VILLAGE OF PEWAUKEE  
PLAN COMMISSION MINUTES  
July 12, 2018

1. **Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call**  
President Knutson called the meeting to order at approximately 7:00 p.m. The Pledge of Allegiance was recited and a moment of silence followed.

Roll Call was taken with the following Plan Commission members present: Comm. Eric Rogers, Comm. Jim Grabowski, Comm. Cheryl Mantz, Comm. Joe Zompa, Trustee Craig Roberts, and President Jeff Knutson.

Also Present: Mary Censky, Village Planner; Tom Schmitzer, Village Attorney, Tim Barbeau, Village Engineer; Scott Gosse, Village Administrator; and Cassie Smith, Deputy Clerk/Treasurer.

2. **PUBLIC HEARING**  
   
a. **On the Conditional Use Grant request of applicant/property owner Rainer Paris to install a six (6) foot tall opaque fence with zero (0) foot offset from both of the side lot lines and from the rear lot line where Code minimum calls for ten (10) foot side and twenty-five (25) foot rear yard offsets. The property is located at 214 Park Avenue. The property is Zoned R-5 Single-Family Residential.**  
   Ellen Sullivan @ 123 Lake Street – Ms. Sullivan stated she would like to see the property survey.  
   Kerry Conley @ 210 Park Ave – Ms. Conley stated she is on the side of this property and would like more specific information and how this may impact her property.

   b. **On the Conditional Use Grant request of applicant Dr. Tad Diciaula d/b/a Chiropractic and Wellness on Pewaukee Lake to raze/replace the existing building at 221 W. Wisconsin Avenue with a new construction 4,872 sq. ft. chiropractic clinic use. The property owner is Pewaukee Land Co. LLC. The property is zoned B-2 Downtown Business District.**  
   Steve Conley @ 210 Park Ave – Mr. Conley stated he is concerned about parking being sufficient for this use.

3. **Citizen Comments**  
None.

4. **Approval of Minutes**  
   
a. **June 14, 2018 Minutes**  
   Comm. Grabowski moved, seconded by Comm. Roberts to approve the June 14, 2018 minutes as presented.  
   Motion carried 6-0.

5. **OLD BUSINESS**  
   
a. **Review, discussion and possible approval of the Building, Site and Operational Plans as proposed by Summit Credit Union (in c/o Jeremy Eppler) to construct a 3,672 square foot, 1-story, financial institution building, and including drive-through teller facilities, on Lot 4 of the Shops at Meadow Ridge PUD development located at the southeast corner of Meadowcreek Dr. and Capitol Dr., just east of 1400 Capitol Dr. The property is zoned B-1 (PUD), Community Business with Planned Unit Development. Property owner is Meadow Ridge Shops LLC.**  
   Planner Censky stated this item is returning from last month. The applicant has addressed the Commissions concerns from last month as to, for instance, architecture, color scheme, and roof details. New architectural designs were presented spontaneously by the applicant which, the Planner noted, have not been seen by any of staff to this point but which appear to warrant consideration as another substantial improvement over even the latest set submitted prior to this meeting. The brick columns in the drive through were discussed; generally Commissioners want the brick up high on all the columns. The Planner’s recommendations are the same as last month and Censky stated that if the lighting would change due to the very new architectural design, it could be reviewed/approved at staff level if the Commission is in favor. Engineer Barbeau stated the applicant has taken care of his concerns. Comm. Grabowski stated the building is not typical but he likes the new
The applicant responded to Comm. Mantz stating the brick on the columns is stepped up due to the roof element. The Commission discussed the brick on the columns and the applicant stated that they could keep the brick going all the way up and leave just a real small gap to the ceiling in the drive through canopy. Comm. Grabowski stated that he is on board and likes the modern look. Trustee Roberts stated that the red brick (vs gray/black) harmonize the building better but, he is wondering about the metal roof, that is a challenge. Comm. Zompa stated he is ok with the roof because it blends in with other buildings and he is ok with the height of the brick too.

Comm. Grabowski moved, seconded by Comm. Mantz to approve the Site and Operational Plans as proposed by Summit Credit Union (in c/o Jeremy Eppler) to construct a 3,672 square foot, 1-story, financial institution building, and including drive-through teller facilities, on Lot 4 of the Shops at Meadow Ridge PUD with the following recommendations:

1) All documents related to the underlying PUD plan and approval shall be finalized and recorded if/as necessary prior to issuance of any permit for construction of the buildings;
2) The eifs bands, and any other undesignated building material descriptions on the elevations, shall be properly labeled and the updated sheets reviewed/approved by Village Staff prior to permit issuance;
3) The drive-through area support poles shall be brick (vs steel) nearly to the top of each support post, a small length of beam being left as would match the most easterly post;
4) All HVAC, utility appurtenances, secondary power supply equipment, and ...similar, shall be fully screened from the surrounding view - plans for same being subject to review and approval by Village Staff prior to issuance of building permit(s);
5) The issuance of a building permit for this building shall be further controlled as provided for in the Development Agreement and related documents underlying the PUD.
6) Inclusion of benchmark information on the plans.
7) Resolution of locational changes to the sanitary sewer main, sanitary manhole and sewer and water laterals.
8) Drive thru columns must have brick going almost to the roof.
9) Final exterior building/site lighting can be reviewed/approved by staff prior to issuance of occupancy permit.

Planner Censky clarified, as to the metal roofing, the part of the code that talks about limiting the use of metal refers to the exterior wall materials -the roofing section doesn’t explicitly say no metal roofs allowed. Planner Censky affirmed that the roofing materials proposed do comply with our design standards.

Motion carried 6-0.

b. Review, discussion and possible approval of the Sign Code Waiver request by Summit Credit Union (in c/o Jeremy Eppler) seeking approval to place wall signs in excess (by quantity and size) of the limits set forth by Code, in support of their proposed financial institution building project on Lot 4 of the Shops at Meadow Ridge PUD development located at the southeast corner of Meadowcreek Dr. and Capitol Dr., just east of 1400 Capitol Dr. The property is zoned B-1 (PUD), Community Business with Planned Unit Development. Property owner is Meadow Ridge Shops LLC.

Planner Censky stated the new signage brought to the Plan Commission is less total wall space than the one last month. The applicant is looking at two wall signs on one street front; one sign is 16 sq.ft. and the other is 76.5 sq.ft. Trustee Roberts stated he has no issues. Comm. Zompa stated he has no issues. Comm. Rogers stated they always look at the relativity of the sign to the building and this is proportionate.

Trustee Roberts moved, seconded by Comm. Zompa to approve the Sign Code Waiver request by Summit Credit Union. The sign sizes are 16 sq.ft and 76.5 sq.ft. with the following conditions:

1) The applicant acknowledges that they will forgo any future wall signage on the north or south facing building elevation as a part of this sign plan request;
2) Applicant to secure all necessary permits prior to installing the signs.

Motion carried 6-0.

c. Review, discussion and possible approval of the Conditional Use Grant request of Chick-fil-A, Inc. (in c/o Joseph Vavrina) seeking approval to construct and operate a dine-in and drive-thru restaurant, approximately 4,900 sq. ft. in area, on Lot 2 of the Shops at Meadow Ridge PUD development located at the southeast corner of Meadowcreek Dr. and Capitol Dr., just east of 1400 Capitol Dr. The property is zoned B-1 (PUD), Community Business with Planned Unit Development. Property owner is Meadow Ridge Shops LLC.
Planner Censky stated this item is returning from the June, 2018 meeting. The applicant has made changes and a plan copy was in the packet. The applicant has added awning features at the roofline and she stated that the awning height is rather tight to the underside elevation of the tower features soffits. She suggested the features be spread apart a bit more so the roofline doesn’t look so busy. Comm. Zompa stated he agrees with Censky and stated if they raise the tower heights a bit or lower the parapet wall height to break up the features; that may help. Trustee Roberts stated the increase of the natural stone in the wall elements is a nice improvement. The applicant stated they looked at raising the tower elements but it makes the building too tall, their preference to create separation would be to bring the parapet elevations down. Planner Censky stated she talked with a design architect and they stated they mutually agreed that a 50 yard sightline for rooftop elements to be screened is a reasonable standard. The Commission talked about dropping the awning height, lowering the parapets and raising the towers; the Commission decided that the final approval could be done at staff level. Twenty four inches of separation is what the Commissioners agreed would be a good target.

Comm. Grabowski moved, seconded by Comm. Mantz to approve the Conditional Use Grant request of Chick-fil-A, Inc. (in c/o Joseph Vavrina) to construct and operate a dine-in and drive-thru restaurant with the following recommendations:

1) Recording of the Conditional Use Grant prior to the issuance building permits to start construction on this project;
2) Any substantiated adverse material impacts upon the surrounding area or the community as a whole arising out of the conduct of this use (including for instance but not necessarily limited to noise, traffic, litter, loitering, obstructing the public way, ...) shall be the responsibility of the applicant to correct timely upon notice from the Village or the terms of this use approval may be subject to modification and/or termination at the Village’s discretion in accordance with Section 40.154(e) of the Land Development Code;
3) All documents related to the underlying PUD plan and approval shall be finalized and recorded if/as necessary prior to issuance of any permit for construction of the building;
4) The roof and door of the storage area adjacent to the dumpster enclosure must be color and material matched to the main building;
5) All architectural features/facets of the building, including in the rooftop area entirely, that are visible to the surrounding view from within 50 yards, shall be finished using the same materials and colors as those used on the outward facing walls of the building. If there is an external access-way onto the rooftop, it should have a closeable door as to prevent a view into the rooftop area when the rooftop is not being accessed.
6) Along the west building wall from the south edge of the drive through window and extending south to the southwest corner of the building should be treated with foundation landscape plantings instead of sidewalk;
7) All HVAC, utility appurtenances, secondary power supply equipment, and ...similar, shall be fully screened from the surrounding view - plans for same being subject to review and approval by Village Staff prior to issuance of building permit(s);
8) The issuance of a building permit for this building shall be further controlled as provided for in the Development Agreement and related documents underlying the PUD.
9) The plan to create the 24 inch +/- separation between the bottom of the tower soffit and the top of the wall/awning features to be approved at staff level.

Motion carried 6-0

6. NEW BUSINESS –

   a. Review, discussion and possible approval of the Conditional Use Grant request of applicant/property owner Rainer Paris to install a six (6) foot tall opaque fence with zero (0) foot offset from both of the side lot lines and from the rear lot line where Code minimum calls for ten (10) foot side and twenty-five (25) foot rear yard offsets. The property is located at 214 Park Avenue. The property is Zoned R-5 Single-Family Residential.

Planner Censky stated the applicant is proposing a fence that is over 4.5’ tall with offsets not being met. Because he has a substandard lot in the R-5 District he’s eligible to request relief through the Plan Commission under a CUG. The specific type of fence has not been determined as of yet but a couple of design options were given. Censky read her recommendations. Planner Censky responded to Trustee Roberts stating that the current fence is a shorter and open style fence. Comm. Grabowski stated that a certified survey definitely has to be done before approval. Comm. Mantz read the code 40.422 and stated she likes the wooden slip fence options more than the others. Trustee Roberts asked what the space between the neighbor’s house and the fence would be. The neighbors responded stating, if the fence was put up
they wouldn’t be able to use their windows along the fence. President Knutson stated he is not comfortable with a 2’ 6” separation from the neighbor’s house to the fence. Comm. Grabowski stated that he spoke to the resident on the other side of the applicant’s house and that neighbor has no problem with the fence. President Knutson stated he is not okay with having zero offset. Trustee Roberts stated he doesn’t think they should act until the certified survey has been completed.

Comm. Grabowski moved, seconded by Comm. Zompa to table this item until the August meeting.
Motion Carried 6-0.

b. **Review, discussion and possible approval of the Conditional Use Grant request of applicant Dr. Tad Diciaula d/b/a Chiropractic and Wellness on Pewaukee Lake to raze/replace the existing building at 221 W. Wisconsin Avenue with a new construction 4,872 sq. ft. chiropractic and wellness services use. The property owner is Pewaukee Land Co. LLC. The property is zoned B-2 Downtown Business District.**

Planner Censky stated that the applicant is requesting to raze the existing structures onsite in favor of constructing a 4,872 sq.ft. building. Censky read her recommendations and provided background explanations. Censky noted the offsets and building setback are less than required and the parking requirements call for 16 stalls and the applicant proposes 13 stalls. Planner Censky stated she would like to add to the recommendations that the exterior lighting can be approved at staff level. Planner Censky responded to Comm. Rogers stating that the parking stalls are 9’ wide. Censky stated the landscaping plan is good; she suggests they add an additional tree between the railroad track and the parking and some plantings between the parking and the sidewalk. Censky and the applicant responded to Comm. Mantz stating there will be planters in front of the building and 4’ of private hardscape. Planner Censky stated that the signs will need a waiver. Censky stated the lighting appears to be within code and stated the property is located in the TIF district. Engineer Barbeau stated the applicant will need to address the water and sanitary sewer that runs under the building. The applicant has been working with the Director of Public Works, Dan Naze. Trustee Roberts stated this property is challenging and he is happy to see the building being razed and a new building put in. He believes the Commission needs to be open to the modest points of relief requested from dimensional standards. Comm. Grabowski stated he loves the new building design and wants to keep good businesses like this in Pewaukee. Comm. Zompa stated the building is fine. Comm. Rogers stated he has no problem with the building and stated he would like to see planters on site. Trustee Roberts addressed the supports coming out on an angle and stated they could be a problem. Comm. Mantz stated that if they put planters where the poles were it would be less of a hazard. The applicant showed the materials for the building. President Knutson stated that when he saw the building he was impressed and he loves the design. Comm. Mantz stated she loves the building as well.

Comm. Grabowski moved, seconded by Comm. Zompa to approve the Conditional Use Grant request of applicant Dr. Tad Diciaula d/b/a Chiropractic and Wellness on Pewaukee Lake to raze/replace the existing building at 221 W. Wisconsin Avenue with a new construction 4,872 sq. ft. chiropractic and wellness services use with the following recommendations:

1) Applicant to provide, for Staff review and approval, the final materials samples/color specifications board(s);

2) Revised plan submittal for Staff review and final approval containing the following:
   a. Parking stall dimensions additions/corrections;
   b. Parking area modifications, if necessary/possible, to meet the Code specified minimum internal lot landscaping requirement of 10%;
   c. Landscape plan modifications to include a narrow (and short) planting/screening area between the sidewalk and parking area, and to add a large canopied, deciduous shade tree in the greenspace north of parking stall #4;
   d. On the south and east building elevations, no distinguishing architectural break in the stories of the building is provided. To be consistent with the Downtown Design Guidelines, the applicant shall modify the plans to create an architectural break on these elevations and in turn also reducing the visual effect of full length vertical siding.

3) Village Engineer review and approval of all utilities, grading, drainage, right of way modifications, erosion control, storm water management, and any other plans as may be deemed necessary prior to issuance of a building permit;

4) No part of the porch/deck overhang or it’s supporting structure shall extend over the public right-of-way at any point;

5) All HVAC equipment shall be fully screened from the surrounding views, as well as all utility service appurtenances such as meters, boxes,... any sort including back-up power systems, and similar. The plans for screening of these things shall be subject to review and approval by Village Staff prior to issuance of the building permit.
permit;
6) Sign permits shall be applied for attendant to each sign, appropriate fees paid and permits issued prior to sign
installation;
7) To the extent that the backside of any rooftop or parapet features of the building are visible from the
surrounding view when 50 yards or less away from the building, those elements shall be finished in the same
materials as the outward facing wall/roof finishes as to ensure the effect of 4-sided architecture;
8) Preparation of site civil plans and incorporation of any staff review comments thereon.
9) Plans related to the abandonment of the existing sanitary sewer main that would be located under the
proposed building and a new connection/grinder pump and force main to serve the park building.
10) Developer’s Agreement and Letter of Credit for improvements in Wisconsin Avenue.
11) Final lighting, planters, and landscaping approval at staff level.

Motion Carried 6-0.

c. Review, discussion and possible approval of the Site Plan/Plan of Operations request of Ricardo Araujo, DDS
d/b/a Small World Children’s Dentistry and in c/o contractor Design 2 Construct, to construct a new dental
office building on the vacant lot located on George Towne Drive immediately north of the existing Aldi’s at
1201 George Towne Drive and immediately west of the new construction Children’s Hospital Pewaukee
Pediatrics at 1215 George Towne Drive. The property is owned by GJM Construction LLC. The property is
Zoned B-3 Office and Service Business.

Planner Censky stated this project is not a “clinic” by definition under our by our Code but rather a professional office-
dental, a use permitted in the B-3 District. The building materials and architectural design as presented are Code compliant
and there are no exceptions requested. The proposed 26 parking stalls and the overall site green space is more than
required. The dumpster enclosure is code compliant as to design and location and some plantings to screen it are
appropriately placed. Engineer Barbeau stated the land drops off going south to north. The lower level exposure of the
building fits well into the site grade. There are currently sewer and water mains available close-by to serve this site. Village
Engineer Barbeau expressed concerns about the parking lot slope which could result in a slippery spot/slope and trouble
with parked vehicle doors swinging open. Barbeau talked with the applicants engineer and asked if they could flatten out
the parking lot and extend the east parking lot back up area bit to accomplish this. He also suggested that the parking stall
by the dumpster be taken out due to how tight it would be for backing out. Comm. Zompa and Trustee Roberts stated they
think this is a nice building. Comm. Grabowski stated the property is now vacant; it looks good as long as the slope of the
parking lot is addressed. Comm. Rogers stated he is ok with the building and thinks the parking spaces should be okay,
even the tight one if it’s for employee parking, with three doctors in practice. The applicant stated they would like to leave
the stall by the dumpster for employee parking to keep as many stalls as possible.

Trustee Roberts moved, seconded by Comm. Zompa to approve the Site Plan/Plan of Operations request of Ricardo
Araujo, DDS d/b/a Small World Children’s Dentistry with the following recommendations:

1) Revised plan submittlal for Staff review and final approval containing the following:
   a. Parking stall dimensions corrections and addition of backing area needed as described above;
   b. Parking area modifications if necessary to meet the minimum internal lot landscaping requirement of
      10%;
   c. Retaining wall (and safety rail if determined necessary) details including materials, colors and
      design/construction specifications;
   d. Flattening of the parking lot slope satisfactory to the Village Engineer as to revised design.
2) Village Engineer review and approval of all utilities, grading, drainage, erosion control, storm water
    management, and any other plans as may be deemed necessary prior to issuance of a building permit;
3) All HVAC equipment shall be fully screened from the surrounding views, as well as all utility service
    appurtenances such as meters, boxes,… any sort including back-up power systems, and similar. The plans for
    screening of these things shall be subject to review and approval by Village Staff prior to issuance of the building
    permit.
4) Inclusion of benchmark information on the plans.
5) Extension of the back out area on the north end of the east parking lot to be sure cars can safely back out of the
    stalls and exit;
6) Inclusion of approximate radii around curbs on the site plan.
Motion carried 6-0

7. **Citizen Comments**
   None.

8. **Adjournment**
   Comm. Rogers moved, seconded by Comm. Grabowski to adjourn.
   Motion carried 6-0.

Meeting adjourned at approximately 8:36 p.m.

Respectfully Submitted,

Cassie Smith
Deputy Clerk/Treasurer