

# Village of Sturtevant

Planning Commission Meeting Minutes

Thursday, June 14, 2007

## Regular Meeting

**Members present:** Steve Jansen, Tim Hastings, Gary Johnson, Fred Kobylinski, George Loumos, Mark Soine. Also attending: Mark Janiuk.

Meeting called to order by Steve Jansen at 6:00 p.m.

- **Acceptance of Prior Meeting Minutes**

Motion George Loumos, Second Steve Jansen to accept the minutes from the Regular Meeting of the Planning Commission on May 10, 2007. All ayes. Motion carried.

- **Discussion of the Issue of Tenant Conditional Use Permit Process**

As discussed at previous meetings, there are occasions when it would not be necessary to have a two step, two month approval process for new businesses wanting to operate in Sturtevant. This may occur when we have tenants who want to move into a newly built strip mall which has already been reviewed and approved or into an existing building where only interior minor work needs to be done. Or there may be a situation where an existing business wants to expand the services offered at the existing location. Mark Janiuk, Village Administrator, put together some specific guidelines and submitted them to the Plan Commission for review. Given these conditions, where the only changes to the building or site are cosmetic with only minor interior changes and where no zoning change is required, the Plan Commission, by 2/3 vote of the members present, can vote to give all approvals at one meeting. The guidelines will be sent to the Village Board for approval.

- **Prime Construction, LLC – 9600 Durand Avenue: Conditional Use Permit**

Prime Construction LLC is a Custom Home builder in southeastern Wisconsin as well as being the local Wausau Home distributor. The existing building they are leasing at 9600 Durand will be used as an office and showroom offering a selection of finish building products such as doors, cabinets, and counter tops along with numerous house plans. They will be open Monday thru Friday 7:00 to 5:00, evenings and weekends will be by appointment only. There will be no inventory of materials on site so deliveries will not be an issue. There is an existing sign on the property that has space allocated for Prime. A list of terms and conditions for the conditional use was given to them.

Motion George Loumos, Second Gary Johnson to grant conditional use to Prime Construction LLC at 9600 Durand Avenue. All ayes. Motion carried.

- **Bogo Wireless – 10351 Washington Avenue, Suite B: Sign Approval, Conditional Use**

Bogo Wireless is a wireless retail store which contracts out Verizon and T Mobile and have plans to expand into digital satellite and digital radio. It will employ 2 full-time and 2 part-time persons with hours of operation 9 to 7 weekdays and 10 to 3 on Saturdays. A list of terms and conditions for conditional use, similar to those given to other tenants at this location, have been reviewed and agreed to by the owner. Bogo submitted two sign options – it was agreed that Bogo's #1 preference was the better of the two.

Motion Gary Johnson, Second George Loumos to grant conditional use to Bogo Wireless at 10351 Washington Avenue. All ayes. Motion carried.

- **Auer Steel – 1671 Renaissance Boulevard: Conditional Use Permit**

Auer Steel and Heating Supply Company is a wholesale distributor of heating and air conditioning equipment and supplies. Their customer base is primarily HVAC contractors located throughout Wisconsin and Minnesota. They are currently located at 8823 Durand Avenue and are proposing to move to the Renaissance Blvd location. There will be two employees at the new site, the same as there has been at the current site. There will be only some minor electrical work done in the new space. Their name will be on the marquee for the building and they will also have some letters above the door. Their sign will be removed from the Durand Avenue address. A copy of the terms and conditions for conditional use were given to them.

Motion George Loumos, Second Mark Soine to grant conditional use to Auer Steel at 1671 Renaissance Blvd. All ayes. Motion carried.

- **La Iguana Luca – 8020 Durand Avenue, Unit G: Conditional Use Permit, Sign Approval**

Plans for a Mexican restaurant were submitted for approval. The inside capacity for patrons will be about 25. Included in the plans was an outside patio showing six tables. There will be a temporary fence for outside seasonal dining – Fred will need to review layout to make sure safety issues are addressed for entrance and exit from the patio area. It was indicated the building owner would have to approve the patio and were told the landlord is the one who drew up all the plans that were presented. The new sign will be approximately the same size as the previous tenant's.

Motion George Loumos, Second Tim Hastings to grant a conditional use permit to operate La Iguana Luca at 8020 Durand Avenue contingent on the approval of the patio fence by the Village Building Inspector. All ayes. Motion carried.

- **Educators Credit Union – 1300 90<sup>th</sup> Street: Temporary Amendment to Conditional Use Permit**

Educators requested a temporary amendment to their conditional use permit to facilitate their annual car sale at their location. They will display up to 125 vehicles for the three day event from July 12 thru July 14. All other arrangements will be as outlined in last year's amendment.

Motion George Loumos, Second Gary Johnson to grant a temporary amendment to the conditional use for Educators Credit Union at 1300 90<sup>th</sup> Street. All ayes. Motion carried.

- **Kerry Savory – 1751 Industrial Drive: Conditional Use Permit, Building Addition – Preliminary/Conceptual Approval**

Kerry Savory requested approval for an addition which would include manufacturing space and a new warehouse area. The addition will be located to the west of the existing warehouse. The materials used for the construction will match those of the existing building. The existing landscaping west of the building will be relocated to the west of the new addition. The expansion will include a pavement addition.

Some drainage issues still need to be resolved. The Village is currently waiting for revised site plans.

Motion Steve Jansen, Second Gary Johnson to grant conceptual and preliminary approval to Kerry Savory for the proposed building addition at 1751 Industrial Drive. All ayes. Motion carried.

- **RUDD Lighting – 9201 Washington Avenue: Conditional Use Permit, Parking Lot Expansion – Conceptual / Preliminary Approval**

RUDD submitted plans for a parking lot expansion which will include a revision to the islands in the current lot. Drainage and erosion control are still being addressed. A new plan is in process and will be available for review next week.

Motion Steve Jansen, Second Gary Johnson to grant conceptual and preliminary approval to RUDD Lighting for the parking lot expansion at 9201 Washington Avenue. All ayes. Motion carried.

- **Captain Ron's – 8505 Durand Avenue: Conditional Use Permit, – Preliminary/Conceptual Approval**

Ron Christensen and Chuck Beth came before the Commission to propose a 15,000 sq.ft. banquet hall next to a 15,000 sq.ft indoor skateboarding park at 8505 Durand Avenue. The banquet hall will be open anywhere from 8 a.m. to 1 a.m. 7 days a week. The skateboarding park will be from 10 am to 10:30 pm on non-school days. It will have a concession and an arcade.

The building will need to be brought up to code with items such as sprinklers. Parking will be an issue. Captain Ron indicated he would need 200 parking slots. He had a layout for the front lawn turned parking lot showing 62 slots. Additional slots will be available in the lot next to Farm & Fleet and there is potential for a lot in the rear of the building. It was suggested that Ron have a building designer/architect go through the building to get a complete checklist of items that need to be done.

Motion George Loumos, Second Steve Jansen to grant conceptual and preliminary approval to Captain Ron for the proposed businesses at 8505 Durand Avenue. All ayes. Motion carried.

- **Wisconsin Air Academy - Durand Avenue: New Construction, Conditional Use Permit, – Preliminary/Conceptual Approval**

Jeffrey Stark gave a presentation for a proposed Wisconsin Air Academy on the parcel just west of Will's RV. It is a new concept in military schools which has been approved by the U.S. Air Force. The site is 4.8 acres with a marching field, a detention area, a 65 space parking lot and a 45,000 sq.ft. building. Access to the property will be off of Highway 11 with right in/right out only. The new building will house 140 full-time boarded students and 100 day-students. It will include classrooms, boarding area, offices, gymnasium and a hall of flags. The front of the building will be brick facia – the other three sides will have steel siding which matches the brick.

The proposal appears to be a good fit for the property. Zoning is currently industrial and will need to be rezoned institutional, which will require a public hearing. The current Village ordinance calls for four sided architecture – Mr. Stark indicated he would look at the costs of adding a four foot high brick facia on the east and west walls. It was noted that we should be careful about what's approved on that location.

Motion George Loumos, Second Gary Johnson to grant conceptual and preliminary approval to the Wisconsin Air Academy proposal on Durand Avenue. All ayes. Motion carried.

- **Heartland Development – Cobble Court Commercial – Durand Avenue: New Construction, Preliminary/Conceptual Approval**

Heartland is working with a business that wants to locate in the Cobble Court development. Heartland is proposing a 5880 sq.ft. building in Phase I of the development, of which the new business will utilize 2520 sq.ft. of it. The proposal shows 24 parking spaces which will need to be addressed, although there is room to expand parking to the north of the building with the possibility of open parking on the lot to the east.

It was noted that the future retail building shown just south of Corliss (not related to this request) was smaller than the square footage agreed to in the developer's agreement and that preliminary approval for the building in question tonight does not mean that the building next to Corliss Avenue is approved.

Motion Gary Johnson, Second George Loumos to grant conceptual and preliminary approval to Heartland Development for the proposed building in Phase I of the Cobble Court Commercial development. All ayes. Motion carried.

- **Park Dedications: Chickory Creek & Majestic Hills Park, East Park, and Municipal Park.**

Some of these parks have been in the Village for some time now, but have never been dedicated as such. By dedicating these parks, the Village may be able to get grants etc. for the maintenance or upgrade of these areas. The dedication needs to come as a recommendation from the PC.

Motion Gary Johnson, Second George Loumos to recommend to the Village Board the endorsement of resolutions for dedicating Chickory Creek & Majestic Hills Park, East Park, and Municipal Park as public parks in the Village.

- **Commissioners and/or Staff Discussion**

Conditional Use Permit – With the proposed change for shortening the approval process in certain situations, it may be prudent to review other aspects to see if any updates are needed.

**Adjournment** – Motion Gary Johnson, Second Steve Jansen to adjourn. All ayes. Motion carried. Meeting adjourned at 908 p.m.

Respectfully submitted,

*Mark Soine*

Mark Soine

Secretary of the Planning Commission