

**BROWN DEER PLAN COMMISSION
FEBRUARY 12, 2018 MEETING MINUTES
HELD AT THE BROWN DEER VILLAGE HALL
4800 WEST GREEN BROOK DRIVE**

The meeting was called to order by President Krueger at 6:30 P.M.

I. ROLL CALL

Present: President Carl Krueger; Trustees: Tim Schilz, Jeff Baker; Commissioners: Paul Zimmer, Ryan Schmitz, Bill Hoffmann, Jeff Jaroczynski

Also Present: Michael Hall; Village Manager; Erin Hirn, Assistant Village Manager; Matthew Maederer, Public Works Director/Engineer; Nate Piotrowski, Community Development Director; Rebecca Boyle, Village Attorney

Excused: Commissioner: Al Walters

II. PERSONS DESIRING TO BE HEARD

None

III. CONSIDERATION OF MINUTES: August 14, 2017 – Regular Meeting

It was moved by Commissioner Schmitz and seconded by Commissioner Jaroczynski to approve the regular meeting minutes of August 14, 2017. The motion carried unanimously.

IV. REPORT OF STAFF/COMMISSION MEMBERS

Mr. Piotrowski introduced new Commission member Paul Zimmer and noted that Rob Guilbert resigned. He added that Staff has received many inquiries about the two properties the Village has for sale for \$1.00 at 7600 N. Teutonia and 4740 W. Bradley Road. Commissioner Schmitz asked about the slow progress on the new gas station on N. Green Bay Road. Mr. Piotrowski noted the pace was likely due to ownership's efforts at cost savings and added that the Village could not force faster construction if all other code requirements were being followed.

V. UNFINISHED BUSINESS

None.

VI. NEW BUSINESS

- A) Review and Recommendation of modification to a development agreement with Cousins Subs, 5191 W. Brown Deer Road for the addition of a drive thru window and menu board.**

Mr. Piotrowski reviewed the business item and noted that Staff and the operator were unaware of the prohibition on the full drive-thru (outside ordering) at the location when permits were issued for remodeling.

President Krueger asked who discovered the inconsistency. Mr. Piotrowski replied that Trustee Baker identified the issue.

Trustee Schilz asked if anything could be done to fix the one way in driveway which is regularly violated. Mr. Piotrowski replied that the Village's Police department cannot enforce this issue and short of closing the opening there could still be people using that driveway as an exit.

Commissioner Schmitz asked how long the drive-thru was in operation under the new configuration and if any complaints were received. Nick Geirach, the franchisee, replied about 2.5 months and Mr. Piotrowski noted that there were no complaints during that time.

President Krueger asked if the agreement contained a one year review provision like many Village conditional use permits. Mr. Piotrowski replied that it did not but said that it could be added at the discretion of the Commission.

It was moved by Commissioner Hoffmann and seconded by Commissioner Schmitz to recommend approval of the amended Development Agreement to the Village Board with a provision of a 1 year review. The motion carried unanimously.

B) Review and recommendation of an amendment to a development agreement with Jewish Family Services (Bradley Crossing 54, LLC) to allow for a community green space/park in Phase Two of the apartment complex in the 4400 block of Village Lane

Mr. Piotrowski reviewed the item and introduced the team from Jewish Family Services and New Eden Landscape.

Commissioner Hoffman asked if parking was adequate for the new use. Mr. Piotrowski replied that parking was sufficient and detailed the various options near the site.

Commissioner Jaroczynski asked what features were included in the playground area. Rosheen Styczynski of New Eden landscape stated that there would be a play structure with a climbing feature and slide, swings and a few fitness oriented play equipment pieces for older children. A fiber mulch would form the base of the equipment area for safety.

Trustee Schilz asked about the need for berming. Ms. Styczynski replied that this was done to help define the central play space while reusing excavated material on site.

Trustee Schilz asked if there would be movie night in the proposed shelter. Ms. Styczynski stated that this is proposed and explained how it might work.

It was moved by Commissioner Zimmer and seconded by Commissioner Hoffmann to recommend approval of the Development Agreement amendment to the Village Board. The motion carried unanimously.

C) Review and Recommendation of a site plan for a new Department of Public Works (DPW) Facility at 8950 Arbon Drive

Mr. Piotrowski presented a general overview of the site plan and introduced the project architect Jon Wallenkamp, engineer Chip Leedom and Public Works Director Matthew Maederer.

Commissioner Schmitz asked for clarification about the site's traffic flow. Mr. Maederer discussed the various access points for the general public, the recycling center and Village vehicles.

Trustee Schilz asked for clarification as to fence locations. Mr. Piotrowski indicated that fencing would encircle the yard only and there would also be a fence separating the recycling center from the rest of the yard.

Trustee Baker asked about access to the recycling center. Mr. Maederer discussed the desire to operate a gate system via key card and noted that this system was not yet defined nor was the cost to residents determined.

Commissioner Jaroczynski asked why the new facility was being constructed. Mr. Maederer discussed the functional challenges related to the current facility and the repairs that would be needed for continued use. Mr. Piotrowski also noted the broader land use goals that were identified in the Village's comprehensive plan.

Commissioner Jaroczynski asked about the Village's plan for the old facility once the new building is created. Mr. Piotrowski replied that the site would be marketed for redevelopment.

Trustee Baker asked if Village vehicles will exit onto Brown Deer Road from Arbon Drive. Mr. Maederer replied that during low traffic times this would be likely however his staff is prepared to use the signalized intersection at 51st

Street.

Commissioner Hoffmann asked about the impact to wetlands and the design of the stormwater ponds. Mr. Maederer explained the function of the two stormwater areas and noted that the wetlands were delineated and the project will not impact them.

Trustee Schilz asked if the new garage will feature enough parking for all vehicles now and in the future. Mr. Maederer explained that it will accommodate all DPW vehicles along with those of Park and Recreation and Community Services. He noted there was additional space to allow for more parking in the future if a service was added. A discussion ensued as to general floor plan details of the new facility.

Trustee Baker asked about the location of the fuel island. Mr. Maederer described the location and indicated it was likely to feature the pumps and tanks from the current facility.

Commissioner Zimmer asked about the cost of the facility. Mr. Hall replied that it will be approximately 9-10 million dollars.

It was moved by Commissioner Hoffmann and seconded by Commissioner Schmitz to recommend approval of the site plan to the Village Board. The motion carried unanimously.

VII. ADJOURNMENT

It was moved by Commissioner Schmitz and seconded by Commissioner Jaroczynski to adjourn at 7:35 P.M. The motion carried unanimously.



Nate Piotrowski, Community Development Director