

**PLANNING COMMISSION MINUTES
5500 SCHOFIELD AVENUE
WESTON, WI 54476**

MONDAY, SEPTEMBER 12, 2005 - 6:00 P.M.

(Revised: Page 8)

I. CALL TO ORDER

Vilas Machmueller called the meeting to order at 6:00 p.m. Members present were Ted Banholzer, Mark Strobel, Steve Meinel, George Oberlander, and DPW Keith Donner. Mary Hancock was excused. Village Administrator, Dean Zuleger, Community Development Director, Jennifer Higgins, Building Inspector/Zoning Administrator, Al Breu, Trustee Dave Diesen, and Recording Secretary, Valerie Parker were present. About 20 audience members were also present.

Machmueller read the notices and opened the hearing.

A. OPEN HEARING – VILLAGE OF WESTON, CHAPTER 14, SECTION 14.101.1 COMMERCIAL ELECTRICAL CODE AND REGULATIONS ORDINANCE AMENDMENT

Breu stated this aligns our municipal ordinance with the State electrical code and the National electrical code.

No one spoke in opposition.

B. OPEN HEARING – ANTHONY OXBOROUGH, IRET PROPERTIES, REZONING REQUEST FROM B3 TO B3 WITH OPD: SE CORNER OF BUSINESS HIGHWAY 51 AND SCHOFIELD AVENUE

No one spoke in support or in opposition.

C. OPEN HEARING – DR. WILLIAM KNUTSON REZONING REQUEST FROM R3 WITH OWP TO B2 WITH OWP: 2503-2505 JELINEK AVENUE

Bill Knutson, 5312 Willow Street, was present in support. He is proposing to change this building from a duplex to an eye care office. He thinks this would be a good fit for our community and he has been serving our community for over 21 years now. He stated that all of the surrounding neighbors are in favor of this rezoning.

No one spoke in opposition.

II. CONSIDERATION OF PLANNING COMMISSION MINUTES

A. AUGUST 8, 2005 MINUTES

****M/S/P Meinel/Strobel: to approve the Planning Commission Minutes of August 8, 2005.***

III. VISITORS

A. WESTVEST/EPPSTEIN UHEN – CROSS POINTE CORPORATE PARK: MEDICAL OFFICE BUILDING CONCEPT PLAN

Todd Davies, Direct Development, 5852 North Shore Drive, Milwaukee, Mike Oates, Eppstein Uhen Architects, 333 East Chicago Street, Milwaukee, WI 53202, were present to introduce their concept development plan for the Cross Pointe Corporate Park land. Davies described what the different components of this development will consist of which were a medical office building located in the northwest section of this development, a residential facility on the

southwest section of this development, and neighborhood and community-type commercial uses along the eastern section of this development. They are proposing this development to the “leasing” community and are looking for feedback from them. He stated that there will be about 150,000 square feet of retail space and about 100,000 square feet of office space. He commented the residential facility will consist of independent and assisted living. He commented that stormwater has been addressed and now they are looking at different landscaping plans. He commented that there will be some detention ponds also. He showed different views of what this development will look like. He commented that this development will be done in phases.

Oates discussed the medical office building, which will be located on the corner of Franciscan Way and Weston Avenue. There will be below grade parking and 3–4 levels of floor space. They will be using brick on this building, and this building will be 50,000 square feet. He stated that there will be 37% greenspace on this lot.

Meinel wants this to be compatible with the Saint Clare’s Hospital. Donner clarified that they will be turning in individual site plans. It was discussed that they do not have to provide access to the property to the south. They do not have a date set yet for when they will start work. Donner stated that the original plan called for access to Camp Phillips Road, but we would not be recommending any access off of Camp Phillips Road for the parcels to the northeast. Davies stated that initially they were going to have access onto Camp Phillips Road, but after our input, have decided not to request access there.

****M/S/P Meinel/Strobel: to endorse the general conceptual plan to allow them to move forward with their development plans.***

IV. CSM APPROVAL

A. #21-05 HIGGINBOTHAM/DON HALL: 3717 SCHOFIELD AVENUE

Breu stated this is just a boundary survey establishing the property corners.

****M/S/P Oberlander/Meinel: to approve CSM #21-05 Higginbotham/Hall: 3717 Schofield Avenue.***

V. SIGN PERMITS

A. WEIMER BEARING/D&L SIGNS – WEIMER BEARING PERMANENT SIGN PERMIT: 7206 RICKYVAL STREET

****M/S/P Meinel/Oberlander: to approve the Weimer Bearing/D&L Signs – Weimer Bearing Permanent Sign Permit: 7206 Rickyval Street.***

B. MIKULICH HOLDINGS, LLC – BLACK & CHROME PERMANENT SIGN PERMIT: 8401 SCHOFIELD AVENUE

****M/S/P Meinel/Banholzer: to approve the Mikulich Holdings, LLC – Black & Chrome Permanent Sign Permit: 8401 Schofield Avenue.***

C. RUTH CHRISTIANSEN/SUSAN STEFFKE – GIFTED SISTERS PERMANENT SIGN PERMIT: 6211 VOLKMAN STREET

**M/S/P Meinel/Oberlander: to approve the Ruth Christiansen/Susan Steffke – Gifted Sisters Permanent Sign Permit: 6211 Volkman Street, contingent on it meeting the 5-foot setback requirements. Q: Meinel wants to be sure this does not interfere with traffic vision. Breu stated this is contingent on a 5-foot setback. Motion carried.*

D. ROMANOWSKI PROPERTIES, LLC – ROMANOWSKI AUTO & ATV PERMANENT SIGN PERMIT: 2004 CUTOFF ROAD

**M/S/P Donner/Strobel: to approve the Romanowski Properties, LLC – Romanowski Auto & ATV Permanent Sign Permit: 2004 Cutoff Road, per staff recommendation. Q: Meinel verified that there will be no flashing lights on this sign. Motion carried.*

E. RALPH MAAS/SUPER LETTERING & SIGNS – CURVES PERMANENT SIGN PERMIT: 5404 SCHOFIELD AVENUE

**M/S/P Meinel/Donner: to approve the Ralph Maas/Super Lettering & Signs – Curves Permanent Sign Permit: 5404 Schofield Avenue.*

F. ALLEN RADDANT, JR. – NEW DESIGN CARPENTRY AND LANDSCAPING PERMANENT SIGN PERMIT: 5403 NORMANDY STREET

Machmueller stated this is the Camp Mobile site.

**M/S/P Donner/Banholzer: to approve the Allen Raddant, Jr. – New Design Carpentry and Landscaping Permanent Sign Permit: 5403 Normandy Street.*

G. RSN INVESTMENT/GRAPHIC HOUSE, INC. – STONE GATE CONDOMINIUMS TEMPORARY SIGN PERMIT RENEWAL: NW CORNER OF HOWLAND AVENUE & CAMP PHILLIPS ROAD

Robert Ristow, RSN Development, 3303 Rio Drive, was present in support.

**M/S/P Banholzer/Strobel: to approve the RSN Investment/Graphic House, Inc. – Stone Gate Condominiums Temporary Sign Permit Renewal: NW Corner of Howland Avenue and Camp Phillips Road, contingent on a sunset for its removal of one year from Village Board approval or at the time that all lots are sold within the development, whichever occurs first. Q: Donner verified that this is within the area that the County will be acquiring. Ristow stated that he may have to move the sign once the County acquires land from him. He is keeping the sign where it is located for now and will move it later. Motion carried.*

H. STEVE YACH – BUDGET BUILDING PERMANENT SIGN PERMIT: 5508 E. JELINEK AVENUE

Breu discussed the contingency that the arrow and lights be removed from this sign plan.

**M/S/P Meinel/Strobel: to approve the Steve Yach – Budget Building Permanent Sign Permit: 5508 E. Jelinek Avenue, contingent on the removal of the arrow and lights. Q: Strobel questioned if this will be a message board. Higgins explained that this is a temporary message board that they are making permanent. Oberlander & Banholzer voted nay. Strobel, Meinel, & Donner voted aye. Motion carried.*

I. KEL FRAAZA – TOMORROW VALLEY COOP PERMANENT SIGN PERMIT: 5010 JANICE AVENUE

Breu stated this meets code.

**M/S/P Banholzer/Meinel: to approve the Kel Fraaza – Tomorrow Valley Coop Permanent Sign Permit: 5010 Janice Avenue.*

J. DUPAGE, LLP/D&L SIGNS – PRECISION BODY & FRAME PERMANENT SIGN PERMIT: 1509 POST AVENUE

Breu stated that he has looked at this, the size is okay, and it meets approval. Breu commented that although D&L Signs is listed as the sign contractor, they are waiting until after Village approval to actually hire a sign company. There was some discussion on the neon light on this sign, which is usually on, but one solid color (does not flash).

**M/S/P Meinel/Donner: to approve the DuPage, LLP/D&L Signs – Precision Body & Frame Permanent Sign Permit: 1509 Post Avenue.*

K. DAN DREXLER/STRATFORD SIGN CO. – RENTAL SERVICE CORPORATION PERMANENT SIGN PERMITS: 5605 MESKER STREET

Breu stated they are just replacing their sign faces with new logos. This meets requirements.

**M/S/P Strobel/Meinel: to approve the Dan Drexler/Stratford Sign Co. – Rental Service Corporation Permanent Sign Permits: 5605 Mesker Street.*

VI. RESIDENTIAL BUSINESS/HOME OCCUPATION PERMITS

A. BART & KATRINA ISAACSON – JOHANNA MAY'S FINE TEAS RESIDENTIAL BUSINESS PERMIT: 9104 CALLON AVENUE

Breu discussed that this property was rezoned from R1 to RR at the August Planning Commission meeting. Rural residential zoning allows this type of business here, and he recommends approval. Meinel questioned if traffic will be an issue. Zuleger stated that he was told there would only be about 2-4 cars coming there per day. They sell bulk tea.

**M/S/P Meinel/Strobel: to approve the Bart & Katrina Isaacson – Johanna May's Fine Teas Residential Business Permit: 9104 Callon Avenue.*

VII. SITE PLAN REVIEW

A. IRET PROPERTIES/ALBION GROUP – WALGREENS: SE CORNER OF BUSINESS HIGHWAY 51 AND SCHOFIELD AVENUE

Tony Oxborough, IRET Properties, 10050 Crosstown Circle, #105, Eden Prairie, MN 55344, Steve Gartman, Albion Group, 338 North Milwaukee Street, Suite 503, Milwaukee, WI 53202,

and Sean Spromberg, Central Wisconsin Engineers & Architects, 5707 Schofield Avenue, were present in support.

Zuleger reminded the members that the Damon Farber guidelines that we adopted are not code. They are guidelines or ideas of how we want the properties in the area to look. These are not codified. We were able to get TIF #1 to sign off on the Damon Farber guidelines, but we have not done that in TIF #2. This is just design recommendations for architectural development within TIF #1 and #2.

Banholzer questioned the percentage of greenspace to be here. Gartman stated right now there is very little to no landscaping on this site, they are proposing probably close to 15% of landscaping with buffer strips along Schofield Avenue and Business Highway 51, and also plan to add some landscaped islands to break up the parking lot. They are trying to use the Damon Farber guidelines that were presented to them and bring in the decorative lighting all the way along the perimeter of the property with low lighting lamps that they have proposed, as well as trying to use plant materials to give it more color and a landscaping plan that works with those guidelines. Zuleger explained that although these landscaping plans do not meet the current landscaping requirements, there currently is no landscaping on this lot. There was discussion that the Village Code landscaping ratio is 35:65, whereas, the Damon Farber landscaping ratio is 25:75. Zuleger stated that they are looking to acquire more property to the east.

Oxborough brought up to the members what will be happening with the west side of their site, when the County acquires right-of-way land for sidewalk. Banholzer stated that if additional development occurs to the east that they would take into consideration the greenspace.

Donner discussed staffs' questions on the water service into this site. Donner stated that this is an unusual parcel in that it does not have a watermain from the Village that serves the front part of this site, on Schofield Avenue or Business Highway 51; it would be from the City of Schofield. Right now the only water service in this sector is the common fire line from Post Avenue that goes north along the strip mall. Donner clarified that it has been his recommendation that this existing fire main is converted to a public main that is owned by the Village. Donner explained two options available which are 1) to verify the material and determine that the existing main is still sound through testing; or 2) to install another main to replace the existing main with separate service connections to Walgreens and fire service into Big Lots. Knowing that they may have some potential development to the east, that main could then possibly serve that area as well or loop over to Normandy Street. Oxborough stated that they are working with Central Wisconsin Engineers & Architects on this issue and they are willing to work with the Village on this.

Gartman discussed the drive thru to the members, stating that there will be a drop off and pick up window. People cannot buy any products, other than prescriptions at those windows. At a maximum their peak would be 6-7 cars per hour for a large city. There would not be a lot of back up traffic here. They figure the stacking would be 3-4 cars.

Zuleger stated with respect to the Schofield Avenue project, this site is not included in the Schofield Avenue project, but they are designing their lot so that it integrates with our Schofield Avenue project.

****M/S/P Meinel/Strobel: to approve the IRET Properties/Albion Group – Walgreens Site Plan: SE Corner of Business Highway 51 and Schofield Avenue.***

VIII. CLOSE HEARING**A. CLOSE HEARING – VILLAGE OF WESTON, CHAPTER 14, SECTION 14.101.1 COMMERCIAL ELECTRICAL CODE AND REGULATIONS ORDINANCE AMENDMENT**

Machmueller closed the hearing at 7:50 p.m.

B. CLOSE HEARING – ANTHONY OXBOROUGH, IRET PROPERTIES, REZONING REQUEST FROM B3 TO B3 WITH OPD: SE CORNER OF BUSINESS HIGHWAY 51 AND SCHOFIELD AVENUE

Machmueller closed the hearing at 7:50 p.m.

C. CLOSE HEARING – DR. WILLIAM KNUTSON REZONING REQUEST FROM R3 WITH OWP TO B2 WITH OWP: 2503-2505 JELINEK AVENUE

Diesen questioned if the parking area off of Jelinek Avenue will be blacktopped and if all parking will be there. Knutson answered that only staff will be using the parking lot off of Jelinek Avenue and that customers will be utilizing Mount Olive's parking lot. He has an agreement with the church on his using their parking lot. There was discussion on Mount Olive Church's future expansion plans.

Knutson explained to the members that the upper level will be used for the eye clinic; the rest of the building will be used for storage and a break room for employees.

Machmueller closed the hearing at 7:51 p.m.

IX. NEW BUSINESS**A. ACTION ON HEARING – VILLAGE OF WESTON, CHAPTER 14, SECTION 14.101.1 COMMERCIAL ELECTRICAL CODE AND REGULATIONS ORDINANCE AMENDMENT**

**M/S/P Meinel/Oberlander: to approve the Village of Weston, Chapter 14, Section 14.101.1 Commercial Electrical Code and Regulations Ordinance Amendment.*

B. ACTION ON HEARING – ANTHONY OXBOROUGH, IRET PROPERTIES, REZONING REQUEST FROM B3 TO B3 WITH OPD: SE CORNER OF BUSINESS HIGHWAY 51 AND SCHOFIELD AVENUE

**M/S/P Meinel/Donner: to approve the Anthony Oxborough, IRET Properties, Rezoning Request from B3 to B3 with OPD: SE Corner of Business Highway 51 and Schofield Avenue.*

C. ACTION ON HEARING – DR. WILLIAM KNUTSON REZONING REQUEST FROM R3 WITH OWP TO B2 WITH OWP: 2503-2505 JELINEK AVENUE

Meinel questioned if this is spot zoning. Machmueller explained what happened at the rezoning hearing held for Dolores Cory to rezone her property at 2405 Jelinek Avenue from R1 to B3, and how it was denied. Donner confirmed the future land use plan shows this area to stay residential in the future. Donner feels Knutson's rezoning request would make this property spot zoned. They discussed the possibility of conditionally rezoning this property so that this rezone would only apply to the current property owner.

Zuleger stated that Cory's property is for sale and she is looking at this property to go business. There was discussion on Mount Olive's future expansion. Oberlander stated he does not have a problem with Knutson's rezoning request. Zuleger stated that the Mount

Olive Church property will have a business campus feel. Zuleger stated that although this is a spot zoning, you have more of a commercial feel in this area. Knutson discussed that the backyard abuts Mount Olive's parking lot.

Donner brought up discussion on a possible traditional neighborhood development, and questioned if this could be applied here? It was discussed that with OPD, there is a minimum lot size that needs to be met. Higgins explained that she advised Knutson to apply for B2 because B2 zoning is more restrictive than B3 zoning. Higgins stated if they are looking at this corner being more of business use that we may need to revisit our land use plan, which would give us a basis to approve this. Machmueller stated that originally that entire corner was B3. Oberlander stated with the entire corner, he does not see any houses being built there and this would be an improvement.

****M/S/P Meinel/Banholzer: to deny the Dr. William Knutson Rezoning Request from R3 with OWP to B2 with OWP: 2503-2505 Jelinek Avenue. Oberlander voted nay.***

D. LHM SURVEYING/TOWN OF WESTON – PRE-PRELIMINARY PLAT OF CLEARVIEW HEIGHTS SUBDIVISION (EXTRATERRITORIAL REVIEW): LOCATED SOUTH OF KERSTEN ROAD, EAST OF CLEARVIEW DRIVE, NORTH OF SKRZYPCHAK LANE, AND WEST OF COUNTY ROAD J

Milt Olson, Town of Weston Chairman, 9805 Townline Road, Mike Mosher, LHM Surveying, 4203 Schofield Avenue, and Dave Skrzypchak, 4106 Skrzypchak Lane, were present.

Olson stated that this issue will be brought before the Town of Weston on September 20th. They are in the process of redrawing this to make a conservation subdivision with 14 lots and about 50% open space. There was discussion on how the Town is planning to buy land from Skrzypchak to connect the two roads together.

Donner stated that our main concern was the connection of roads, access in and out, and the prospect of future utility service in the area. He stated he is not familiar with the soil conditions in this area and questioned the depth of the bedrock. Olson stated there is no bedrock, but there is a lot of sand. Skrzypchak stated that he has some bedrock, but lower in elevation. Donner stated there could be a need for deep wells, and, as far as private wastewater systems are concerned, see if soils are conducive to those.

Meinel questioned if the access from Clearview Drive will be 66 feet. Olson stated it would be 66 feet, and would have to be that to meet the Town's code. Mosher stated that this will be 66 feet. He stated that back in 1958/1959, Clearview Drive was dedicated to the Town all the way to County Road J. He stated that it was not made public record. He stated that it was recorded but the street remained dormant. He stated that the County does not have any concerns on the soils in this development.

****M/S/P Meinel/Banholzer: to approve the concept plan for LHM Surveying/Town of Weston – Pre-Preliminary Plat of Clearview Heights Subdivision (Extraterritorial Review): Located South of Kersten Road, East of Clearview Drive, North of Skrzypchak Lane, and West of County Road J, pending further engineering and their coming in with a preliminary plat.***

X. UNFINISHED BUSINESS**A. TABLED CSM #18-05 VREELAND/RISTOW: 5913-5915, 6011-6013, 6015-6017 EDWARD STREET**

**M/S/P Oberlander/Meinel: to take this item off the table.*

**M/S/P Oberlander/Meinel: to approve the CSM #18-05 Vreeland/Ristow: 5913-5915, 6011-6013, 6015-6017 Edward Street.*

B. TABLED CSM #19-05 OSTERBRINK/RISTOW: 5913-5915 EDWARD STREET CONDO PLAT

**M/S/P Oberlander/Meinel: to take this item off the table.*

**M/S/P Meinel/Oberlander: to approve the CSM #19-05 Osterbrink/Ristow: 5913-5915 Edward Street Condo Plat.*

C. TABLED CSM #20-05 MOSHER/K&D CONTRACTORS: NE CORNER OF LESTER STREET & KERSTEN ROAD (TOWN)

**M/S/P Meinel/Strobel: to take this item off the table.*

It was discussed that they will be filling the flood plain area in. Banholzer questioned the access. Higgins explained proposed contingencies for access restrictions along Lester Street and the west 150 feet on Kersten Road, so that the driveway was 150 feet from the intersection.

**M/S/P Meinel/Strobel: to approve the CSM #20-05 Mosher/K&D Contractors: NE Corner of Lester Street & Kersten Road (Town), contingent on no access on Lester Street and having the access on Kersten either at or further than 150 feet from the corner. Q: Strobel verified the contingency. Motion carried.*

D. TABLED REEDY BUILDERS/PLOVER RIVER LAND COMPANY – HERITAGE HILLS ESTATES FINAL PLAT REVIEW: WEST & NORTH OF 4006 HOWLAND AVENUE

**M/S/P Strobel/Meinel: to take this item off the table.*

Chris Reedy, Reedy Builders, 8904 Birch Street, was present.

Donner stated the question was where the actual eastern boundary was for the YMCA property. He talked to Lon Roberts who does legal work for the YMCA, and Robert Engelman who surveyed for the YMCA. The conclusion was that the iron that was set for the YMCA's plat of survey is the same as the western boundary line shown on Reedy's plat, which is about 14 feet west of the fence line. He is in agreement that this is the boundary. Strobel confirmed that the fence is on the Reedy property. Outlot 5 is still included in this plat. The only contingencies for the approval of the plat are the developer's agreement being signed and the payment of parkland dedication fees. There was discussion about the setbacks. Banholzer questioned Reedy if the pond will be filled. Chris Reedy stated that they are thinking about digging out the backside and letting it drain out. [Clerk's Note: Reedy noted with the clerk on 09-26-05 that he meant to say, "they might drain the pond or they might fill it in".]

****M/S/P Meinel/Banholzer: to approve the Reedy Builders/Plover River Land Company – Heritage Hills Estates Final Plat: West & North of 4006 Howland Avenue, contingent on the developer’s agreement being signed and the payment of the parkland dedication fees.***

E. CONTINUED DISCUSSION OF SIGN HEIGHT REQUIREMENTS

Higgins explained the proposed changes that were made to the sign height requirements. She stated that there was a change in the exempted signs section, in the sections that discuss the free standing signs, and the special events section. Higgins stated that the next step would be for the revised ordinance to go to public hearing at a Planning Commission meeting.

Meinel stated that he was okay with the way the height requirements were at, and that he did not want to restrict people to the 20-foot restriction. Oberlander & Banholzer agree with the 20-foot restriction. Meinel stated that this should go to Village Board for discussion and their recommendation, prior to this going to public hearing.

XI. FUTURE MEETING TOPICS

A. DISCUSSION OF ENVIRONMENTAL SENSITIVE AREA OVERLAY STUDY

Higgins stated that she needs to know if Planning Commission wants Julie Farnham of URS to come in to discuss with Planning Commission the objectives of the study. Meinel stated he thought the cost for her to come in to meet with Planning Commission is pretty expensive. Banholzer is in support to having Farnham come in. Higgins stated the other option may be to meet with Farnham during the next comprehensive plan meeting. Higgins read the dates and times that Farnham will be available. The members agreed with meeting on Wednesday, September 21st, at 7:30 p.m., at the 210 River Drive location in Wausau.

Fritz Schierl, Schierl Oil Company, 2201 Madison Street, Stevens Point, WI 54481, announced that they had a second concept plan to show the Planning Commission. Dan Rossiter, Rettler Corporation, 3317 Business Park Drive, Stevens Point, WI 54481, presented the concept plan for three buildings to be located on their property located on the western corner of Westview Boulevard and Stone Ridge Drive. He pointed out the conservatory, ANR, and ATC easements on this property. He discussed the types of businesses that will be on this property and the access points to this property. He discussed that there will be three phases to this development. He stated that they are looking at a campus-feel type development. Donner stated that staff has been working with Schierl on driveway openings with the understanding that this type of conceptual plan would be brought forward. Donner explained that this will have to come back before the Planning Commission as an overlay project, since they are proposing more than one facility on the lot there. Donner questioned what discussions they have had with Mark Hull, Putnam Capital Management. Schierl stated that discussions with Hull have been limited, because they wanted to bring us the concept plan to see how the Planning Commission members felt first. Banholzer wants to see what Hull has to say at the next meeting. The members are okay with concept.

XII. ADJOURN

**M/S/P Meinel/Strobel: to adjourn at 7:45 p.m.*

Respectfully,

Valerie R. Parker,
Recording Secretary