

**CITY OF GLENDALE
COMMUNITY DEVELOPMENT AUTHORITY
5909 N. Milwaukee River Parkway
Glendale, Wisconsin 53209**

This meeting is in person but will also be conducted via Zoom.

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AGENDA

Monday October 24, 2022

5:30 p.m.

1. Call to Order / Roll Call.
2. Adoption of Minutes of the Community Development Authority Meeting Held on May 23, 2022
3. Discussion and possible action for building and site signage for Glendale Retail Management, LLC, 5930 North Port Washington Road, West Silver Spring Drive, CSM 93254 Lot 1.
4. Adjournment.

NOTICE: Although this is NOT a meeting of the Glendale Common Council, a majority of Council members may be in attendance. No action or deliberation by the Council will take place.

– Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities.

**CITY OF GLENDALE
COMMUNITY DEVELOPMENT AUTHORITY
MEETING MINUTES
May 23, 2022**

The Community Development Authority held at City Hall, 5909 North Milwaukee River Parkway, Glendale, Wisconsin and via Zoom conference call.

The meeting was called to order by Mayor Kennedy at 5:47 p.m.

Roll Call CDA: Present: Mayor Bryan Kennedy, Peter Brennan, Richard Wiese, Ald. Tomika Vukovic, and Ald. Jim Daugherty. Absent: Danielle Bailey, Casey Shorts.

Other Officials Present: John Fellows, Community Development Director; and Megan Humitz, City Clerk.

Open Meeting Notice.

The Executive Director advised that in accordance with the Open Meeting Law the City's official newspaper was advised on Thursday, May 19, 2022, of the date of this meeting, that the agenda was posted on the official bulletin board of City Hall, the general public in the Municipal Building and the Police Department, and those persons who requested were sent copies of the agenda.

Approval of the minutes of meeting held on May 9 20, 2022.

Motion was made by Mr. Brennan, seconded by Ald. Vukovic, to approve the minutes of meeting held on May 9, 2022. Ayes: Mayor Kennedy, Mr. Brennan, Ald. Wiese, Ald. Daugherty, and Ald. Vukovic. Absent: Mr. Shorts and Ms. Bailey. None. Abstain: None. Motion carried.

Discussion and possible action for a first amendment and restated development agreement for Bayshore Town Center Amendment.

John Fellows, Community Development Director, stated in 2002, Tax Incremental District (TID) No. 8 was created for the development project commonly known as Bayshore. Following an economic downturn and abandonment of the property in 2017 by the owner/developer, the developer's lender took title of the property in lieu of foreclosure. The City, the Community Development Authority and Bayshore entered into an Amended and Restated Development Agreement effective as of August 1, 2019, pursuant to which Bayshore's owner/developer agreed to release \$58.6 million in bonds previously issued by the City and CDA in consideration of the City and CDA's agreement to, among other things, pay all available tax increment from TID No. 8 to the owner/developer. Subsequently, an amendment to TID No. 8 project plan was approved which recognized, as eligible TID expenditures, the payoff of all Glendale outstanding debt associated with the TID - \$41.7 million. The amendment also extended the life of TID No. 8 to August 26, 2033, and added additional property to TID No. 8 (formerly portions of soon-to-be closed TID No. 6).

On March 28, 2022, the Community Development Authority approve an extension to TID #8 and the Joint Review Board Acted upon this extension with an approval on April 20, 2022. The

extension of the life of TID #8 was for a three-year period beyond what was specified in the Development Agreement from August 1, 2019. There are two types of requests contained within this amendment.

- Items 1., 2., 4., all modify dates from 2033 to 2036 to allow the development agreement dates to match those within the recently approve and modified TID Plan.
- Items 5 and 6 provides for language noting no other amendments and addressing counterparts of the documents.

Motion was made by Ald. Vukovic, seconded by Ald. Daugherty, to approve the first amendment and restated development agreement for Bayshore Town Center. Ayes: Mayor Kennedy, Mr. Brennan, Ald. Wiese, Ald. Daugherty, and Ald. Vukovic. Absent: Mr. Shorts and Ms. Bailey. Abstain: None. Motion carried.

ADJOURNMENT

There being no further business, motion was made by Ald. Vukovic, seconded by Mr. Brennan to adjourn the meeting. Ayes: Mayor Kennedy, Mr. Brennan, Ald. Wiese, Ald. Daugherty, and Ald. Vukovic. Absent: Mr. Shorts and Ms. Bailey. Abstain: None. Motion carried unanimously, and adjournment of the Community Development Authority was ordered at 5:49 p.m.

Megan Humitz
City Clerk



Plan Commission

SUBJECT: Community Development Authority
Discussion and possible action for building and site signage for Glendale Retail Management, LLC, 5930 North Port Washington Road, West Silver Spring Drive, CSM 93254 Lot 1.

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

MEETING DATE: October 24, 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 Bayshore Design Standards

BACKGROUND/ANALYSIS:

Architecture, site and landscaping were approved on April 20, 2022. The motion stated:

Motion was made by Mr. Brennan, seconded by Mr. Wiese, to approve the site plan, architectural, and occupancy for Chipotle tenant space for Glendale Retail Management, LLC, 5930 North Port Washington Road, West Silver Spring Drive, CSM 9254 Lot 1. Subject to the following:

- 1) Signage shall be returned for approval at a later date;*
- 2) The applicant shall provide additional details regarding signage overall, move the freestanding sign further from the raw water line easement and provide more information regarding footings and excavation for the sign;*
- 3) A stormwater management plan shall be reviewed and approved by the City Engineer and all requirements of the City Engineer shall be met. The recording of a stormwater maintenance agreement shall occur prior to permitting.*

Ayes: Mayor Kennedy, Mr. Brennan, Ald. Wiese, and Mr. Shorts. Absent: Ms. Bailey, Ald. Daugherty, and Ald. Vukovic. Abstain: None. Motion carried.

Signage General:

Signage along Silver Spring Drive and North Port Washington Road are required to be approved by the Plan Commission or deferred to the Community Development Authority (CDA). In this situation, the approval authority is deferred to the CDA. Each tenant in a building is allowed one wall sign when a freestanding sign is used for a building. If no freestanding sign is used, then tenants may have two wall signs. The Bayshore signage standards required City approval of signage on the North and West elevations of the buildings, while signage on the east and south elevations required review by Bayshore.



Bayshore has approved the signage under their purview.

Monument Sign:

The applicant is proposing a monument sign with a total height of 10 feet and a sign area of just under 60SF. The sign will have a masonry base and architectural element coordinating with the building design. Details regarding the sign faces have not been provided.

Currently the signage is proposed to be locate adjacent to the easement of the raw water line. Public Works is requesting more information as to the footings, excavation, and specific location of the sign. Public Works and Community Development recommend the monument sign is shift to the north a few feet further from the raw water line easement. Staff recommends that the CDA approve the design of the sign and defer the specific sitting and footing details to staff.

Wall Signs:

The applicant is showing a standard “Chipotle” signage on the west elevation. The applicant is showing a “tenant” sign on the west and north elevations. Under City ordinances one wall sign and a free-standing sign are permitted. The Development Agreement allows for the developer to approve other signage at their discretion.

East and South Elevations: Note the East and South elevations of the building are considered internal to the development and there for are not reviewed by the city. Electrical permits are required.

Future Wall Signs: Future wall signs will need to be returned to the CDA for approval at a later date.

RECOMMENDATION:

Staff recommends that the Community Development Authority approve a wall and a monument sign for **Glendale Retail Management, LLC**, 5930 North Port Washington Road, West Silver Spring Drive, CSM 9254 Lot 1. Subject to the following:

1. The applicant shall provide construction drawings and a survey as to the exact location of the sign in relationship with the raw water line. Plans shall show the location of the raw water line and the raw waterline easement. Detailed drawings as to the location and construction shall be approved by City Public Works and Community Development as well as the Northshore Water Commission.
2. The applicant and their contractors shall make sure that all contractors and employees are aware of the raw water line. Prior to digging the contractor shall have the area marked and staked and verify the location with Public Works and Northshore Water prior to excavation for the foundation of the monument sign.

ACTION REQUESTED:

Motion to approve a wall and a monument sign for **Glendale Retail Management, LLC**, 5930 North Port Washington Road, West Silver Spring Drive, CSM 9254 Lot 1. Subject to the following:



1. The applicant shall provide construction drawings and a survey as to the exact location of the sign in relationship with the raw water line. Plans shall show the location of the raw water line and the raw waterline easement. Detailed drawings as to the location and construction shall be approved by City Public Works and Community Development as well as the Northshore Water Commission.
2. The applicant and their contractors shall make sure that all contractors and employees are aware of the raw water line. Prior to digging the contractor shall have the area marked and staked and verify the location with Public Works and Northshore Water prior to excavation for the foundation of the monument sign.

ATTACHMENTS:

[Attachments - Glendale Retail Management, LLC](#)