



CITY OF GLENDALE
5909 North Milwaukee River Parkway
Glendale, Wisconsin 53209

The Plan Commission Meeting Will be In-Person.
Attendance via ZOOM virtual meeting is available as well.

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AGENDA—PLAN COMMISSION MEETING

Tuesday March 7, 2023
6:00 PM.

*Members: Chairman and Mayor Bryan Kennedy, Alderman Phillip Bailey,
Amanda Seligman, Shauntay Nelson, Fredrick Cohn, Shawn Storey,
Traci Jean Storey, and Ryan Attwood (Alternate)*

1. Roll Call and Pledge of Allegiance.
2. Adoption of Minutes of Meetings February 7, 2023.
3. Public Hearings
Zoning Map Amendments
 - a) Sprecher
Zoning Text Amendments
 - b) Home Occupation
 - c) S-1
 - d) C-1
4. New Business:
Business Use Approvals:
 - a) Tropical Smoothie
 - b) Capital Business Suite
 - c) David Hobbs – Van Horn
 - d) Kalm Wellness Services
Site Plan and Architectural Review
 - e) Strattec
Zoning Map Amendment
 - f) Meta House

Next Meeting Date:

g) Next Plan Commission Meeting 6:00 p.m., Tuesday, April 4, 2023.

h) Adjournment.

The Regular Plan Commission Meeting is NOT a meeting of the Glendale Common Council. Although a majority of Council Members may be present, Council action will not take place.

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities.

CITY OF GLENDALE, WIS. — PLAN COMMISSION

February 7, 2023

Regular meeting of the City of Glendale Plan Commission convened in the Glendale City Hall Council Chambers, 5909 North Milwaukee River Parkway, and via Zoom.

The meeting was called to order by Mayor Kennedy at 6:00 p.m.

Roll Call: Present: Mayor Bryan Kennedy, Alderman Phillip Bailey, Commissioners, Shawn Storey, Fred Cohn, Traci Storey, and Amanda Seligman.

Absent: Shauntay Nelson, Ryan Atwood.

Other Officials Present: John Fellows, Director of Community Development; Ken Smith, Planner.

In accordance with the Open Meeting Law, the North Shore NOW, the City's official newspaper, was advised on Thursday February, 2 2023 of the date and time of this meeting, the agenda was posted to the official bulletin board of City Hall, the Glendale Police Department, and the North Shore Library; that copies of the agenda were made available to the general public in the Municipal Building and the Police Department, and those persons who requested were sent copies of the agenda.

PLEDGE OF ALLEGIANCE.

The Members of the Plan Commission, City staff, and all those present pledged allegiance to the flag of the United States of America.

MATTERS TO BE CONSIDERED.

Adoption of Minutes of the December 6, 2022 Plan Commission Meeting.

Motion was made by Commissioner Shawn Storey, seconded by Commissioner Alderman Bailey, to adopt the minutes from the December 6, 2022 Plan Commission meeting. Motion carried 5 in favor, none opposed, with Commissioner Cohn abstaining.

Adoption of Minutes of the January 3, 2023 Plan Commission Meeting.

Motion was made by Commissioner Shawn Storey, seconded by Commissioner Alderman Bailey, to adopt the minutes from the January 3, 2023, Plan Commission meeting. Motion carried unanimously.

NEW BUSINESS:

A. Discussion and consideration of business use approval for Ms. Sarah O'Shea's Good Land Fitness, LLC, at 7020 N. Port Washington Rd. Ste. 200, in a B-4 Office-Research-Service Business District, Tax Key Number 1288007000.

Motion was made by Commissioner Cohn, seconded by Commissioner Shawn Storey, to grant a business use approval for Ms. Sarah O'Shea's Good Land Fitness, LLC, at 7020 N. Port Washington Rd. Ste. 200, in a B-4 Office-Research-Service Business District, Tax Key Number 1288007000. Motion carried unanimously.

CITY OF GLENDALE, WIS. — PLAN COMMISSION

February 7, 2023

Appearance: Sarah O’Shea, Good Land Fitness, LLC

B. Discussion and consideration of business use approval for Dr. Mirian Boyd Organ’s Women’s Day Spa at 5215 N. Ironwood St. Ste. 108, in a B-1 C1 Business and Commercial District, Tax Key Number 196-8001-000.

Motion was made by Commissioner Cohn, seconded by Commissioner Alderman Bailey, to grant a business use approval for Dr. Mirian Boyd Organ’s Women’s Day Spa at 5215 N. Ironwood St. Ste. 108. Motion carried unanimously.

Appearance: Dr. Mirian Boyd Organ, Women’s Day Spa

C. Discussion and consideration of business use and occupancy approval for Safe Space Therapies, LLC at 5225 N. Ironwood St. Ste. 118, in a B-1 C1 Business and Commercial District, Tax Key Number 1968000000.

Motion was made by Commissioner Shawn Storey, seconded by Commissioner Traci Storey, to grant a business use approval for Safe Space Therapies, LLC at 5225 N. Ironwood St. Ste. 118. Motion carried unanimously.

Appearance (virtually): Kate Sayers, Safe Space Therapies, LLC

D. Discussion and consideration of business use and occupancy approval for Sebastian Family Psychology Practice, LLC at 6025 N. Green Bay Ave. Stes. 2-3, in a B-4 Office-Research-Service Business District, Tax Key Number 1618037000.

Motion was made by Commissioner Cohn, seconded by Commissioner Traci Storey, to grant a business use and occupancy approval for Sebastian Family Psychology Practice, LLC at 6025 N. Green Bay Ave. Stes. 2-3. Motion carried unanimously.

E. Discussion and recommendation to the City Council for a proposed Certified Survey Map (CSM) to modify an existing lot at 5901 and 5909 North Milwaukee River Parkway for North Shore Fire and Rescue and the City of Glendale, in the S-1 Special (Institutional) District, and the Government and Institutional land use classification, Tax Key Numbers 168-9024-000 and 168-9025-000.

Motion was made by Commissioner Shawn Storey, seconded by Commissioner Traci Storey, to recommend the Common Council grant approval of a Certified Survey Map (CSM) for 5901 and 5909 North Milwaukee River Parkway, subject to the following:

1. The land surveyor is responsible for signing and stamping all pages.
2. The developer shall provide the city a signed copy of the approved document following council approval.
3. This CSM shall be recorded with the Milwaukee County Register of Deeds’ office.

Motion carried unanimously.

F. Ordinance Creating Section 13.1.18, “Home Occupations, “and Deleting Part (a) (45) of Section 13.1.200, “Home Occupation” of Chapter 1, “Zoning Code,” of Title 13, “Zoning,” of the Code of Ordinances of the City of Glendale.

CITY OF GLENDALE, WIS. — PLAN COMMISSION

February 7, 2023

Motion was made by Commissioner Cohn, seconded by Commissioner Seligman, to request a public hearing be scheduled for this item at the earliest convenience. Motion carried unanimously.

Appearance: Karl Warwick, City Administrator

G. Ordinance Amending Title 13 Zoning, Chapter 1 Zoning Code, Section 38 “S-1 SPECIAL (INSTITUTIONAL) DISTRICT,” Subsection (d) “Front Yard requirements” of the Code of Ordinances of the City of Glendale.

Motion was made by Commissioner Shawn Storey, seconded by Commissioner Traci Storey, to request a public hearing be scheduled for this item at the earliest convenience. Motion carried unanimously.

H. Discussion and Consideration of a Map Amendment for Sprecher Property III, LLC at 727 W. Glendale Avenue, in the Planned Mixed Use Land Use Classification, B-1 “P” Business and Commercial District to a M-1 Warehouse, Light Manufacturing, Office and Service District, Tax Key Number 233-1170-002.

Motion was made by Commissioner Seligman, seconded by Commissioner Shawn Storey, to request a public hearing be scheduled for this item at the earliest convenience. Motion carried unanimously.

Appearance: Mark Clauss, General Counsel, Sprecher Brewing Company

I. Discussion and Consideration of Map Amendments for properties owned by the Milwaukee Metropolitan Sewage District and the City of Glendale from R-7 to the C-1 Zoning District for 6130 N. Sunny Point Road, 6411, 6435, 6459, 6477, 6515, 6521, 6573, 6583, 6593, 6595, and 6599 N. Sunny Point Lane, Single Family and Environmental Corridor land use classifications, Tax Key Numbers 162-0067-001, 134-0018-001, 134-0017-001, 134-0014-003, 134-0013-001, 134-0001-000, 134-0021-001, 134-0008-000, 134-0007-000, 134-0006-000, 134-0003-000, and 134-0005-000.

Motion was made by Commissioner Alderman Bailey, seconded by Commissioner Cohn, to request a public hearing be scheduled for this item at the earliest convenience. Motion carried unanimously.

Appearances:

Karl Warwick, City Administrator

J. Discussion and Consideration of a text amendment for Title 15, Chapter 6 – “Regulation of Signs, Billboards and other Advertising Medium” of the Code of Ordinances of the City of Glendale.

Motion was made by Commissioner Shawn Storey, seconded by Commissioner Cohn, to recommend the Common Council adopt staff recommendations to amend the existing ordinance. Motion carried unanimously.

Appearance: Karl Warwick, City Administrator

CITY OF GLENDALE, WIS. — PLAN COMMISSION

February 7, 2023

K. Adoption a resolution and recommendation to City Council on the written procedures designed to foster public participation regarding an amendment of the Comprehensive Plan as required under Section 66.1001 of Wisconsin Statutes.

Motion was made by Commissioner Alderman Bailey, seconded by Commissioner Traci Storey, to recommend the Common Council approve the staff recommendation on this item. Motion carried unanimously.

I. Discussion and Consideration of an Amendment to the Comprehensive Master Plan 2040: “Glendale Planning a Bright and Sustainable Future for the Hub of the North Shore” from a land use classification of Industrial to a land use classification of Planned Mixed Use, for Meta House, at 4160 N Port Washington Road, Tax Key Number 242-1198-004 and 242-1198-003.

Motion was made by Commissioner Shawn Storey, seconded by Commissioner Traci Storey, to recommend the Common Council modify the land use map of the Glendale Comprehensive Plan. Motion carried unanimously.

ADJOURNMENT.

There being no further business, motion was made by Commissioner Shawn Storey, seconded by Commissioner Traci Storey, to adjourn the meeting. Motion carried and adjournment of the Plan Commission was ordered at 7:10 p.m., until Tuesday, March 7, 2023, at 6:00 p.m.

Ken Smith, Planner

Recorded: February 7, 2023

SUBJECT: Plan Commission
Public Hearing
Discussion, consideration, and recommendation for a zoning map amendment from B-1 “P” Business and Commercial District to a M-1 Warehouse, Light Manufacturing, Office, and Service District, for Sprecher Property III, LLC at 727 W. Glendale Avenue, in the Planned Mixed Use Land Use Classification, Tax Key Number 233-1170-002.

FROM: John S. Fellows, Community Development Director

MEETING DATE: March 7, 2023

FISCAL SUMMARY:

| | |
|-----------------------|-----|
| Budget Summary: | N/A |
| Budgeted Expenditure: | N/A |
| Budgeted Revenue: | N/A |

STATUTORY REFERENCE:

| | |
|---------------------|--|
| Wisconsin Statutes: | N/A |
| Municipal Code: | Zoning Map Amendment 13.1.34, 13.139, and 13.1.182 |

BACKGROUND/ANALYSIS:

Request:

The applicant is seeking to rezone 727 W Glendale Avenue from B-1 “P” to M-1 Warehouse, Light Manufacturing, Office and Service District. The applicant has indicated that the current occupants will remain which consist of warehousing for Sprecher Brewing, and A printing shop for Mandel Graphic Solutions. The site has approximately 20 parking spaces. They estimate that business hours will be M-F 6am to 6pm with 25 full-time employees and 40 part-time employees. Sprecher is requesting the zoning be returned to industrial zoning which more aligns with the construction of the building from 1953-1964 and will “enable Sprecher to plan for future development optionality.” At this time no modifications to the structures or site have been proposed.

Land Use:

The Planned Mixed Use land use classification is intended to facilitate a carefully controlled mix of commercial and residential uses on public sewer, public water, and other urban services and infrastructure. Planned Mixed Use areas are intended as vibrant urban places that should function as community gather spots. The category advises a carefully designed blend of planned commercial, light industrial, mixed residential, parks and open space, and community facilities land uses.

Current Zoning:

The current zoning is B-1 “P” This district is described as:

B-1, Sub-Area “P”—Permitted Uses. The following uses are permitted within the B-1 sub-area “P” district upon review by the Plan Commission for conformance with the standards established in Sections 13.1.34(d), 13.1.34(e), 13.1.34(f), and 13.1.34(g):

- A. Professional services and administrative offices*
- b. General corporate headquarters offices*
- c. Medical and dental offices*
- d. Sales offices*
- e. Financial, insurance and real estate offices*
- f. Specialty breweries with accessory retail sales*
- g. Any other uses found to be similar use by the Plan Commission or Community Development Authority upon review of application*

Note any use approval are to be approved by the Plan Commission.

Recommended Zoning to implement a Planned Mixed Use Land Use Classification

The Comprehensive Plan recommends that a Planned Development District be used to implement this type of mixed use. A more complicated process is to zone various areas of a Planned Mixed Land Use Classification into more traditional zoning districts such as residential, commercial, or industrial.

Proposed Zoning:

The intent of the M-1 Warehouse, Light Manufacturing, Office and Service District is intended to provide for the development of compatible groupings of warehouse, light manufacturing, and office uses. The physical and operational characteristics of uses in this District are based on performance standards which would not be detrimental to the public health, safety or welfare or detrimental to the surrounding area as a result of noise, vibration, external lighting, odor, particulate emissions, other visible emission, hazardous pollutants, traffic, physical appearance, or other similar factors. Note any change of use within the M-1 district occurs at the staff level.

- (b) Permitted Principal Uses. Except as herein provided, no building, structure, or land in this District shall be used, erected, altered, or enlarged except for the uses specified below:*
 - (1) Uses involving the manufacture and fabrication of goods within the confines of a building and in which any noise, vibration, heat, flash, or odor produced in any process is confined within the building, and in which the manufacture, fabrication, processing or operation does not regularly employ, use, or consume materials as defined in Section 5.4.2 of this Code of Ordinances.*
 - (2) Buildings for the storage of goods and materials, other than hazardous materials as defined in Section 5.4.2, where such goods or materials are stored inside a building, provided such building is not subdivided into more than three (3) multiple warehouse and storage facilities containing less than one thousand five hundred (1,500) square feet each and are available for sublease.*
 - (3) Uses providing a service in which noise, vibration, heat, flash, or odor produced on the premises by such service uses is confined within a building.*
 - (4) Business, professional, clerical, or general offices.*
 - (5) Indoor sports and recreational facilities, excepting and excluding any recreational activity involving the use of weaponry, provided adequate off-street parking is available for any customers, users, or employees not accommodated by onsite facilities.*

(6) *Research laboratories.*

(c) *Permitted Accessory Uses.*

- (1) *Off-street parking and loading areas for facilities located wholly within the City of Glendale.*
- (2) *Sales of products integral to the service or manufacturing business, which sales promote the product as manufactured, and are limited to not more than 10% of gross receipts and 20% of the total interior building space on the premises. Such retail sales shall further be limited to not more than 40 hours per week, and shall not emit any noise, odor, or emissions of any nature, or spillover lighting as otherwise prohibited by the Glendale Code.*
- (3) *Garages or buildings used for the storage of vehicles used in conjunction with the operation of a warehouse or industrial use which are located wholly within the City of Glendale.*

Process / Schedule:

A Map Amendment will follow the standard map amendment as outlined in Section 13.1.182 of the municipal code. Staff anticipates the following schedule

| | |
|---|-----------------------------|
| Common Council Initial review | January 9, 2023 |
| Plan Commission Review | February 7, 2023 |
| Plan Commission Public Hearing and recommendation | March 7, 2023 |
| City Council Public Review | March 13, 2023 |
| City Council Public Hearing and Action | April 10, 2023 |

Review Comments:

Planning

- 1. Staff recommends approval of this current rezoning request as the area indicated within the Comprehensive Plan as planned mixed use would still be met with the area split between M-1 on the south and B-1 "P" on the northern parcels. If in the future a rezoning request were to be made for the northern parcels to be rezoned to M-1 the intent of the Planned Mixed Use land use classification would not be met. Staff at such time would recommend denial of such a rezoning or suggest alternative zoning or amendment to the comprehensive plan be amended. Note State Statutes require rezonings to concur with the land use plan after 2010.
- 2. The tenant currently has a temporary sign that is not compliant with ordinances. The tenant has been notified.
- 3. This property is a land locked property. In order to allow this property to function into the future if adjacent parcels were to ever change hands staff recommends that an easement be provided to allow for the circulation of vehicles, deliveries, and pedestrians to access this property from Glendale Ave.

Engineering/Public Works/Utilities

- 1. No comments currently. Modifications to the building or site in the future would require review and possible stormwater analysis.

Police:

1. No comments currently.

RECOMMENDATION:

Staff recommends:

1. Plan Commission hold the public hearing.
2. Plan Commission recommend to City Council a zoning map amendment from B-1 “P” Business and Commercial District to a M-1 Warehouse, Light Manufacturing, Office, and Service District, for Sprecher Property III, LLC at 727 W. Glendale Avenue

ACTION REQUESTED:

1. Hold a Public Hearing
2. Motion to recommend to City Council a zoning map amendment from B-1 “P” Business and Commercial District to a M-1 Warehouse, Light Manufacturing, Office, and Service District, for Sprecher Property III, LLC at 727 W. Glendale Avenue

ATTACHMENT:

[Attachments – 727 W. Glendale Avenue](#)

SUBJECT: Plan Commission
 Public Hearing
 Discussion, consideration, and recommendation of an ordinance creating Section 13.1.18, “Home Occupations,” and Deleting Part (a) (45) of Section 13.1.200, “Home Occupation” of Chapter 1, “Zoning Code,” of Title 13, “Zoning,” of the Code of Ordinances of the City of Glendale.

FROM: John S. Fellows, Community Development Director

MEETING DATE: March 7, 2022

FISCAL SUMMARY:

| | |
|-----------------------|-----|
| Budget Summary: | N/A |
| Budgeted Expenditure: | N/A |
| Budgeted Revenue: | N/A |

STATUTORY REFERENCE:

| | |
|---------------------|---|
| Wisconsin Statutes: | N/A |
| Municipal Code: | Ordinance Amending Title 13 Zoning, Chapter 1 Zoning Code 13.1.200 and creating Title 13 Zoning, Chapter 1 section 13.1.18. |

BACKGROUND/ANALYSIS:

City Council has been discussing possible revisions to the Home Occupation ordinance to better address concerns and have an ordinance that is easier to understand by the public. The Council discussed the proposed draft at the January 9th and January 23rd City Council meetings. The Council has recommended review of the ordinance by Plan Commission and is seeking a recommendation from the Plan Commission.

Based upon comments from Council at the January 23, 2022, it appears that a number of the City Council would like an ordinance that better allows residents to perform work from home with less residents, but still allow enforcement of items that cause a disruption to the residential neighborhood. The City Council is asking that the Plan Commission review this and make a recommendation to the City Council.

If the Plan Commission would like additional information or more options staff would be glad to work on these items and return the item in March for review.

RECOMMENDATION:

Staff recommends the following:

1. Hold a public hearing.
2. Recommend approval of the text amendment relating to home occupations.

ACTION REQUESTED:

Hold a Public Hearing

Motion – to recommend approval of the text amendment related to home occupations.

ATTACHMENT:

[Draft Ordinance Amending 13.1.200 and creating 13.1.18.](#)

SUBJECT: Plan Commission
Public Hearing
Consideration of a recommendation to council regarding a Zoning Text Amendment for Title 13 Zoning, Chapter 1 Zoning Code, Section 38 “S-1 SPECIAL (INSTITUTIONAL) DISTRICT,” Subsection (d) “Front Yard requirements” of the Code of Ordinances of the City of Glendale.

FROM: John S. Fellows, Community Development Director

MEETING DATE: March 7, 2023

FISCAL SUMMARY:

STATUTORY REFERENCE:

| | |
|-----------------------|-----|
| Budget Summary: | N/A |
| Budgeted Expenditure: | N/A |
| Budgeted Revenue: | N/A |

| | |
|---------------------|--|
| Wisconsin Statutes: | N/A |
| Municipal Code: | Ordinance Amending Title 13 Zoning, Chapter 1 Zoning Code, Section 38 “S-1 SPECIAL (INSTITUTIONAL) DISTRICT,” Subsection (d) “Front Yard requirements” of the Code of Ordinances of the City of Glendale |

BACKGROUND/ANALYSIS:

Request:

The S-1 Special (Institutional) District currently allows for decreased setbacks for structures that are not recreational or educational in nature. Staff is recommending that the same flexibility be provided to Front yard requirements within the S-1 District. The side yards and rear yards allow for a 10-foot setback. Staff is recommending that the 15-foot setback be established for front yard requirements. This flexibility will allow for reactional facilities elements such as fencing, security gates, and other features commonly found on a school property to be placed at 15 feet rather than the 35 foot as currently required.

Process / Schedule:

Amendment to this ordinance will follow the standard text amendment to the Zoning Code as outlined in Section 13.1.182 of the municipal code. Staff anticipates the following schedule:

| | |
|---|-----------------------------|
| Common Council Initial review | January 9, 2023 |
| Plan Commission Review | February 7, 2023 |
| Plan Commission Public Hearing and Action | March 7, 2023 |
| City Council Review | March 13, 2023 |
| City Council Public Hearing and Action | April 10, 2023. |

RECOMMENDATION:

1. Staff recommends the Plan Commission hold a public hearing.

2. Staff recommends the Planning Commission recommend council approve a zoning text amendment for Title 13 Zoning, Chapter 1 Zoning Code, Section 38 “S-1 SPECIAL (INSTITUTIONAL) DISTRICT,” Subsection (d) “Front Yard requirements” of the Code of Ordinances of the City of Glendale.

ACTION REQUESTED:

1. Motion – To recommend Council adoption of a zoning text amendment for Title 13 Zoning, Chapter 1 Zoning Code, Section 38 “S-1 SPECIAL (INSTITUTIONAL) DISTRICT,” Subsection (d) “Front Yard requirements” of the Code of Ordinances of the City of Glendale.

ATTACHMENT:

[Attachment: Draft Council Ordinance Amending S-1 Zoning District Regulations](#)

[Attachment: Exhibit Text Amendment S-1 Redline](#)

SUBJECT: Plan Commission
 Public Hearing
 Discussion and Consideration of a recommendation to council for a Map Amendments for properties owned by the Milwaukee Metropolitan Sewage District and the City of Glendale from R-7 to the C-1 Zoning District for 6130 and 6521 N. Sunny Point Road, 6411, 6435, 6459, 6477, 6515, 6573, 6583, 6593, 6595, and 6599 Sunny Point Lane,, Single Family and Environmental Corridor land use classifications, Tax Keys 162-0067-001, 134-0021-001, 134-0018-001, 134-0017-001, 134-0014-003, 134-0013-001, 134-0001-000, 134-0008-000, 134-0008-000, 134-0007-000, 134-0006-000, 134-0003-000, 134-0005-000.

FROM: John S. Fellows, Community Development Director

MEETING: Plan Commission

MEETING DATE: March 7, 2023

FISCAL SUMMARY:

| | |
|-----------------------|-----|
| Budget Summary: | N/A |
| Budgeted Expenditure: | N/A |
| Budgeted Revenue: | N/A |

STATUTORY REFERENCE:

| | |
|---------------------|---|
| Wisconsin Statutes: | N/A |
| Municipal Code: | Ordinance Amending Title 13 Zoning, Chapter 1 Zoning Code |

BACKGROUND/ANALYSIS:

Request:

Over the last decade, several parcels have been purchased through a program with the Milwaukee Metropolitan Sewage District (MMSD). At the time of purchase these properties included various residential structures that have been or are in the process of being removed. Under our agreement with MMSD, these properties have restrictions on them that limit uses and essentially prohibit redevelopment opportunities. Two similar parcels 134-0019-000 and 161-0092-000 were rezoned to C-1 to have the zoning map better represent development potential on these properties. These properties within the Comprehensive Land Use Map are classified as single family residential with environmental corridors.

Because these properties are within the floodplain or floodway and the structures were removed to prevent further flooding, staff is recommending that they be rezoned to C-1 or Conversation. As the City obtains additional properties over the years, staff will work to present similar zoning map amendments. Staff has also been working with MMSC to provide a plan for these properties such as additional forestation, trails and/or stormwater retention.

Process / Schedule:

An amendment to this ordinance will follow the standard map amendment to the Zoning Code as outlined in Section 13.1.182. Staff anticipates the following schedule:

| | |
|--|-----------------------------|
| Common Council Initial review | January 9, 2023 |
| Plan Commission Review and Recommendation | February 7, 2023 |
| Plan Commission Public Hearing and recommendation | March 7, 2023 |
| City Council Review | March 13, 2023 |
| City Council Public Hearing and Action | April 10, 2023 |

RECOMMENDATION:

Staff recommends the Plan Commission either request a public hearing or recommend approval of the Ordinance to City Council.

ACTION REQUESTED:

Motion to request a public hearing be held at the earliest convenience.
or
Motion to recommend approval of the ordinance to City Council.

ATTACHMENT:

[Attachment: Map R-7 to C-1 Properties](#)

[Attachment: Draft Ordinance](#)

SUBJECT: Plan Commission
Discussion and consideration of business use approval for the Tropical Smoothie Café at 6969 N. Port Washington Rd. Ste. B110, in a PD Planned Development District, Tax Key Number 1288961003.

FROM: John Fellows, AICP; Director of Community Development
Ken Smith, MPA, M.S.; Planner

MEETING DATE: March 7, 2023

FISCAL SUMMARY:

| | |
|-----------------------|-----|
| Budget Summary: | N/A |
| Budgeted Expenditure: | N/A |
| Budgeted Revenue: | N/A |

STATUTORY REFERENCE:

| | |
|---------------------|----------------------|
| Wisconsin Statutes: | N/A |
| Municipal Code: | §§ 13.1.50 - 13.1.55 |

BACKGROUND:

Tropical Glendale, LLC wishes to open a Tropical Smoothie Café franchise at 6969 N. Port Washington Rd. Ste. B110, the former site of the Pizza Studio restaurant adjacent to W. Green Tree Road. The parcel is in a PD Planned Development District. Tropical Smoothie Café describes itself as a “Fast casual café that serves smoothies, wraps, sandwiches and salads.” The corporation markets itself as “born on a beach where people know how to live. We like things fun and playful, sunny and bright. Shake your shoes off and turn the music up. It’s time to unwind.”

The suite has 1,590 square feet of space, the business would have 25 to 30 employees with a maximum of eight at any given time. The café’s hours would be 7am to 9pm Monday through Friday, 8am to 9pm on Saturdays, and 9am to 9pm on Sundays.

ANALYSIS

As a Tropical Smoothie Café would replace one restaurant use in the PD District with another restaurant use, it would be permitted within the PD District. The strip mall parcel at 6969 N. Port Washington Rd. has numerous parking spots for its tenants.

RECOMMENDATION:

Staff recommends the Plan Commission grant business use approval for the Tropical Smoothie Café at 6969 N. Port Washington Rd. Ste. B110.

ACTION REQUESTED:

Motion to recommend approval for the Tropical Smoothie Café’s proposed business use at 6969 N. Port Washington Rd. Ste. B110.

ATTACHMENTS:

- [Attachments – 6969 N. Port Washington Rd. Ste. B110](#)

SUBJECT: Plan Commission
Discussion and consideration of business use approval for Capital Business Suite at 5205 N. Ironwood Rd. Ste. 204, in a B-1 C1 Business and Commercial District, Tax Key Number 1968002000.

FROM: John Fellows, AICP; Director of Community Development
Ken Smith, MPA, M.S.; Planner

MEETING DATE: March 7, 2023

FISCAL SUMMARY:

| | |
|-----------------------|-----|
| Budget Summary: | N/A |
| Budgeted Expenditure: | N/A |
| Budgeted Revenue: | N/A |

STATUTORY REFERENCE:

| | |
|---------------------|-----------------|
| Wisconsin Statutes: | N/A |
| Municipal Code: | § 13.1.34(c)(4) |

BACKGROUND:

The applicant proposes establishing a Capital Business Suite office in 135 square feet of space at 5205 N. Ironwood Rd. Ste. 204 in a B-1 C1 Business and Commercial District. Capital Business Suite, LLC advertises itself on its website as a “business consulting and online private mail service” for small to medium-sized businesses, particularly helping businesses obtain credit in terms of consulting. On the business use approval application, the applicant emphasizes the space will be used for:

- Mail forwarding
- Online presence – “Providing customers with access to professional company webpages and domain names” for “a virtual presence for their company”
- Phone answering service
- Mail scanning
- Document management – Permitting “customers to store, organize and manage documents that are related to their virtual address account”
- Virtual office space – “Offering customers access to modern office space equipped with the necessary equipment and amenities”
- Dedicated Support – “Customers can reach out to the virtual address business and receive dedicated support services”

Business hours would occur from 8am to 6pm Monday through Saturday with appointments encouraged. Two to three staff members will be present at most and the applicant does not anticipate more than four clients present at any given time.

ANALYSIS

Expressly permitted uses in B-1 C1 Districts include Capital Business Suite’s services: “Professional services and administrative offices” and “Financial, insurance and real estate offices.”

RECOMMENDATION:

Staff recommends the Plan Commission grant business use approval for Capital Business Suite at 5205 N. Ironwood Rd. Ste. 204.

ACTION REQUESTED:

Motion to recommend approval for the business use approval for Capital Business Suite at 5205 N. Ironwood Rd. Ste. 204.

ATTACHMENTS:

1. [Attachments – 5205 N. Ironwood Rd. Ste. 204](#)

SUBJECT: Plan Commission
Discussion and consideration of business use approval for VHAG Milwaukee, LLC dba Van Horn Honda of Glendale for a Vehicular Sales and Services Facility located at 6100 N Green Bay Avenue, in the B-4 Office-Research - Services Business District and the Planned Commercial Land Use classification, Tax Key number 161-8024-002 and 161-8035-000

FROM: John Fellows, AICP; Director of Community Development
Ken Smith, MPA, M.S.; Planner

MEETING DATE: March 7, 2023

FISCAL SUMMARY:

| | |
|-----------------------|-----|
| Budget Summary: | N/A |
| Budgeted Expenditure: | N/A |
| Budgeted Revenue: | N/A |

STATUTORY REFERENCE:

| | |
|---------------------|-----------------|
| Wisconsin Statutes: | N/A |
| Municipal Code: | § 13.1.34(c)(4) |

BACKGROUND:

The applicant VHAG Milwaukee, LLC dba Van Horn Honda of Glendale for a Vehicular Sales and Services Facility at 6100 N Green Bay Ave. Van Horn Honda of Glendale will be taking over the operations of David Hobb Honda of Glendale. These current and future uses will include new and used vehicle sales, part and accessory sales both retail and wholesale, service operations, and general business operations. A full marketing plan is attached.

They anticipate 49 employees at the site during operations with hours of operations being M, T, TH: 9-8 and W, F: 9-6 and Saturday: 9-3 and closed on Sunday.

ANALYSIS

Plan Commission is required to review and provide approval of uses within the B-4 district.

Expressly permitted uses in the B-4 district include:

- (1) Professional services and administrative offices
- (2) General corporate headquarters offices
- (3) Medical and dental offices and centers
- (4) Research establishments
- (5) Sales offices
- (6) Financial, insurance and real estate offices
- (7) Business and office equipment, supplies and services
- (8) Restaurants: seated dining, full waiting service (no drive-through service)
- (9) Studios for photography, painting, music, sculpture, dance or other recognized fine arts

RECOMMENDATION:

Staff recommends the Plan Commission grant business use approval for VHAG Milwaukee, LLC dba Van Horn Honda of Glendale for a Vehicular Sales and Services Facility

ACTION REQUESTED:

Motion - To grant business use approval for VHAG Milwaukee, LLC dba Van Horn Honda of Glendale for a Vehicular Sales and Services Facility

ATTACHMENTS:

1. [Attachments – VHAG Milwaukee, LLC dba Van Horn Honda of Glendale](#)

SUBJECT: Plan Commission
Discussion and consideration of business use approval for Kalm Wellness Services, LLC., Patrice Green/Catrina Francis, for a Wellness services business with a focus on Massage, energy work, yoga, and classes at 6333 N Green Bay Avenue, in the B-4 Office-Research= Services Business District and the Planned Commercial Land Use classification, Tax Key number 161-9964-001.

FROM: John Fellows, AICP; Director of Community Development
Ken Smith, MPA, M.S.; Planner

MEETING DATE: March 7, 2023

FISCAL SUMMARY:

| | |
|-----------------------|-----|
| Budget Summary: | N/A |
| Budgeted Expenditure: | N/A |
| Budgeted Revenue: | N/A |

STATUTORY REFERENCE:

| | |
|---------------------|-----------------|
| Wisconsin Statutes: | N/A |
| Municipal Code: | § 13.1.34(c)(4) |

BACKGROUND:

The applicant proposes establishing a Kalm Wellness Services, LLC in 3,300 square feet of space at 6333 N Green Bay Avenue in the B-4 in the Office-Research= Services Business District. The business will include such services as massage, energy work, yoga, and classes. They anticipate two employees most days with a maximum of three employees at any one time.

Business hours would occur from 8am to 8pm daily with the exception of special events.

ANALYSIS

Plan Commission is required to review and provide approval of uses within the B-4 district.

Expressly permitted uses in the B-4 district include:

- (1) Professional services and administrative offices
- (2) General corporate headquarters offices
- (3) Medical and dental offices and centers
- (4) Research establishments
- (5) Sales offices
- (6) Financial, insurance and real estate offices
- (7) Business and office equipment, supplies and services
- (8) Restaurants: seated dining, full waiting service (no drive-through service)
- (9) Studios for photography, painting, music, sculpture, dance or other recognized fine arts
- (10) Any other uses found to be similar use by the Plan Commission or Community Development Authority upon review of application
- (11) Motor vehicle sales auto dealerships approved and in existence prior to January 2002.

Wellness centers are not specifically listed as a permitted use or specifically listed as a prohibited use within the ordinance.

RECOMMENDATION:

Staff recommends the Plan Commission grant business use approval for Kalm Wellness Services, LLC with a determination that is similar to the permitted uses allowed.

ACTION REQUESTED:

Motion to grant business use approval for Kalm Wellness Services, LLC with a determination that is similar to the permitted uses allowed.

ATTACHMENTS:

1. [Attachments – Kalm Wellness Services, LLC](#)

SUBJECT: Plan Commission
Discussion and consideration of site plan and architecture for the Strattec Security Corporation proposed solar array at 3333 W. Good Hope Rd., in an M-1 Warehouse, Light Manufacturing, Office and Service District, Tax Key Number 1248993000.

FROM: John Fellows, AICP; Director of Community Development
Ken Smith, MPA, M.S.; Planner

MEETING DATE: March 7, 2023

FISCAL SUMMARY:

| | |
|-----------------------|-----|
| Budget Summary: | N/A |
| Budgeted Expenditure: | N/A |
| Budgeted Revenue: | N/A |

STATUTORY REFERENCE:

| | |
|---------------------|------------------------|
| Wisconsin Statutes: | N/A |
| Municipal Code: | §§ 13.1.39, 13.1.92(g) |

BACKGROUND:

The Strattec Security Corporation, at 3333 W. Good Hope Rd. in an M-1 Warehouse, Light Manufacturing, Office and Service District, is an industrial firm located in northwestern Glendale specializing in the manufacture of automotive power access and automotive electronic and security solutions. It began as the Briggs & Stratton Automotive Division, going back to 1908. The Division was renamed the Technologies Division in 1987 before spinning off as Strattec in 1995. It has become a global player as a member of the VAST Automotive Group, with combined manufacturing operations around the world in North America, Europe, and Asia. Strattec's corporate headquarters, "core engineering," and some manufacturing operations are in Glendale at its 28.72-acre property. Strattec reports that currently its peak number of employees on site at one time is 237 with business hours from 8am to 4pm Monday to Friday.

The applicant proposes to construct a solar array on surplus parking spaces in the southeast corner of its property adjacent to a drainage channel. The array would be approximately 110 feet by 155 feet. The number of parking stalls would decline from 487 by 112 to 375.

ANALYSIS

The City of Glendale does not expressly regulate the use of solar arrays.

As the solar panels would be placed over an existing impervious surface area, no stormwater requirements take effect.

Pending approval of this proposal, the number of parking stalls would well exceed the parking requirement in Section 13.1.92(g) of "1 stall for every 3 employees; number of employees shall be construed to mean the maximum number on the premises at one time."

The Department of Public Works requires at least a 30-foot clearance along the west side of Strattec's east parking lot to allow the City of Glendale to maintain the drainage ditch. Construction should consider how the northernmost panel may or may not impact stormwater flow into a manhole.

RECOMMENDATION:

Staff recommends the Plan Commission grant approval for the Strattec Security Corporation's proposed solar array at 3333 W. Good Hope Rd. under the condition of maintaining a 30-foot clearance along the west side of the Strattec east parking lot so the City of Glendale may maintain a drainage ditch; and ensure the northernmost panel does not impact stormwater flow into the nearby manhole.

ACTION REQUESTED:

Motion to recommend approval for the Strattec Security Corporation's proposed solar array at 3333 W. Good Hope Rd. under the condition of maintaining a 30-foot clearance along the west side of the Strattec east parking lot so the City of Glendale may maintain a drainage ditch; and ensure the northernmost panel does not impact stormwater flow into the nearby manhole.

ATTACHMENTS:

1. [Attachments – 3333 W. Good Hope Rd.](#)

SUBJECT: Plan Commission
 Discussion, consideration and recommendation to council for a Zoning map amendment from M-1 Warehouse, Light Manufacturing, Office and Services District To PD Planned Development District and a General Development Plan for a Planned Development for 4160 N Port Washington Road, Meta House, Tax Key Number 242-1198-004 and 242-1198-003.

FROM: John S. Fellows, Community Development Director

MEETING DATE: March 7, 2023

FISCAL SUMMARY:

| | |
|-----------------------|-----|
| Budget Summary: | N/A |
| Budgeted Expenditure: | N/A |
| Budgeted Revenue: | N/A |

STATUTORY REFERENCE:

| | |
|-----------------|------------------------------|
| WI Statutes | N/A |
| Municipal Code: | Chapter 13, Zoning Ordinance |

BACKGROUND/ANALYSIS:

Request:

Meta House is looking to relocate to the properties located at Tax Key Number 242-1198-004 and 242-1198-003 generally known as 4160 N Port Washington Road. These facilities will consist of office, outpatient and inpatient facilities. The property is currently classified as Industrial with a zoning of M-1.

The applicant is in the process of requesting a land use change to Map 5 on Page 52 of the comprehensive plan to Planned Mixed Use.

The applicant is requesting to rezoning to PD - Planned Development. The land use plan must be updated prior to any final rezoning action of zoning. The two requests are being processed concurrently.

The applicant is also requesting approval of a general development plan for the Planned Development.

A specific Plan and Development agreement will be presented after rezoning and the general development plan is approved.

Process / Schedule:

The rezoning process is anticipated to have the following schedule:

General Development Plan and Rezoning
 Common Council Initial Review
 Planning Commission Recommendation

February 27, 2023
 March 7, 2023

City Council

March 13, 2023

City Council Possible Public Hearing and Action

April 10, 2023

Specific Development Plan and
Development Agreement

Dates to be Determined.

RECOMMENDATION:

Staff recommends that the Plan Commission recommendation to Council to rezone the property from M-1 to PD following action on the comprehensive plan subject to concurrence of each action taken.

ACTION REQUESTED:

Motion - To recommend council approve the zoning request from M-1 to PD for the subject properties subject to action being taken following the comprehensive plan amendment and both actions are coordinated.

ATTACHMENT:

[Attachment – Zoning Map Amendment / General Development Plan – 4160 N Port Washington Road](#)