

PLAN COMMISSION MINUTES
September 24, 2018

CALL TO ORDER: Chairman Wolter called the meeting to order at 6:30 p.m.

ROLL CALL: Chairman Dean Wolter, Trustee Rep David Baum, Commissioners Tony Laszewski, Bob Williams, Peter Nilles and Matt Kimmler were present. Also present were Community Development Director/Village Planner Jeff Retzlaff and Planning Assistant Lori Johnson.

PUBLIC INPUT: None

APPROVAL OF MINUTES: ***MOTION Baum second Laszewski to Approve the minutes from 9-10-18. MOTION carried unanimously.***

Kennedy Middle School, W160 N11836 Crusader Court. The Germantown School District is requesting approval of a new replacement sign and electronic message center (EMC) for the school. Planner Retzlaff summarized the proposal indicating that since the September 10th Plan Commission meeting, the School District decided to relocate the proposed sign location to Crusader Court.

MOTION Baum second Peter to Approve the proposed monument sign and electronic message center (EMC) for Kennedy Middle School at W116 N11836 Crusader Court subject to the following (6) conditions:

- 1. A separate electrical permit shall be obtained from Inspection Services prior to installation.***
- 2. All electronic components shall be labeled by a licensed lab and inspected prior to or concurrent with installation.***
- 3. The School District shall provide written evidence to the Zoning Administrator from the sign manufacturer and/or installer that the electronic message board complies with the automatic light level adjustment and other operational requirements prior to issuance of an electrical permit as required under 17.46(7)(h)6. and (h)7. of the Zoning Code.***
- 4. The School District shall operate and maintain the electronic message board in compliance with the message display appearance, duration/timing and all other requirements under 17.46(7)(h) at all times.***
- 5. The monument sign shall be located a minimum of five (5) feet from the nearest property line and shall not obstruct the view of traffic on Williams Drive or Crusader Court.***
- 6. A detailed site plan shall be prepared and submitted to the Village for review and approval. Said plan shall indicate the proposed sign location with existing and proposed grades, proposed filling (if any), and exactly where the monument sign and landscaping will be installed relative to the nearest property lines and existing ditch. In the event the sign location impacts storm water management, the School District shall coordinate with the Village Engineer and provide any additional information and/or plan revisions necessary to ensure storm water management on the site is not significantly impacted by the new monument sign.***

MOTION carried unanimously.

Wago Corporation – N120 W19129 Freistadt Road. Site and building plans for a 66-stall parking lot expansion for the existing manufacturing and office facility. Planner Retzlaff summarized the proposal.

MOTION Baum second Nilles to Approve the proposed site development and building plans as proposed for the 66-stall parking lot expansion for the Wago Corporation facility located at N120 W19129 Freistadt Road subject to the following conditions:

- 1. This approval is subject to all the conditions and requirements set forth herein and adopted by the Plan Commission. Approval is granted for the site development and building plan set dated September 4, 2018, lighting plan dated September 7, 2018 and landscape plan dated August 24, 2018 (revised) unless superseded by subsequent plan sheets approved by the Village Planner pursuant to revisions required herein and/or by the Plan Commission.**
- 2. All landscaping, screening, grading, and paving improvements shown on the approved site plans shall be installed as proposed prior to issuance of an occupancy permit unless a cash bond or letter of credit in an amount equal to 120 percent of the estimated installation and material costs reviewed and approved by the Village is submitted to the Village as necessary to ensure that installation of the proposed features and improvements will be completed within one (1) year after issuance of the occupancy permit.**
- 3. Due to the amount of anticipated runoff traveling north off the parking lot, the owner shall install an additional erosion mat along the entire north side of the proposed parking lot. The erosion mat must extend from the parking lot to the edge of drive located further to the north.**
- 4. An erosion control plan shall be developed and submitted to the Village for engineering review prior to commencement of construction. Said plan shall include the following:**
 - Temporary erosion control measures should be called out in the plan if stabilization requirements are not met prior to the onset of winter;**
 - The proposed silt fence should be “hooked” at the ends to prevent bypass flow;**
 - The plan shall be signed and stamped by a professional engineer.**
- 5. The owner shall remove and replace two sections of sidewalk along Freistadt Road as part of this project. The concrete slabs are located in Wago’s driveway that accesses Freistadt Road.**

Commissioner Kimmler suggested a different type tree be planted on the parking islands that won't overgrow the light poles. He said either a more narrow crowned or ornamental type tree is recommended.

MOTION carried unanimously.

Cousins Subs – N96 W15630 County Line Road. Site development and building plans for exterior renovations and replacement wall sign for the existing restaurant. Planner Retzlaff summarized the proposal.

MOTION Laszewski second Baum to Approve the site and building plans for the proposed building renovations for the Cousin’s restaurant located at N96 W15630 County Line Road subject to the following conditions and Amending Condition #4 to require installation of a sampling manhole.

- 1. This approval is subject to all the conditions and requirements set forth herein and**

adopted by the Plan Commission. Approval is granted for the architectural and engineering plans dated August 28, 2018, unless superseded by subsequent plan sheets approved by the Village Planner pursuant to revisions required herein and/or by the Plan Commission.

- 2. State approved plans and a \$20,000 occupancy bond are required by Inspection Services as part of the building permit application.***
- 3. The owner/operator shall coordinate with the Village's Building Inspector to verify that the existing or new grease trap(s) comply with current code requirements and specifications prior to issuance of a building permit. Any required work to upgrade or replace said grease trap(s) shall be completed prior to issuance of final occupancy and/or refund of the occupancy bond;***
- 4. The owner/operator shall coordinate with the Village's Wastewater Utility to ensure the existing sampling manhole complies with current code requirements and specifications prior to issuance of a building permit. Any required work to upgrade or replace said grease trap(s) shall be completed prior to issuance of final occupancy and/or refund of the occupancy bond.***

MOTION carried unanimously.

MOTION Laszewski second Baum to Approve the proposed replacement wall sign for the Cousins restaurant located at N96 W15630 County Line road subject to the following conditions:

- 1. A separate electrical permit shall be obtained from Inspection Services prior to installation.***

MOTION carried unanimously.

Discount Ramps – N102 W19400 Willow Creek Way. Certified Survey Map (CSM) to combine two existing parcels that comprise the Discount Ramps property totaling 17.43 acres. Planner Retzlaff summarized the proposal indicating the CSM was a condition of the site plan approval.

MOTION Baum second Laszewski to Approve the Certified Survey Map land combination for the two parcels owned by DRGT LLC for the Discount Ramps distribution/warehouse facility located at N102 W19400 Willow Creek Way subject to the following conditions:

- 1. All technical corrections and issues raised by the Village Surveyor in the September 20, 2018 memo shall be addressed and/or corrected prior to recording the CSM.***

MOTION carried unanimously.

Community Development Department-2050 Comprehensive Plan: Planner Retzlaff asked if Plan Commission members had any comments or concerns with the request for qualifications for consultant services for the 2050 Comprehensive Plan update. Discussion followed. He said the Village Administrator is most interested in seeing a significant amount of community engagement and hopefully get some innovative approaches on how to reach residents who may not ordinary be reached with our standard process. Community engagement will be a principal focus in the request for proposal.

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ANNOUNCEMENTS: Chairman Wolter said the Oktoberfest celebration is scheduled for September 29th through September 31st at Dheinsville Park.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Lori Johnson
Planning Assistant