

**Village of Greendale
Plan Commission Meeting
November 14, 2018**

President Birmingham called the meeting to order at 7:00p.m. in the Village Hall Board Room.

ROLL CALL

Present: Genz, Chadwick, Schroedl, Davis, Kraemer, Kosarzycki, Birmingham

Absent: None

Also Present: Ken Robers, Director of Inspection Services
Erin Scharf, Permit Clerk
Ben Block, Graef

Audience: Ron Barbian, Village Trustee
Donna Ouellette, Village Trustee
Jason Cyborowski, Village Trustee
Ted Mainella, Historical Society Past President
Robb Nowak, Historical Society President
1 other member of the Historical Society
Gary Kiltz, Greendale School Superintendent
Brian Schuk, Twinite Baseball Board Member
2 others from the Twinite
Sue Shepherd, Greendale Health Director
Bob Sokolowicz, 6630 Montgomery Drive
1 Apple Ct Resident

MINUTES

Commissioner Schroedl motioned, seconded by Commissioner Chadwick to approve the Plan Commission meeting minutes of October 10, 2018.

Ayes: Genz, Chadwick, Schroedl, Davis, Kraemer, Kosarzycki, Birmingham

Abstain: None

Nays: None

Motion to Approve: Carried

REFERRALS FROM THE VILLAGE BOARD

- A. **PC 18-09 Consider recommending approval of a Special Use Application for a permanent porta-john and weather shelter at Jaycee Park located at 6011 Broad Street. (#18-05)**

Ben Block (Graf) read the report. Chair Birmingham reminded the commission that this was brought to them back in May and they are now returning with an agreement, concise plan, and colored drawings. Commissioner Schroedl expressed concern for the potential that children could fit around the sides and rear inside the port-a-potty enclosure. Brian Schuk and Jason Cyborowski confirmed that though the plans show more space there would only be a few inches around the outside to allow for removal and

replacement upon cleanout. They will make sure that there is some sort of filler panel on the sides so children cannot get inside the enclosure. Commissioner Kosarzycki stated that the unit must be ADA compliant. Brian Schuk (Twinite) stated he would look into it. He also clarified the dates for Twinite itself and any special events the School District of Village may want to place a port-a-potty in there. The path/approach is ADA compliant at 12 x 25, which will be asphalt or concrete. Commissioner Chadwick confirmed the tree being removed will be replaced/relocated. Sue Shepherd (Health Director) from the audience explained that a sanitizer pump inside the unit would not be compliant for sanitation purposes, especially if the unit is ADA compliant. A handwashing station with soap and water will be required. Chair Birmingham talked about the logo and confirmed it will look like the actual Twinite logo, however it will not be in color. This will be worked out with staff or brought back to the commission at a later date.

Commissioner Davis motioned, seconded by Commissioner Schroedl to recommend approval of PC 18-09 subject to the port-a-potty meeting ADA and handwashing requirements of the Building and Health Codes, to be worked out with staff.

Ayes: Genz, Chadwick, Schroedl, Davis, Kraemer, Kosarzycki, Birmingham

Nays: None

Motion to Approve: Carried

B. PC 18-10 Consider recommending approval of an Ordinance to Create Section 17.363 and to Repeal and Recreate Section 17.03(2) of the Village of Greendale Village Code Concerning the Regulation of Tourist Home Establishments in the Village of Greendale. (#18-09)

Commissioner Chadwick pointed out the following section of concerns:

- 1) The licensing period in Section 2) seems to be per rental.
- 2) Do the fees include a room tax or do we need to establish one
- 3) Section 5)e) Impossible to have a space per bedroom off-street
- 4) Section 6) - Is there a way to get around the 6 or fewer days
- 5) Section 5)l) should have the common area added which is address in our code for access
- 6) She also mentioned that this will have an effect on neighboring properties.

Ken Robers stated the room tax would need to be established and this would be by resolution according to Section 4. It is suggested by staff that the license run the typically license cycle for all other licenses including food licenses which is annually from July 1 – June 30. The commission agreed. There was an example of fees from another municipality given to the Village Manager. It is agreed that section 5)e) remove “with a minimum of three parking stalls”. The 6 or fewer consecutive days cannot be altered. If no ordinance is put in place, anyone could rent out their property on their own terms. This ordinance was written as a draft according to the State Statutes to be most restrictive.

Commissioner Chadwick motioned, seconded by Commissioner Schroedl to recommend approval of PC 18-10 subject to the following amendments to the draft ordinance:

- 1) Section 2) License valid for the period of July 1-June 30 of each year
- 2) Section 4) A resolution be established to include room tax, license fee, health license fee, and any other fees established
- 3) Section 5)e) eliminate language “with a minimum of three parking stalls”.

- 4) Section 5)l) add “common area” for Village Center Districts where applicable. (typically condo conversions or 4 family)

Ayes: Genz, Chadwick, Schroedl, Davis, Kraemer, Kosarzycki, Birmingham

Nays: None

Motion to Approve: Carried

C. PC 18-11 Consider recommending approval of a Special Use/Building Permit Application to demolish and rebuild a garage and sunroom at 5708 Carnation Court, Greendale, Wisconsin in accordance with Section 17.36(3) of the Greendale Zoning Code. (#18-10)

Ben Block read the report and stated that the application was completed and met all requirements in accordance with Section 17.36(3) and the “Guidelines for Original Homeowners” provided by the Village. He confirmed for Commission that the floor area ratio was not an issue. The set back is 30 feet in the rear and the proposed tandem garage is set back just over 51 feet. The sunroom is slightly large than it was before. The interior side yard setback is compliant and will not change which is preferred in the Guidelines for garage replacements.

Commissioner Davis motioned, seconded by Commissioner Kraemer to recommend approval of PC 18-11 to approve the Special Use/Building permit for 5708 Carnation Court, in concept.

Ayes: Genz, Chadwick, Schroedl, Davis, Kraemer, Kosarzycki, Birmingham

Nays: None

Motion to Approve: Carried

D. PC 18-12 Consider recommending approval of a Special Use/Building Permit Application per Section 17.16(2) R-4 Single Family Detached and Semidetached Residence District to include exterior and interior renovations to the home at 5597 Apple Court to bring it back to its original condition in order to be used by the Greendale Historical Society as a Historical Museum. (#18-11)

Ben Block read the report. Robb Nowak gave a presentation on the Apple Court property including its history and its vision. He wanted the Commission to know that this property is as original as he and the Historical Society has ever seen.

The commission discussed at length the concern to access from Grange and the Apple Court side. It was noted that the Historical Society has a preliminary agreement with the St. Thomas to utilize their parking lot for large groups, staff, etc. to eliminate traffic on Apple Court. Eliminating the driveway on Apple Court. would keep traffic out. It was suggested to change the address to a Grange Avenue address however, that would not be authentic.

Commissioner Chadwick expressed that limiting the hours to Saturdays would not allow for other groups and events. She suggested using the parking lot for staff parking only and working out an agreement with Southridge or the Church permanently for guest/bus parking and having folks walk to it. She and others felt that most people are going to walk to the property from downtown.

Commissioner Schroedl is against the access on Grange. Commissioner Genz thought the access on Grange was necessary to respect the Apple Court residents.

Overall, the commission and staff loved the concept. Ken Robers talked about a few items staff suggested:

- 1) Allow for parking on the driveway for staff only-chain off and have a sign "staff parking only".
- 2) Do not limit the hours or you would have to come back every time you wanted to open it up to a special event.
- 3) It was suggested that the fence be on the interior property lines only as it would block the proposed sign location by extending it along the Grange side.

The commission was indifferent about the fence. Some felt it was not original but agreed that it would keep visitors off the adjacent properties.

Robb Nowak invited everyone to the Town Hall Meeting at the Hose Tower Monday November 19 from 6-8pm. The Apple Court residents have been notified, and they will be going door-to-door.

Commissioner Chadwick motioned, seconded by Commissioner Kosarzycki conditionally approve PC 18-12 pending the following:

- 1) The creation of an easement for the portion of the development that exists outside of the lot lines of the property.
- 2) The submission and approval of a photometric plan that is compliant with the requirements of the Village Code.
- 3) That the regular business hours be anytime from 8am-5pm on Saturday for no more than six (6) hours and any Special Events to be determined.

Ayes: Genz, Chadwick, Schroedl, Davis, Kraemer, Kosarzycki, Birmingham

Nays: None

Motion to Approve: Carried

ADJOURNMENT

Commissioner Birmingham motioned, seconded by Commissioner Davis to adjourn.

Ayes: Genz, Chadwick, Schroedl, Davis, Kraemer, Kosarzycki, Birmingham

Nays: None

Motion to Approve: Carried

The Plan Commission meeting adjourned at 8:43 p.m.

Respectively submitted,

Erin Scharf

Permit Clerk