minimal. Staff recommends that these items can be worked out at a staff level prior to issuance of demolition and grading permits.

- The final landscaping plan 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).

- The final landscaping plan will need to be prepared by a landscape architect.
- The final landscaping plans will need to provide for perennials as well as grasses to provide seasonal interest.
- The final landscaping plan will 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. This vegetation should provide 50% or more year-round screening from generally for the lower ¾ of the western property line to provide screening from the residential properties to the west.
- The final landscaping plan will need to provide details drawings and information for all fencing.
- The final landscaping plan will need to show locations for snow storage.
- The final landscaping 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.
- The final landscaping plans will need to include drawings depicting the location, design, materials, and details of the dumpster enclosure.
- Specifications for the HVAC screening shall be provided prior to permitting.

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.

Dumpsters: Current plans show a dumpster location to be on the south side of the property. Specifics related to the dumpster enclosure have not been provided. Enclosures shall be masonry with masonry to match the building and service gates of metal or wood. A pedestrian access point to the dumpster shall also be provided.

- The final plans will need to include drawings depicting the location, design, materials and details of the dumpster enclosure.

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.

- Specifications for the screening shall be provided prior to permitting.

Signage: Signage for the property will be submitted under separate permitting and will be reviewed and approved at the staff level.

Staff Comments:

Public Works / Engineering:

The Site Plan from Parish Survey and Engineering dated April 28th have been reviewed. The following comments are provided:

1. Grading/Drainage Comments:

- a. *The 1.12 Acre site will be redeveloped. Over 5,000 SF of impervious area will be added to the site and will require the capture of the first ½ inch of rainfall using Green Infrastructure. The site will be disturbing over 1 acre and considered redevelopment, 40% TSS reduction from the parking and roads will be required. These requirements appear to be met, but more information is needed to verify. See the comments below.*
- b. *Please note that the 76x48" Storm sewer shown on the plans is in fact owned by the City of Glendale. Pipe is still referred to as Milwaukee's storm sewer.*
- c. *Oil/water separators will be required in the storm structures.*
- d. *An environmental assessment will be needed for site soils, provisions to handle contaminated soils will need to be included in the design of any stormwater management. New Comment: Contaminated soils were not discussed in the report. Please indicate how soils will be handled. Materials excavated may not be reused onsite for fill if they are contaminated.*
- e. *Follow all DNR Requirements for fuel tank removal. Comment Remains.*
- f. *Milwaukee County permits will be required for any work within the County ROW for the removal of the driveway off Port Washington Rd. City of Glendale will require copies of County approvals. Status of permits is unknown*
- g. *New Comment: information on volume of biofilter and required rainfall capture to meet MMSD Chapter 13 was not discussed. This information is required. Update Stormwater Quantity standards to reflect Chapter 13 requirements.*
- h. *New Comment: depth of Biofilter, and elevations of layers do not match between narrative description, plans, and WinSLAMM model.*

2. Utilities

- a. *Sanitary sewer lateral shall have a cleanout at property boundary.*
- b. *Water lateral shall have curb stop location shown on plans.*
- c. *Any abandonments must be made in accordance with the following and detailed notes should be on the plans for contractors: COMMENTS REMAIN: 1. Water a. Abandonment – must be made at the corp (main). The lateral should be cut back enough to provide for disconnection. Curb stop box must be removed down to valve*
- d. *Tap – permit and ROW Excavation permits must both be submitted with necessary, required documents and payment*
- e. *Coordination for both tap and abandonment must be made with both Glendale Water Department and Glendale Inspections*

3. Sanitary a. Abandonment – *An existing private sanitary sewer lateral or its connection which is to be abandoned shall be removed at the City sanitary sewer ("Y") and shall be sealed with a permanent, watertight plug at the connection to the sanitary sewer main*

b. Coordination for both tap and abandonment *must be made with both Glendale Water Department and Glendale Inspections*

4. NEW COMMENT: Storm a. *Show storm sewer abandonment. Will EX CBs on East side of property be abandoned? If so, connection to 76x48 storm sewer should be mortared. 18" storm sewers should be removed or filled with flowable fill if planning to leave in place. CB structures should be removed or filled with granular backfill.*

5. Subsequent comments, *may be forthcoming, regarding plan set revisions*

Planning Comments:

1. The final landscaping plan 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).
2. The final landscaping plan will need to be prepared by a landscape architect.
3. The final landscaping plans will need to provide for perennials as well as grasses to provide seasonal interest.
4. The final landscaping plan will 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. This vegetation should provide 50% or more year-round screening from generally for the lower $\frac{3}{4}$ of the western property line to provide screening from the residential properties to the west.
5. The final landscaping plan will need to provide details drawings and information for all fencing.
6. The final landscaping plan will need to show locations for snow storage.
7. The final landscaping 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.
8. The final plans shall include drawings depicting the location, design, materials, and details of the dumpster enclosure, with materials to match the building.
9. Specifications for the HVAC screening shall be provided prior to permitting, with materials to be approved by staff.

RECOMMENDATION:

Staff recommends the Plan Commission recommends council approve a request from **Spring North Corp / Jason Singh** for a Specific Development Plan in a Planned Development for a proposed gas station and convenience store, 7575 N Port Washington Road and Development Agreement being approved and executed with the following items being addressed prior to issuance of a any permits.

1. Grading/Drainage Comments:

- a. The 1.12 Acre site will be redeveloped. Over 5,000 SF of impervious area will be added to the site and will require the capture of the first $\frac{1}{2}$ inch of rainfall using Green Infrastructure. The site will be disturbing over 1 acre and considered redevelopment, 40% TSS reduction from the parking and roads will be required. These requirements appear to be met, but more information is needed to verify. See the comments below.*
- b. Please note that the 76x48" Storm sewer shown on the plans is in fact owned by the City of Glendale. Pipe is still referred to as Milwaukee's storm sewer.*
- c. Oil/water separators will be required in the storm structures.*
- d. An environmental assessment will be needed for site soils, provisions to handle contaminated soils will need to be included in the design of any stormwater management. New Comment: Contaminated soils were not discussed in the report. Please indicate how soils will be handled. Materials excavated may not be reused onsite for fill if they are contaminated.*
- e. Follow all DNR Requirements for fuel tank removal. Comment Remains.*

- f. Milwaukee County permits will be required for any work within the County ROW for the removal of the driveway off Port Washington Rd. City of Glendale will require copies of County approvals. Status of permits is unknown*
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- d. Tap – permit and ROW Excavation permits must both be submitted with necessary, required documents and payment*
- e. Coordination for both tap and abandonment must be made with both Glendale Water Department and Glendale Inspections*

3. Sanitary

- a. Abandonment – An existing private sanitary sewer lateral or its connection which is to be abandoned shall be removed at the City sanitary sewer (“Y”) and shall be sealed with a permanent, watertight plug at the connection to the sanitary sewer main*
- b. Coordination for both tap and abandonment must be made with both Glendale Water Department and Glendale Inspections*

4. Storm

- a. Show storm sewer abandonment. Will EX CBs on East side of property be abandoned? If so, connection to 76x48 storm sewer should be mortared. 18” storm sewers should be removed or filled with flowable fill if planning to leave in place. CB structures should be removed or filled with granular backfill.*

5. Subsequent comments, may be forthcoming, regarding plan set revisions

6. Landscaping: Planning

- a) The final landscaping plan 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).
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can be up to 16ft wide.

7. Dumpster and HVAC Screening.

- h) The final plans shall include drawings depicting the location, design, materials, and details of the dumpster enclosure, with materials to match the building.
- i) Specifications for the HVAC screening shall be provided prior to permitting, with materials to be approved by staff.

ACTION REQUESTED:

To: Recommend City Council approve a request from **Spring North Corp / Jason Singh** for a Specific Development Plan in a Planned Development for a proposed gas station and convenience store, 7575 N Port Washington Road and Development Agreement being approved and executed with the following items being addressed prior to issuance of a any permits.

1. *Grading/Drainage Comments:*

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ATTACHMENTS:

[Attachments: 7575 N Port Washington Road Rezone](#)