

**NEW BERLIN COMMUNITY DEVELOPMENT AUTHORITY
MINUTES
SEPTEMBER 11, 2008**

The Community Development Authority Meeting was called to order by Mayor Chiovero at 7:35 A.M.

In attendance were Mayor Chiovero, Alderman Ken Harenda, Donald Vaclav, John Fillar, Ted Anderson, and Marta Broge. Also present were Greg Kessler, Director of Community Development; Nikki Jones, Planning Services Manager, Amy Bennett, Associate Planner; and City Attorney Mark Blum. Alderman Joe Poshepny arrived at 7:43 A.M.

Motion by Mr. Vaclav to approve the CDA minutes of August 7, 2008. Seconded by Mr. Anderson. Motion carried unanimously.

COMMUNITY DEVELOPMENT AUTHORITY SECRETARY'S REPORT

Future dates for Neighborhood Meetings for the Comprehensive Plan are as follows:

Neighborhood I - September 24, 2008 - New Berlin City Hall

Neighborhood F - November 5, 2008 - New Berlin City Hall

Neighborhood E - November 19, 2008 - New Berlin Public Library

Neighborhood D - January 14, 2009 - New Berlin Community Center

Neighborhood J - January 28, 2009 - New Berlin Public Library

Information about upcoming meetings, current plan drafts, and other related documents are available on our Website at www.NewBerlinPlan.com. Look for more meetings to be scheduled.

Brought up for future consideration by the CDA was the possibility of a night meeting regarding the presentation of the Plan Document. This should be open for discussion at the next scheduled CDA meeting.

Community Development Authority members attended a tour of the Mill Valley quarry site recently. Anyone desiring an additional tour should contact Mr. Kessler.

CONTINUED BUSINESS

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

No Report

NEW BUSINESS

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

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

3. (7)AB SG-31-08 Baldor Power Solutions – 2725-35 S. 163rd Street – Monument Sign. Waiver Request.

Motion by Ms. Broge to approve the request along with Waiver Request #1 for two wall signs located at 2725 S. 163rd Street subject to the application, plans on file and the following reasons:

WAIVER REQUEST #1: Applicant is requesting a waiver from Section 275-61I(1)(c) which states that monuments signs are required within the New Berlin Industrial Park. See attached applicant letter.

- 1) Existing landscaping located within potential area for monument sign.
- 2) Monument signs are not allowed within City right-of-way.
- 3) Existing ditch creates difficulty for placement of monument sign.

Seconded by Mr. Harenda. Motion carried unanimously.

4. (3)NJ U-46-08 Denali Ingredients, LLC – 2400 S. Calhoun Rd. – Building Expansion.

Motion by Mr. Fillar to approve the requested Use, Site and Architectural to construct a building addition to house storage tanks along with the wavier located at 2400 S. Calhoun Road, subject to the application, plans on file and the following six conditions:

Waiver #1: Applicant is requesting a waiver from the New Berlin Industrial Park Redevelopment Plan, Design Guidelines Section (d) which requires “No building facade may extend no longer than 40 feet without the use of piers or setbacks to break up the monotonous length of the wall.” The wavier would be for the new east elevation of the proposed addition to not install these architectural enhancements in the scheduled metal wall panel. The east elevation is considered the back of the building and has minimum visual exposure to the public from 171st Street. The elevation is partially screened by the buildings at the east, the existing tree line, and power and utility lines. In addition, this wall is setup as a future expansion wall.

- 1) General:
 - a) Plan of operation shall be consistent with submitted plans on file.
 - i) The current Denali hours of operation are Monday through Friday: 5:00 AM to 10:00 PM for 1st and 2nd shift operations. The production 1st shift hours are from 5:00 AM to 1:00 PM while 2nd shift runs from 2:00 PM to 10:00 PM. The office hours are from 7:00 AM to 4:00 PM.
 - ii) There are 32 employees. Future growth could add 2 additional office and production employees.
 - b) Architecture Review Committee will review the building addition architecture on September 3, 2008.

- i) Per the New Berlin Industrial Park Redevelopment Plan, Design Guidelines Section (d) No building façade may extend longer than 40 feet without the use of piers, or building setbacks, to breakup the monotonous length of the wall. Applicant shall revise east elevation to add at least three of these features unless a waiver is granted.
 - ii) All pad mounted equipment, including HVAC and electrical transformers shall be screened with either landscaping, or building elements and materials that complement the building. Wooden fenced screening is permissible as well as chain link fencing with a non-clear vinyl coated slating. Applicant shall revise plans and indicate how they will be screened.
 - iii) All new roof-top equipment requiring a Zoning Permit must be screened from view if the equipment can be seen from the centerline of the public right-of-way in the front of the property, or placed in an area of the building as not to be seen. Roof-top screening must be compatible and complementary to the building's architecture.
 - c) No outside displays or storage shall be allowed on site.
 - d) Dumpsters shall be properly screened from the street and public view in accordance with Section 275-56 of the Zoning Code.
 - e) Employee and customer parking shall be contained on site.
 - f) Any signage shall require a separate application and issuance of a Sign Permit prior to fabrication and installation.
 - g) All parking, circulation and pedestrian areas are required to be lit. Please see the Zoning Code Section 275-60 I and the New Berlin Industrial Park Redevelopment Plan.
- 2) Landscaping
- a) A landscape plan is required per the New Berlin Industrial Park Redevelopment Plan, Landscape Plan Requirements section. It shall follow the following requirements for building additions.
 - i) There shall be at least one tree and three shrubs for every 3,600 square feet of lot area covered by open space. The landscaping required for the perimeter of the lot (not the parking lot) may be credited towards these requirements.
 - ii) There shall be one tree for every 40 feet of distance along the front of the lot. One third of these trees shall be evergreens with a minimum height of 8 feet. This does not include parking lot requirements.
 - iii) The front yard shall include one shrub for every 10 feet of road frontage.
 - iv) 50% of all evergreen trees planted are to be a minimum of 8 feet tall, the remainder shall not be less than 6 feet tall.
 - v) 60% of all landscaping shall be located in the front yard.
 - b) Parking Lot landscaping is required. Please see that section of the New Berlin Industrial Park Redevelopment Plan.

- c) All landscaping and LOD areas shall be installed and adhered to as identified under Section 275-54 of the City's Zoning Code. Payment of all landscape installation and maintenance sureties are required prior to issuance of Zoning Permit. Landscape plans shall meet all the requirements of Article VIII Section 275-53 through 275-56 of the City's Zoning Code. A Registered Landscape Architect shall stamp plans. Landscape plan shall be approved and signed by the Department of Community Development prior to installation of any materials.
- 3) Engineering
 - a) Some of the proposed grades of the South edge of pavement of the parking lot appear to be higher than the existing grades at the South lot line. The applicant shall revise the plans to adjust the parking lot grades to be lowered as much as 1' at the Southeast corner of the lot.
 - b) Applicant shall provide more proposed spot grades for the truck maneuvering and loading dock area East of the proposed expansion. The existing 878 contour in the loading dock area is close to a proposed 881.2 spot grade and an 880.0 spot grade and there doesn't appear to be a proposed 879 or 881 contour. It may not be necessary to try and direct all drainage from the paved areas to the catch basin when it means raising the grade of the pavement by 2' or more.
 - c) The Easterly catch basin only has 0.7' cover over the top of the pipe. The minimum required is 2'. The catch basin elevation shall be lowered. It appears that the proposed storm sewer will need to discharge at least another 130' further North into the Calhoun Rd. ditch, where grades are about 1.5' lower and the storm sewer can also be lowered about that much.
- 4) Storm water
 - a) Areas, contributing to the catch basins, in SLAMM do not match the areas listed on the plan sheet SD-2.0. Area A=20,900 SF vs. 17,864 SF, Area B=11,774 SF vs. 18,564 SF, Area C=11,467 vs. 29,064 SF. Verify and Correct
 - b) SWMP Maintenance Agreement is required; City of New Berlin boilerplate agreement is available online.
 - c) Erosion Control is required.
- 5) 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. Grading plan shall be updated to reflect erosion control features.
- 6) Fire Department:
 - a) Fully Sprinkle.
 - b) Monitor Fire Flow.
 - c) Install Knox Box, if not current.
 - d) NFPA 704 placarding required if applicable.

e) Diking for 125% of largest tank if applicable.

Seconded by Mr. Vaclav. Motion carried unanimously.

5. Communication To: Plan Commission
Communication From: Nikki Jones, Planning Services Manager
RE: MBA Symposium

CDA members acknowledged receipt of this communication.

ADJOURNMENT

Motion by Alderman Harenda to adjourn the CDA meeting at 7:51 A.M. Seconded by Ms. Broge. Motion carried unanimously.