

Please note: Minutes are unofficial until approved by the Community Development Authority at the next regularly scheduled meeting.

PUBLIC HEARING

7:30 A.M. (7)AB CU-10-04 J. C.'s Auto Detailers – 16625 Ryerson Rd. – Auto Detailing.

**NEW BERLIN COMMUNITY DEVELOPMENT AUTHORITY
JULY 1, 2010
MINUTES**

The public hearing relative to the request by James Cloyd, c/o J. C's Auto Detailers for a Conditional Use for an auto detail shop located at 16225 W. Ryerson Road was called to order by Mayor Chiovarero at 7:32 A.M.

In attendance were Mayor Chiovarero, Donald Vaclav, John Fillar, Marta Broge, Ted Anderson, Deena Liska, and Ken Harenda. Also present were Greg Kessler, Director of Community Development; Nikki Jones, Planning Services Manager; Amy Bennett, Associate Planner; Jessica Titel, Associate Planner; and City Attorney Mark Blum.

Ms. Bennett read the public hearing notice and stated there was proof of publication.

Ms. Bennett gave a brief presentation describing the request and showed maps indicating the location.

Mayor Chiovarero asked three times for questions or comments for the purpose of clarification, seeing none.

Mayor Chiovarero asked three times if there was anyone wishing to speak in favor of this application, seeing none.

Mayor Chiovarero asked three times if there was anyone wishing to speak in opposition of this application, seeing none.

Mayor Chiovarero asked for questions from the Committee, seeing none.

Mayor Chiovarero closed the public hearing at 7:37 A.M.

**NEW BERLIN COMMUNITY DEVELOPMENT AUTHORITY
JULY 1, 2010
MINUTES**

The Community Development Authority Meeting was called to order by Mayor Chiovatero at 7:37 A.M.

In attendance were Mayor Chiovatero, Donald Vaclav, John Fillar, Marta Broge, Ted Anderson, Deena Liska, and Ken Harenda. Also present were Greg Kessler, Director of Community Development; Nikki Jones, Planning Services Manager; Amy Bennett, Associate Planner; Jessica Titel, Associate Planner; and City Attorney Mark Blum.

Motion by Mr. Anderson to approve the June 3, 2010 Community Development Authority minutes. Seconded by Mr. Fillar. Motion carried unanimously.

**COMMUNITY DEVELOPMENT AUTHORITY EXECUTIVE DIRECTOR'S
REPORT – None.**

NEW BUSINESS

1. (7)AB CU-10-04 J. C.'s Auto Detailers – 16625 Ryerson Rd. – Auto Detailing.

Motion by Mr. Vaclav to approve the Conditional Use Permit for J.C.'s Auto Detailers located at 16225 W. Ryerson Road subject to the application, plans on file and the following conditions:

- 1) Plan of Operation shall be consistent with submitted plans on file.
 - a) Hours of Operation: 8:00 AM – 6PM, Monday through Friday.
 - b) Number of Employees: 2-3
- 2) Employee and customer parking shall be contained on site.
- 3) Dumpsters shall be properly screened from the street and public view in accordance with Article VIII Section 275-56 of the New Berlin Municipal Ordinance.
- 4) Signage shall require a separate application and issuance of a Sign Permit prior to fabrication and installation.
- 5) All temporary signs shall also require an application to be filed prior to installation.
- 6) A site visit will be performed after issuance of the Zoning Permit. Per Section 275 53B(1)(11) All existing nonconformities and outstanding code violations shall be identified, resolved, and remedied by the deadline dates.
- 7) This application does not include any interior or exterior building modifications. Separate applications and permits are required for any modifications.
- 8) Any alterations will require that the building plans be signed and stamped by a licensed architect or professional engineer per the Wisconsin Enrolled Commercial Building Code. (Comm.61.31).
- 9) Apply and obtain appropriate building, electric, plumbing and fire department permits.

- 10) The building shall be fully accessible from the parking lot to the interior elements (Comm. 63.1101 and ICC/ANSI A117.1)
- 11) A re-occupancy Inspection of the facility will be required by the City of New Berlin Inspection Division.
- 12) Building shall meet all applicable building and fire codes. Fire Extinguishers are required.
- 13) Please be sure to schedule your fire inspection with your occupancy inspection.

Seconded by Alderman Liska. Motion carried unanimously.

2. (7)JT SG-10-17 Design Build Fire Protection – 17055 W. Victor Rd. – Wall Sign.

Motion by Alderman Liska to approve the request for new panel wall sign along with Waiver Requests #1 and #2 located at 17055 W. Victor Road subject to the application, plans on file and the following reasons:

WAIVER REQUEST #1: Applicant is requesting a waiver from Section 275-61.I(1)(c)[1] which states that monument signs are required within the New Berlin industrial parks. The applicant is not proposing a monument sign at this time.

WAIVER REQUEST #2: Applicant is requesting a waiver from Section 275-61.I(1)(a) and 275-61.I(2)(c) which states that individual channel lettering is required and that box signs/cabinet signs are prohibited.

- 1) The property does not have a monument sign and the applicant is not proposing to install a monument sign at this time due to the cost. The wall sign is the most cost-effective option at this time.
- 2) Channel lettering would not suit the needs of the applicant because they would like their logo on the sign and it cannot be reproduced as channel lettering.
- 3) Staff cannot administratively approve this sign because the proposal does not meet the requirements of the Zoning Code. Section 275-61.D(5) allows the applicant to appeal the decision made by Staff to the Plan Commission or the Community Development Authority for determination.
- 4) The Community Development Authority has the authority to grant this waiver pursuant to Section 275-52(C), which states: “The Plan Commission/Community Development Authority may waive or modify any or all of the other requirements of this article if it determines that:
 - a) The site or activity in question will have no appreciable off-site impact;
 - b) Compliance with the requirement(s) is impractical or impossible due to site conditions or other circumstances beyond the control of the applicant;
or
 - c) The specific requirement is not necessary for a particular site to ensure compliance with the requirement of this chapter.”

Seconded by Mr. Anderson.

Friendly Amendment by Alderman Liska to add Condition #5 requiring that a monument sign be installed within one year of this approval.

Friendly Amendment accepted by Mr. Anderson.

Upon voting motion as amended carried unanimously.

3. (3)AB UA-10-29 FedEx Smartpost – 16555 W. Rogers Dr. – Guard Shack.

Motion by Alderman Harenda to approve the Use, Site and Architecture for a guard shack and security fence located at 16555 W. Rogers Drive subject to the application, plans on file and the following conditions:

- 1) Architecture Review Committee (ARC) shall review and approve proposed building.
- 2) Applicant shall submit a certified survey map to combine two parcels within the property prior to issuance of the building permit.
- 3) Building plans shall be signed and stamped by a licensed architect or professional engineer per the Wisconsin Enrolled Commercial Building Code (Comm.61.31).
- 4) Apply and obtain appropriate building, electric and plumbing from the City of New Berlin Building Inspection Division.
- 5) The building shall be fully accessible from the parking lot to the interior elements (Comm. 63.1101 and ICC/ANSI A117.1)
- 6) The State of Wisconsin Commerce review can be done locally as per (Comm.61.60).
- 7) The minimal size for laterals are:
 - a) Water is 1-1/4" with a typical 3/4" x 5/8" meter
 - b) Sanitary is 4"
- 8) The connection shall be made to the manhole with an inside drop.

Seconded by Mr. Vaclav. Motion carried unanimously.

ADJOURN

Motion by Alderman Liska to adjourn the Community Development Authority meeting at 7:49 A.M. Seconded by Alderman Harenda. Motion carried unanimously.