



MINUTES OF AN OFFICIAL MEETING

Regular Meeting of: Plan Review Board

Date and Time: Thursday, July 22, 2021 at 4:30 pm

Location: Council Chambers, City Hall, 2000 N. Calhoun Road, Brookfield WI 53005

Members Present: Mayor Steve Ponto (Chair), Alderman Mark Nelson, Commissioner Steve Pettit

Members Excused: None

Others Present: Building & Zoning Administrator Larry Goudy, Administration & Licensing Clerk Mary Schulz

1. **Roll Call**

Mayor Ponto called the Plan Review Board meeting to order at 4:45 p.m. A quorum was present.

2. **Announcements**

- a. Approval of these items must also be given at the regular Plan Commission meeting of August 9, 2021 and the Common Council meeting of August 17, 2021.
- b. The next regularly scheduled Plan Review Board meeting will be held on August 19, 2021.

3. **New Business**

a. **House of Beauty: temporary use permit**

Request of House of Beauty/Aisha Pasha, for a temporary use permit to conduct a summer pop up event at 13831 W. Capitol Drive, Brookfield.

Larry Goudy reported:

1. The proposed event will be held Sunday, August 22, 2021 from 1:00 to 5:00 p.m.
2. Anticipated attendance is 50 people.
3. The event is a pop up sale, allowing small business owners to participate in selling their items and products to gain exposure.

4. Set up involves 10 vendors in the parking lot area. A maximum of 3 vendors will have canopy tents. The other vendors will use tables for set up.
5. A dj will be on site for music and speaking.
6. Public restroom is available in Aisha & Aaliyah's House of Beauty.
7. 33 of the parking lots 49 stalls will be available for onsite parking. The applicant is requesting permission, if necessary, to park on the property to the East, but does not anticipate the need. No parking will be permitted on Fiebrantz Drive or Capitol Drive.

Staff recommends approval subject to Police and Fire Department recommendations.

Mr. Goudy added that additional small business owners would be selling related products at the event also. He had verbal contact with the Police Department and they will be posting 'no parking' signs along Fiebrantz Drive and Capitol Drive. The only concern the Fire Department had was that they have access to the building, which will be available. The House of Beauty is the only business open on Sunday in the Triangle Plaza.

Commissioner Pettit stated concern that there would be a dj, however, as the event is from 1:00 p.m. to 5:00 p.m., he felt there would be no problems. Mr. Goudy said he spoke with the owner who assured him that the music would be at a reasonable level.

Alderman Nelson asked if there would be food at the event. Mr. Goudy stated the applicant had a much larger event in mind, but there is not enough room. The event had to be scaled back quite a bit.

Motion by Alderman Nelson, seconded by Commissioner Pettit, to approve the temporary use permit for The House of Beauty at 13831 W. Capitol Drive, Brookfield. Motion carried 3-0.

4. Adjournment

Motion by Commissioner Pettit, seconded by Alderman Nelson to adjourn the Plan Review Board meeting at 4:50 p.m. Motion carried 3-0.

MINUTES RESPECTFULLY SUBMITTED BY MARY SCHULZ, ADMINISTRATION & LICENSING CLERK