

**BROWN DEER PLAN COMMISSION
NOVEMBER 8, 2004 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by Village President Jaberg at 7:30 P.M.

I. ROLL CALL

Present: Village President Margaret Jaberg; Trustees Tim Schilz and Jeff Baker; Commissioners: John Raffensperger, Alan Nees, Rick Stone, Susan Bellehumeur, Roy Williams

Excused: Commissioner Gunnar Prawitz

Also Present: Russell Van Gompel, Village Manager; Andy Pederson, Assistant Village Manager/Community Services Director; Jesse Thyges, Planning/Zoning Specialist

II. PERSONS DESIRING TO BE HEARD

None

**III. CONSIDERATION OF MINUTES: **October 11th, 2004 - Regular Meeting and
October 25th, 2004 Joint Meeting with the
Community Development Authority****

It was moved by Commissioner Raffensperger and seconded by Commissioner Nees to approve the regular meeting minutes of October 11th, 2004. The motion carried unanimously.

It was moved by Commissioner Raffensperger and seconded by Commissioner Nees to approve the joint meeting minutes of October 25th, 2004. The motion carried unanimously, with Commissioner Bellehumeur abstaining.

IV. REPORT OF STAFF/COMMISSION MEMBERS

None.

V. UNFINISHED BUSINESS

A) Ordinance amending Chapter 7, Article 7, of the Brown Deer Village Code, to update the Off-street Parking and Off-street Loading requirements.

Mr. Thyges presented the proposed revisions to the off-street loading provisions of the code.

No action was taken.

VI. NEW BUSINESS

A) Conceptual Presentation of Professional Offices at 8650 North Deerwood Drive.

Mr. Thyges provided a brief summary of the proposal. Wade Weissmann of Deerwood Offices, LLC, presented colored elevations and the site plan to the Plan Commission.

Commissioner Raffensperger asked about the location of landscaping features and the potential restrictions related to fire department access. Mr. Weissmann discussed the potential changes to the plan.

Trustee Schilz inquired about the setback of the building from Deerwood Drive and the building height. Mr. Weissmann stated that the building would be setback approximately 25 feet, and the roof peak would be approximately 28 feet high.

Trustee Schilz asked how the site would be landscaped if the second building were not built, and also inquired about the potential for retail tenants. Mr. Weissmann stated that if the second building is not built, the area would remain in a natural state with additional landscaping being added. Mr. Weissmann also stated that professional service type businesses would be located at this site, and not necessarily retail operations.

Commissioner Raffensperger provided positive feedback on the general concept and design.

Commissioner Williams asked about the amount of traffic that would be generated by the proposal. Mr. Weissmann stated that the majority of the traffic would be employees; however a few customers would visit the site.

Commissioner Bellehumeur asked about the number of employees that would be at this site. Mr. Weissmann stated that approximately 20-25 people would be working at the site, and stated that a lot of their work also occurs off-site at a customer's location.

Mr. Weissmann briefly discussed snow removal measures for the site.

Trustee Schilz inquired about the proposal would accommodate for the grade of the site. Mr. Weissmann stated that the design depends on the final soils and bedrock report.

President Jaberg stated that it was the consensus of the Plan Commission to move forward with the proposal, with consideration being given to the North Shore Fire Department's comments about access for fire department vehicles.

B) Discontinuance of a portion of Public Right of Way that lies north of West Schroeder Drive in the NE ¼, of Section 2, T. 8 N., R. 21 E.

Mr. Thyges provided a brief summary of the proposal.

Commissioner Bellehumeur asked about the placement of a future sidewalk. Mr. Van Gompel stated that a future sidewalk would utilize the Right of Way (ROW) for Schroeder Drive, and not the ROW that is proposed to be discontinued.

It was moved by Commissioner Bellehumeur and seconded by Commissioner Raffensperger to recommend the Discontinuance of a portion of Public Right of Way that lies north of West Schroeder Drive in the NE ¼, of Section 2, T. 8 N., R. 21 E. to the Village Board. The motion carried unanimously.

C) Conceptual discussion of proposed automatic teller machine at Tri-City National Bank within the Brown Deer Commerce Center.

Mr. Thyges provided a summary of the proposal and the Police Department's comments.

Commissioner Stone asked about the setback from Bradley Road. Mr. Pederson discussed the setback standards for the B1 zoning district and also discussed Staff's research into the existing drive-up facility on site.

President Jaberg asked if there was any feedback from the property owner. Mr. Pederson stated that no feedback has been received.

Trustee Schilz stated that the proposed location of the ATM makes sense, and voiced concerns with the overall appearance of the machine.

President Jaberg stated that it was the consensus of the Plan Commission to move forward with the proposal, with Tri-City National Bank giving consideration to updating their existing signage and proposing a more aesthetically pleasing design for the ATM.

VII. Recess into Closed Session pursuant § 19.85 (1)(e) Wisconsin Statutes for the following reasons:

- (e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
 - 1. Discussion of Park Plaza Court Request for Proposals

It was moved by Commissioner Nees and seconded by Commissioner Bellehumeur to recess into closed session at 8:30 p.m. The motion carried unanimously.

VIII. Reconvene into Open Session for Possible Action on Closed Session Deliberations

It was moved by Trustee Schilz and seconded by Trustee Baker to reconvene into open session at 9:10 p.m. The motion carried unanimously.

IX. ADJOURNMENT

It was moved by Trustee Schilz and seconded by Commissioner Raffensperger to adjourn at 9:11 P.M. The motion carried unanimously.

Andrew K. Pederson,
Assistant Village Manager/Community Services Director