

**VILLAGE OF PEWAUKEE  
PLAN COMMISSION MEETING  
November 12, 2015**

**1. Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call at 7:00 p.m.**

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 present: Comm. Craig Roberts, Trustee Joe Zompa, Comm. Shane Levielle, Comm. Chris Bernauer, Comm. Tom Reilly, Comm. Eric Rogers, and President Jeff Knutson.

Also Present: Scott Gosse, Village Administrator; Mary Censky, Village Planner; Tim Barbeau, Village Engineer; Ronald English, Village Attorney; Chaz Schumacher, Interim Clerk-Treasurer.

**2. PUBLIC HEARING**

- a. *On the Conditional Use Permit request of prospective business owner/operator Jon Zimmerman in c/o Architect Christopher Wenzler of Briohn Design Group, LLC to construct a 4,524 square foot building for drive-thru carwash use (one lane drive-thru carwash plus related office and mechanicals spaces) on a 1.5 acre tract of vacant land to be split off from a larger parcel within the Meadow Creek Market PUD area and located approximately at the northwest corner of Capitol Drive and Willow Grove Drive and north thereof – keeping west and south of the private internal roads.*

There were no public comments

**President Knutson closed the public hearing at approximately 7:03 p.m.**

**3. Citizen Comments**

There were no citizen comments

**4. Approval of Minutes of the Regular Meeting on October 8, 2015**

**Comm. Rogers moved, seconded by Comm. Roberts to approve the October 8, 2015 minutes as presented. Motion carried 5-0, Trustee Zompa and Comm. Bernauer abstained.**

**5. NEW BUSINESS**

- a. *On the Conditional Use Permit request of prospective business owner/operator Jon Zimmerman in c/o Architect Christopher Wenzler of Briohn Design Group, LLC to construct a 4,524 square foot building for drive-thru carwash use (one-lane carwash plus related office and mechanicals spaces) on a 1.5 acre tract of vacant land to be split off form a larger parcel within the Meadow Creek Market PUD area and located approximately at the northwest corner of Capitol Drive and Willow Grove Drive an north thereof – keeping west and south of the private internal roads. (Property zoned B-1/PUD, applicant Jon Zimmerman in c/o Architect Christopher Wenzler of Briohn Design Group, LLC)*

Planner Censky began the discussion stating the property is subject to two tiers of regulations, the first regulation due to its B-1 zoning designation and the second regulation being the Meadow Creek Market PUD. She explained in the B-1 zoning allows automotive services through the conditional use grant process at the Plan Commission level. It was interpreted by staff and the Village attorney that carwashes could be considered as an automotive service. The PUD, she noted, requires additional approval for automotive services at the Village Board level. Censky stated the request is for an approximate 1.5 acre tract of land to be used as a single lane drive-thru carwash. She explained the

mechanics of the request stating traffic would move one way in a circular pattern with vehicles entering at the south driveway and exiting via the north. She stated the site would have to be well run to operate smoothly which the applicant has experience as they currently operate a Jilly's carwash in Elm Grove. The applicant anticipates approximately 300 cars daily and can 10 cars moving between entry/exit at a time.

The applicant, John Zimmerman, stated the facility can process approximately 70 cars and hour. He notes the average entrance to exit duration of the carwash takes approximately three minutes. President Knutson asked how many cars can be inside the carwash at a time. Zimmerman stated there can be six.

Comm. Reilly inquired if other services were offered. The applicant stated the customer pays for the carwash; there are free vacuums at the end as well as free towels, Armor all, Windex, and carpet cleaner. Censky stated vehicles would come in the south end, circle through the wash, come out and either make a switchback turn south within the site to use the extra services or exit onto the road.

Planner Censky stated the use is relegated to the conditional use status due to potential adverse impacts. She stated there will be no visible HVAC equipment, other utility locations have not been finalized and she requested the Commission include it as a condition subject to staff approval. She stated there is a potential adverse noise impact due to the north and south doors not always being closed. When they are open you will hear the noise from the blower motors and the equipment in the wash. Censky stated that within 350 feet there is property zoned/used as residential in nature. She requested the applicant provide expert information as to the potential noise levels and how it could impact the residents to the north. Censky encouraged the applicant to have an expert come in and present his findings on this potential issue. The applicant did so.

Planner Censky discussed the potential for vehicles backing up into the roadway or the Menard's parking lot if there are more than thirteen cars in the queue. She stated the applicant represents that the location is always staffed by at least two employees. The applicant has indicated the staff will ensure traffic flows properly. Censky stated the vacuums are only for clients to use after a wash. She explained the facility's pressurized air/vacuum systems will be located in the dumpster site with the enclosure being 8' feet high instead of the typical 6' high so that these items are not visible from outside the enclosure. The applicant stated it's a centralized air system so there is one area where it is created/collected.

Planner Censky stated there is a sound engineer present to discuss the proposed project and potential noise implications of the equipment being used on the inside and outside of the proposed building.

Planner Censky stated the proposed wall signage and the proposed free standing sign appear generally to comply with the zoning code and may be approved at staff level unless the applicant seeks some sort of waiver or modification.

Censky stated the proposed landscaping is compliant with the code requirements with the continuation of street trees and some attention to breaking up the view within the 10' to 20' setback area. She is requesting an 18" to 20" berm be added along the street front. Censky stated the applicant is also opting to use gray and charcoal colors for the vacuums, trash receptacles and caddies, rather than bright colors.

Planner Censky stated the Commission will need to determine if this is an appropriate use of this location, and whether the potential adverse impacts, if any are deemed to be sufficiently manageable by the building and operating plans presented. She reviewed her list of recommended conditions to attach if the Commission is inclined to approve the request. Discussion followed.

Planner Censky inquired into the wetlands delineation and the date it was approved. She stated DNR or Army Corps may need to approve an operation in such close proximity to the wetlands and assure that the dates of delineation are sufficiently current.

Village Engineer Barbeau stated the water and sewer services will need to be extended from the southeast corner of the lot. The lot itself gently slopes from front to back with the building higher up. He stated the plans do accommodate with storm water system in the development. Barbeau stated his concern of vehicles attempting to drive against traffic internally on the site. He stated if there are issues with the traffic backing up, the Village will hear about it. Discussion followed.

The applicant explained the queuing process stating it's a sophisticated computerized queuing system. The applicant discussed the merge point from the multiple lanes into the single lane drive-thru. Discussion followed.

Comm. Bernauer stated he is not concerned with lines for the vacuums backing up as that would be a business issue; he is concerned with the level of noise. President Knutson asked what type of compressor would be used. A member of the applicants design team stated it's a turbine that creates air movement and the noise level would depend on the number of units using it. Discussion followed.

President Knutson stated the applicant will need to submit the wetland delineation report to Planner Censky.

**Comm. Rogers moved, seconded by Comm. Bernauer to approve the Conditional Use Permit request as presented with the following conditions:**

- 1. Applicant to provide a color rendering of the building elevation(s) which provides the manufacturers name/specification (and describes the exterior visual color qualities) of all the exterior materials including for instance all walls, windows, doors and roofing for inclusion or reference in the Conditional Use document;**
- 2. Final HVAC and exterior utilities facilities/equipment location and screening plans shall be subject to review and approval by Village staff prior to placement of any such facilities or equipment on the site;**
- 3. Applicant shall submit a written report from a recognized sound/acoustics expert describing in detail satisfactory to both the Village Board and Planning Commission the noise implications of this use within its surroundings and at various specific distances therefrom at this location and based upon the design/equipment features of this specific project as presented, and Planning Commission and Village Board acceptance of the presented findings;**
- 4. Applicant to produce written certification from SEWRPC that the past field delineations of wetland and environmental corridor as represented on this plan remain valid through the present time and that the proposed development plan satisfies any required setback, offset, or other protection measures they may have beyond the Village's authority;**
- 5. Provision within the Conditional Use permit that any substantiated, material adverse impacts (such as, for instance, but not limited to noise, lighting/glare, traffic, litter, loitering, public safety and similar) upon the surrounding area and/or Village as a whole as**

- a result of this use shall be the responsibility of the applicant to correct timely upon notice from the Village and failure to do so may result in the Village initiating action to rescind or modify the conditional use permit as necessary to mitigate such adverse impacts;
6. Applicant to incorporate an undulating berm into all of the greenspace setback areas between the private internal drive and the new construction 12" to 18" in varying height to further the screening/visual breakup of the service facilities being located at the front of the building;
  7. Signage shall be subject to issuance of a sign permit(s) by Village staff prior to any sign placement or installation on the site, and shall be Code compliant and located in the areas as generally shown on the plans submitted herewith, the freestanding sign being setback not less than 10' from all lot lines;
  8. Provision within the Conditional Use permit that this is a single use/tenant occupancy building unless the Planning Commission shall first review and authorize any future plans to modify or add use(s) or tenants;
  9. Hours of operation shall be limited to Monday through Friday 6 a.m. to 9:30 p.m. with the actual carwash, vacuum and compressed air facilities being limited to 6:30 a.m. to 9 p.m. Saturday hours shall be limited to 6 a.m. to 9 p.m. with the actual carwash, vacuum and compressed air facilities being limited to 6:30 a.m. to 8:30 p.m. Sunday hours shall be limited to 7 a.m. to 8 p.m. with the actual carwash, vacuum and compressed air facilities being limited to 7:30 a.m. to 7:30 p.m.;
  10. During closed hours, all equipment related to the blowers, vacuums compressed air,... shall be powered off and the lighting within the flyover arms at the vacuum stations shall be shut off; and
  11. Prior to concurrent approval and recording of the certified survey map against/upon which this site plan is based.

**Motion carried 7-0.**

- b. *Review and Recommendation to Village Board on Proposed Certified Survey Map to Create a 1.5169 Acre Parcel within the Meadow Creek Market Planned Unit Development (Property zoned B-1/PUD, applicant Jon Zimmerman in c/o Architect Christopher Wenzler of Briohn Design Group, LLC)*

Planner Censky stated this is a straightforward survey map, splitting a smaller parcel (i.e. 1.5 acres) from a larger parcel, with the remnant parcel size being 44.2093 acres. Both lots 16 (the new lot) and 17 (the remnant) are compliant with the B-1 zoning district. Censky did note that the map does not have the wetland delineation dates on it or the date accepted by the DNR. Discussion followed.

**Trustee Zompa moved, seconded by Comm. Roberts to approve the CSM as presented with the following conditions:**

1. Village Engineer review and approval of all documents comprising the CSM as to technical accuracy, adequacy and closure in the legal description(s) prior to signatures and document recording;
2. Village Attorney review and approval of all documents attendant to this CSM for adequacy and form (including any required easements or supporting written agreements as may be required) prior to signatures and document recording;
3. Applicant to produce written certification from SEWRPC or DNR that the field delineations of wetland and environmental corridor as represented on this map remain valid through the present time.

**Motion carried 7-0.**

- c. *Review and Recommendation to the Village Board on Rezoning Request for 1035 Cecelia Drive to Amend the Comprehensive Land Use Plan from Single-Family Residential to Community Commercial (Property zoned R-5 Single Family Residential, applicant Steve Sobieski)*

Planner Censky presented this request, identifying the property proposed as well as two adjacent properties for possible inclusion. She stated the prospective buyers are looking at the property as a potential office/business property. Censky stated to look at the one property without looking at the surrounding properties is a narrow approach to land use planning. Censky stated there are two issues to address, first is the parcel the applicant has in mind ready/ripe to be zoned as B-3 Office and secondly is the Commission ready to address the surrounding parcels, (i.e. does the Commission see something different from residential uses). She reminded the Commission the current use is allowed indefinitely including the property owner's right to rebuild; even if the land use or zoning designations are changed from residential. Censky stated that specific building/use plans are not required for a rezoning request.

Trustee Zompa stated the request was specific to 1035 Cecelia Drive and the Commission should not discuss the surrounding parcels. Discussion followed.

**Trustee Zompa moved, seconded by Comm. Roberts to approve amending the Comprehensive Land Use Plan from Single-Family Residential to Community Commercial for 1035 Cecelia Drive as presented. Motion carried 7-0.**

- d. *Review and Recommendation to Village Board on Rezoning Request for 1035 Cecelia Drive to rezone the property from R-5 Single Family Residential to B-3 Office and Service Business (Property zoned R-5 Single Family Residential, applicant Steve Sobieski)*

**Trustee Zompa moved, seconded by Comm. Roberts to approve the rezoning request for 1035 Cecelia Drive from Single-Family Residential to B-3 Office and Service Business. Motion carried 7-0.**

#### **6. Citizen Comments**

There were no citizen comments

#### **7. Adjournment**

**Comm. Rogers moved, seconded by Trustee Zompa to adjourn the November 12, 2015 Plan Commission Meeting. Motion carried 7-0.**

**Meeting adjourned at approximately 8:25 p.m.**

Respectfully submitted,

Chaz M. Schumacher  
Interim Clerk-Treasurer