

# NEW BERLIN COMMUNITY DEVELOPMENT AUTHORITY MINUTES

January 4, 2007

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

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

In attendance were Mayor Chiovero, Alderman Ken Harenda, Alderman Thomas Augustine, Donald Vaclav, and John Fillar. Also present were Greg Kessler, Director of Community Development; Nikki Jones, Planning Services Manager; Tony Kim, Associate Planner; and Mark Blum, City Attorney.

Motion by Alderman Harenda to approve the CDA minutes of November 9, 2006. Seconded by Mr. Fillar. Motion carried unanimously.

## COMMUNITY DEVELOPMENT AUTHORITY SECRETARY'S REPORT –

2007 Community Development Authority Meeting Schedules were distributed.

## CONTINUED BUSINESS

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

Mr. Joe Eberle from Ruekert/Mielke gave an update on the progress of the Mill Valley Redevelopment Plan. The chapters on land use, design guidelines, traffic impacts, storm water management, geotechnical, environmental, and the market analysis are now all in draft form.

As soon as the cost of sewer and water service to the parcel are received from Muskego, the financial analysis can begin. Once the final financial analysis and the editing is complete for the rest of the chapters, a meeting with the CDA will be held to go over everything and schedule the public meeting regarding the final report.

## NEW BUSINESS

2. (3)TK CU-7-06 Central Bark Doggy Day Care, 2105 S. 170<sup>th</sup> Street - Dog day care, boarding services, grooming, specialty boutique for dogs, and training.

Mr. Fillar expressed concern with dogs staying overnight unattended. City Attorney Blum referred to State Statute 951.14 which deals with indoor standards for dogs. The City's authority would be limited to restrictions impacting adjacent property owners.

Motion by Alderman Harenda to approve the request to occupy a building in the New Berlin Industrial Park for use as a doggy daycare and the waiver request for parking subject to the application, plans on file, and the following conditions:

Waiver Request: Parking Requirements. Per Table 275-57-1 of the New Berlin Zoning Code, Service Commercial Uses require 1 space per 200 square feet in addition to 1 space per employee for the largest shift. That would require 37 parking spaces (7440 sq. ft / 200) plus 3 spaces for employees equals 40 total parking spaces required. Applicant has provided for 14 parking stalls on the property.

- 1) General Plan of Operation
  - a) Hours of Operation - M-F: 7AM to 6:30PM
    - No Weekend hours unless dogs are staying overnight.
  - b) Operations of the business include:
    - Primarily a day care for dogs (includes play time and nap time for dogs)
    - Retail sales of pet related items
    - Grooming
    - Overnight services
- 2) Applicant shall not deviate from the submitted Plan of Operation. Any changes to the plan of operation shall require that staff be notified and an application submitted.

- 3) Applicant may be required to modify the site plan if staff determines that changes need to be made.
- 4) Applicant shall continue to work with the Storm water engineer to ensure that the drainage system on the property, along with the rain garden are constructed to be most efficient.
- 5) The rain garden shall be completed no later than Friday June 1, 2007. Staff may grant an extension if necessary.
- 6) The drainage system along with certain components of the rain garden (minimally, the hole and the soil) shall be installed prior to issuance of an occupancy permit.
- 7) This facility shall be limited to 25 dogs maximum per night for overnight stays and shall not exceed 75 total dogs at any given time.
- 8) There shall be no parking of vehicles on 170th Street in the Industrial Park.

Seconded by Mr. Vaclav. Motion passes with Mayor Chiovero, Alderman Augustine, Mr. Vaclav, and Alderman Harenda voting Yes and Mr. Fillar voting No.

3. Statement of Accounts – Pinewood Creek Project – November 30, 2006.

For reference only – no action required.

4. Update on the New Berlin Section 8 Voucher Program – David Cappon (PG-631)

Mr. Cappon reported on the distribution of funds for the voucher program in New Berlin.

#### **COMMUNICATIONS**

5. Communication To: CDA

Communication From: Nikki Jones, Planning Services Manager

RE: E-mail from Sharon Marton dated November 14, 2006 regarding Central Bark Doggy Day Care (CU-7-06)

This communication will be kept on file in the Planning Department.

6. Communication To: CDA

Communication From: Nikki Jones, Planning Services Manager

RE: Letter from Mr. & Mrs. Robert Carlson dated November 22, 2006 regarding Central Bark Doggy Day Care (CU-7-06)

This communication will be kept on file in the Planning Department.

#### **ADJOURNMENT**

Motion by Alderman Augustine to adjourn the CDA meeting at 8:06 A.M. Seconded by Alderman Harenda. Motion carried unanimously.