

Please note: Minutes are unofficial until approved by the Plan Commission at the next regularly scheduled meeting.

NEW BERLIN PLAN COMMISSION

NEW BERLIN CITY HALL COUNCIL CHAMBERS

OCTOBER 4, 2004

MINUTES

The Plan Commission Meeting was called to order by Mayor Wysocki at 6:23 P.M.

In attendance were Mayor Wysocki, Alderman Ament, Mr. Teclaw, Mr. Felda, Mr. Sisson, and Mr. Gihring. Also present were Greg Kessler, Director of Community Development; Nikki Jones, Associate Planner; Olofu Agbaji, Associate Planner; Eric Nitschke, Storm Water Engineer; Ron Schildt, Transportation Engineer. Mr. Barnes was excused.

Motion by Alderman Ament to approve the Plan Commission Minutes of September 8, 2004.
Seconded by Mr. Teclaw. Motion carried unanimously.

Motion by Alderman Ament to approve the Plan Commission Minutes of September 13, 2004.
Seconded by Mr. Sisson. Motion carried unanimously.

Plan Commission Secretary's Report

– Plan Commissioners to bring their calendars to discuss future PC dates.

Plan Commission Meeting schedules were distributed by Mr. Kessler. Mayor Wysocki asked Commissioners to entertain the possibility of having Plan Commission meetings on Thursdays and to meet twice a month.

Mr. Kessler reminded Plan Commissioners of the Plan Commission meeting on Wednesday, October 13, 2004.

SPECIAL PRESENTATION

New Berlin Water Resources Presentation by John Jansen, Steve Schultz and Department of Community Development Staff.

Over the past several years the City of New Berlin has been implementing our Storm Water Management Master Plan. Eric Nitschke, Division Engineer explained how this plan is being followed including infiltration and groundwater recharge. John Jansen and Steve Schultz from Ruekert & Mielke presented groundwater supply issues.

CONTINUED ITEMS

6. ()GK PG-942 Development Review/Administrative Permits (P.H. 9/13/04)

Motion by Alderman Ament to remove this item from the table. Seconded by Mr. Sisson. Motion carried unanimously.

Motion by Alderman Ament to approve the adoption of the Administrative Permit Policy and amendments to the Plan Commission Bylaws regarding the issuance of Administrative Permits. Seconded by Mr. Sisson. Motion carried unanimously.

Motion by Alderman Ament to recommend to Common Council the adoption of an Ordinance that amends Sections 275-15(D)(3) and 275-17(B)(9) of the Zoning Ordinance outlined below regarding the issuance of Administrative Permits:

Planning Commission Duties

§275-15(D)(3) Zoning permit/use approval. Review applications for zoning permits, except in all but the single-family residential districts and agricultural districts and administrative permits exempted under §275-17(B)(9) from Plan Commission review. The Plan Commission may also review any applications also those that have been referred by the Department of Community Development and take final action to approve or deny such all applications coming before the Plan Commission. (See § 275-24.)

Department of Community Development Duties

§275-17(B)(9) Other administrative permits. Set procedures, and review applications and issue for other administrative permits through the Permit Application Center (over-the-counter) for, including, but not limited to, rReoccupancy pPermits, hHome eOccupation pPermits, minor/tTemporary uUse pPermits, Sign Permits, mMinor aArchitectural mModifications (as determined by the Director), and Building and Parking Area additions requiring zoning permits that are less than 15,000 square feet. Staff shall take final action to approve, approve with conditions, or deny such applications and issue permits.

Seconded by Mr. Teclaw. Motion carried unanimously.

7. (3)NJ R-9-04 John & Cheryl Globig – 2240 Foxglove Ct. – Rezone from R-4/C-2 TO R-4/C-2 (P.H. 9/13/04)

Motion by Mr. Teclaw to table the request by John & Cheryl Globig to rezone the property located at 2240 Foxglove Court from R-4 and C-2 to delineate the boundaries of R-4 and C-2 on the site.

Motion fails for lack of second.

Motion by Mayor Wysocki to recommend to Common Council denial of the request by John & Cheryl Globig to rezone the property located at 2240 Foxglove Court from R-4 and C-2 to delineate the boundaries of R-4 and C-2 on the site based on the following:

- 1) Protection of the Development Agreement.

Seconded by Mr. Teclaw. Motion fails with Mr. Teclaw, Mayor Wysocki voting Yes and Alderman Ament, Mr. Gihring, Mr. Felda, Mr. Sisson voting No.

Motion by Mr. Gihring to recommend to Common Council adoption of an ordinance that approves the rezoning of the property known as the Globig Property located at 2240 Foxglove Court from R-4 and C-2 to delineate the boundaries of R-4 and C-2 on the site.

Seconded by Mr. Felda. Motion carries with Mr. Gihring, Alderman Ament, Mr. Sisson, Mr. Felda, Mr. Teclaw voting Yes and Mayor Wysocki voting No.

8. (3)OA CU-6-04 Deer Haven Supper Club – 19300 W. Cleveland Avenue – Use, site and architecture for Lounge/Supper Club. (P.H. 9/13/04)

Motion by Alderman Ament to remove this item from the table. Seconded by Mr. Teclaw. Motion carried unanimously.

Motion by Alderman Ament to deny the use, site and architectural for exterior architectural alteration and site modification for Deer Haven Super Club to operate at 19300 West Cleveland Avenue based on the following:

- 1) A restaurant is not referenced as being allowed in our zoning code or master plan at this location.

Seconded by Mr. Teclaw. Motion passes with Mr. Gihring, Alderman Ament, Mr. Sisson, Mr. Felda, Mr. Teclaw voting Yes and Mayor Wysocki voting No.

9. (5)NJ U-35-04 New Berlin Medical Clinic - 3610 Coffee Street - Use, site and architecture for Medical Clinic.(Tabled 9/13/04)

Motion by Alderman Ament to remove this item from the table. Seconded by Mr. Sisson. Motion carried unanimously.

Motion by Alderman Ament to approve the use, site and architecture for the construction of City Center Medical Office Building, associated parking area, and landscaping located at 3610 Coffee Street subject to the application, plans on file, and the following reasons:

- 1) Waiver- Applicant requests a waiver to deviate from the City's 30-foot vision triangle that is required at the intersection of Coffee Street and Library Lane per the PUD Ordinance. The reason is the intersection is a controlled intersection with a stop sign on Library Lane and it is adequate for the safety of pedestrians, site distances and sight angles.
- 2) Waiver – Applicant requests a waiver to deviate from the City's 10' internal lot line setback that is required per the PUD to construct the retaining wall 5' from the internal lot line.
- 3) Plan of Operation / Architecture
 - a) Typical hours of operation for the professional office building are expected to be 8:00 a.m. to 5:00 p.m. Monday through Friday.
 - b) A re-occupancy application will be required for each tenant within the Medical Office Building. Each tenant will be reviewed on a case-by-case basis for compatibility with the surrounding area.
 - c) Architecture Review Committee shall review prior to the issuance of the Zoning Permit.
- 4) Site Layout.
 - a) Applicant shall submit final drawings and cross sections of the retaining wall/guardrail detail title on SD1.0.
 - b) Applicant shall submit revised plans with a detail on the dumpster enclosure along Coffee Street. It shall be architecturally integrated into the fence that surrounds the property. Applicant shall keep in mind the architecture of the future retail building.
 - c) Applicant shall submit a profile to scale of the fence and piers that will be installed.
 - d) Landscape Plan
 - i) Some sections of the landscape plan along the wall may change due to the movement of the retaining wall. Applicant shall work with Staff to finalize.
 - ii) The landscape islands shall be landscaped with low growth bushes similar to other areas of the property. Applicant shall confirm the number of bushes. Define the term "turf".

- iii) Applicant shall submit a landscape installation and maintenance bond per Section 275-56C(2) prior to the issuance of the Zoning Permit. A landscape architect shall sign and stamp plans.
- 5) Engineering -
- a) Building must be ADA compliant, parking lot, sidewalk and entrances.
 - b) All site improvements, including retaining wall and parking lot, shall be completed prior to occupancy.
 - c) Stakeout survey stamped by RLS is required with building permit, with distances between building and lot lines shown.
 - d) The remaining commercial building shall have a first floor elevation of 882.5-883.0 if a split grade floor elevation is not proposed.
 - e) The proposed door and steps at the Southwest corner of the building is not acceptable. That corner of the building shall be exposed to 882.0 max. as shell is shown now, due to sidewalk grade of 878.0
- 6) Traffic
- a) Lighting plan does not follow city standards for average foot-candles. However, there are luminaries planned along Coffee Street & Library Lane. Adding these offsite poles onto this plan may help achieve the average foot-candle minimum. Otherwise, additional poles will be needed in the lot or increasing the wattage of those already proposed
 - b) Applicant shall eliminate what appears to be some stray lines extended into Coffee Street from the sidewalk in front of the building.
 - c) There are some stray dimensions in the parking lot on the southeast side of the proposed future retail on page C1. Identify what these dimensions are for.
- 7) Storm Water
- a) Applicant shall work with the Storm Water Engineer to revise the southern portion of the retaining wall because it is located too close to the 100-year water elevation of pond 4.
 - b) Applicant shall remove the limits of disturbance outside of the 100-year elevation of the pond. The limits of disturbance shall not be any greater than the property line. LOD shall be set at OHWM. Move accordingly.
 - c) Applicant shall maintain minimum slope of 3:1.
 - d) Applicant shall provide updated calculations for inlet capacities and storm sewers. All discharge rates should be shown in c.f.s.
 - e) Applicant shall adjust the rim elevation be higher, or a curb cut should be provided for overland flow out of the parking lot at the DSI-2 location.
 - f) The ground level of the wall elevation shall be at 874'. Move wall 2.5' west and allow for 3 to 1 slope from the wall to the Ordinary High Water Mark (OHWM) of the pond. Set silt fence at OHWM.
- 8) Utility
- a) Plan Sheet C-3, Site Utility Plan: The plan proposes construction of an 8-inch Water Service into the building and a new private fire hydrant placed near the SW corner of the building. Applicant shall add the following to Note 1 on plan "Install 8-inch Gate Valve, Box on building side of proposed hydrant tee." Also show this on Plan.
 - b) Plan Sheet C-3, Site Utility Plan: The plan proposes construction of a 6-inch Sanitary Lateral into the building.
 - c) Plan Sheet C-4, Details & Specifications Plan and Sanitary Sewer Specs: On Note 4 applicant shall add File # " 12-A".
 - d) Plan Sheet C-4, Details & Specifications Plan and Water Main Specs: Note 1: Applicant shall add "Pipe shall be Pressure Class 200 PSI and"
 - e) Plan Sheet C-4, Details & Specifications Plan and Water Main Specs: Applicant shall add a "Note 5: Install hydrant assembly, complete, in accordance with City of New Berlin Standard Specifications for Public Works Construction."

- f) While a Meter Room is identified on Plan Sheet A-2.0, all Multi-tenant buildings require that a Water Meter Room be provided at the Building Water Service piping entrance. A water meter 'riser diagram' shall be furnished prior to Issuance of Building Permit. The Meter Room shall include the following:
 - i) Be large enough to accommodate work on the meters;
 - ii) Not be obstructed with water softeners, vacuum cleaners, garbage cans, cleaning-janitorial supply storage or work area, etc;
 - iii) Have adequate heating and lighting and floor drain;
 - iv) Have outside direct access or access via public hallway;
 - v) Be locked with an access key provided to Water Utility Division. Counsel directly with the Water Utility at (262) 786-7211 for other requirements, clarifications or questions.
- g) Any building that will accommodate a food service or food preparation tenant requires an Outside Grease Trap Tank and an MMSD Sampling Manhole designed and installed to the City Developer's Handbook Requirements.
- h) Pay Water Impact Fees and Pay Sanitary Sewer Impact Fees based upon equivalent domestic water meter size required for Building for domestic service, including lawn sprinkling meter capacity (if and when installed), in accordance with City Code in effect at time of Permit Application(s).
- 9) Fire Department Comments
 - a) Fully Sprinkle.
 - b) Monitored Alarm System required.
 - c) Knox Box required.
 - d) Fire hydrant within 150' of sprinkler connection on each building.
 - e) Fire hydrant in place and operational prior to combustible construction above grade.
 - f) Vehicles must be able to exit. Vertical clearance for rigs.
- 10) General
 - a) Applicant shall finalize the Developer's Agreement and submit to the Engineering Division. All coordination efforts for infrastructure and phasing for this development are identified in the Developer's Agreement.
 - b) Applicant shall submit the location of any site amenities (benches, bike stands, bollards, newspaper racks, etc.) as identified within the City Center Plan prior to the issuance of the Building Permit.
 - c) Building plans shall be stamped and signed by a registered architect or engineer (Comm 61.20 Responsibilities).
 - d) Building plans shall be approved by the Wisconsin Dept. of Commerce (Comm 61.70 Certified municipalities and counties. (5)(c) 3.
 - e) Apply and obtain appropriate building, plumbing and electrical permits.
 - f) Erosion control needs to be permitted, installed and inspected prior to the issuance of building permits.
 - g) All signage will be handled through a separate sign permit application.

Seconded by Mr. Sisson. Motion carried unanimously.

- 10. (7)NJ S-169-04 Poplar Creek – 3095 S. Calhoun – Preliminary Plat for 22 lot Conservation Subdivision (Tabled 9/13/04)

Item remains on Table.

- 11. (5)NJ R-7-04 James French – 4461 S. Sunny Slope Rd. – Rezone from R-4 to I-1. (Tabled 9/13/04)

Motion by Alderman Ament to remove this item from the table. Seconded by Mr. Sisson. Motion carried unanimously.

Motion by Mr. Gihring to recommend to Common Council adoption of an ordinance that approves the rezoning of property known as James French located at 4461 S. Sunny Slope Road from R-4 to I-1 based on the following rationale:

- 1) Better use of the property.
- 2) I-1 rezoning fits in with the neighborhood.

Seconded by Mr. Sisson. Motion carried unanimously.

12. (5)OA U-4-04 South Phase Kasco PUD – 14300 W. Howard Ave. –
Site approval for the public infrastructure. (Tabled 3/1/04, 8/2/04, 9/13/04)

Item remains on Table.

13. (6)OA CU-2-04 Woodridge Community Church – 13800 W. Howard
Avenue. – Use, site and architecture for the construction of a church
within a residential zoning district. (Tabled 7/12/04, 9/13/04)

Motion by Mr. Gihring to remove this item from the table. Seconded by Mr. Felda. Motion carried unanimously.

Motion by Mr. Sisson to approve the application for the construction of Phase I of Woodridge Community Church located at 13800 W. Howard Avenue subject to the application, plans on file and the following:

- 1) Plan of Operation – Church Operation shall be bound by the submitted Plan of Operation.
 - a) Approval will be granted for Phase I only. This includes the construction of the wetland crossing bridge. No construction, grading or paving shall occur beyond the bridge. All other improvements beyond this approval will require a Conditional Use Permit. Submit revised plans eliminating parking and retreat area east of the wetland crossing.
 - b) Per Section 275-53B(1)(11) all existing nonconformities and outstanding code violations shall be identified, resolved, and remedied.
 - c) Dumpsters must be properly screened from the street and public view in accordance with Article VIII Section 275-56 of the New Berlin Municipal Ordinance.
- 2) Site/ Engineering
 - a) Submittal of a revised site plan that address all the Engineering and Utility concerns outlined in the staff correspondence of dated September 29, 2004 is required prior to issuance of Zoning Permit.
 - b) Plat of Survey is required at time of Building Permit application.
 - c) Curb and gutter will be required unless specifically waived by Storm Water Division Engineer for drainage purpose.
 - d) ADA requirements as per the Commercial Building Code.
- 3) Transportation
 - a) Show centerline stationing on at least some of the plan sheets. Stationing for Howard Avenue only appears on one sheet. Stationing for Sunny Slope Road isn't on any sheet.
 - b) Bypass & turn lanes are shown in the plan view as 11-foot wide (minimum allowed by the Developer's Handbook), but on the Howard Avenue cross-sections it's shown as 12-foot wide. Correct one or the other.
 - c) Walk adjacent to the parking along the north side of the future phase building is dimensioned as 8-foot wide, by only measures 5-foot wide. All walks next to parking shall be 8-foot wide.
 - d) Show full dimensions for all tapers, bypass lanes, and turn bays for extension of these on Sunny Slope Road.

- e) Deceleration tapers need to follow the Developer's Handbook guidelines. For 35 mph, they are to be 125-feet long.
 - f) Utility Plan does not appear to be at any particular scale. Page states 1"=50', but nothing scales correctly.
 - g) Proposed ditch along the south side of Howard Avenue falls outside of the current right-of-way from Sta. 301+00 to 302+50. This will require enclosure of the ditch with sections of storm sewer within the current right-of-way.
- 4) Stormwater
- a) Prior to issuance of Zoning Permit, the Storm Water Divisional Engineer must approve detention pond. Detention facility must be in place and calcs and recert approved prior to issuance of Building Permit.
 - b) Developer will be required to meet the requirements of MMSD Chapter 13 and the City of New Berlin Storm Water Management Ordinance in its entirety.
- 5) Landscaping Plan
- a) Approval of the landscaping plan and payment of all sureties are required prior to issuance of Zoning Permits. Landscaping plan must meet all the requirements of Article VIII Section 275-53 through 275-56 of the Municipal Ordinance in its entirety. A registered Landscape Architect shall stamp plans. Landscaping Plan to be approved and signed by the Department of Community Development prior to installation.
- 6) Building Inspections
- a) Metering room must be clearly defined, delineated, on all architectural plans for this building. Direct outside accesses must be provided for Utility & Fire Departments to metering rooms.
 - b) Resolve lot line dispute resulting from building encroachment on northern property line. Evidence of resolution must be on file prior to issuance of Conditional Use Permit.
 - c) Wrecking permit required for removal of existing home and out buildings. Plumbing permits for disconnect of sewer and water laterals required. Electric permit for disconnect of electrical service required.
 - d) All necessary permits must be obtained from the Building Inspection and Zoning Department prior to commencement of any construction at this site.
 - e) Building plans shall be stamped and signed by a registered architect or engineer (Comm 61.20 Responsibilities).
 - f) Building plans shall be approved by the Wisconsin Dept. of Commerce (Comm 61.70 Certified municipalities and counties. (5)(c) 3.
 - g) Erosion Control Permit required prior to Building Permit. Erosion control measures shall be in place prior to issuance of Building Permits.
- 7) Fire
- a) Building must be fully sprinklered
 - b) Yard hydrant required within 50' of sprinkler connection
 - c) FDC = 5" storz with 22 1/2 degree bend required
 - d) Knox box required
 - e) Monitor sprinkler flow
 - f) Alarm per IBC section 907.2.1 required

Seconded by Mr. Gihring. Motion carried unanimously.

14. ()GK PG-516-4 Transportation Master Plan (Public Hearing 5/3/04)

Motion by Mr. Sisson to remove this item from the table. Seconded by Mr. Gihring. Motion carried unanimously.

Alderman Ament wanted to bring attention to Page 14 from the September final draft, at the very bottom, last bullet point, "internal road networks in the New Berlin Business Park and Moorland Business Park". In the next paragraph it addresses that again. I think we have discussed at the CDA level that that those would not be changed to business parks but remain as industrial parks. Should be not then refer to them in the Transportation Plan as industrial parks? Mayor Wysocki agreed.

Alderman Ament had comments concerning Page 15 under the first bullet point on that page referring to Lincoln Avenue, explaining that it was repaired in '03 but it still shows a rating of 3.0. I was told this will not be updated until next year.

Alderman Ament had comments concerning Page 16 under the first bullet point, second paragraph, the third sentence starting with Cleveland Avenue may need to be widened to four lanes. I thought at the last meeting we were specifically trying to say we did not want it to go to four lanes. Is the verbage contradicting that? Mayor Wysocki said he thought the concensus was that it would be four lanes between Calhoun and Moorland to accomodate the internal traffic from the industrial parks. We need to make it clear that that is the targeted area and it says what we mean.

Alderman Ament had comments concerning Page 29 of the document but it says 31 on the bottom corner, first paragraph on that page, third line down starting out at the same time allows specific original destination data is difficult to know. On page 61 of the plan and 63 of the staff report under recommendation, it is completely eliminated yet it still says recommendation so if there is no recommendation it could be removed.

Alderman Ament had comments concerning Page 63 of the Transportation Plan, Page 65 of the staff report, third bullet point it says widening of Calhoun Road four lanes from Greenfield Avenue to Racine Avenue. Is that saying Calhoun is going through to Racine Avenue? I assume that is suppose to say Victor. Mayor Wysocki said ultimately to National.

Motion by Alderman Ament to amend the plan to limit Calhoun Road widening to four lanes to Cleveland Avenue. Seconded by Mr. Teclaw. Motion passes with Alderman Ament, Mr. Teclaw, Mr. Gihring, Mr. Felda voting Yes and Mr. Sisson, Mayor Wysocki voting No.

Motion by Mr. Sisson to recommend to Common Council to adopt the Transportation Master Plan as amended and approve the attached Resolution. Seconded by Mr. Gihring. Motion carried unanimously.

Mayor Wysocki stated for the record that he was contacted by Ms. Anne Dubatz who wishes to register in opposition to the Transportation Master Plan, specifically the extension of Calhoun Road.

NEW BUSINESS

15. (3)OA U-50-99 Jacobs Ridge – 17720 W. Lincoln Avenue – Recreational Trail.

Motion by Alderman Ament to deny the request to rescind Condition #7 of approval granted on January 7, 2002 for the following reason:

- 1) The recreational trail on the approved plans is planned to connect the existing county recreational trail along the railroad tracks through Westward Manor Subdivision to the North and the existing on-road facility on Cleveland Avenue. This possibility has been greatly increased with the recreational trail easement granted by Poplar Creek Church connecting Stigler Nature Preserve to Cleveland Avenue. With the acquisition of this link, Jacob's Ridge portion is critical to the overall Bike and Pedestrian Facility Plan.

Seconded by Mr. Teclaw. Motion carried unanimously.

16. (5)NJ U-37-04 Beloit Auto Plaza – 12401 W. Beloit Rd. – Conceptual Approval for Car Wash, Gas Station, Retail Development.

No Action, discussion only. Commissioners questioned if all of these uses would be advisable on one parcel even if they did fit, which they don't. They need to be more specific in their request in order for Plan Commission to determine conceptual direction. Following the Master Plan and Codes as close as they possibly can would be the applicants greatest chance for approval. More buffering and landscaping was advised because of the residential properties around it.

17. (4)OA U-53-04 Merchants and Manufacturers Bancorporation, Inc. – 5445 S. Westridge Dr. – Reoccupancy and Parking Lot Modifications.

Motion by Alderman Ament to approve the request for use approval to reoccupy an existing office building and parking lot expansion subject to the application, plans on file and the following:

- 1) Plan of Operation
 - a) See attached letter.
 - b) Per Section 275-53B(1)(11) All existing nonconformities and outstanding code violations shall be identified, resolved, and remedied.
- 2) Submit revised lighting plan that meets the requirements of Zoning Code Section 275-60 I. Light levels at north end of the lot are too low.
- 3) Try to line up islands in new parking lot with islands in the existing lot. If curb in gutter is not being used in the new parking lot addition, curb stops will be required throughout the entire lot to conform with the current code.
- 4) Landscaping Plan
 - a) Approval of the landscaping plan and payment of all sureties are required prior to issuance of Zoning Permits. Landscaping plan must meet all the requirements of Article VIII Section 275-53 through 275-56 of the Municipal Ordinance in its entirety.
- 5) Building Inspections
 - a) Obtain permit for, install and have all erosion control measures in place prior to any grading on site.
 - b) Administratively close out open permits for turf sprinkler system and furnace / A/C.
 - c) Building must meet all applicable fire codes. Fire Extinguishers are required.
 - d) All necessary permits must be obtained from the Building Inspection and Zoning Department prior to commencement of any construction at this site.
 - e) Building plans shall be stamped and signed by a registered architect or engineer (Comm 61.20 Responsibilities).
 - f) Building plans shall be approved by the Wisconsin Dept. of Commerce (Comm 61.70 Certified municipalities and counties. (5)(c) 3.
 - g) Building must be maintained per Chapter 201 of the City of New Berlin Municipal Code.

Seconded by Mr. Sisson. Motion carried unanimously.

18. (5)OA U-55-04 Marek Management, LLC – 15805 W. National Ave. –
Use Approval for Multi-Tenant Building and Exterior Architectural Alteration.

Motion by Mr. Sisson to approve the request for use, site and architectural approval for multi-tenant use and exterior architectural alteration subject to the application, plans on file and the following:

- 1) Plan of Operation
 - a) See attached Plan of Operation.
 - b) Per Section 275-53B(1)(11) All existing nonconformities and outstanding code violations shall be identified, resolved, and remedied.
- 2) Architectural Plans
 - a) All air conditioning units and roof top units must be properly labeled and aesthetically incorporated into the building elevation on the revised site plans. On-ground units must be appropriately screened with landscaping from public view.
- 3) Site Plan / Engineering
 - a) The catch basins will be reviewed to verify whether or not they are sized correctly.
 - b) Create a drainage swale along the East side of the property from the end of the parking area to the catch basin at the back of building.
 - c) Locate and expose the catch basin that is shown at the Southwest corner of the lot on the Plan Set dated 8/20/04. Not found in the field.
 - d) Curb section is required to be extended at the back Southwest corner of the lot around the dumpster enclosure. Also curb and gutter sections will be required across the front of the building, minimum sidewalk width will be 8.0'. Curbing will be required on the West side of the building also along the parking lot.
 - e) All ADA requirements are to be met for both parking and accessibility to the tenant spaces.
 - f) Show the location of the metering room for all the tenant spaces. This room must have direct access from the outside.
 - g) A new Plat of Survey will be required showing new lot line locations as well as Easements on site. Building location will also be tied to lot lines. Minimums of three ties are required for the building footprint, building foundation.
 - h) The Marek Management LLC will be required to connect to the existing water service along National Avenue. Also there will be impact fee's to be paid. Please contact the Utilities Engineer for the assessment and connection fees.
 - i) Minimum water service size is 2-inch diameter service into the building, with a larger service size likely needed for additional sprinkler/fire protection needs.
- 4) Transportation
 - a) A letter from Waukesha County approving the plan of access configuration or any improvements within the County ROW shall be on file with the City of New Berlin prior to any permits being issued by the City.
 - b) Lighting plan was submitted, but does not contain information needed for review. All parking, circulation and pedestrian areas (Zoning Code Section 275-60 I). Please submit revised plans that show light pole layout with illumination levels and chart with photometric summary information.
 - c) Developer is required to follow National Avenue Lighting Plan. City Standard pedestrian poles and luminaires will be required at 80-foot spacing.
 - d) Developer is required to follow National Avenue Landscaping Plan. Check with the Director of Parks, Recreation and Forestry Department for specifics.

- e) Drive aisle widths are to be 24-feet wide from edge of pavement to edge of pavement (i.e. do not include curb & gutter in required width)
 - f) Traffic Impact Statement is required. The statement shall include a description of the proposed development, proposed site layout, and the number of trips generated during the average day and AM & PM peak hours. Trips shall be based on ITE's Trip Generation Manual. Based on this information, a full TIA may be required.
 - g) Concrete sidewalk in front of perpendicular parking in front of building shall be at least 8-feet wide.
- 5) Fire Department
- a) Building must meet all applicable fire codes.
 - b) Fire Hydrant must be within 50' of sprinkler connection.
 - c) Building must be fully sprinklered. Monitor fire flow.
 - d) Knox boxes (key boxes) required for each building.
- 6) Landscaping Plan
- a) Discuss revised landscaping plan with staff. Approval of the landscaping plan and payment of all sureties are required prior to issuance of Zoning Permit. Landscaping plan must meet all the requirements of Article VIII Section 275-53 through 275-56 of the Municipal Ordinance in its entirety.
 - b) No private landscaping within the public right-of-way. This shall be reflected on revised plan.
- 7) Building Inspections
- a) All necessary permits must be obtained from the Building Inspection and Zoning Department prior to commencement of any construction at this site.
 - b) Building plans shall be stamped and signed by a registered architect or engineer (Comm 61.20 Responsibilities).
 - c) Building plans shall be approved by the Wisconsin Dept. of Commerce (Comm 61.70 Certified municipalities and counties. (5)(c) 3.
 - d) Restroom accessibility must meet Wisconsin Enrolled Commercial Building Code Chapter 11 requirements. The new entrance must be ADA compliant.
 - e) Building must be maintained per Chapter 201 of the City of New Berlin Municipal Code.

Seconded by Mr. Teclaw. Motion carried unanimously.

19. (4)OA U-56-04 South Emmer Drive Tenant Building – 5333-5349 S. Emmer Dr. – Construction of New 123,519 Sq. Ft. Multi Tenant Office/Warehouse Building.

Motion by Alderman Ament to approve the request for use, site, and architectural approval to construct a multi-tenant spec building at 5333-5349 South Emmer Drive, subject to the application, plans on file, and the following:

- 1) Plan of Operation
 - a) Construction is expected to start immediately following approval.
 - b) All future tenants will be reviewed on a case-by-case basis for adequacy of parking and may be denied for lack of parking.
- 2) Architectural Plan
 - a) Building plans must be stamped by a Wisconsin Registered Architect prior to issuance of a Building Permit.
 - b) All air conditioning units and roof top units must be properly labeled and aesthetically incorporated into the building elevation on the revised site plans. Ground units must be appropriately screened with landscaping from public view.
- 3) Please address all Engineering concerns outlined in staff correspondence dated September 28, 2004 in its entirety.
- 4) Landscaping Plan

- a) Approval of the landscaping plan and payment of all sureties are required prior to issuance of Zoning Permits. Landscaping plan must meet all the requirements of Article VIII Section 275-53 through 275-56 of the Municipal Ordinance in its entirety. A registered Landscape Architect shall stamp plans.
- 5) General Development
- a) Per the City of New Berlin Fire Department the building is required to be fully sprinklered. Knox box required. Applicant is required to submit State of Wisconsin and Local Fire Prevention Bureau Plan Approvals.
- b) Yard hydrants required within 50' of the Fire Department connection. Buildings must meet all applicable building and fire codes.
- c) All necessary permits must be obtained from the Inspection Division prior to commencement of any construction at this site.
- d) Building plan shall be approved by the Wisconsin Dept. of Commerce.

Seconded by Mr. Sisson. Motion carried unanimously.

20. ()OA PG-830, File 10 – City Center Coordinated Signage

No Action – referred to Sign Sub-Committee.

COMMUNICATIONS

21. Communication To: Plan Commission
Communication From: Planning Staff
RE: PC Meeting dates for 2005

Mayor Wysocki requested the Plan Commissioners bring their calendars to the October 13, 2004 meeting.

ADDENDUM ITEMS

22. (2)TK U-80-00 New Berlin Auto Body – 14750 W. National Ave. – Letter of Request for Extension of Landscaping.

Motion by Mr. Sisson to deny the request for an extension to install their landscaping per the approved landscaping plan submitted November 16, 2001 and conditionally approved by Plan Commission on November 19, 2001 subject to the application, plans on file and the following:

- 1) A final deadline date of November 1, 2004 was given to the property owner early in the year to finish all the landscaping per the approved plan.
- 2) Building addition was approved at the February 5, 2001 Plan Commission Meeting.
- 3) The applicant attempted to plant landscaping per the approved plans by himself about 1-2 years ago. $\frac{3}{4}$ of those plantings have since died and been removed.
- 4) To date, $\frac{1}{4}$ of the approved landscaping plan has actually been installed.
- 5) Staff has been working with Marie Chilicki regarding the landscaping. There have been numerous on site inspections and meetings.
- 6) A violation letter was sent out on September 22, 2004 for a van being sold on the grass and the illegal outside storage of semi trailers.
- 7) We have an installation bond on file in the amount of \$10,000.00 and a maintenance bond also in the amount of \$10,000.00

Seconded by Mr. Felda. Motion carried unanimously.

23. (4)OA R-2-04 Wildwood Preserve – 5611 S. Calhoun – Set Public Hearing Date for November 1, 2004.

Motion by Mr. Sisson to forward to Common Council to set a public hearing at the November 1, 2004 Plan Commission for consideration of a rezoning to A-2, R-1/R-2, R-3, and C-2 at approximately 5611 S. Calhoun Road.

Seconded by Alderman Ament. Motion carried unanimously.

Motion by Mr. Sisson to adjourn the Plan Commission meeting at 10:45 P.M. Seconded by Alderman Ament. Motion carried unanimously.