

**NEW BERLIN COMMUNITY DEVELOPMENT AUTHORITY
MINUTES
JULY 10, 2008**

The Community Development Authority Meeting was called to order by Mayor Chiovatero at 7:32 A.M.

In attendance were Mayor Chiovatero, Alderman Ken Harenda, Donald Vaclav, John Fillar, and Ted Anderson.. Also present were Nikki Jones, Planning Services Manager; Amy Bennett, Associate Planner; Jessica Titel, Associate Planner, and City Attorney Blum. Marta Broge and Alderman Poshepny were excused.

Motion by Mr. Anderson to approve the CDA minutes of April 3, 2008. Seconded by Mr. Fillar. Motion carried unanimously.

COMMUNITY DEVELOPMENT AUTHORITY SECRETARY'S REPORT

The Farmland & Open Space Landowners Focus Group Meeting held last night was considered a success. There was approximately 40 people in attendance.

The Comprehensive Planning Steering Sub-Committee will be held on July 16, 2008 at 6:00 P.M. at the New Berlin Community Center.

The Comprehensive Plan Neighborhood "A" meeting will be held on July 23, 2008 at 6:00 P.M. in the Council Chambers at City Hall.

CONTINUED BUSINESS

1. Mill Valley Redevelopment Update – (PG-926)

No Update.

NEW BUSINESS

2. (7)JT U-35-08 InPro Corp. – 16875 W. Ryerson Rd. – 31,758 Sq. Ft. Building Expansion.

Motion by Mr. Anderson to approve the Use, Site and Architectural to construct a 31,758 sq. ft. building addition located at 16875 W. Ryerson Road, subject to the application plans on file and the following conditions:

- 1) General:
 - a) Plan of operation shall be consistent with submitted plans on file.
 - i) Hours of operation: 6:30 AM to 3:30 PM Monday through Friday for manufacturing and shipping operations with the possibility of a second shift, 8:00 AM to 5:00 PM Monday through Friday for office employees.
 - ii) Total number of employees: Up to 30 office employees, Up to 40 plant employees.
 - b) Architecture Review Committee approved the building addition architecture on June 25, 2008.
 - c) Applicant shall protect existing trees as required in Section 275-54.B(5).
 - d) No outside displays or storage shall be allowed on site.
 - e) Dumpsters shall be properly screened from the street and public view in accordance with Section 275-56 of the Zoning Code.
 - f) Employee and customer parking shall be contained on site.

- g) Signage shall require a separate application and issuance of a Sign Permit prior to fabrication and installation.
 - h) The applicant shall meet the Tree Replacement schedule listed in Table 275-57-1 of the Zoning Code for Trees #1, #5 and #6 as identified in the attached "Tree Inventory Analysis" submitted by Heller & Associates, LLC. Applicant shall either submit a landscape plan indicating the location of the replacement trees or provide the Landscape Fee of \$300 per tree not replaced on site.
- 2) Engineering:
- a) Applicant shall address all technical engineering comments in the letter dated 7/11/08.
 - b) Applicant shall revise plans to clearly delineate the property lines on all sheets.
 - c) Any asphalt pavement is to remain a minimum of five feet (5.0') off the side and rear property lines.
 - d) Unless otherwise clearly stated, the first floor elevations shall match the existing elevation. (873.0). Please show first floor elevation of the addition.
 - e) The City will accept either the sanitary sewer system or the SEWRPC coordinate system for bench marks.
 - f) Lighting plan submitted, but does not include a summary chart of illumination levels (average footcandles, average-to-minimum and maximum-to-minimum ratios). Lighting shall meet the requirements in Section 275-60.I of the Zoning Code.
- 3) Storm Water:
- a) Please clarify whether the area of existing crushed asphalt chips is being considered as part of the greenspace values or the impervious/paved surface values.
 - b) Rather than grade from the building addition to property line as stated in the note on sheet SD-2.0, a shallow swale shall be maintained along the property line to convey drainage from the south to the north ditch.
 - c) Applicant shall adhere to all City of New Berlin codes, ordinances and plans regarding storm water conveyance and maintenance and/or as identified by the Department of Community Development.
- 4) Building Inspections:
- a) Building plans shall be signed and stamped by a licensed architect or professional engineer per Wisconsin Commercial Building Code (Comm 61.31 Plans).
 - b) Building plans shall be approved by the State of Wisconsin Dept. of Commerce Safety and Buildings Division per Wisconsin Commercial Building Code (Comm 61.60 Certified municipalities and counties).
 - c) Apply and obtain appropriate building, plumbing and electrical permits.
 - d) Erosion control shall be approved, permitted, installed and inspected prior to any commencement of site work or issuance of any building permits.
 - e) Site plan does not show setbacks from the lot lines to building addition. This information is required on the site plan when applying for building permit.
- 5) Fire Department:
- a) Fully Sprinkle.
 - b) Monitor Fire Flow.
 - c) Install Knox Box, if not current.
 - d) Extend Fire alarm system to new addition.
 - e) If there are office located on the second floor, stand pipes may be required.

Seconded by Mr. Vaclav.

Motion by Mr. Fillar to amend the motion to include Waiver Request #1 and Waiver Request #2, but to include (1)(h) to pay the fee of \$300.00 per non-replaced tree. Seconded by Alderman Harenda. After further discussion, Mr. Fillar modified his motion to remove the (1)(h) requirement to support both waivers.

WAIVER REQUEST #1: Applicant has requested a waiver from the tree replacement requirements in Section 275-54.B(6) of the Zoning Code (see attached report from Heller & Associates, LLC). The applicant is removing six trees and is proposing no replacement trees on site. Staff recommends the applicant adhere to Condition (1)(h).

WAIVER REQUEST #2: Applicant has requested a wavier from the parking requirements in Table 275-57-1. Per Table 275-57-1, 157 parking stalls are required. The applicant has stated there will be a maximum of 70 employees associated with this tenant and they are proposing 98 parking stalls. Please see attached letter.

Seconded by Mr. Vaclav. Upon voting motion to amend passes with Mayor Chiovero, Mr. Vaclav, Mr. Fillar voting Yes and Mr. Anderson and Alderman Harenda voting No.

Upon voting original motion as amended passes unanimously.

3. (3)AB SG-29-08 Hal's Harley Davidson – 1925 S. Moorland Rd. – Temp. Sign.

Motion by Alderman Harenda to approve the Temporary Sign Permit for Hal's Harley-Davidson located at 1925 South Moorland Road subject to the application, plans on file and the following conditions:

- 1) Sign faces shall not exceed 32 square feet and shall be located outside of the right-of-way of Moorland Road.
- 2) The temporary sign shall be installed August 25, 2008. The sign shall be removed no later than September 2, 2008.
- 3) The sign shall not be illuminated.
- 4) All future modifications, including face changes, structural alterations, conversions, extensions, relocations, and additional signs must be applied for and receive a Sign Permit, and must meet the provisions of Section 275-61 of the City of New Berlin Zoning Ordinance.

Seconded by Mr. Vaclav. Motion carried unanimously.

4. New Berlin Community Development Authority Financial Statements –September 30, 2007 - Virchow Krause & Company , (PG-963)

Motion by Mr. Fillar to defer this item to allow staff to contact the auditors and Waukesha County to clarify the reported deficiencies.

Seconded by Alderman Harenda. Motion carried unanimously.

5. Pinewood Creek Project – Compliance Certificate (PG-631-5)

Motion by Mr. Fillar to accept the Pinewood Creek Compliance Certificate. Seconded by Mr. Vaclav. Motion carried unanimously.

6. Pinewood Creek Project – Financial Statements (PG-631-5)

Motion by Mr. Fillar to accept the Pinewood Financial Statements. Seconded by Mr. Vaclav. Motion carried unanimously.

Motion by Mr. Anderson to adjourn the Community Development Meeting at 8:20 A.M. Seconded by Mr. Vaclav. Motion carried unanimously.