



THESE ARE THE MINUTES OF THE **PLAN REVIEW BOARD** MEETING HELD ON THURSDAY, **FEBRUARY 20, 2020** AT 4:30 P.M. IN THE COMMON COUNCIL CHAMBERS OF CITY HALL, 2000 NORTH CALHOUN ROAD, BROOKFIELD, WISCONSIN

MAYOR STEVE PONTO PRESIDING

MEMBERS PRESENT: Alderman Gary Mahkorn, Commissioner Lisa Chang (3 members physically present to meet quorum)

STAFF PRESENT: Planning Administrator Mike Theis, Code Enforcement Supervisor Tom Beinert, Economic Development Coordinator Todd Willis, Administration & Licensing Clerk Mary Schulz

1. Roll Call

Mayor Ponto called the Plan Review Board meeting to order at 4:30 p.m. A quorum was present.

2. Announcements

a. Approval of these items must also be given at the regular Plan Commission meeting of March 9, 2020 and the Common Council meeting of March 17, 2020.

b. The next regularly scheduled Plan Review Board meeting will be held on March 19, 2020.

3. New Business

a. Bohmann and Vick Inc: minor revision to plan and method of operation

Request of Bohmann and Vick Inc., 3170 North 126th Street, Brookfield – Tricia M. Tetzlaff, President, for approval of a minor revision to plan and method of operation allowing pavement expansion and fenced outdoor storage at 3530 North 127th Street, Brookfield. - MT

Mike Theis reported: 1. The site is zoned "I" Industrial district and located in the 124th Street Corridor Targeted Investment Area (TIA): one of eleven areas

identified in the *City of Brookfield 2035 Comprehensive Plan* that foster community reinvestment by supporting new economic development and sustainable, mixed-use redevelopment with sensitivity to surrounding neighborhoods. The adopted node plan is, *The Development Plan for Brookfield's 124th Street Corridor - 2011*. The adopted land use of the node plan is Higher Density Employment. The applicant is requesting approval of a minor revision to plan and method of operation permitting paved and fenced outdoor storage; a permitted use in the base-zoning district.

2. Pavement encroaching upon the 15' pavement setback of 127th Street will be removed as well as pavement in the southwest corner of the site. Removed pavement will be replaced with landscape. A drive aisle will be installed east of the existing building to access West Auer Avenue. A stormwater basin will be installed adjacent to the drive aisle.

3. An approximate 33,750 sq. ft. paved outdoor storage area will be installed on the south side of the building; enclosed by a chain link w/ vinyl batten fence with matching gates facing 127th Street and Auer Avenue. The gates are appropriately located no closer to the setback than the north and west walls of the existing building.

4. The applicant submitted a landscape plan depicting streetyard landscape and relying upon existing vegetation on the south property line to provide buffer strip/fence landscaping. Technical corrections and buffer landscape on the east property line are required.

5. Site Data:

Lot Area:	108,638 sq. ft.
Landscape Surface Ratio (Ex):	61.95% (15% Min.)
Landscape Surface Ratio (Prop):	42.9%

6. The applicant is in receipt of a missive detailing fire code compliance requirements dated February 12, 2020 by Fire Chief Charlie Myers.

Staff's recommendation: The applicant's proposed use is permitted in the base-zoning district and located in code compliant locations. Fence materials are consistent with City Site Development Standards and previous Plan Commission approvals. Staff recommends the Plan Commission approve a minor revision to plan and method of operation permitting paved, fenced, gated and landscaped outdoor storage subject to:

1. Statement of Operations dated February 12, 2020 by Tricia M. and Gerald L. Tetzlaff.

2. Site Plan dated January 29, 2020 by CJ Engineering revised to specify a paved outdoor storage area. (Gravel surfaces are not permitted)

3. Compliance with Fire Code requirements per a missive dated February 12, 2020 by Fire Chief Charlie Myers.

4. Landscape Plan dated February 11, 2020 by Mann Landscape and Design LLC subject to consultant plan review and technical corrections, secured with a letter-of-credit (City forms available from the Department of Community Development) equal to \$12,750.00 (\$2,550 per 1,000 sq. ft. street yard) for installation, \$2200.00 for three (3) years of maintenance (\$440 per 1,000 sq. ft. of street yard) and a three (3) year temporary landscape easement for street yard maintenance (using forms available from the Department of Community Development) all deposited with the Department of Community Development prior to issuance of a building permit (5,000 sq. ft. of street yard).

Also:

a. A landscape installation "as built" is required prior to release of the installation letters-of-credit.

5. Grading, Drainage, Erosion Control Plans and Storm Water Management Application subject to final approval of the city of Brookfield Engineering Division prior to the issuance of building permits. The developer of the project will be required to submit Items A, B, and C below before the issuance of a building permit:

A. A copy of the approved Grading and Drainage Plan, as approved by the city of Brookfield Engineering Division.

B. The bid from a contractor reflecting the cost of executing the work required on the Grading and Drainage Plan.

C. A letter-of-credit in compliance with the City letter-of-credit format deposited with the Department of Community Development. The monetary amount of the letter-of-credit shall be equal to 110% of the submitted bid. (City form available from the Department of Community Development)

D. A recertification "as-built" survey must be performed by a licensed, professional engineer or surveyor indicating that all elements of the approved Grading and Drainage Plan have been completed within tolerances as approved by Staff per the approved plan. The recertification documents must be wet stamped and signed by the professional.

E. The letter-of-credit will be released by the Department of Community Development after the recertification documents are submitted to the city of Brookfield Engineering Division and approved.

6. Payment of applicable fees to the Community Development Department prior to issuance of a building permit:

\$To Be Determined	Engineering Review Fee (\$110/Hr.)
\$To Be Determined	Unpaid Assessment/s

7. Lighting in compliance with sections 15.16.080 and 17.120.070 of the City of Brookfield municipal code.

8. Once a permit is issued by Inspection Services, the owner shall receive an occupancy permit within eighteen (18) months or the owner of the property may be subject to the penalty provisions of the Zoning Code, Section 17.100.130 or the owner shall remove construction equipment and debris from the site, fine grade and seed the site, and stabilize surface water drainage leaving the site to City Engineering Department specifications within four (4) months or the owner of the property may be subject to the penalty provisions of the Zoning Code – Section 17.100.130. (Ordinance #2134-08).

9. Plan and method of operation approval expires on March 17, 2022 unless a building permit is obtained prior thereto.

Alderman Mahkorn noted this is a procedural request. He has no problem with approving the request.

Motion by Mahkorn, seconded by Chang to approve staff’s recommendation of approval of a minor revision to plan and method of operation allowing pavement expansion and fenced outdoor storage at 3530 North 127th Street, Brookfield. Motion carried 3-0.

b. BPZ Enterprises LLC: minor revision to plan and method of operation

Request of BPZ Enterprises LLC, 2965 North Brookfield Road, Brookfield – Bart Bohne, Owner for approval of a minor revision to plan and method of operation permitting landscape plan modifications in association with hardscape and landscape improvements at 2965 North Brookfield Road. - TW

Todd Willis reported: 1. The submitted landscape plan indicates existing concrete walk along the east, front façade of the building is modified to create a continuous strip of concrete walk adjacent to the sidewalk and a resulting

continuous strip of landscaping along the building. Existing condition consists of a concrete pad from the building to the sidewalk that is flanked by two mulch beds. Request adds seven shrubs along the front of the building where none currently exist and replaces wood mulch with stone mulch.

2. The existing landscaping along the south façade of the building will be removed and replaced with an equivalent count of new shrubs and introduction of additional ground cover plantings. Wood mulch is replaced with stone mulch. Existing concrete walks and stairs will be removed and replaced with minor modifications that simplify pedestrian access to the rear parking lot to the west into a single stair set where gradual, uneven stairs currently exist.

3. Retaining walls in the project conform to City regulations.

4. Applicant is seeking a \$5,000.00 façade improvement grant for which the proposed landscape and hardscape modifications in this request represent a portion of the total property improvements eligible for reimbursement. (See attached application and EDC staff report)

5. The Engineering Division has reviewed the landscape plans and has no concerns with the proposal regarding existing utilities or easements.

Staff recommendation: The proposed modifications improve the quality of landscape plantings along North Brookfield Road, incorporate desirable improvements to hardscape conditions, and maintain adequate pedestrian access through the site. Staff recommends the Plan Review Board approve the minor revision to plan and method of operation permitting landscape plan modifications in association with hardscape and landscape improvements at 2965 North Brookfield Road.

Mr. Willis noted that the Economic Development Committee granted a portion of a façade grant to this applicant. The Economic Development Committee did recommend a \$500 deposit in lieu of a letter of credit.

Bart Bohne, Owner, appeared before the board for comments and/or questions. Mr. Bohne indicated he is the owner of Olive Promotions and wanted the property to have an upgrade. He has no problem with the \$500 deposit fee.

Motion by Chang, seconded by Mahkorn to approve staff's recommendation of approval of a minor revision to plan and method of operation permitting landscape plan modifications in association with hardscape and landscape improvements at 2965 North Brookfield Road, Brookfield subject to the applicant paying the \$500 deposit fee. Motion carried 3-0.

c. **CG Schmidt and Veit: temporary use**

Request of CG Schmidt and Veit, for approval of a temporary use permit to operate a concrete crushing operation at 555 S. Executive Drive, Brookfield.

Tom Beinert requested the item be removed from the agenda and be rescheduled to the Plan Commission meeting on March 9, 2020.

Motion by Mahkorn, seconded by Chang to adjourn the Plan Review Board meeting. Motion carried 3-0. 4:40 p.m.

Minutes respectfully submitted by Mary Schulz CAP, Administration & Licensing Clerk