



PLAN COMMISSION AGENDA

June 10, 2021 – 7:00pm

Meeting Available on Zoom.us at the following meeting number:

<https://us02web.zoom.us/j/81583460588>

In lieu of participating via the Zoom website, the alternative telephone only dial-in is:

Dial in: 312-626-6799 815 8346 0588

"Due to the COVID-19 Pandemic and in recognition of the declaration of states of emergency by the President, the Governor and the Village President, this meeting will not be open to the public in an in-person capacity. Those wishing to observe may do so by downloading the ZOOM app to your personal computer, tablet or smart phone and utilizing the above information to join via either computer or telephone. If you wish to communicate in written format with the Commission you may send written comments to the Village Clerk at 235 Hickory St. Pewaukee, WI 53072 or you may email the Clerk at csmith@villageofpewaukee.com."

1. Call to Order and Roll Call
2. Public Hearings.
 - a. Conditional Use Grant Amendment request to conduct the seasonal, temporary use outdoor seating, dining and alcohol consumption and including an onsite food truck once weekly in the parking lot at Kranky's, 719 Glacier Rd. The property owner and applicant is Kranky's Investment Corporation in c/o Tony Dicks. Property is zoned B-1 Community Business. **NO ACTION WILL BE TAKEN AT THIS MEETING.**
 - b. Conditional Use Grant request to add and remove various buildings, structures and yard areas, and to reconfigure the site layout at the Village of Pewaukee's existing public works/utility installation located at 1000 Hickory Street. The property owner and applicant is the Village of Pewaukee. Property is Zoned IPS Institutional and Public Service District. **NO ACTION WILL BE TAKEN AT THIS MEETING.**
 - c. Conditional Use Grant request to modify the existing configuration of the site and building(s) at 1151 Hickory Street to accommodate the home terminal and office use for a commercial/industrial services contractor Great Lakes Power Vac LLC. The applicant and property owner is Capital Acquisitions LLC in c/o Matthew Quest. Property is zoned B-5 Light Industrial District. **NO ACTION WILL BE TAKEN AT THIS MEETING.**
 - d. Conditional Use Grant request to modify/enlarge the existing boathouse at 403 Park Avenue. The applicants and property owners are Timothy and Mary Pulte. Property is zoned R-5(LO) Single-Family Residential with Lakefront Overlay District. **NO ACTION WILL BE TAKEN AT THIS MEETING.**
 - e. Conditional Use Grant request of applicant and property owner North Shore Bank FSB/North Shore Savings Bank to allocate the existing paved, striped parking stalls on their adjoining properties located at 104 and 120 W. Wisconsin Ave. to public parking use. Property is zoned B-2 Downtown Business District. **NO ACTION WILL BE TAKEN AT THIS MEETING.**
3. Citizen Comments – *This is an opportunity for citizens to share their opinions with Board Members on any topic they choose. However, due to Wisconsin Open Meeting laws, the Board is not able to answer questions or respond to your comments. All comments should be directed to the Board. Comments are limited to 3 minutes per speaker. Speakers are asked to use the podium and state their name and address.*
4. Approval of the Minutes:
 - a. Regular Plan Commission Meeting – May 13, 2021
 - b. Special Plan Commission Meeting – May 20, 2021
5. Old Business
 - a. Possible action on the Conditional Use Grant request to develop an outdoor dining/seating area accessory to their existing restaurant use, The Chocolate Factory, using four of the public parking stalls situated in the W.

Wisconsin Avenue right-of-way directly in front of the business located at 161 W. Wisconsin Avenue – Unit B. Applicant is Blommer, Inc., d/b/a The Chocolate Factory, in c/o Valera Smokvin. Building owner is Siepmann Development Company. Right-of-way is owned by the Village of Pewaukee. Property is Zoned B-2 Downtown Business District.

- b. Review and discussion regarding portions of the Village of Pewaukee Comprehensive Plan update in progress (i.e. Chapter 8 - Transportation and Facilities Element and Chapter 9 – Implementation and Intergovernmental Cooperation). There may also be discussion regarding its relationship(s)/connectivity to the recently completed Village of Pewaukee Strategic Plan Update.

6. New Business

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- f. Discussion and possible action on scheduling a Special Meeting for possible action on the Conditional Use Grant Application Items.
- g. Discussion and possible action on scheduling a Special Meeting for discussion and direction related to the Comprehensive Plan/Land Use Plan update items.

7. Citizen Comments. – *This is an opportunity for citizens to share their opinions with Board Members on any topic they choose. However, due to Wisconsin Open Meeting laws, the Board is not able to answer questions or respond to your comments. All comments should be directed to the Board. Comments are limited to 3 minutes per speaker. Speakers are asked to use the podium and state their name and address.*

8. Adjournment

Note: It is possible that members and/or possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; action will not be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in the notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. To request such assistance, contact the Village Clerk at 262-691-5660.

Dated: June 4, 2021

1. Call to Order and Roll Call

President Jeff Knutson called the Zoom meeting to order at approximately 7:00 p.m. Plan Commission members present: Comm. Joe Zompa, Comm. Theresa Hoff, Comm. Jim Grabowski, Comm. Cheryl Mantz, Trustee Craig Roberts and President Jeff Knutson. Comm. Ryan Lange was excused.

Also present: Village Planner Mary Censky, Village Attorney Matt Gralinski, Village Engineer Tim Barbeau, Village Administrator Scott Gosse and Deputy Clerk/Treasurer Jackie Schuh.

2. Public Hearings

a. Conditional Use Grant request to develop an outdoor dining/seating area accessory to their existing restaurant use, The Chocolate Factory, using four of the public parking stalls situated in the W. Wisconsin Avenue right-of-way directly in front of the business located at 161 W. Wisconsin Avenue - Unit b. Applicant is Blommer, Inc., d/b/a The Chocolate Factory, in c/o Valera Smokvin. Building owner is Siepmann Development Company. Right-of-way is owned by the Village of Pewaukee. Property is Zoned B-2 Downtown Business District. NO ACTION WILL BE TAKEN AT THIS MEETING.

Pat Gallagher @ 909 Quinlan Dr. - Ms. Gallagher, speaking on behalf of the Beach Party and the Taste of Lake Country, asked the Commission to consider keeping the parking spaces in front of the businesses on W. Wisconsin Ave available for non-profit events such as these. She requests that businesses take down the seating areas during the charitable events so as not to detract from the available setup space for the events.

Valera Smokvin, representing The Chocolate Factory @ 161 W. Wisconsin Ave. Unit B - Although Mr. Smokvin does not want to detract from events such as those Ms. Gallagher spoke of, he also would like to add value to community. Should the street seating for The Chocolate Factory be granted, he commits to moving the curbs/tables/chairs for the events this year, even though it requires the use of a forklift to do so. In doing so, he asks for collaboration in the future from all parties involved. He is also willing to donate the curbs and such for events, if needed.

3. Citizen Comments - None.

4. Approval of the Minutes:

a. Regular Plan Commission Meeting - April 8, 2021

Comm. Grabowski motioned, seconded by Trustee Roberts to approve the minutes of the April 8, 2021 Regular Plan Commission meeting as presented.

Motion carried by roll call vote 4-2-0 with Comm. Mantz and Comm. Hoff abstaining.

b. Special Plan Commission Meeting - April 12, 2021

Comm. Grabowski motioned, seconded by Comm. Zompa to approve the minutes of the April 12, 2021 Special Plan Commission meeting as presented.

Motion carried by roll call vote 4-2-0 with Comm. Mantz and Comm. Hoff abstaining.

5. Old Business

a. Review, discussion and possible recommendation to the Village Board to modify the language of Section 40.424 of the Municipal Code regarding Vision Clearance Triangles at intersections. Village initiated.

Planner Censky reviewed a street listing provided to her by DPW Director Dan Naze and Engineer Tim Barbeau and provided additional information on vision clearance triangles. Discussion followed regarding standards used to calculate vision clearance triangles, the Commission's ability to waive or modify standards, different types of intersections and their vision clearance requirements and how

this puts the Village more in line with other municipalities.

Comm. Grabowski motioned, seconded by Comm. Mantz to recommend to the Village Board to modify the language of Section 40.424 of the Municipal Code regarding Vision Clearance Triangles at intersections with the following language amendments:

40.424. - Traffic Visibility Requirements.

(a) In order to provide a clear view along intersecting streets to motorists, cyclists and pedestrians there shall be a triangular area of clear vision at the intersection of any two streets; or the intersection of a street and a railroad.

(b) For purposes of this Section 40.424, the following Functional Classification System shall be based upon the Villages annual "Wisconsin Information System For Local Roads" system report.

(c) In the case of intersecting local streets or in the case of local streets intersecting with collector streets, the distances to be used along the property lines to establish the vision triangle clearance space shall be 15 feet.

(d) In the case of intersecting collector streets, the distances to be used along the property lines to establish the vision triangle clearance space shall be 25 feet.

(e) At all other intersections, the distances to be used along the property lines to establish the vision triangle clearance space shall be 30 feet.

(e) The vision clearance requirements may be increased or decreased by the Planning Commission on a case-by-case basis if it shall determine that the unique, site specific conditions in a particular setting warrant an increase in order preserve the public health and safety or that a decrease would not compromise the public health and safety. The Planning Commission shall consult the Village Engineer and Director of Public Works for their input on matters of increasing or decreasing the vision clearance triangle distance standards and shall recite the specific basis for their final determinations in the minutes of any meeting at which any waiver or modification to the vision clearance triangle has been granted or required.

(f) This Section does not apply to intersecting private streets but it does apply to private streets that intersect with public streets, railroads or alleys.

Motion carried by roll call vote 6-0-0.

b. Review, discussion and possible recommendation to the Village Board to modify Section 40.204 of the Municipal Code adding the use "Private Neighborhood-Based Clubhouse with or without Indoor and/or Outdoor Recreational Facilities" as a conditional Use in the R-5 Single Family Residential Zoning District. Village initiated.

Planner Censky reviewed details that were presented last month to the Commission. In collaboration with the Village Attorney, language was drafted to include items suggested by the Commission. Staff feedback was that the language should limit the use to new developments only and that the facility must be owned by a homeowners association. Questions arose regarding how a facility owned by an HOA is taxed. Attorney Gralinski advised that a discussion of the taxability of an HOA-owned clubhouse/facility can only be addressed at the Village Board level, not Plan Commission. Concern arose as to when the Village Board would address this item at their meeting and Administrator Gosse reminded the Commission that proper notices must be given for the Public Hearing at the Village Board level.

Comm. Mantz motioned, seconded by Comm. Grabowski to recommend to the Village Board to modify the language of Section 40.204 of the Municipal Code adding the use "Private Neighborhood-Based Clubhouse with or without Indoor and/or Outdoor Recreational Facilities" as a conditional use in the R-5 Single-Family Residential Zoning District with the following as included:

40.367.4.- Conditional Uses.

(4) "Private Neighborhood-Based Clubhouse with or without Indoor and/or Outdoor Recreational Facilities" subject to the following requirements:

a) The building(s) land and facilities associated with the clubhouse use shall be owned and operated by a corporation, association, person or persons, for a social, educational, entertainment or recreational purpose and to which membership is required for use and participation and not operated to render a service that is customarily carried on as a business. The Village Attorney shall review and approve copies of the proposed covenants and restrictions of the ownership/association describing the intended use, care and operating plans for "Private Neighborhood-

Based Clubhouse with or without Indoor and/or Outdoor Recreational Facilities".

- b) Membership shall be limited to the owners of a specifically defined set of benefitting lots and or units within a neighborhood level boundary contiguous the clubhouse property.
- c) The clubhouse may not be occupied for residential dwelling or business purposes [ref paragraph a) above] except, when approved by the Planning Commission and for a limited time only, as a model/sales center if the clubhouse is located in a new and developing neighborhood.
- d) The building scale and the architectural style/materials/colors shall be consistent with the surrounding buildings within the neighborhood. All buildings must comply minimally with the Residential Design Standards as setforth in Chapter 40, Article IX, Division I, Section 40.436 of the Village Code.
- e) All structures shall meet the setback, offset, open space, maximum building coverage ratio and height regulations of the R-5 District with Residential Redevelopment Infill Overlay District attached.
- f) Sufficient parking shall be supplied onsite for owner and guest parking. Landscaping shall be used to minimize the view of the parking lot from the street.
- g) Exterior lighting and landscaping shall be subject to the Planning Commissions review and approval taking into consideration such special needs as screening the use from neighboring lots/units, preventing light trespass or glare issues, the general landscaping characteristics of the neighborhood.
- h) The proposed hours of use for the Private Neighborhood-Based Clubhouse, including the surrounding property and the facilities shall be subject to review and approval of the Planning Commission bearing in mind the residential characteristics of the neighborhood.
- i) Outdoor recreational and gathering facilities shall be subject to review and approval of the Planning Commission as to suitability within a residential neighborhood and more specifically their proposed spatial placement within the property. Suitable uses would not include uses that may have an adverse impact on the peace and quiet of the immediately surrounding neighbors or the Village as a whole in terms of such things as, but not necessarily limited to, noise, traffic, light trespass, glare.
- j) Use of the Private Neighborhood-Based Clubhouse, including the surrounding property and the facilities, shall be exclusive to the Members and their guests. Motion carried by roll call vote 6-0.

c. Review and discussion regarding portions of the Village of Pewaukee Comprehensive Plan update in progress - i.e. Chapter 8 - Transportation and Facilities Element. There may also be discussion regarding its relationship(s)/connectivity to the recently completed Village of Pewaukee Strategic Plan Update.

This item was postponed to a later time by agreement of the Village Planner and the Commission.

6. New Business

a. Review and discussion on the Conditional Use Grant request to develop an outdoor dining/seating area accessory to their existing restaurant use, The Chocolate Factory, using four of the public parking stalls situated in the W. Wisconsin Avenue right-of-way directly in front of the business located at 161 W. Wisconsin Avenue - Unit b. Applicant is Blommer, Inc., d/b/a The Chocolate Factory, in c/o Valera Smokvin. Building owner is Siepmann Development Company. Right-of-way is owned by the Village of Pewaukee. Property is Zoned B-2 Downtown Business District. **NO ACTION WILL BE TAKEN AT THIS MEETING.**

Planner Censky reminded the Commission of other businesses in the area that are utilizing the same type of street dining this applicant is requesting. Censky led the Commission through a brief review of the proposed site plan, where the parking stalls are located in relation to the front façade of The Chocolate Factory, as well as the type of tables, chairs, curbing and fence rails proposed. Discussion followed regarding the continued strain for ample parking downtown, the desire to obtain parking spots in the property owners' private lots to make up for the spaces lost for street dining, pedestrian safety, whether existing street dining set-ups have met their CUG requirements and concern for cleanliness for non-sit-down type

restaurants. Comm. Mantz and Comm. Zompa both stated they have not been in favor of the downtown street dining since the beginning due to the safety concerns and the need for some type of 'master plan' and traffic studies to address the high traffic on W. Wisconsin Avenue especially in the summer months. Comm. Grabowski expressed dismay that the owners of the buildings have not carried through with parking stalls in their back lot designated to public parking and that the rails at existing street dining establishments have significant gaps in them which creates a real safety hazard as people/kids can get through them. He also did not like the idea of umbrellas and expressed great concern for safety as the particular business caters to mostly families with children. Comm. Hoff would also like to see a comprehensive plan for the downtown area and would like the businesses, property owners and village to all work together. President Knutson was in favor of the idea and suggested creating fencing along the beach-side of the street to keep pedestrians from crossing where they should not be. Discussion followed as to whether the village should be getting a stipend for these spaces as it is public right-of-way being utilized for private businesses. Trustee Roberts felt 4 spaces is too much for this business and he believes the commission may not pick and choose which businesses get the street-dining privilege. He feels it is acceptable or it is not and that the Commission needs to decide overall how it wants to proceed, not one business at a time. Valera Smokvin, of The Chocolate Factory, clarified that he is looking to create a wonderful family atmosphere and that he is willing to work with the Commission on a site-plan that works for them, especially one that is safe. Discussion continued regarding addressing whether existing CUG terms for other businesses have been met and whether these CUGs should remain or not. Comm. Grabowski insisted that building owner Siepmann address off-street public parking stall signage issues for compensatory parking before coming back to a meeting to discuss closing off any more parking stalls. Trustee Roberts recommended that The Chocolate Factory work with Planner Censky to make appropriate modifications to the site-plan and then return to the Commission at a special meeting.

b. Review, discussion and possible recommendation to the Village Board of the proposed 36 lot single-family residential subdivision Preliminary Plat for Riverside Preserve. The applicant is Riverside 321 Partners LLC in c/o Christian Hlavinka. The property, located at 321 Riverside Drive, is zoned R-5 Single-Family Residential District with Residential Infill-Redevelopment Overlay District.

Planner Censky explained that zoning and land use are already in proper position for a development such as this and that all lots are compliant as to minimum area and average lot size. The plat depicts a compliant "detail" regarding setbacks and offsets on each lot at 25' front, 20' rear and not less than 5' on the sides. On certain lot combinations, this leads to very narrow building separation which may require special building construction standards that the developer and future builders must take into consideration. The applicant has provided a plan confirming the buildable footprint within each lot as adequate to meet the minimum home size requirements and will need to provide a lot list confirming that each lot can also conform to the minimum open space ratio of 25% and maximum building coverage ratio of 35%. Prior to or concurrent with the final plat submission, the applicant will need submit a portfolio of sample architectural intentions for the Planning Commission's review. A detailed description of the plans for fencing and swimming pool permissions in the development will also be needed, per Censky. All roads are proposed to be public and appear to meet the standard Village requirements as to paving width, curb/gutter, and terraces. Engineer Barbeau reviewed his report adding extra emphasis to items of concern, including land in the 100-year floodplain, stormwater management, high groundwater which results in sump-pump drainage issues, insufficient utility easements with homes so close together, and the need for proper recording of details on the plat, including document numbers for easement documents. Of significant concern is the inadequate space for snow storage/removal in winter. Director Dan Naze suggests narrow pavement and depressed storage medians in the cul-de-sac areas to help with the snow issues, although he is not confident that it would be sufficient. He also would like to see the HOA maintain the green areas, not the Village. Discussion followed regarding public vs. private streets and how that affects snow removal, street maintenance and trash service, and advantages of outlots being owned by HOAs. Of concern to the

Commission was designating the street as private as then one-half of the homes in the HOA would be on private streets and one-half on public which creates an issue for things like assessments and trash collection. Tony Zanon, the engineer for the developer, clarified that all the homes in the development are part of the HOA, that they prefer the streets be public, and all homes in the development have part ownership in the outlots and maintenance thereof, and that they have met all the requirements of the infill district.

Trustee Roberts motioned, seconded by Comm. Grabowski to recommend to the Village Board the 36-lot single-family residential subdivision Preliminary Plat for Riverside Preserve with the recommendations of Village Planner Mary Censky and Village Engineer Tim Barbeau.

Questions arose as to whether there will be additional plats that come forward as this is a preliminary plat. Planner Censky clarified that the plat will go on to the Village Board, and, if approved, it will advance to a development agreement with itemized improvements such as stormwater and outlot maintenance management. She reminded the Commission that approval is for the preliminary plat as presented with the developer then working with staff on the itemized details. Planner Censky stated that the decision to go public or private with the roads needs to be decided at this point. Attorney Gralinski confirmed this detail.

Trustee Roberts did not feel that there was enough information to make that decision at this time. Comm. Mantz voiced more concern about the snow removal and the burden that places on our DPW. Discussion followed regarding public vs. private snow removal.

Trustee Roberts retracted his motion in the hopes that the Village staff and the developer can address the snow removal details.

Trustee Roberts again motioned, seconded again by Comm. Grabowski to recommend to the Village Board the 36-lot single-family residential subdivision Preliminary Plat for Riverside Preserve with the following recommendations:

- 1) Clarify the detail of the 10' pedestrian easement by Lot 26;
- 2) Show the vision corner on Lot 10;
- 3) Applicant acknowledges that narrow spacing between buildings may result in modified design/construction standards for the buildings;
- 4) Applicant to provide a lot list confirming that each lot can conform to the minimum open space ratio (25%) and maximum building coverage ratio (35%);
- 5) The applicant will need submit a portfolio of sample architectural intentions, a detailed description of the plans for fencing and swimming pool permissions in the development - these items to be presented to the Planning Commission for their review;
- 6) Street lighting and street tree planting layouts must be worked out between the developer and Village Staff for incorporation into the Development Agreement;
- 7) Village Engineer review and approval of all grading, drainage, erosion control, stormwater management, utility and similar infrastructure related details attendant to this development prior to final plat consideration.
- 8) All easements should be defined by written documents with the document number added to the final plat and written in when the final plat is recorded. The easements must indicate the purpose, rights granted, to whom those rights are granted to and who is responsible for maintenance of the easement areas.
- 9) a note should be added to the final plat stating, "*Lands that are part of this subdivision plat are located in an area with mapped soils that may contain seasonal high groundwater. The lowest level of any residence should be at an elevation that is greater than those Proposed Basement Floor Elevations listed on Page 1 of 6 of the Soil Report prepared by Butler Engineering dated 6/12/20 to minimize wet basements and substantial sump pump activity.*"
- 10) Consideration should be given to depressing the center island in both cul-de-sacs for stormwater (bioswale/rain garden) and snow storage in the winter, but have the Homeowner's Association maintain the green space.

- 11)The distance for the "legs" of the vision corner easements can be reduced to 15 feet per the new code recently approved by the Village.
 - 12)Owner shall make sure that the previous plat has been properly vacated.
 - 13)Access shall be granted to the Village to be able to inspect the storm water management facility.
 - 14)A storm water maintenance agreement shall be prepared, signed and recorded with the final plat.
 - 15)Additional easements may be necessary after review of the development engineering plans.
 - 16)The water main easement along the west side of Lot 1 should extend westerly to the lot line.
 - 17)I recommend that the developer be required to replace those curbs with vertical face curb that is located adjacent to the driveway openings.
 - 18)A turn-around or hammerhead would be required at the new southerly end of Riverside Drive.
 - 19)Incorporation of items noted above on the final plat
 - 20)Incorporation of additional notes, if any are needed, on the final plat based on a review of the engineering plans.
 - 21)Developer to work with Village Staff to devise an agreement for the issues of snow removal and/or storage and street maintenance; If an agreement is reached, Waterstone Court and Oxboro Court shall be designated as public; Should an amicable agreement not be reached, Waterstone Court and Oxboro Court shall be designated as private with the removal and/or storage of snow, as well as street maintenance to be the responsibility of the Home Owners' Association.
- Motion carried by roll call vote 4-2 with Comm. Zompa and Comm. Hoff voting nay.

c. Review, discussion and possible recommendation to the Village Board of the Development Agreement drafted in support of the proposed Glen at Pewaukee Lake subdivision. This proposed 46 lot subdivision is located on approximately 14 acres of land near 449 W. Wisconsin Avenue. The property owner is the Village of Pewaukee. The developer is John Wahlen of Cornerstone Development (d/b/a The Glen at Pewaukee Lake).

Administrator Gosse stated that there will be no action on this matter as staff will be meeting with Cornerstone Development in a couple weeks to continue discussion on draft development agreement language.

d. Review discussion and possible action on concurring with sale of Village property at 449 W. Wisconsin Avenue.

Administrator Gosse reviewed that this action is required anytime there is a sale of public property that concurs with the decision of the Village Board to sell property. President Knutson confirmed that this in regards to selling the church at 449 W. Wisconsin Ave. to Agape.

Comm. Mantz motioned, seconded by Trustee Roberts to approve on concurring with the sale of Village property at 449 W. Wisconsin Avenue.

Motion carried by roll call vote 4-1-0 with Comm. Hoff abstaining.

e. Discussion and possible action on scheduling a Special Meeting for possible action on the Conditional Use Grant Application Items.

The Commission was in consensus to hold special meeting on Thursday, May 20, 2021 at 6pm.

7. Citizen Comment - None.

8. Adjournment

Comm. Zompa motioned, seconded by Comm. Hoff to adjourn the May 13, 2021 Regular Plan Commission meeting at approximately 9:45 p.m.

Motion carried by roll call vote 6-0.

Respectfully submitted,
Jackie Schuh
Deputy Clerk-Treasurer
Village of Pewaukee

1. Call to Order and Roll Call

President Jeff Knutson called the Zoom meeting to order at approximately 7:00 p.m. Plan Commission members present: Comm. Joe Zompa, Comm. Theresa Hoff, Comm. Jim Grabowski, Comm. Cheryl Mantz, Trustee Craig Roberts and President Jeff Knutson. Comm. Ryan Lange was excused.

Also present: Village Planner Mary Censky, Village Attorney Matt Gralinski, Village Administrator Scott Gosse and Deputy Clerk/Treasurer Jackie Schuh.

2. Old Business

a. Possible action on the Conditional Use Grant request to develop an outdoor dining/seating area accessory to their existing restaurant use, The Chocolate Factory, using four of the public parking stalls situated in the W. Wisconsin Avenue right-of-way directly in front of the business located at 161 W. Wisconsin Avenue - Unit B. Applicant is Blommer, Inc., d/b/a The Chocolate Factory, in c/o Valera Smokvin. Building owner is Siepman Development Company. Right-of-way is owned by the Village of Pewaukee. Property is Zoned B-2 Downtown Business District.

Planner Mary Censky addressed items brought up at the last meeting in regards to The Chocolate Factory street-dining request:

1. Parking stalls were recommended to be reduced to three from the requested four.
2. She verified that umbrellas were discussed for other street dining CUGs but that umbrellas were never expressly excluded in the language of the CUGs.
3. In-lieu-of, off-street parking was never made as part of the approval as Duncan was not willing to give up the private parking for public use.
4. A letter from Elaine at Positively Pewaukee was submitted stating that they are looking forward to working collaboratively with The Chocolate Factory in the future for events and that the request for The Chocolate Factory to remove all street dining items during those times is recanted.

Per Censky, all other details remain the same as that presented at the May 13, 2021 Plan Commission meeting. Comm. Grabowski, backed by Comm. Zompa, stated that umbrellas were discussed and disallowed when prior discussions on street-dining took place. Grabowski requested that all collaboration between parties involved be in writing so as to circumvent any problems that may arise. President Knutson read an email he received from Kiwanis Pat Gallagher in support of the street dining and working collaboratively with the businesses for future events; Trustee Roberts inquired as to whether property owner John Siepman would be open to granting an equal number of parking stalls in their private lot in-lieu-of the spots being granted for street dining to which Mr. Siepman responded that he is not in favor of doing that as there is available parking in the Koepp Park parking lot and a walkway over the river to get to downtown and the beach. Comm. Zompa relayed that some in the community are not happy that the public spots are being given away with nothing to gain for the Village. Comm. Mantz still has safety concerns and observed that there are no signs directing the public to the back of the Siepman building for 'free' parking in back. Administrator Gosse stated that the parking on W. Wisconsin Ave. downtown is 1-hour parking. Comm. Hoff suggested that the Commission re-group before giving out any more parking spaces. Comm. Zompa, Hoff and Mantz would like a traffic study/downtown design plan to be done so all of these uses fit into a scheme. Trustee Roberts stated he is inclined to say yes based on the fact that the Commission has already granted the street dining to three other businesses. If the Commission is going to deny this request unless compensatory parking is provided then Trustee Roberts feels that the Commission should reevaluate all the CUGs given out for street dining. He feels that street dining is either something the Commission would like to have or it is not. He does not feel that the Commission can pick and choose who gets the privilege and who does not. Comm. Grabowski feels strongly that there must be in-lieu-of parking provided off-street. Mr. Siepman would like the Village to erect signs directing downtown visitors to existing public parking lots.

Comm. Mantz motioned, seconded by Comm. Hoff to deny the Conditional Use Grant request to develop an outdoor dining/seating area accessory to their existing restaurant use, The Chocolate Factory based on public safety concern, resident concerns and the need for a traffic study.

Motion failed 3-3 with Comm. Grabowski, Trustee Roberts and President Knutson voting nay.

Comm. Grabowski motioned seconded by Trustee Roberts to approve the Conditional Use Grant request to develop an outdoor dining/seating area accessory to their existing restaurant use, The Chocolate Factory, using four of the public parking stalls situated in the W. Wisconsin Avenue right-of-way directly in front of the business located at 161 W. Wisconsin Avenue - Unit B with the recommendations of the Village Planner and Village Engineer and also an amended fencing requirement, the disallowing of umbrellas, amending to 3 parking stalls from four for the parklet, and 3 parking stalls behind the Siepmann building that shall be marked for 1-hour parking for the public.

Motion failed 3-3 with Comm. Mantz, Comm. Hoff and Comm. Zompa voting nay.

3. Adjournment

Comm. Zompa motioned, followed by Comm. Mantz to adjourn the May 20, 2021, Special Plan Commission meeting at approximately 7:08 p.m.

Motion carried by roll call vote 5-1 with President Knutson voting nay.

Respectfully submitted,

Jackie Schuh
Deputy Clerk-Treasurer
Village of Pewaukee

STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: June 10, 2021

General Information:

Agenda Item: **5.a.**

Applicant/Property Owner:

Blommer, Inc., d/b/a The Chocolate Factory, in c/o Valera Smokvin. Building owner is Siepmann Development Company. Right-of-way is owned by the Village of Pewaukee.

Requested Action:

Conditional Use Grant Amendment approval to add an incidental, accessory, seasonal, outdoor dining area in the West Wisconsin Avenue right-of-way over existing, striped parking stalls located directly in front of their restaurant.

Current Zoning:

B-2 Downtown Business District

Current Master Plan Classification:

Community Commercial

Surrounding Zoning/Land Use:

North: B-2 Downtown Business District

South: B-2 Downtown Business District

East: Pewaukee River

West: Pewaukee Lake

Lot Size:

N/A

Location:

161 West Wisconsin Avenue

Update:

The applicant plans to set up an umbrella/base for a few days in the area behind the Chocolate Factory. He invites Commissioners to stop by and see/examine the umbrella/base.

Background:

The applicant seeks Conditional Use Grant Amendment approval to use existing, on-street paved parking stalls to place tables/chairs/umbrellas/similar patio appurtenances/railings/planters/barriers,... in support of an expanded incidental, seasonal outdoor dining opportunity for their patrons (see site plan/design information attached).

Recommendation:

The Planner does not object to the applicants request as submitted but recommends the following

conditions be considered for attachment to any approval the Planning Commission may be inclined to grant:

- 1) Approval is subject to the terms of the attached DRAFT CUG document and related exhibits.

CONDITIONAL USE GRANT

To permit the use “**outdoor dining/seating area accessory to their existing, approved restaurant use, The Chocolate Factory, using # of the public parking stalls situated in the public road right-of-way directly in front of the existing business**”.

Before the Planning Commission of the Village of Pewaukee, Waukesha County, Wisconsin, in regard To Premises located at **161 (Unit 1.b.) W. Wisconsin Avenue** in The Village of Pewaukee, Waukesha County, State of Wisconsin, and further defined as follows:

PWV 0898954002

PARCEL 1 CERT SURV 9251 VOL 83/356 PT NW1/4 SEC 9 T7N R19E DOC# 2697282

WHEREAS, the Zoning Code and Zoning District Map of the Village of Pewaukee, pursuant to State Statutes, provide that the premises may not be used of right for purposes hereinafter described but that, upon petition, such use may be approved by the municipality as a Conditional Use Grant in particular circumstances as defined by the standards in the Zoning Ordinances; and

Petition therefore having been made, and public hearing held thereon, and the Planning Commission of the Village of Pewaukee having determined that by reason of the particular nature, character, and circumstances of the proposed use, grant of such use upon the terms and conditions hereinafter prescribed would be consistent with the requirements of the Zoning Ordinance.

Now, therefore, IT IS GRANTED, subject to compliance with the terms and conditions hereinafter state that the Premises may be used for the purpose of “outdoor dining/seating area accessory to their existing, approved restaurant use, The Chocolate Factory, using four of the public parking stalls situated in the public road right-of-way directly in front of the existing business”.

GRANTED by action of the Planning Commission of The Village of Pewaukee this 13th day of May, 2021.

Village Planning Commission Secretary
Cassie Smith

Planning Commission Chairperson
Jeffrey Knutson

Original filed at the Pewaukee Village Hall.

The **GENERAL CONDITIONS** of this Grant are:

- a. This grant shall become effective upon the execution and recording by the owners of the Premises of an acceptance hereof in such form as to constitute an effective covenant that shall run with the land subject to the provisions contained herein.
- b. This grant shall be void unless, pursuant to the building and Zoning Codes of the Village, the approved use is commenced or the building permit is obtained within twelve (12) months of the date of the Planning Commission approval noted above.
- c. This grant is subject to amendment and termination in accordance with the provision of the Zoning Code of the Village.
- d. Construction and operation of the use granted shall be in strict conformity to the approved site, building, and operations plans filed in connection with the Petition for this Grant, and exhibited hereto.
- e. Construction and operation of the use granted shall be subject to full compliance with any other applicable rules/laws as set forth by any other governmental or quasi-governmental departments/entities with jurisdiction over this site, construction and/or operation such as, but not necessarily limited to, the Village's Building Inspections, Public Works, Police and Fire Departments, Waukesha County, Wisconsin DNR, the State of Wisconsin, ... and similar.
- f. Any of the conditions of this Grant which would normally be the responsibility of tenants of the premises shall be made a part of their lease by the Owner, which lease shall contain provisions for posting of the pertinent conditions to notify employees thereof.
- g. This Grant shall automatically be null and void if this use is discontinued for a period of twelve (12) months.
- h. Failure to allow reasonable and routine inspections of the property constitutes grounds for revocation of the Conditional Use Grant.
- i. **Conditions on the Use/Operations:**
 1. Annual renewal of this CUG is not a condition of the approval but that is based upon the continued willingness of the applicant to work cooperatively with the Village on adjustments to the site/operating plans as the use goes along in the event unforeseen issues or concerns as to safety or suitability should arise.
 2. The permitted seasonal period of use for the right-of-way shall be March 1 to October 31 annually.
 3. Outdoor music and/or PA may be permitted as a part of this outdoor dining/seating area use. The hours for such music and/or PA shall be limited to the actual open hours of the principal use and no later than 11pm daily.
 4. Days/Hours of use for this right-of-way dining/seating area shall be limited to days/hours that the principal use The Chocolate Factory is actually open but in no case later than 1 am daily.
 5. On the W.Wisconsin Avenue side of the space a fence must be constructed utilizing the concrete base (not less than 10' x 10') and railings as shown in the attached Exhibit A which is attached hereto and made a part hereof by reference. This fence must fully surround the W.Wisconsin Avenue side of this dining area and turn in toward the sidewalk on both sides at least 4 feet. The balance of the area as delimited on the attached site plan shall be separated from the public by weighted stanchions with rope/chain (or similar) or by a continuation of the fencing. The curbing shown on the site plan for use between the drive lane of West Wisconsin Avenue and this seating area shall be sized not less than 10" by 10".

Reference all this in Exhibit "A" which is attached hereto and made a part hereof by reference.

6. As to both seasonal and permanent cessation of operations, the right-of-way area shall be immediately returned to its original state by the applicant - as it was before the street dining use was approved and implemented.
7. All parts of the proposed right-of-way dining appurtenances shall be bound within the approved area as depicted in Exhibit "A" and shall not spread onto the street, sidewalk or curbs surrounding.
8. Consumption of any alcoholic beverages is prohibited in this street dining/seating area.
9. The enclosure/barrier separating the dining area from the sidewalk(s) and the vehicle accessible part(s) of the right-of-way shall be as setforth in Exhibit "A".
10. Landscaping/potted planting enhancements for aesthetic purposes shall be maintained in seasonally robust fashion and located per Exhibit "A".
11. The public markings on the surface of the right-of-way (i.e. the stall striping) shall not be washed away or permanently covered over in the course of this use.
12. Director of Public Works approval, prior to installation, as to the manner of attachment of anything that is proposed to be affixed to any public object and/or the public way.
13. Electric and/or water service to the outdoor dining area may not be run on grade across the sidewalk. Any alternate plans for electric and/or water service to the outdoor dining area shall be subject to review and approval by Village Staff prior to implementation.
14. Any substantiated material adverse impacts upon surrounding properties or the Village generally resulting from this use (including, though not necessarily limited, to noise, odor, litter, animal infestation, loitering, glare, public safety, illegal activity,...) shall be the responsibility of the owner/applicant to correct timely upon notice from the Village and failure to do so may result in revocation of this conditional use grant amendment or portions thereof.
15. Village Staff final review and approval, prior to placement, of all appurtenances (such as but not necessarily limited to tables, chairs, planters, heaters, fire tables, trash receptacles, serving tables,... and similar) proposed to be placed in the right-of-way area(s) ref Exhibit A attached.
16. The only food and/or beverage that may be consumed within this specific right-of-way seating space shall be limited to that emanating from the adjacent, approved use, The Chocolate Factory.
17. A clear public sidewalk aisle-way not less than 5 feet wide shall be maintained at all times throughout the frontage of this lot.
18. The right-of-way dining area shall comply fully with any/all applicable requirements attendant to handicapped accessibility and ADA requirements.
19. The final placement/location of the proposed wheelchair ramp shall be subject to review/approval of the Village's Engineer.
20. Recording of the Conditional Use Grant Amendment prior to the start of any right-of-way occupancy.
21. Village Board approval of a right-of-way access/occupancy/use permit and agreement prior to recording of the Conditional Use Grant Amendment – the date and terms of such approval to be memorialized in the Village's CUG record/file for this property for the duration of time that this use is permitted.
22. Execution of a hold harmless and indemnity agreement satisfactory to the Village Attorney and approved by the Village Board for construction and operation of the use herein granted, the date and terms of such agreement to be memorialized in the Village's CUG record/file for this property for the duration of time that this use is permitted.

23. Provision of general liability and property damage insurance naming the Village of Pewaukee as an additional insured shall be provided to the Village Attorney for review and approval as to adequacy – evidence of the final and approved insurance documents to be retained on file in the Village’s CUG record for this property for the duration of time this use is permitted.
24. Any new/extra lighting proposed for this right-of-way seating area use shall be subject to review and approval by Village Staff prior to implementation.
25. No signage is requested or approved as a part of this CUG Amendment. Any future signage shall be subject to review under the Village Sign Code prior to placement at the site.
26. The Village Board shall make the final determination as to who has precedence in terms of the right-of-way use on any dates/times where use of this specific right-of-way space may have been requested by multiple parties/special events. During special events in the downtown area, the permit holder shall refer to the Village Administrator for the priority determination as may have been set forth by the Village board in regard to this specific right-of-way space and shall abide by those specific instructions.

j. Conditions on the Existing Structures, Existing Site and Existing Outdoor Dining/Seating Area:

- a. All per existing conditions and approvals.

k. Other: None.

SEE EXHIBIT “A” ATTACHED BELOW

CONDITIONAL USE GRANT

To permit the use “**outdoor dining/seating area accessory to their existing, approved restaurant use, The Chocolate Factory, using # of the public parking stalls situated in the public road right-of-way directly in front of the existing business**”.

Before the Planning Commission of the Village of Pewaukee, Waukesha County, Wisconsin, in regard To Premises located at **161 (Unit 1.b.) W. Wisconsin Avenue** in The Village of Pewaukee, Waukesha County, State of Wisconsin, and further defined as follows:

PWV 0898954002

PARCEL 1 CERT SURV 9251 VOL 83/356 PT NW1/4 SEC 9 T7N R19E DOC# 2697282

WHEREAS, the Zoning Code and Zoning District Map of the Village of Pewaukee, pursuant to State Statutes, provide that the premises may not be used of right for purposes hereinafter described but that, upon petition, such use may be approved by the municipality as a Conditional Use Grant in particular circumstances as defined by the standards in the Zoning Ordinances; and

Petition therefore having been made, and public hearing held thereon, and the Planning Commission of the Village of Pewaukee having determined that by reason of the particular nature, character, and circumstances of the proposed use, grant of such use upon the terms and conditions hereinafter prescribed would be consistent with the requirements of the Zoning Ordinance.

Now, therefore, IT IS GRANTED, subject to compliance with the terms and conditions hereinafter state that the Premises may be used for the purpose of “outdoor dining/seating area accessory to their existing, approved restaurant use, The Chocolate Factory, using four of the public parking stalls situated in the public road right-of-way directly in front of the existing business”.

GRANTED by action of the Planning Commission of The Village of Pewaukee this 13th day of May, 2021.

Village Planning Commission Secretary
Cassie Smith

Planning Commission Chairperson
Jeffrey Knutson

Original filed at the Pewaukee Village Hall.

The **GENERAL CONDITIONS** of this Grant are:

- a. This grant shall become effective upon the execution and recording by the owners of the Premises of an acceptance hereof in such form as to constitute an effective covenant that shall run with the land subject to the provisions contained herein.
- b. This grant shall be void unless, pursuant to the building and Zoning Codes of the Village, the approved use is commenced or the building permit is obtained within twelve (12) months of the date of the Planning Commission approval noted above.
- c. This grant is subject to amendment and termination in accordance with the provision of the Zoning Code of the Village.
- d. Construction and operation of the use granted shall be in strict conformity to the approved site, building, and operations plans filed in connection with the Petition for this Grant, and exhibited hereto.
- e. Construction and operation of the use granted shall be subject to full compliance with any other applicable rules/laws as set forth by any other governmental or quasi-governmental departments/entities with jurisdiction over this site, construction and/or operation such as, but not necessarily limited to, the Village's Building Inspections, Public Works, Police and Fire Departments, Waukesha County, Wisconsin DNR, the State of Wisconsin, ... and similar.
- f. Any of the conditions of this Grant which would normally be the responsibility of tenants of the premises shall be made a part of their lease by the Owner, which lease shall contain provisions for posting of the pertinent conditions to notify employees thereof.
- g. This Grant shall automatically be null and void if this use is discontinued for a period of twelve (12) months.
- h. Failure to allow reasonable and routine inspections of the property constitutes grounds for revocation of the Conditional Use Grant.
- i. **Conditions on the Use/Operations:**
 1. Annual renewal of this CUG is not a condition of the approval but that is based upon the continued willingness of the applicant to work cooperatively with the Village on adjustments to the site/operating plans as the use goes along in the event unforeseen issues or concerns as to safety or suitability should arise.
 2. The permitted seasonal period of use for the right-of-way shall be March 1 to October 31 annually.
 3. Outdoor music and/or PA may be permitted as a part of this outdoor dining/seating area use. The hours for such music and/or PA shall be limited to the actual open hours of the principal use and no later than 11pm daily.
 4. Days/Hours of use for this right-of-way dining/seating area shall be limited to days/hours that the principal use The Chocolate Factory is actually open but in no case later than 1 am daily.
 5. On the W.Wisconsin Avenue side of the space a fence must be constructed utilizing the concrete base (not less than 10' x 10') and railings as shown in the attached Exhibit A which is attached hereto and made a part hereof by reference. This fence must fully surround the W.Wisconsin Avenue side of this dining area and turn in toward the sidewalk on both sides at least 4 feet. The balance of the area as delimited on the attached site plan shall be separated from the public by weighted stanchions with rope/chain (or similar) or by a continuation of the fencing. The curbing shown on the site plan for use between the drive lane of West Wisconsin Avenue and this seating area shall be sized not less than 10" by 10".

Reference all this in Exhibit "A" which is attached hereto and made a part hereof by reference.

6. As to both seasonal and permanent cessation of operations, the right-of-way area shall be immediately returned to its original state by the applicant - as it was before the street dining use was approved and implemented.
7. All parts of the proposed right-of-way dining appurtenances shall be bound within the approved area as depicted in Exhibit "A" and shall not spread onto the street, sidewalk or curbs surrounding.
8. Consumption of any alcoholic beverages is prohibited in this street dining/seating area.
9. The enclosure/barrier separating the dining area from the sidewalk(s) and the vehicle accessible part(s) of the right-of-way shall be as setforth in Exhibit "A".
10. Landscaping/potted planting enhancements for aesthetic purposes shall be maintained in seasonally robust fashion and located per Exhibit "A".
11. The public markings on the surface of the right-of-way (i.e. the stall striping) shall not be washed away or permanently covered over in the course of this use.
12. Director of Public Works approval, prior to installation, as to the manner of attachment of anything that is proposed to be affixed to any public object and/or the public way.
13. Electric and/or water service to the outdoor dining area may not be run on grade across the sidewalk. Any alternate plans for electric and/or water service to the outdoor dining area shall be subject to review and approval by Village Staff prior to implementation.
14. Any substantiated material adverse impacts upon surrounding properties or the Village generally resulting from this use (including, though not necessarily limited, to noise, odor, litter, animal infestation, loitering, glare, public safety, illegal activity,...) shall be the responsibility of the owner/applicant to correct timely upon notice from the Village and failure to do so may result in revocation of this conditional use grant amendment or portions thereof.
15. Village Staff final review and approval, prior to placement, of all appurtenances (such as but not necessarily limited to tables, chairs, planters, heaters, fire tables, trash receptacles, serving tables,... and similar) proposed to be placed in the right-of-way area(s) ref Exhibit A attached.
16. The only food and/or beverage that may be consumed within this specific right-of-way seating space shall be limited to that emanating from the adjacent, approved use, The Chocolate Factory.
17. A clear public sidewalk aisle-way not less than 5 feet wide shall be maintained at all times throughout the frontage of this lot.
18. The right-of-way dining area shall comply fully with any/all applicable requirements attendant to handicapped accessibility and ADA requirements.
19. The final placement/location of the proposed wheelchair ramp shall be subject to review/approval of the Village's Engineer.
20. Recording of the Conditional Use Grant Amendment prior to the start of any right-of-way occupancy.
21. Village Board approval of a right-of-way access/occupancy/use permit and agreement prior to recording of the Conditional Use Grant Amendment – the date and terms of such approval to be memorialized in the Village's CUG record/file for this property for the duration of time that this use is permitted.
22. Execution of a hold harmless and indemnity agreement satisfactory to the Village Attorney and approved by the Village Board for construction and operation of the use herein granted, the date and terms of such agreement to be memorialized in the Village's CUG record/file for this property for the duration of time that this use is permitted.

23. Provision of general liability and property damage insurance naming the Village of Pewaukee as an additional insured shall be provided to the Village Attorney for review and approval as to adequacy – evidence of the final and approved insurance documents to be retained on file in the Village’s CUG record for this property for the duration of time this use is permitted.
24. Any new/extra lighting proposed for this right-of-way seating area use shall be subject to review and approval by Village Staff prior to implementation.
25. No signage is requested or approved as a part of this CUG Amendment. Any future signage shall be subject to review under the Village Sign Code prior to placement at the site.
26. The Village Board shall make the final determination as to who has precedence in terms of the right-of-way use on any dates/times where use of this specific right-of-way space may have been requested by multiple parties/special events. During special events in the downtown area, the permit holder shall refer to the Village Administrator for the priority determination as may have been set forth by the Village board in regard to this specific right-of-way space and shall abide by those specific instructions.

j. Conditions on the Existing Structures, Existing Site and Existing Outdoor Dining/Seating Area:

- a. All per existing conditions and approvals.

k. Other: None.

SEE EXHIBIT “A” ATTACHED BELOW

STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: June 10, 2021

General Information:

Agenda Item: **2.a./6.a.**

Applicant/Property Owner:

Kranky's Investment Corporation in
c/o Tony Dicks

Requested Action:

Conditional Use Grant approval

Existing Zoning:

B-1 Community Business

Master Plan Classification:

Community Commercial

Surrounding Zoning/Land Use:

North: B-1 Community Commercial
South: R-5 single family residential
Commercial
East: 3-way intersection then part
IPS Institutional and part MH mobile
home residential
West: R-6 Plex Residential

Lot Size/Project Area:

Approximately 15,080 sq.ft.

Location:

719 Glacier Road

General Description:

The applicant requests Conditional Use Grant (CUG) approval to conduct a weekly "Bike Night" event outdoors in their existing paved parking lot. The event would be held on Thursday nights from 4 p.m. to 9 p.m. during April – October each year. The event would include music provided by speaker(s) extended from inside the bar. The plan calls for a food truck to be parked in the lot each Thursday night to provide food sales to attendees. Beverages, alcohol and other, would be sold inside the bar in plastic cups or cans for carryout to the cordoned off area of the parking lot. Safety tape is proposed to be used to cordon off the gathering area. Ten existing striped parking spaces are kept available for auto parking in the area of the site that would not be cordoned off (reference site plan attached). The use would not include port-a-jons – patrons would use the existing facilities inside the bar.

Recommendation:

The Planner raises no particular objection to this request as described/depicted above, in the applicants supporting materials attached and in the DRAFT CUG, but recommends the following conditions be considered for attachment to any approval the Commission may be inclined toward

granting:

- 1) Out of concern for potential nuisance impacts of this use upon the immediately surrounding residential neighbors, and in order to develop a “track record” of operations, this approval shall be for the year 2021 only. After 2021, the applicant may reapply for a CUG with a longer or permanent time frame;
- 2) Before midnight on each Bike Night, all litter/debris shall be cleaned-up at this site and the immediately surrounding area and any portable materials, equipment and supplies stowed indoors or off-premises;
- 3) Recording of the Conditional Use Grant before holding the first Bike Night event;
- 3) The applicant must secure any required extension of premises license before holding the first Bike Night event;
- 4) The food truck shall close its operations at 9 p.m.;
- 5) Outdoor music shall stop at 9 p.m. and all patrons must either leave the premises or move indoors at that same time;
- 6) The cordoned off outdoor area shall be supervised by easily identifiable bar staff at all times to ensure that IDs are being checked before entry and that no alcohol is being taken to areas outside of the safety-taped boundary;
- 7) Any substantiated material adverse impacts upon surrounding properties or the Village generally resulting from this temporary use (including, though not necessarily limited, to litter, loitering, public safety, illegal activity,...) shall be the responsibility of the owner/applicant to correct timely upon notice being sent or personally delivered by the Village and failure to do so may result in immediate shut down of all or portions of this Bike Night use.

CONDITIONAL USE GRANT AMENDMENT

To permit the use “once weekly “Bike Night” event outdoors in their existing paved parking lot and including up to 1 food service truck April – October, 2021” in connection with the existing Conditional Use ‘Kranky’s’.

Before the Planning Commission of the Village of Pewaukee, Waukesha County, Wisconsin, in regard To Premises located at **719 Glacier Road** in The Village of Pewaukee, Waukesha County, State of Wisconsin, and further defined as follows:

PWV 0894962001

PARCEL B CERT SURV 1824 VOL 12/269 PT NW1/4 SEC 8 T7N R19E EX DOC# 3803190 DOC# 3831795

WHEREAS, the Zoning Code and Zoning District Map of the Village of Pewaukee, pursuant to State Statutes, provide that the premises may not be used of right for purpose hereinafter described but that, upon petition, such use may be approved by the municipality as a Conditional Use Grant in particular circumstances as defined by the standards in the Zoning Ordinances; and

Petition therefore having been made, and public hearing held thereon, and the Planning Commission of the Village of Pewaukee having determined that by reason of the particular nature, character, and circumstances of the proposed use, grant of such use upon the terms and conditions hereinafter prescribed would be consistent with the requirements of the Zoning Ordinance.

Now, therefore, IT IS GRANTED, subject to compliance with the terms and conditions hereinafter stated that the Premises may be used for the purpose of “Bike Night” event outdoors in their existing paved parking lot and including up to 1 food service truck April – October, 2021” in connection with the permitted Conditional Use ‘Kranky’s’.

GRANTED by action of the Planning Commission of The Village of Pewaukee this __th day of June , 2021.

Village Planning Commission Secretary
Cassandra Smith, Village Clerk

Planning Commission Chairperson
Jeffrey Knutson, Village President

Original filed at the Pewaukee Village Hall.

The **CONDITIONS** of this Grant are:

- a. This grant shall become effective upon the execution and recording by the owners of the Premises of an acceptance hereof in such form as to constitute an effective covenant that shall run with the land subject to the provisions contained herein.
- b. This grant shall be void unless, pursuant to the building and Zoning Codes of the Village, the approved use is commenced or the building permit is obtained within twelve (12) months of the date of the Planning Commission approval noted above.
- c. This grant is subject to amendment and termination in accordance with the provision of the Zoning Code of the Village.
- d. Construction and operation of the use granted shall be in strict conformity to the approved site, building, and operations plans filed in connection with the Petition for this Grant, and exhibited hereto.
- e. Any of the conditions of this Grant which would normally be the responsibility of tenants of the premises shall be made a part of their lease by the Owner, which lease shall contain provisions for posting of the pertinent conditions to notify employees thereof.
- f. This Grant shall automatically be null and void if this use is discontinued for a period of twelve (12) months.
- g. Failure to allow reasonable and routine inspections of the property constitutes grounds for revocation of the Conditional Use Grant.
- h. Conditions on the Operations:**
 - a. Hours of operation for the use 'Bike Night' including outdoor seating and consumption including 1 food truck shall be limited to 4 p.m. - 9 p.m. on Thursday nights from April through October, 2021;
 - b. Bike parking and outdoor dining/consumption shall be limited expressly to the areas shown on Exhibit "A" which is attached hereto and made a part hereof by reference.
 - c. All tables, chairs, tents,... and other related appurtenances placed outdoors for this event must be sufficiently stable and secure as not to present a public safety hazard in the event of bad weather;
 - d. Before midnight on each Bike Night, all litter/debris shall be cleaned-up at this site and the immediately surrounding area and any portable materials, equipment and supplies stowed indoors or off-premises. The food truck must also be gone from the site before midnight on each 'Bike Night';
 - e. Recording of the Conditional Use Grant before holding the first Bike Night event;
 - f. The food truck shall close its operations at 9 p.m.;
 - g. Outdoor music shall stop at 9 p.m. and all patrons must either leave the premises or move indoors at that same time;
 - h. The cordoned off outdoor area shall be supervised by easily identifiable bar staff at all times to ensure that IDs are being checked before entry and that no alcohol is being taken to areas outside of the safety-taped boundary;
 - i. The outdoor seating area and/or food truck shall not conflict in any way with the required ADA parking requirements and/or handicapped accessibility to this building and any state or federal level requirements to provide/maintain handicapped accessibility to the temporary outdoor seating area shall also be fully complied with;
 - j. Applicant shall secure the necessary licensure for alcohol consumption in this limited outdoor area of the premises prior to start of the event and shall operate in full compliance at all times with the more restrictive of that licensure and/or any applicable State/Federal laws.

- k. Food truck operator must possess all required permits and licensure as may apply to that service/business.
- l. The outdoor area shall have just one small entry/exit point that can be properly observed and managed by the event staff as to id's, carry-in/carry-out,...
- m. Electronic audio system sound level shall not create a nuisance upon surrounding properties.

i. Conditions on the Structures:

- a. The existing structure shall remain "per existing conditions" in all respects.

j. Conditions on the Site:

- a. The existing site shall remain "per existing conditions" in all respects except as indicated on the attached Exhibit "A" site plan.

k. Other:

- a. Any substantiated, material, adverse impacts arising with respect to such things as, (but not necessarily limited to) noise, odor, smoke, light, vibration, litter, loitering, glare, traffic, parking, health, public safety, and similar... arising as result of this use/operation shall be the responsibility of the property owner and/or business operator to correct timely upon sent or personally delivered notice from the Village and failure to correct any such problem in a timely manner may result in immediate shut down of all or portions of this Bike Night use.
- b. No signage or lighting changes/additions are proposed or approved as a part of this request.
- c. All other terms and conditions of the original conditional use grant (and any other subsequent amendments thereto) issued for Kranky's shall remain in full force and effect without exception unless specifically modified by the terms of this amendment.

STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: June 10, 2021

General Information:

Agenda Item: 2.b./6.b.

Applicant/Property Owner:

Village of Pewaukee

Requested Action:

Conditional Use Grant approval

Current Zoning:

IPS Institutional and Public Service District

Current Master Plan Classification:

Institutional

Requested Master Plan Classification:

Institutional

Surrounding Zoning/Land Use:

North: B-5 Light Industrial
South: Pewaukee River then R-5 Single Family Residential
East: B-5 Light Industrial
West: B-5 Light Industrial

Lot Size:

3.68 acres

Location:

1000 Hickory Street

Discussion:

“Public and/or private utility installations” are listed as a conditional use that may be considered for approval in the IPS Institutional and Public Service District. That is both the current and proposed use of this site.

The applicant proposes to remove the existing main building and 4 of the 6 other subordinate accessory structures situated on this site. This is done in favor of a proposed new, and much larger, 2-phase principal structure along with a new salt storage building and new outdoor materials storage bins. One existing subordinate accessory structure will be incorporated into/made a part of the new principal building and the existing water tank will be retained in place. A fence is proposed to secure this facility.

At 27% overall building coverage area, the proposed plan does comply with the Code maximum of 30%, and at 51% open space, the proposed plan also complies with the Code minimum 35% open space.

At 34 feet, the principal building height will comply with the Code maximum of 42 feet.

For security purposes, fencing is proposed to be located around both of the outdoor yard areas – the large one to the west of the proposed new principal building and one around the smaller area

back by the water tank.

The Phase 1 Building will be constructed as an attachment/addition to one of the existing accessory structures that remains in place on the site. The existing building does not comply with the Code required 50 foot setback. The proposed addition will be no more nonconforming as to setback.

The proposed new salt storage structure does not appear to meet either the 50 ft. setback or the Code required 20 ft. minimum sideyard offset. Such a reduced setback/offset can be approved by the Planning Commission if "... in the commission's opinion such regulations and standards are not appropriate or necessary to the proper regulation of such use, and where such modification or waiver would not, in the commission's opinion, result in adverse effect upon the surrounding properties".

Effort was taken to keep the building set back as far as possible but not to the point that it would be encroaching on the backyard floodplain area. As a result of this lot depth issue, the parking lot in front of the proposed new building appears to have about a 5 ft. setback from the front lot line where the Code required minimum is 25 feet.

The number of parking stalls supporting the building is increased from 11 existing to 18 proposed. The outdoor yard area is substantially reduced in favor of indoor space for parking and storage of vehicles, materials, equipment and supplies.

Building materials consist of precast concrete principally with some brick enhancements in the more visible portions of the building elevations and some limited block used in less conspicuous areas of the structure.

Recommendation:

The Planner would recommend the following conditions be considered for attachment to any Conditional Use Grant approval as the Commission may be inclined to grant:

- 1) The following items shall return for final review and approval by the Planning Commission:
 - a. Final principal building materials samples/colors;
 - b. Final design, location and materials/colors for the proposed salt storage building;
 - c. Landscaping plan;
 - d. Exterior lighting plan;
 - e. Dumpster location/screening plan;
 - f. Screening plan for the yard storage area(s) wherever visible to the surrounding public view;
 - g. Final design, location and materials/colors for the proposed salt storage building;
 - h. Final location and screening plans for HVAC and utility installations at the site and/or on the building;
 - i. Final design, location, materials, height, color,... plans for the proposed fencing;
- 2) Village Engineer review and approval of the final grading, drainage, stormwater management, erosion control, utilities and similar infrastructure plans in support of the proposed project.
- 3) Any substantiated, material, adverse impacts arising with respect to such things as, (but not necessarily limited to) noise, odor, smoke, light, vibration, litter, loitering, glare, traffic, parking, health, public safety, and similar... arising as result of this use/operation

shall be the responsibility of the property owner to correct timely upon notice from the Village and failure to correct any such problem in a timely manner may result in action toward modification or revocation of this conditional use grant;

- 4) Recording of the conditional use grant prior to start of construction of any sort in support of this project;
- 5) Issuance of all required building, electrical, plumbing and similar permits as may be required prior to start of construction of any sort in support of this project;
- 6) Any new signs shall be subject to review, approval and permit issuance under the Village's Sign Code prior to their placement at the site.



To: Jeff Knutson, President
Plan Commission

From: Scott A. Gosse
Village Administrator

Date: June 1, 2021

Re: Agenda Items 2.b./6.b. Village of Pewaukee Department of Public Works Facility

BACKGROUND

The Village Board has submitted a Conditional Use Grant application for a new Public Works Facility at 1000 Hickory Street to replace the existing structure. The current 8,530 sq. ft. facility was constructed in 1973. To obtain an objective and professional review of the existing facility, the Village Board engaged Kueny Architects to complete a space needs analysis to examine the current facility and existing equipment. The study concluded that the existing building at 1000 Hickory Street and associated outbuildings (other than the Well #3 pumphouse) have outlived their useful life. Specifically related to the 1000 Hickory Street main DPW building, lighting, electrical, plumbing, and mechanical systems are all in need of updating. Overall, from a mechanical, electrical and plumbing perspective, the recommendation is to not spend additional funds on a building that has outlived its life expectancy.

ACTION REQUESTED

The action requested of the Plan Commission is to review the attached Conditional Use Grant application and consider its approval.

ANALYSIS

The new building, as proposed, would allow for the efficient parking of the various fleet equipment in a manner that allows for any piece of equipment to be used without requiring several other pieces of equipment to be moved out of the building first. The adequate spacing of vehicles will also provide for better staff safety entering and leaving the facility. Additionally, the new facility would allow for dedicated maintenance areas, a wash bay, modern and energy efficient lighting, building security, and a backup generator for both Well #3, the new building and the utility SCADA system.

The current salt storage building is located in the 500-600 block of Hickory Street, The building previously served as the Village's sewer digester when the Village operated its own sewage treatment plant. It is nearly 70 years old and has a leaky roof. A new salt storage facility is proposed to be located at 1000 Hickory Street which would provide for operational efficiencies in having the salt trucks located at the same location as the road salt.

From a site perspective, fencing is proposed to secure the facility on a regular basis. This will require visitors to the building to enter thru a controlled access point (main entry). The proposed wall structure for the majority of the building is precast concrete panels which are anticipated to have a 75-year life. The Village Board specifically reviewed three types of building wall systems and concluded that the precast panels provided the lifecycle costs with minimum maintenance as well as being the most cost-effective option.

Village of Pewaukee Plan Commission
Engineer's Report for June 10, 2021

Department of Public Works Facility
1000 Hickory Street

Report

The Village is planning to expand the existing public works facility. Plans provided were mainly related to building location and architectural renderings. The plan set did not include a dimensioned site plan, grading plan, utility plan or stormwater management plan.

General comments on the information submitted are as follows:

Access

Currently there are two access points into the public works facility and one into the water utility building. The new plans indicate three access points, with the westerly two access points being in slightly different locations than they are now to accommodate a change in the site traffic pattern. The proposed locations will not negatively affect the operation of Hickory Street or the adjacent businesses.

Sanitary Sewer and Water

The property is currently served by public sanitary sewer and water off of Hickory Street.

Site Grading/Stormwater Management

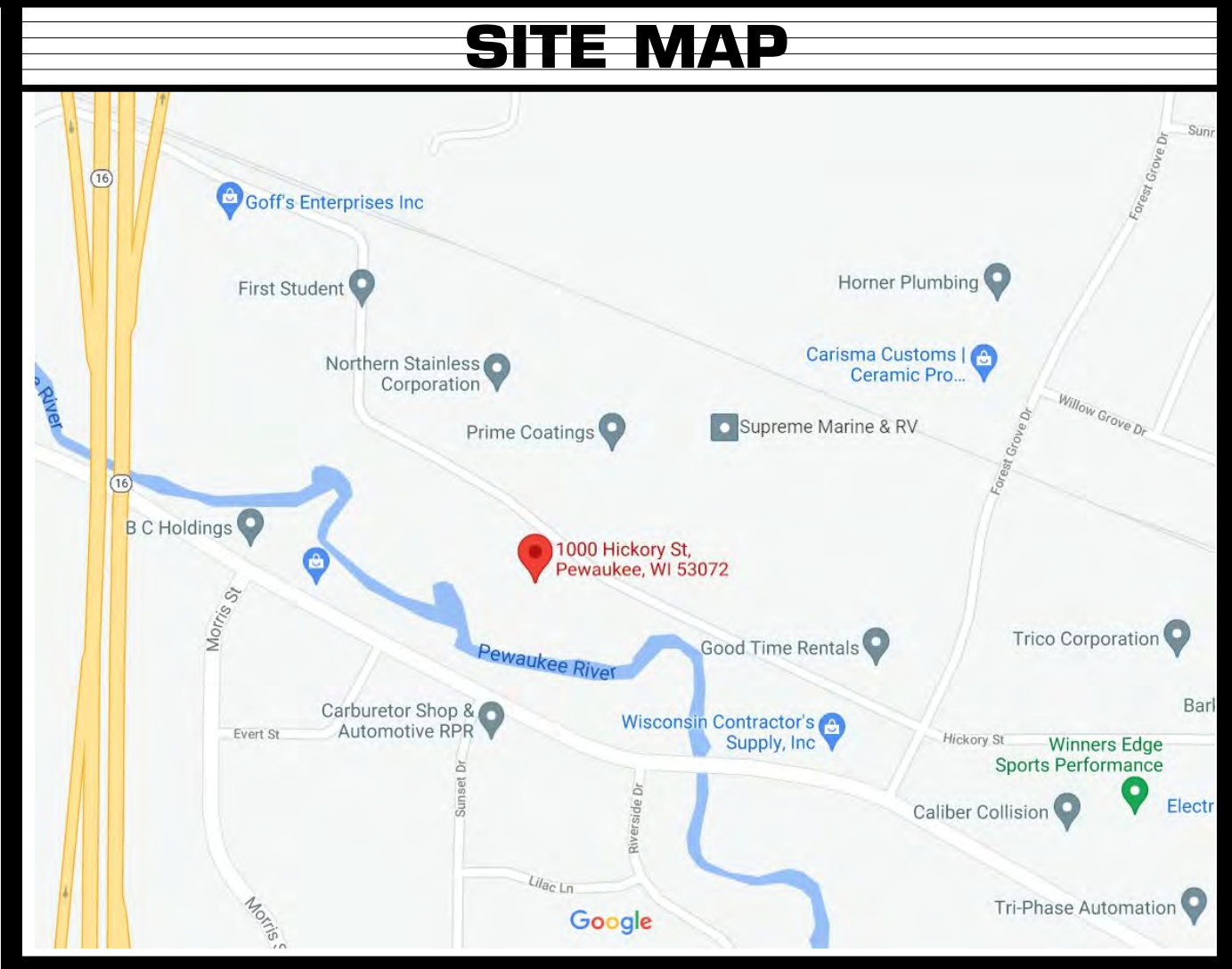
Drainage on the site currently flows partially to the north (front) of the lot, substantially to the south (rear) and southeast of the lot towards the Pewaukee River. There are some small depressions that were created in two areas of the existing green space to assist with water quality. The proposed plans show three areas for potential stormwater management: to the north of the existing water utility building along Hickory Street, east of the driveway to the water utility building and in the southwest portion of the property adjacent to the Pewaukee River. No information was provided regarding the sizing of the stormwater facilities, so I cannot comment on whether they are appropriately sized or how they may affect the site design.

Recommendation

Additional information is needed to make a recommendation, which includes,

- Dimensioned site plan and grading/drainage plan
- Stormwater Management Plan

Tim Barbeau, Village Consulting Engineer
June 2, 2021



New Public Works Facility Village of Pewaukee

**1000 Hickory Street,
Pewaukee, WI 53072**

GENERAL NOTES

- All concrete to test 4000 psi in 28 days.
- Verify all dimensions, access, utilities and working conditions in the field.
- Conform to all applicable codes, ordinances and safety standards.
- Obtain and pay for all required permits and fees.
- Notify Architect immediately if work cannot proceed as shown on Drawings or as described in the Specifications.
- No concrete to be poured without Architect's prior review.
- All Contractor's to co-operate with all trades, Owner's and Architect's representatives.
- Leave site clean, neat and free of debris at all times.
- Each Prime and Sub-contractor is responsible for having read each page of the Specifications, Drawings, Addenda and Change Orders.
- Guard against interfering with Owner's operations.
- These Drawings contain no provisions or procedures for on-site safety. Each Contractor and their employees are responsible to follow all laws and ordinances and provide their own engineering to provide a safe work place.
- The locations of existing underground utilities, shown on these Drawings, are shown in an approximate way only and have not been independently verified by the Owner or its representatives. The Contractor shall determine the exact location of all existing utilities before commencing work, and agrees to be fully responsible for any and all damages which might be occasioned by the Contractor's failure to exactly locate and preserve any and all underground utilities.
- Services perform for this project have been conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing in this area under similar budget and time constraints. No warranty, expressed or implied, is made.

MATERIAL INDICATIONS

Earth Backfill		Sand Fill	
Rigid Insulation		Concrete	
Concrete Block		Finished Wood	
Aluminum		Stone Fill	
Lumber (Rough)		Plywood	
Steel		Batt Insulation	

DRAWING LEGEND

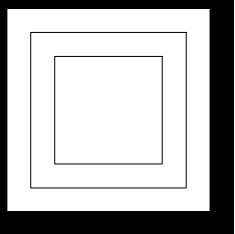
+ 100.0	New or Required Point Elevation	1 5.1	Detail Number Page Number
+ 100.0	Existing Point Elevation	1 3.1	Building Section
+ 100.0	Existing Contours	1 4.1	Wall Section
+ 100.0	New or Required Contours	1 5.1	Detail Section
A	Grid Lines	1 7.1	Interior Elevation
Room Name #	Room/Space Number	1 2.1	Exterior Elevation
101A	Door Number		
OH 101A	OH Door Number		
#	Wall Tag		

CONSULTANTS

ARCHITECT	Kueny Architects (262) 857-8101 Architect of Record - Jon P. Wallenkamp	10505 Corporate Drive, Suite 100 Pleasant Prairie, Wisconsin 53158
CIVIL	TerraTec Engineering (262) 377-9905 Project Manager - Linda Johnson	W67 N222 Evergreen Blvd., Suite 205 Cedarburg, Wisconsin 53012
ELECTRICAL H.V.A.C.	Root Engineering Services, P.C. (847) 249-8398	4215 Grove Avenue Gurnee, Illinois 60031
PLUMBING	Project Manager - Richard Root	

SHEET INDEX

01	Title Sheet
ARCHITECTURAL	
A100	Existing Site Plan
A101	Proposed Site Plan - Survey
A102	Site Plan - Set Backs
A103	Landscape Plan
A201	First Floor - Overall Plan
A202	Mezzanine Plan
A203	Enlarged Office Plan
A210	Exterior Elevations
A301	Building Sections
A302	Building Sections
A501	Details
A502	Details

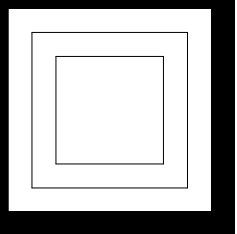


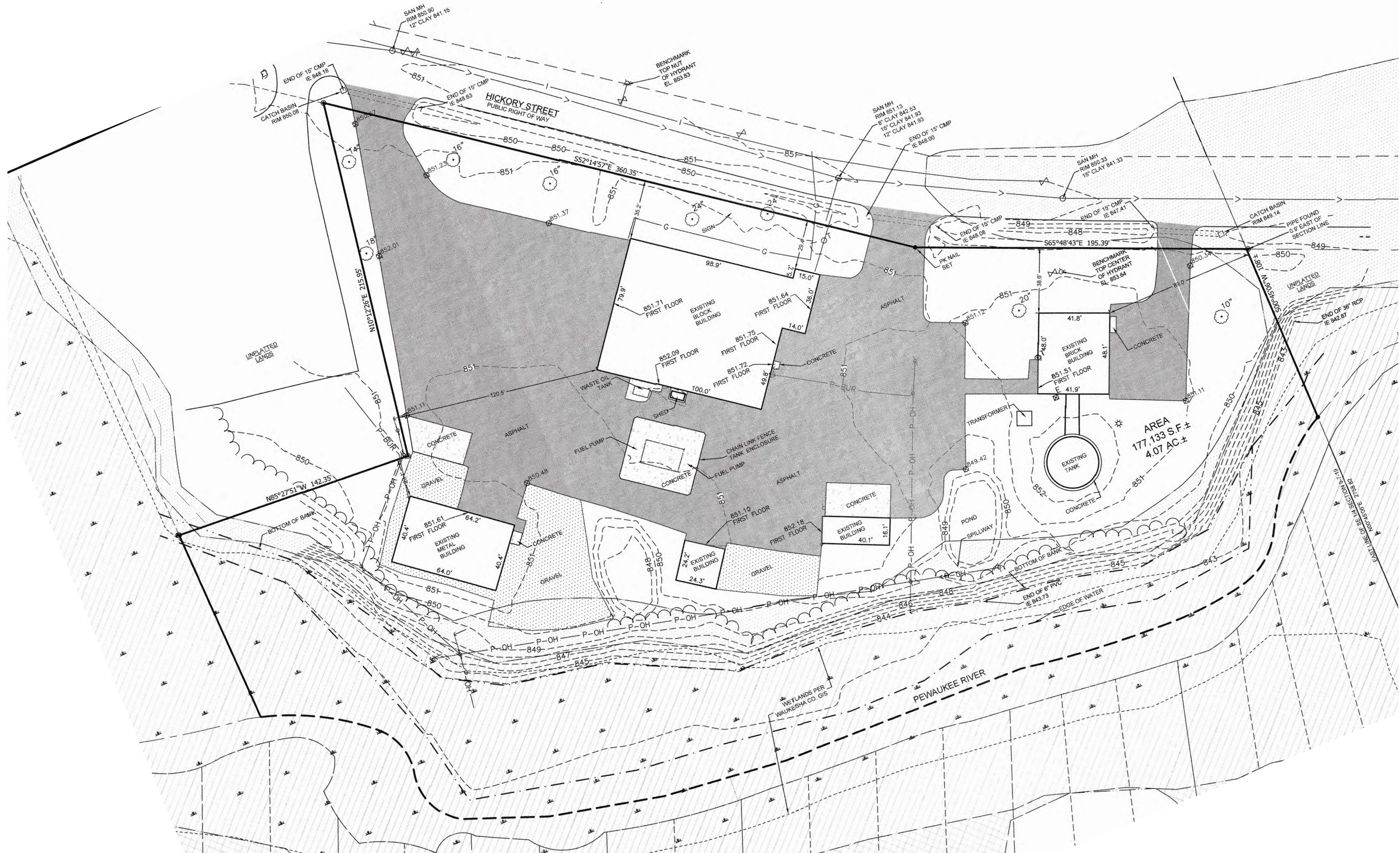
KUENY ARCHITECTS, LLC
10505 CORPORATE DRIVE • SUITE 100 PLEASANT PRAIRIE, WI 53158

PHONE (262) 857-8101 FAX (262) 857 8103

Village of Pewaukee
New Public Works Facility
May 20, 2021

1.0

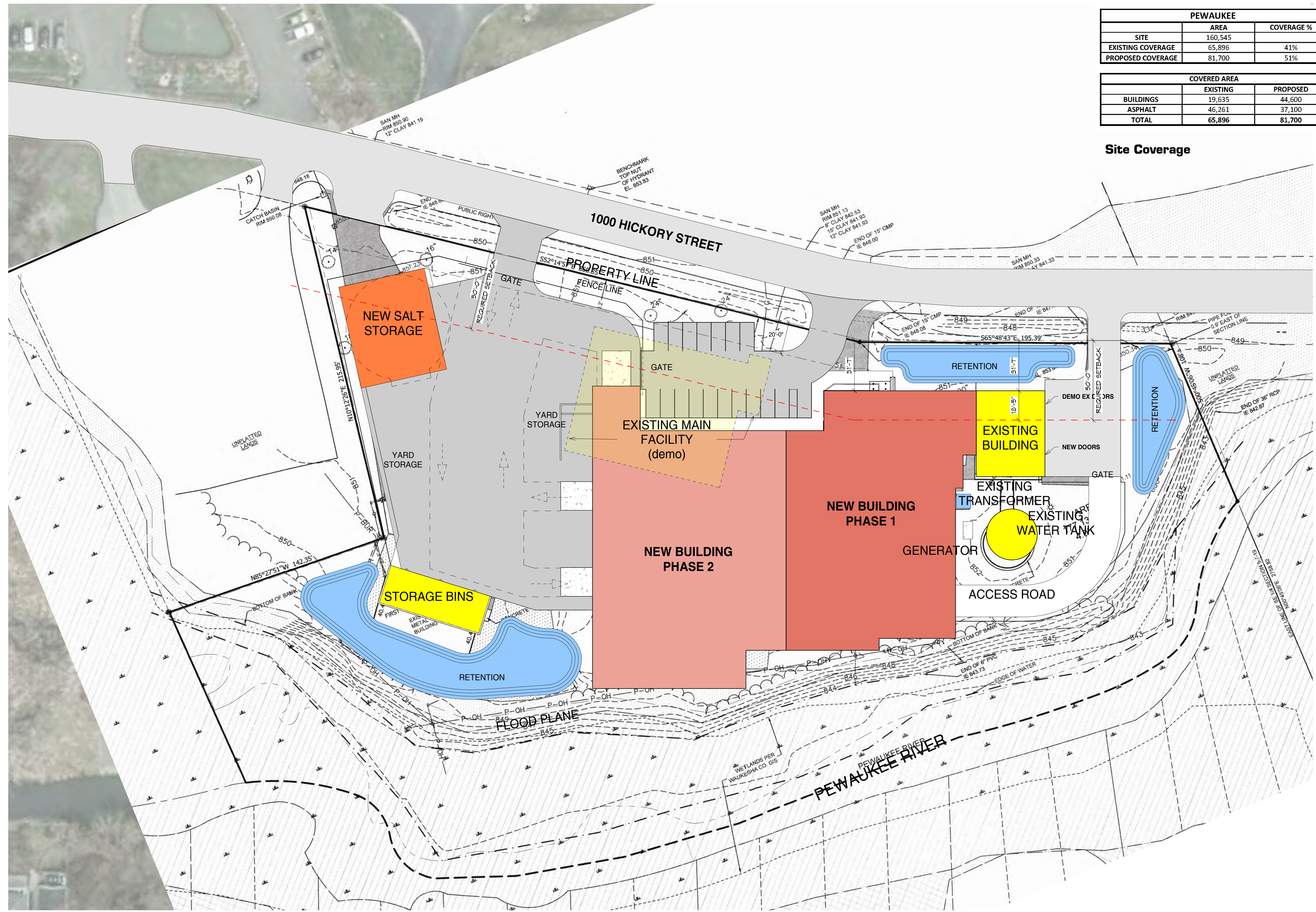


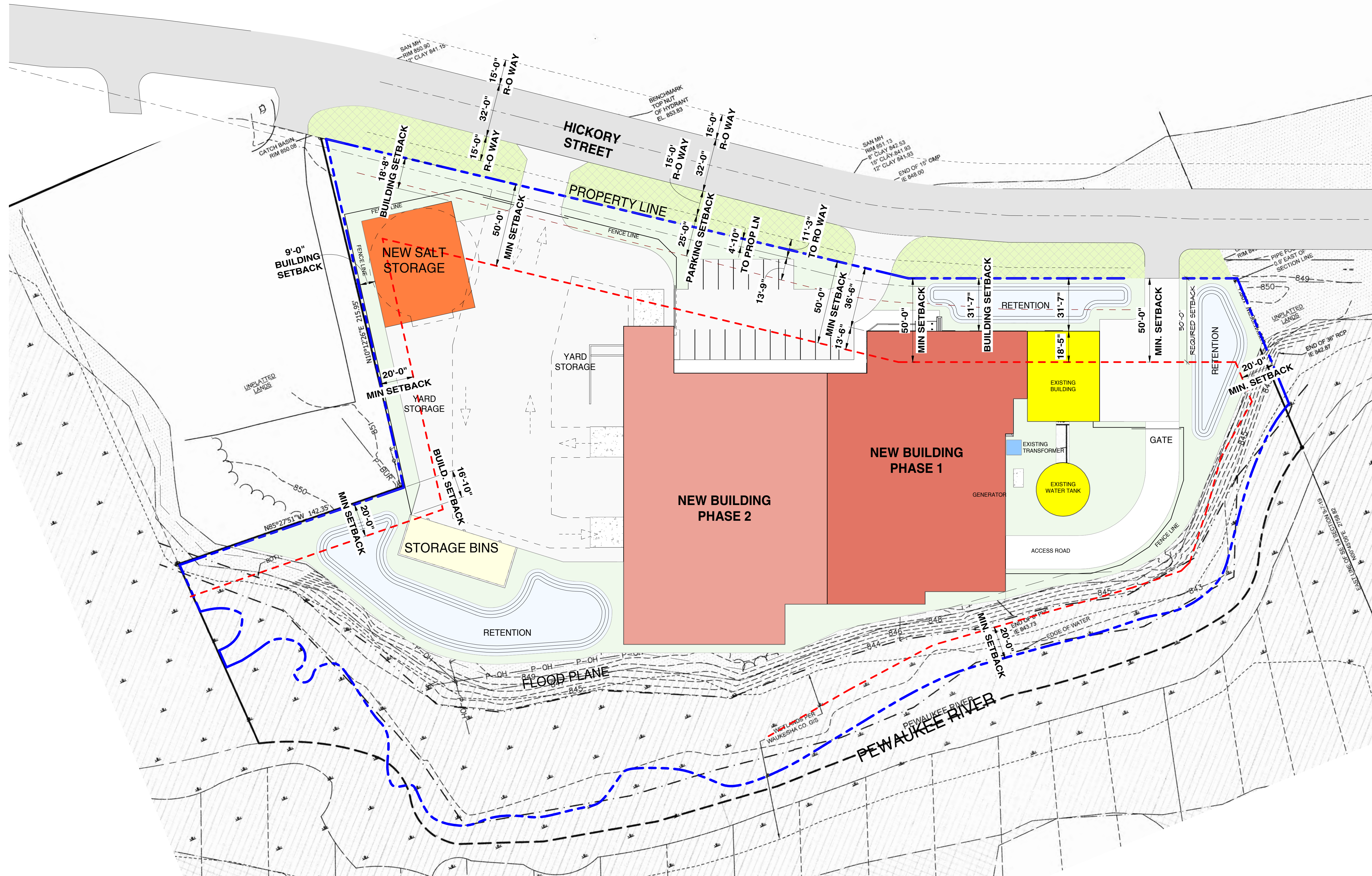


PEWAUKEE		
	AREA	COVERAGE %
SITE	160,545	
EXISTING COVERAGE	65,896	41%
PROPOSED COVERAGE	81,700	51%

COVERED AREA		
	EXISTING	PROPOSED
BUILDINGS	19,635	44,600
ASPHALT	46,261	37,100
TOTAL	65,896	81,700

Site Coverage



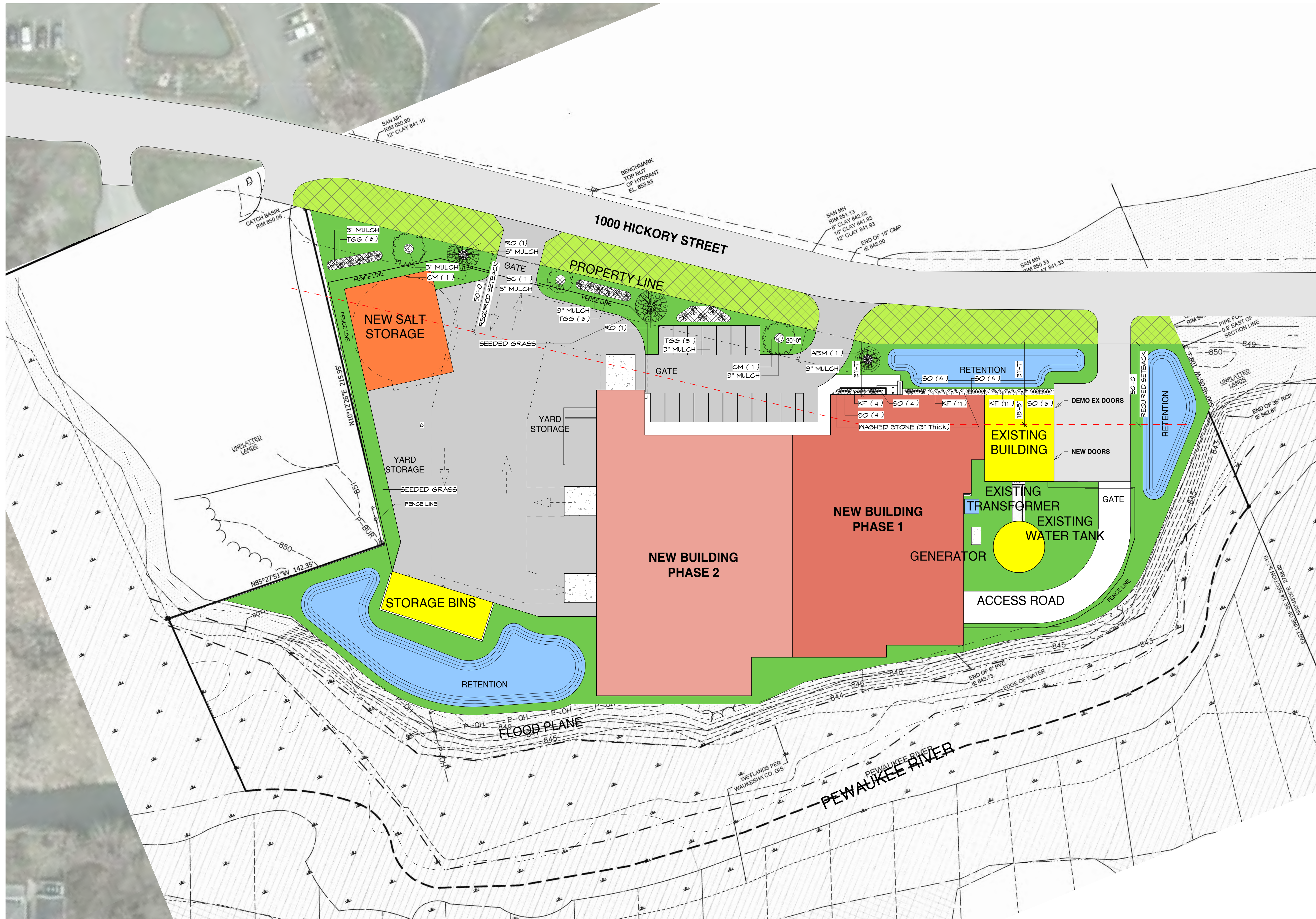


non-complying zoning codes

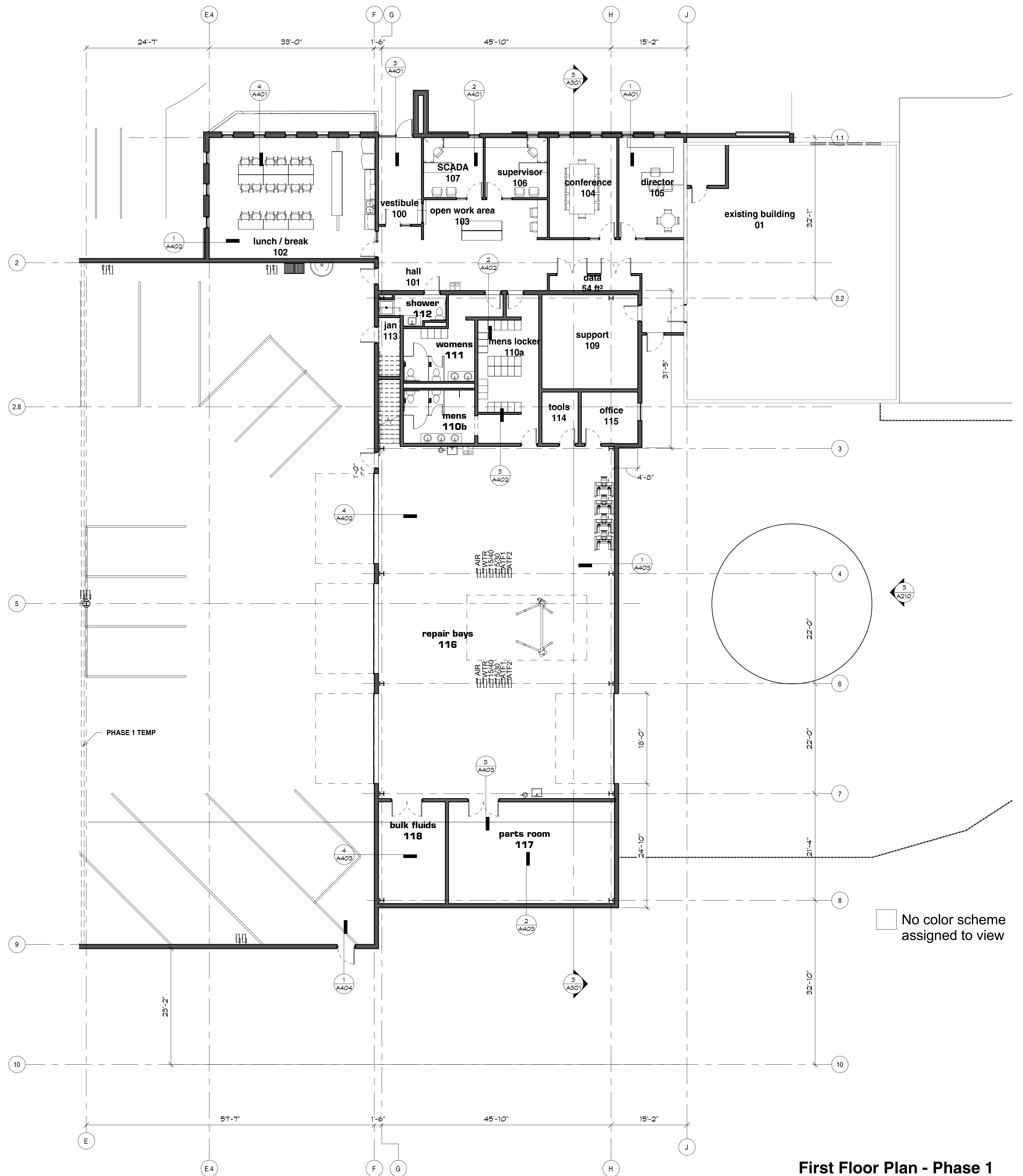
Sec. 40.337 - Minimum building setback.
 All structures within the IPS district shall be set back 50 feet from the ultimate road right-of-way.
 (Ord. No. 2020-02, § 1, 5-5-2020)

Sec. 40.338 - Minimum building offset.
 No principal building or structure in the IPS district, hereafter erected, shall be placed closer than 20 feet to a side or rear lot line. No accessory structure shall be placed closer than ten feet to a side or rear lot line. If, however, adjoining property is zoned and/or used for single-family residential purposes, no principal building or structure shall be placed closer than 30 feet to such adjoining single-family residentially zoned/used lot line and no accessory structure shall be placed closer than 15 feet to an adjoining single-family residentially zoned/used lot line.
 (Ord. No. 2020-02, § 1, 5-5-2020)

Sec. 40.343 - Minimum parking setback and offset.
 No parking area in the IPS district shall be located closer than 25 feet to the ultimate road right-of-way or to a side or rear lot line unless otherwise specifically approved by the planning commission.
 (Ord. No. 2020-02, § 1, 5-5-2020)



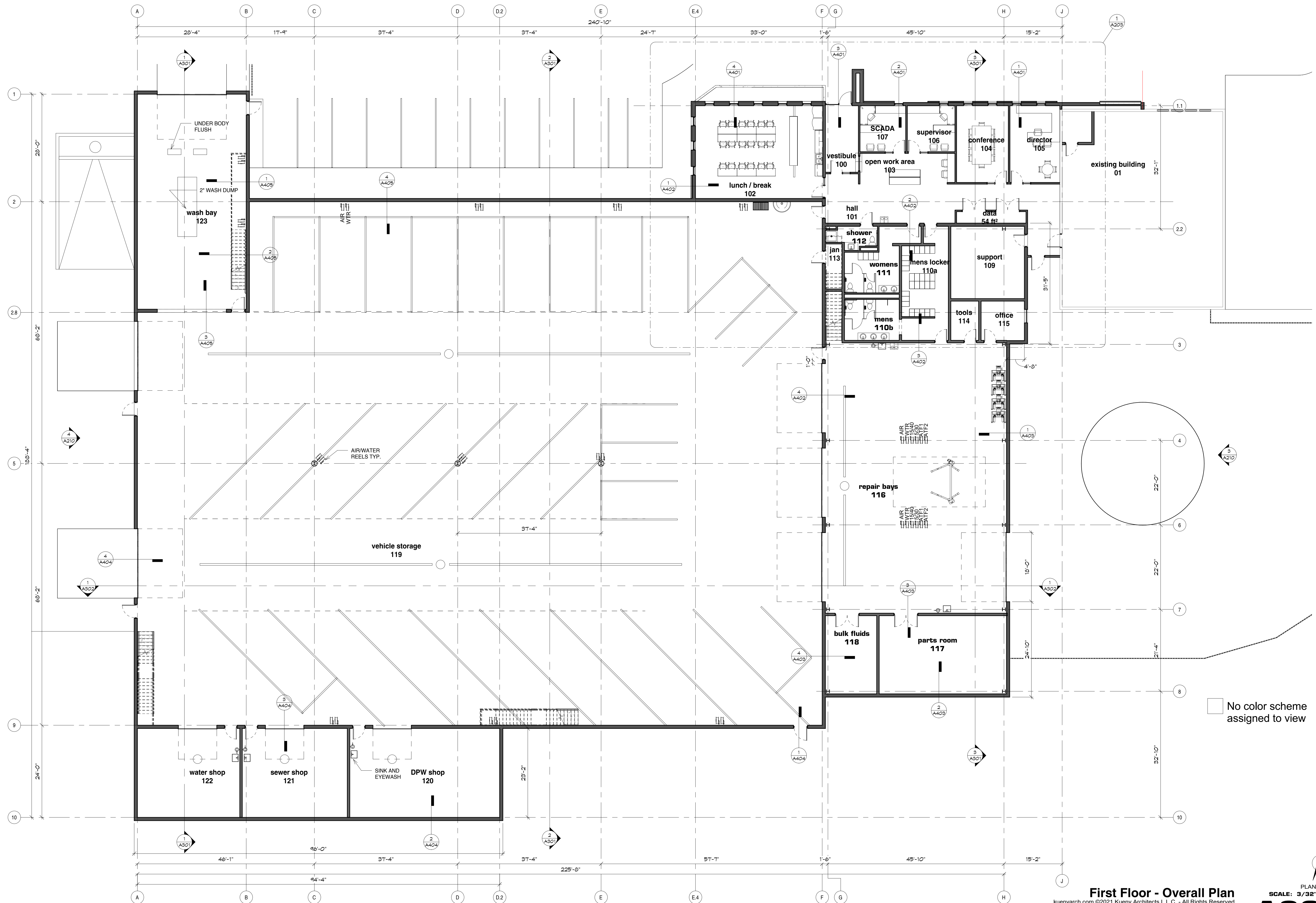
TREES - SHRUBS - GRASSES			
CODE	SCIENTIFIC NAME	COMMON NAME	SIZE
TGG	Thuja standishii x plicata	Thuja Green Giant	4-5 ft
SC	Malus 'Snowdrift'	Snowdrift® Crabapple	6FT
RO	Quercus Rubra	Red Oak	5'-6"
ABM	Acer x freemanii 'Jeffersred'	Autumn Blaze® Red Maple Tree	5'-6"
CM	Acer x freemanii 'Celebration'	Celebration Maple	5'-6"
KF	Calamagrostis acutiflora 'Karl Foerster's'	Karl Foerster Feather Reed Grass	36" Triangular
SO	Hemerocallis 'Stella de Oro'	Stella de Oro® Daylily	24" O.C.



□ No color scheme assigned to view

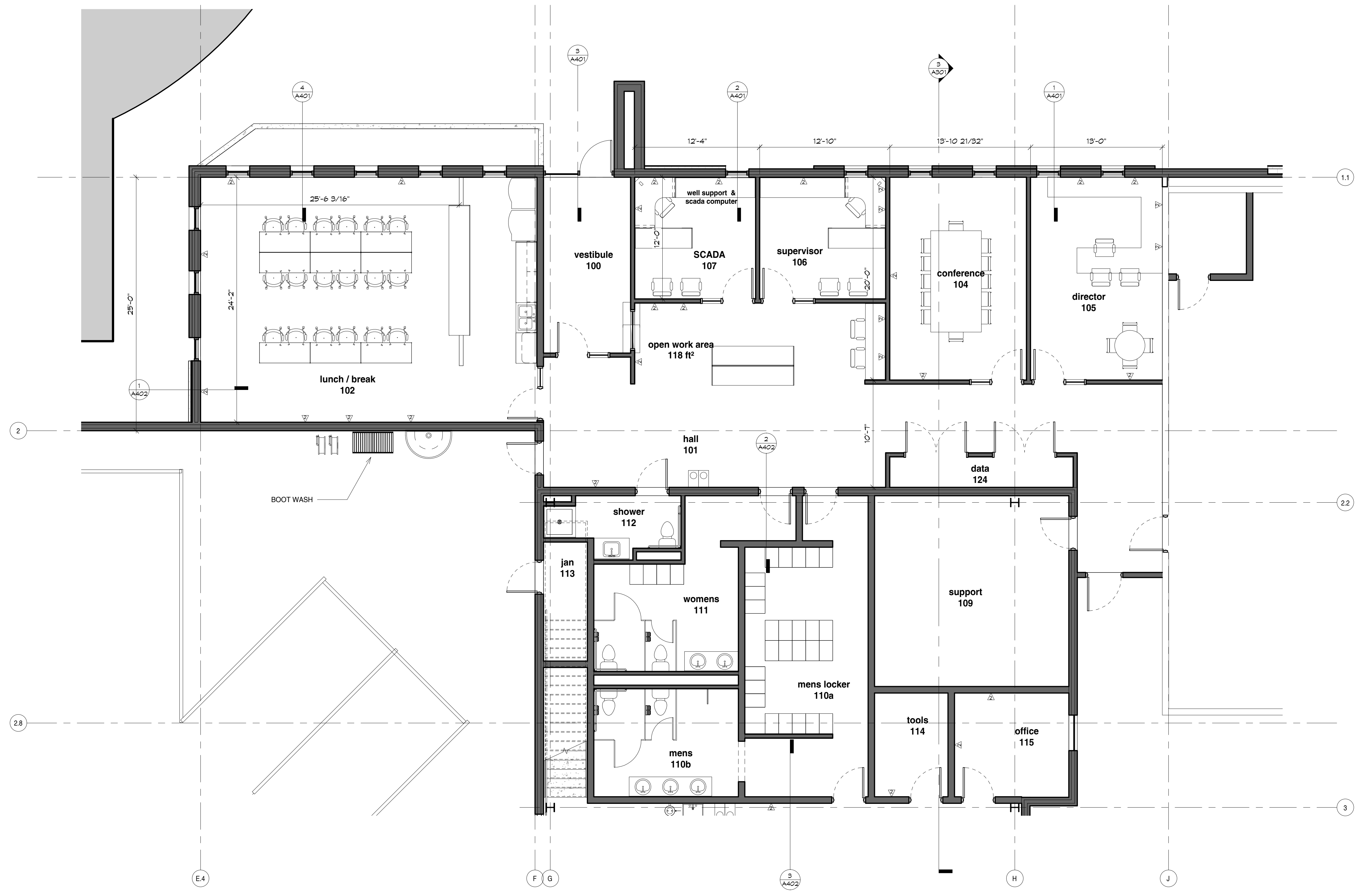
First Floor Plan - Phase 1
 kuenyarch.com ©2021 Kueny Architects L.L.C. - All Rights Reserved
 Village of Pewaukee - New Public Works Facility
 1000 Hickory Street, Pewaukee, WI 53072
 May 20, 2021

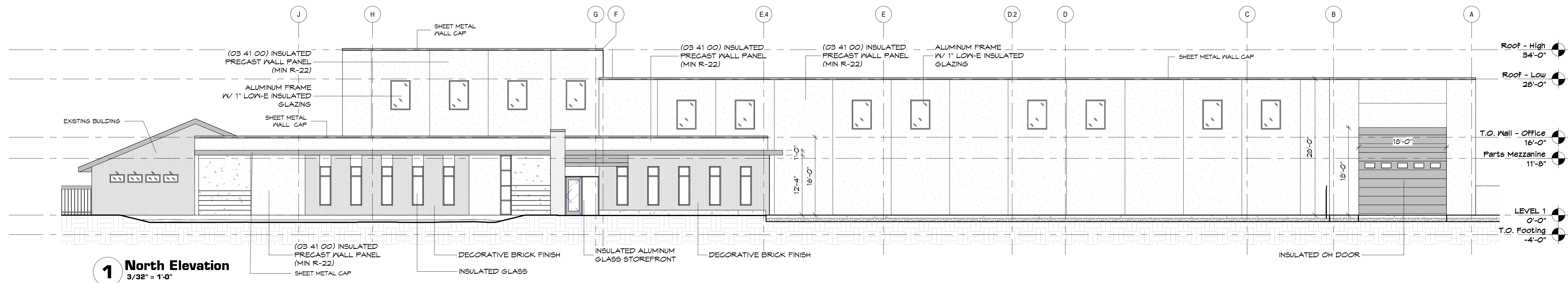
PLAN NORTH
 SCALE: 3/32" = 1'-0"
A200



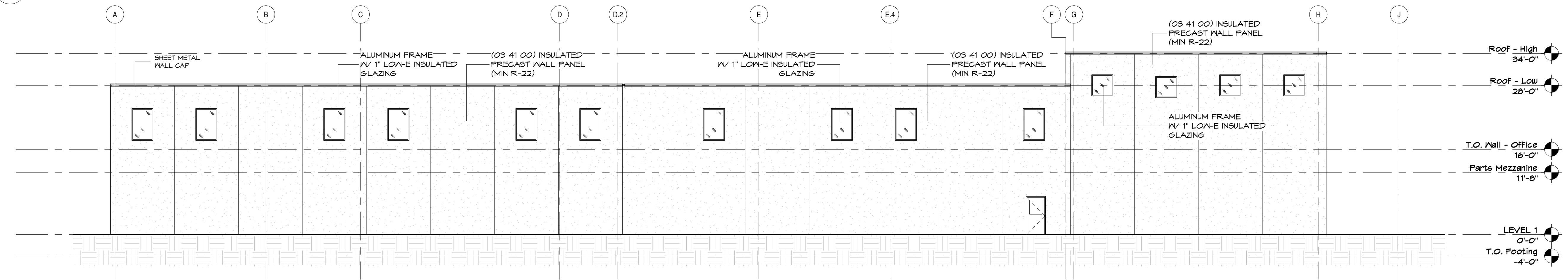
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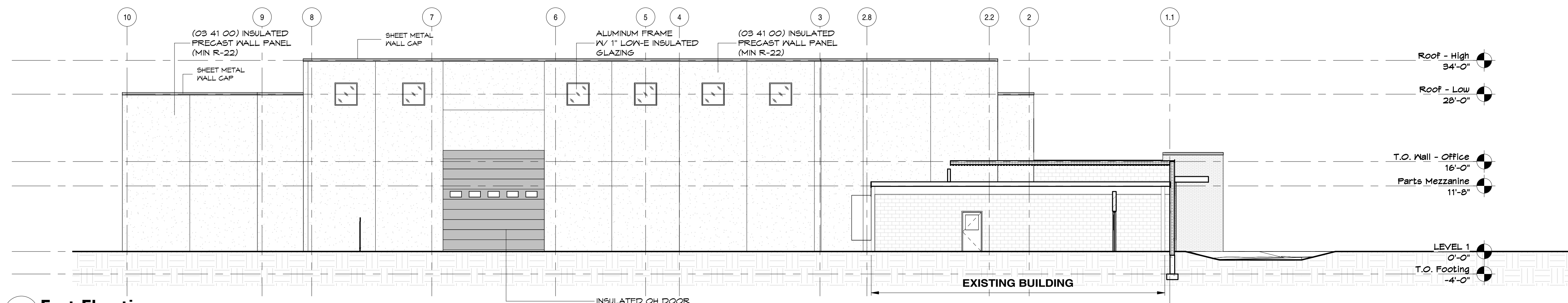




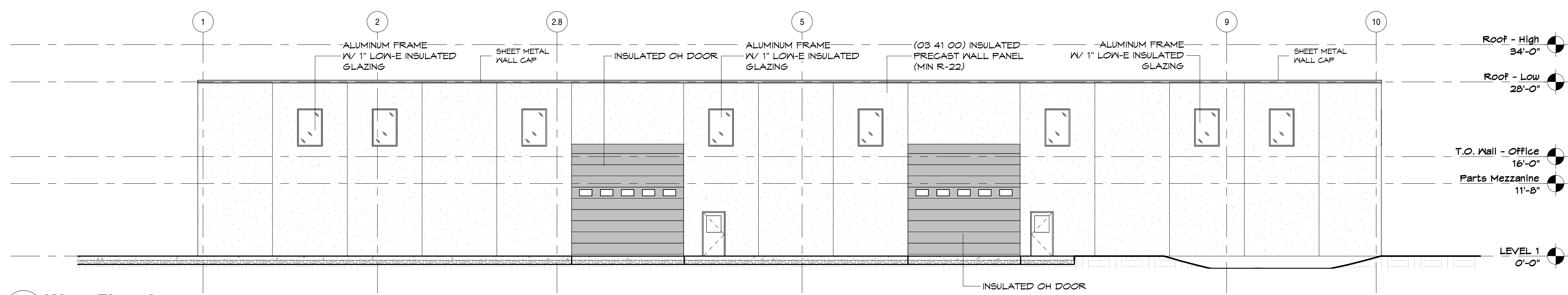
1 North Elevation
3/32" = 1'-0"



2 South Elevation
3/32" = 1'-0"



3 East Elevation
3/32" = 1'-0"



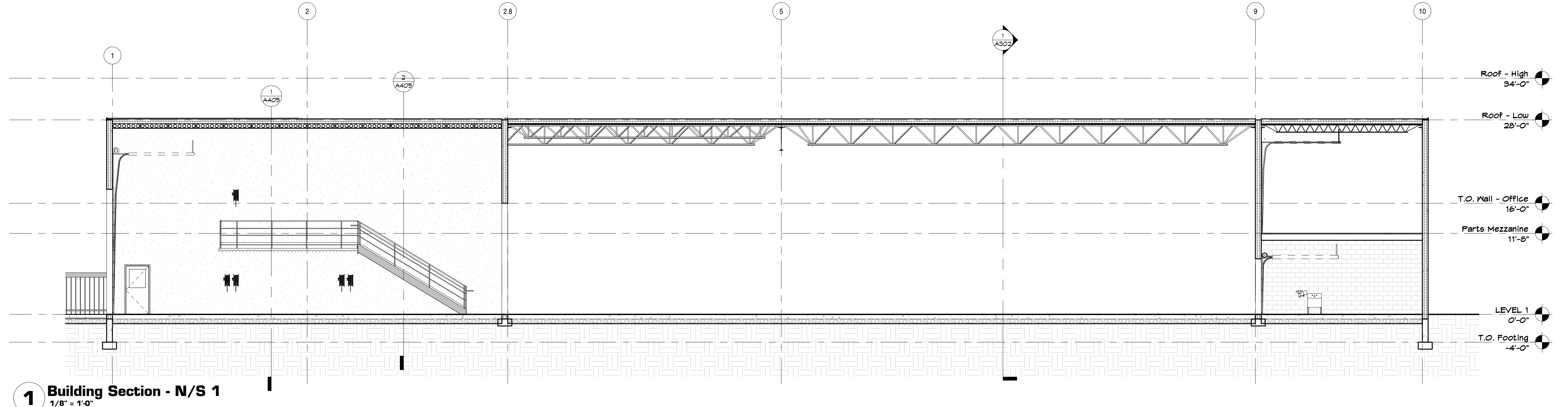
4 West Elevation
3/32" = 1'-0"

Roof - High 34'-0"
Roof - Low 28'-0"
T.O. Wall - Office 16'-0"
Parts Mezzanine 11'-8"
LEVEL 1 0'-0"
T.O. Footing -4'-0"

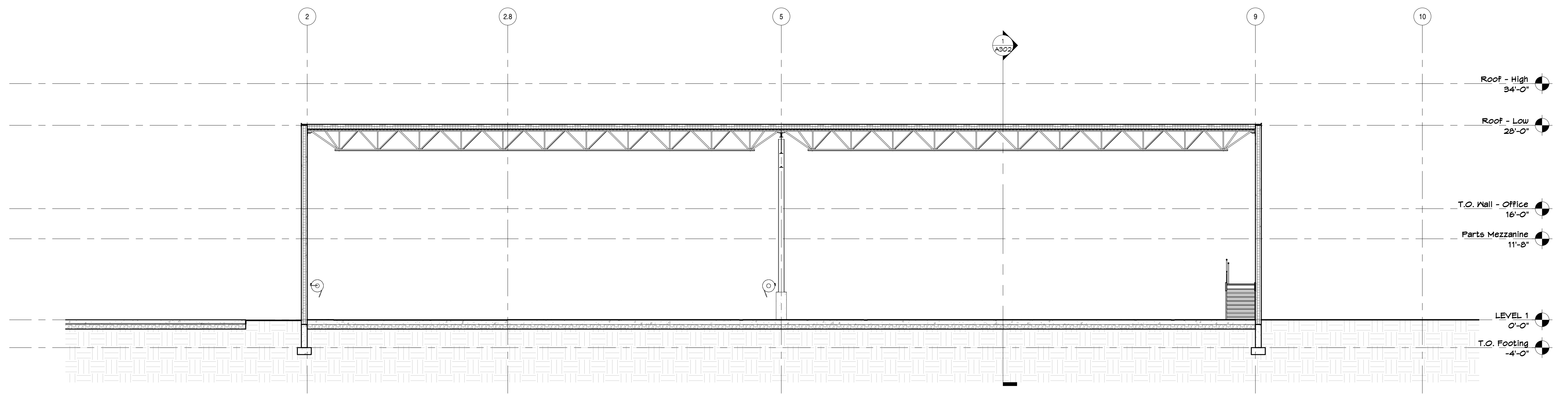
Roof - High 34'-0"
Roof - Low 28'-0"
T.O. Wall - Office 16'-0"
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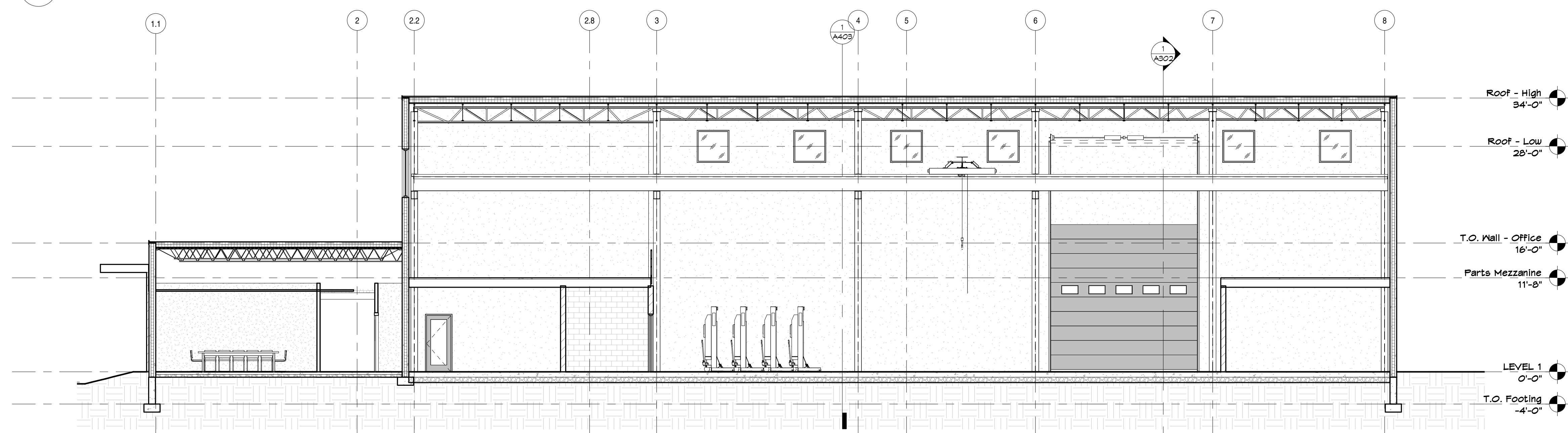
Roof - High 34'-0"
Roof - Low 28'-0"
T.O. Wall - Office 16'-0"
Parts Mezzanine 11'-8"
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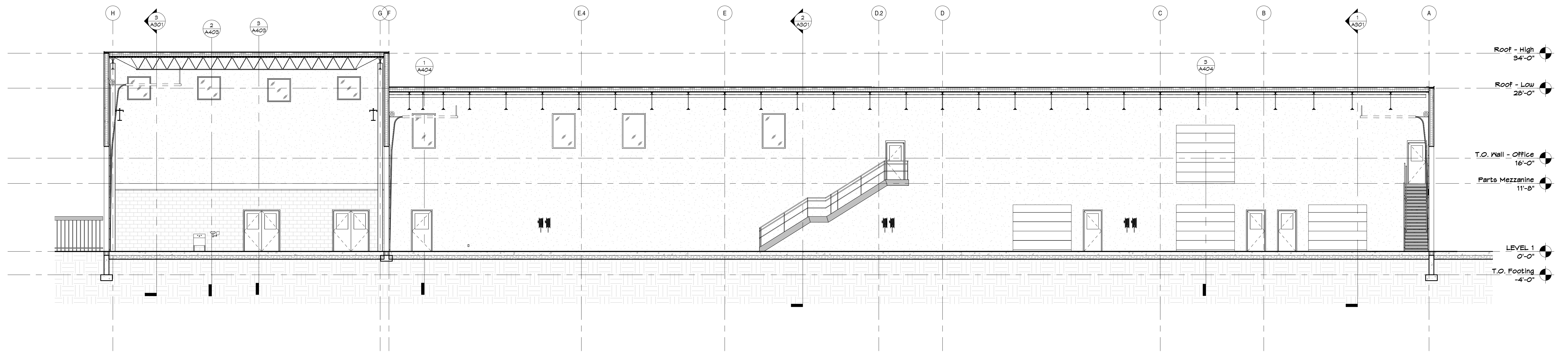
1 Building Section - N/S 1
1/8" = 1'-0"



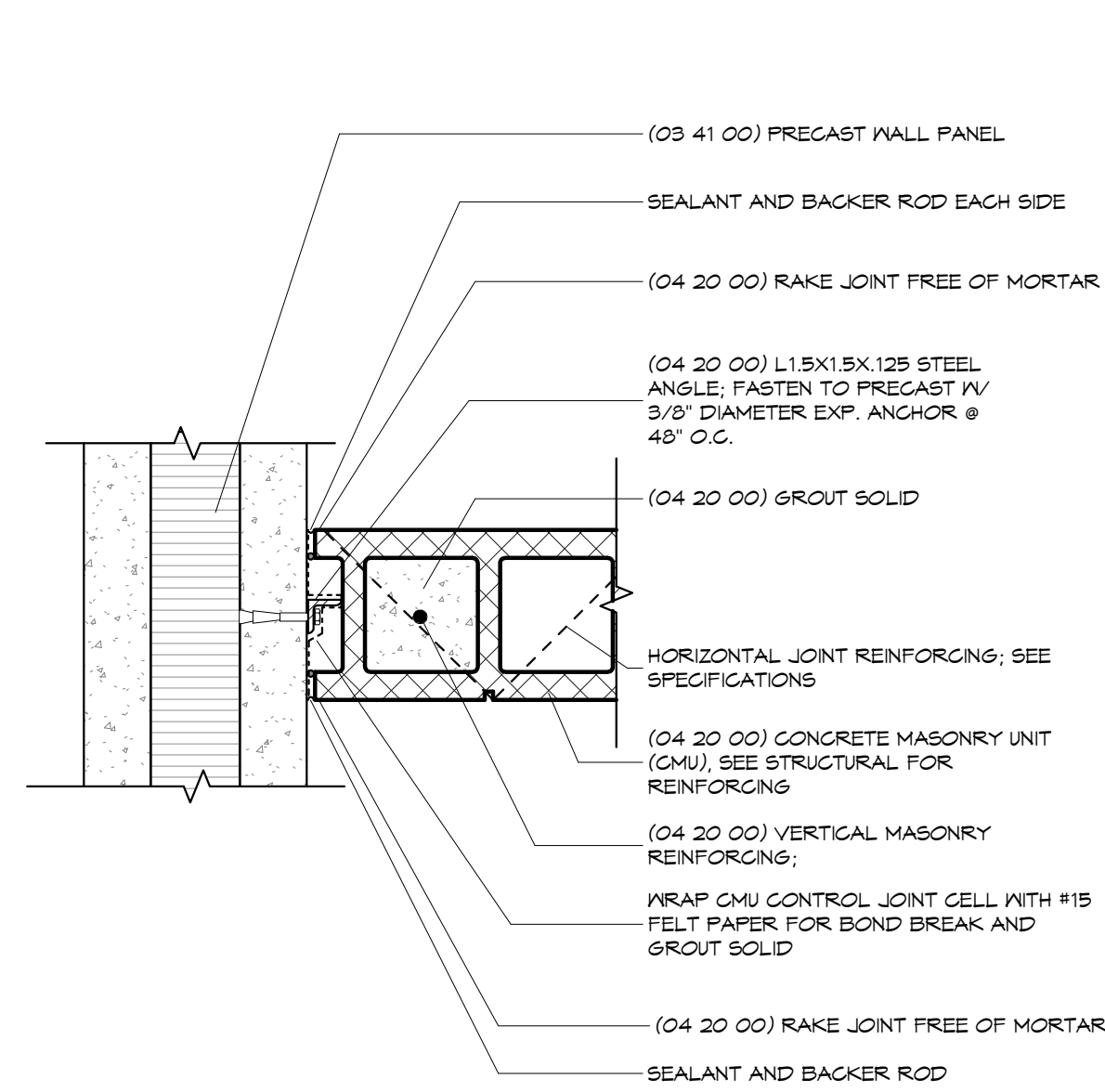
2 Building Section - N/S 2
1/8" = 1'-0"



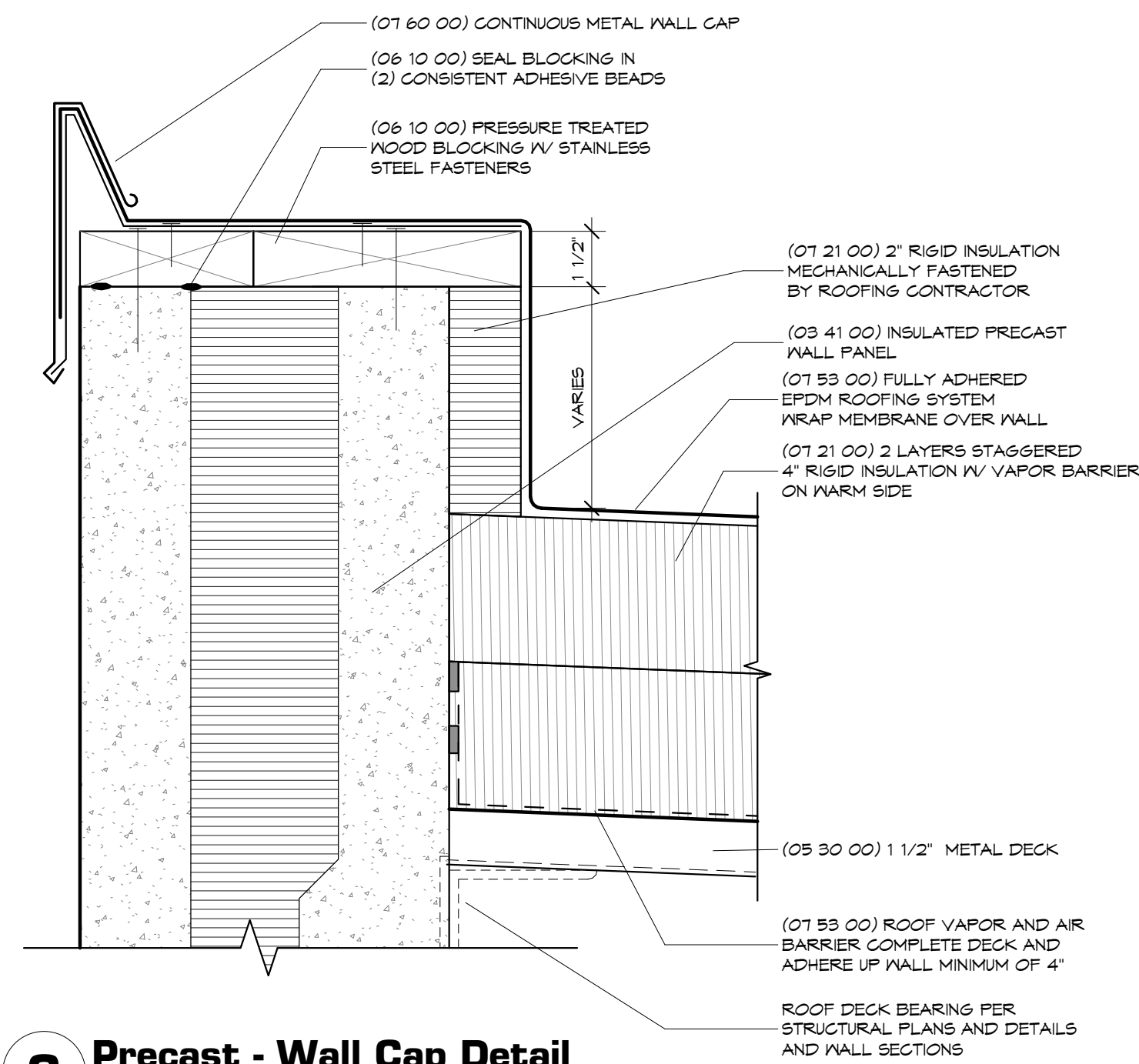
3 Building Section - N/S 3
1/8" = 1'-0"



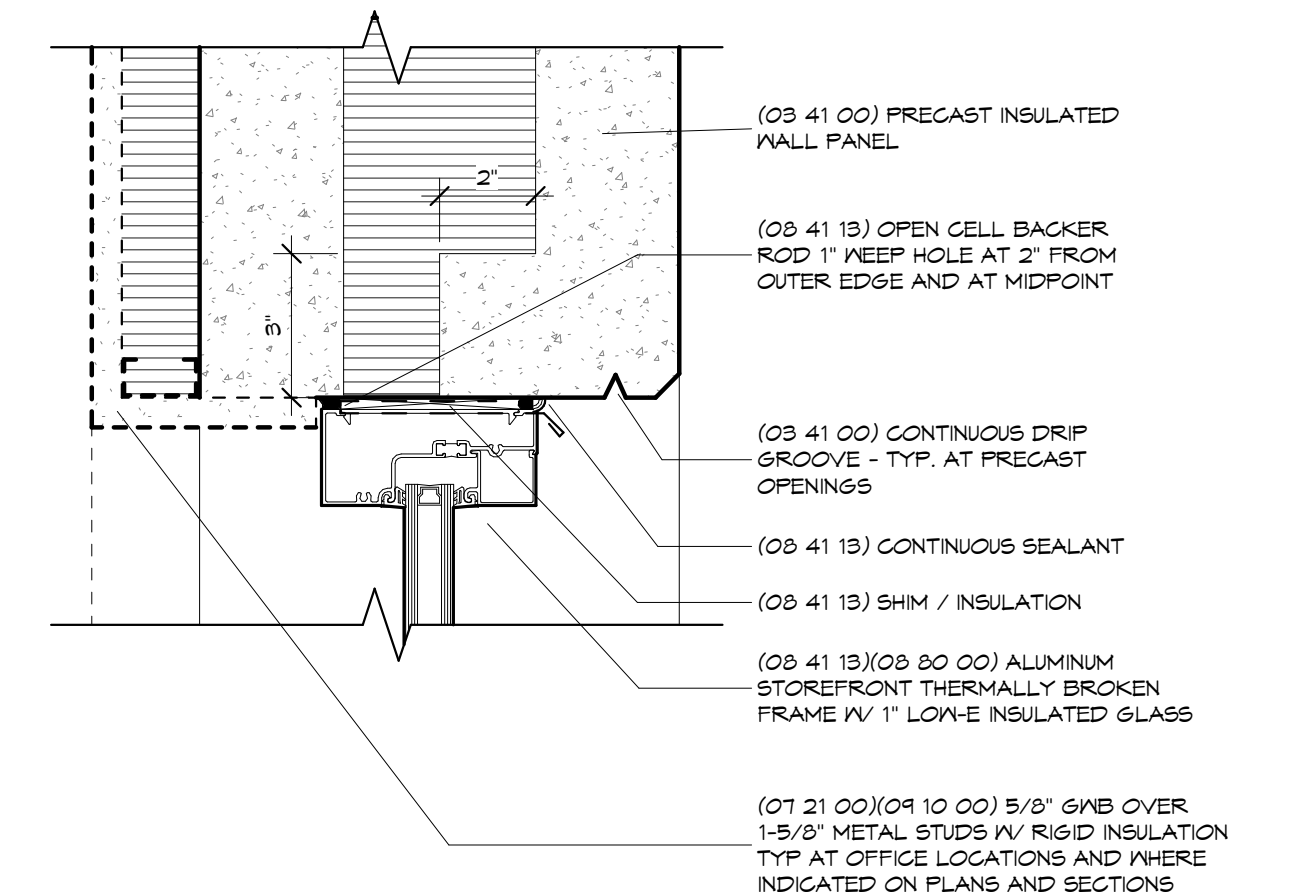
1 Building Section - E/W
1/8" = 1'-0"



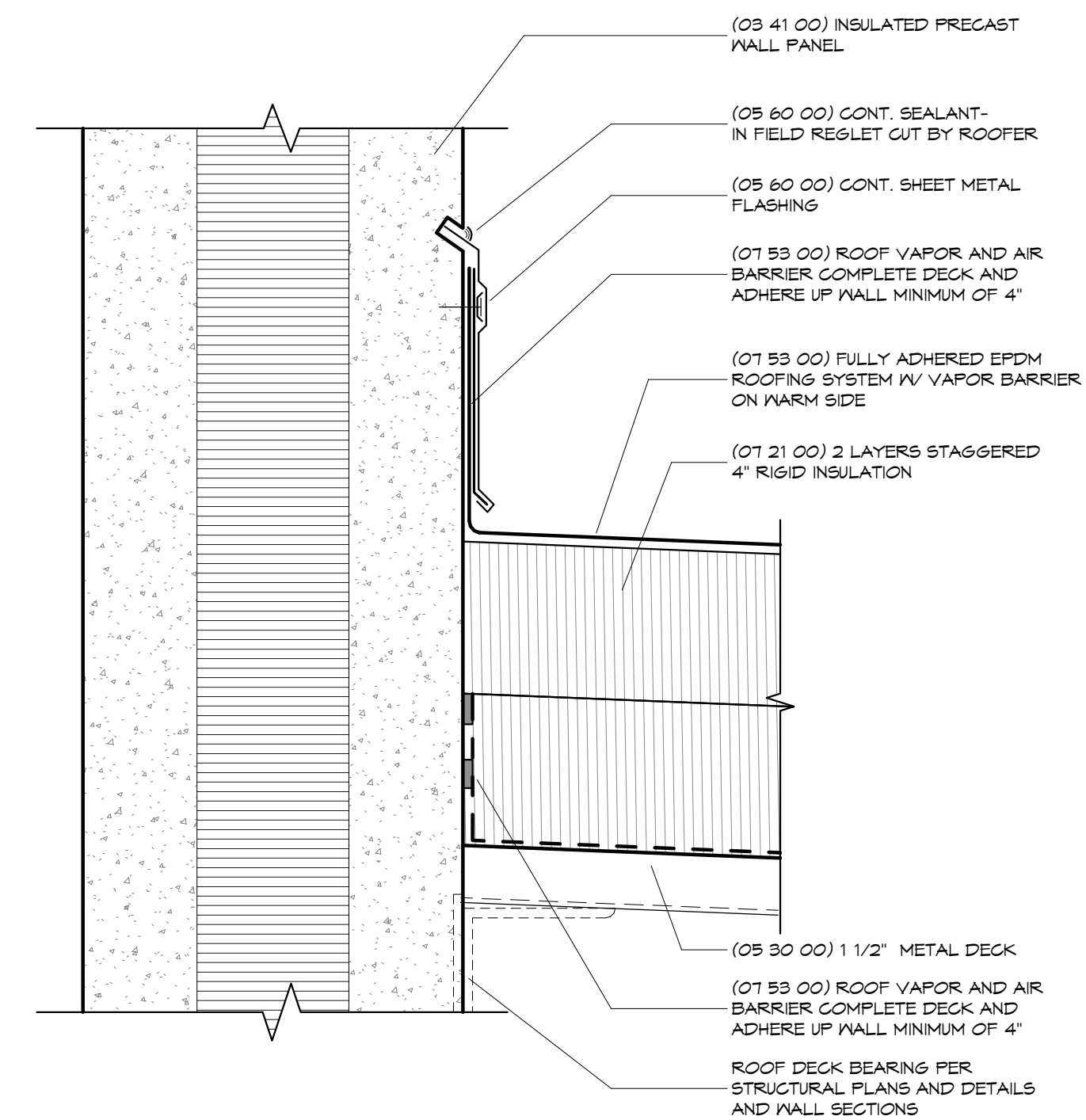
10 CMU Wall to Precast Detail
1 1/2" = 1'-0"



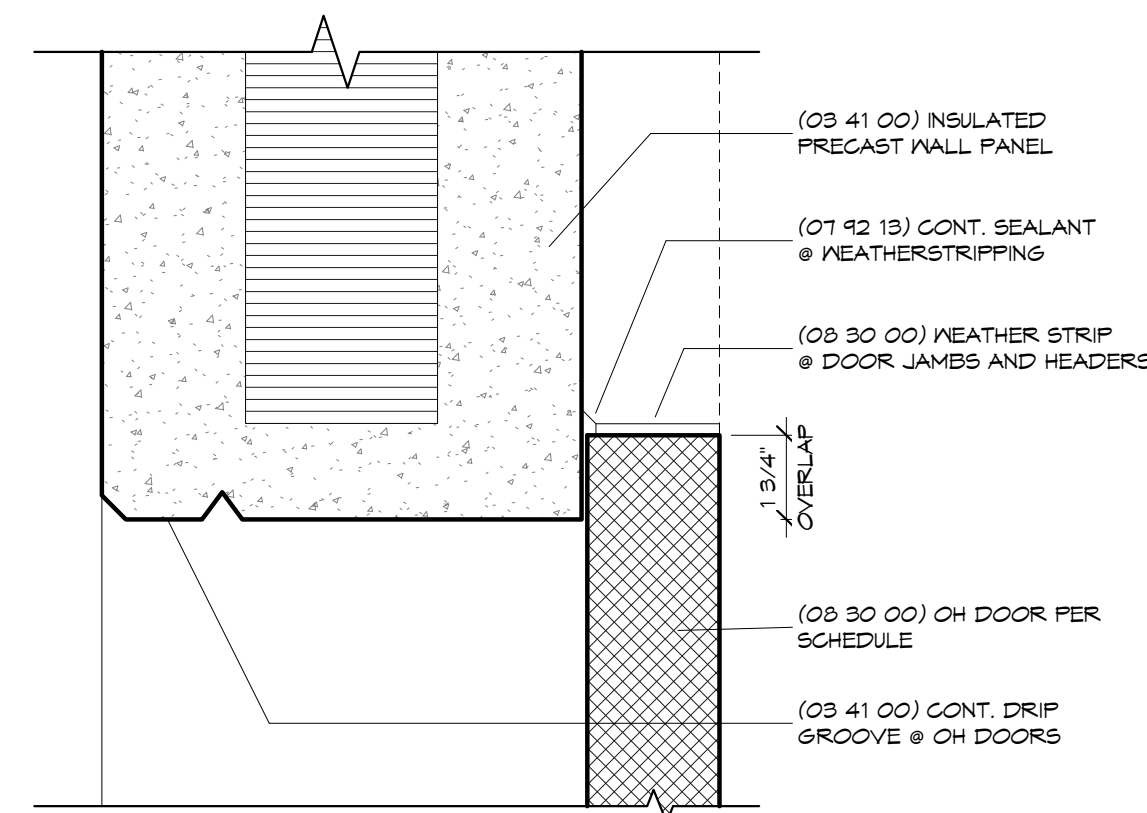
6 Precast - Wall Cap Detail
3" = 1'-0"



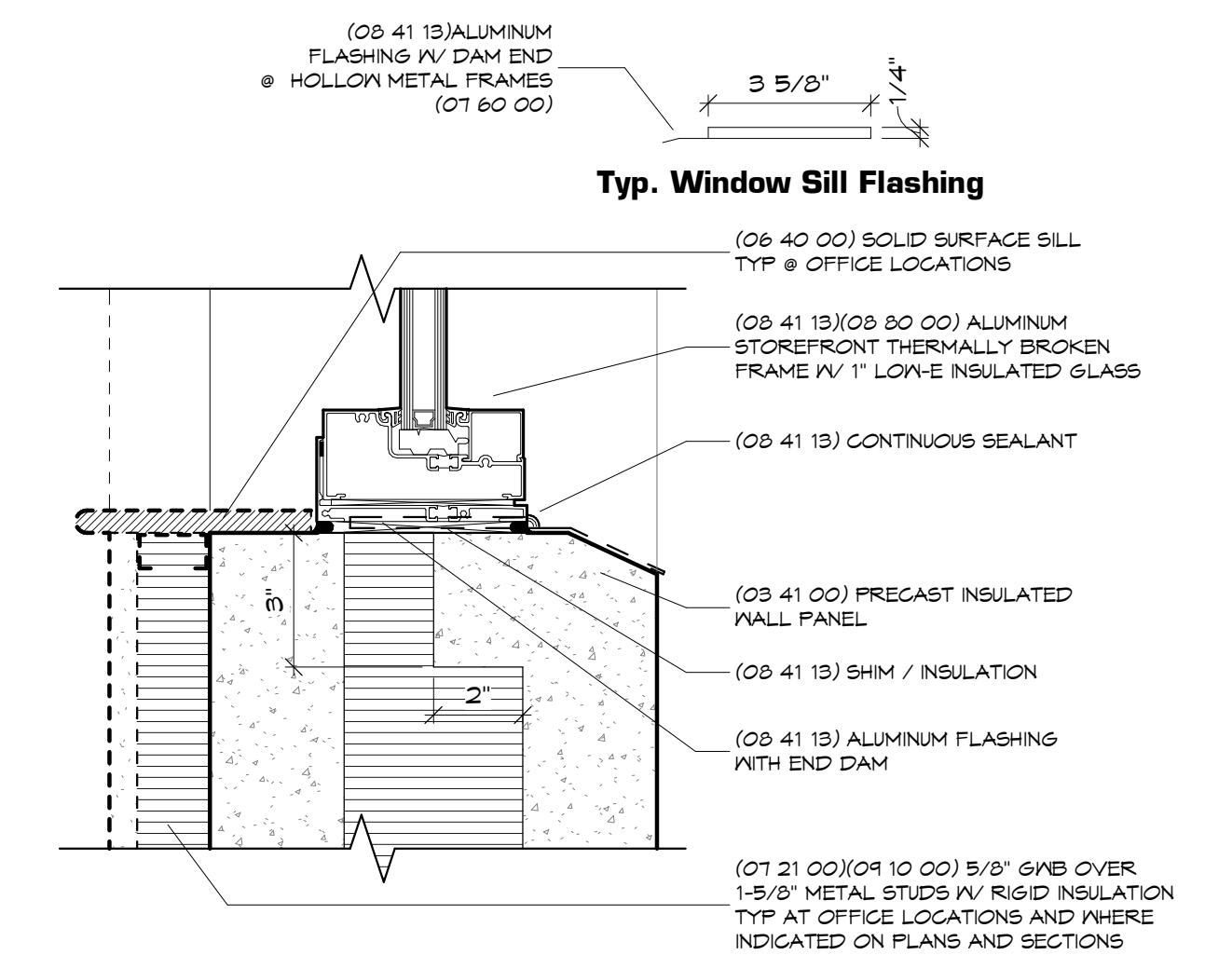
3 Precast - Window Head Detail
3" = 1'-0"



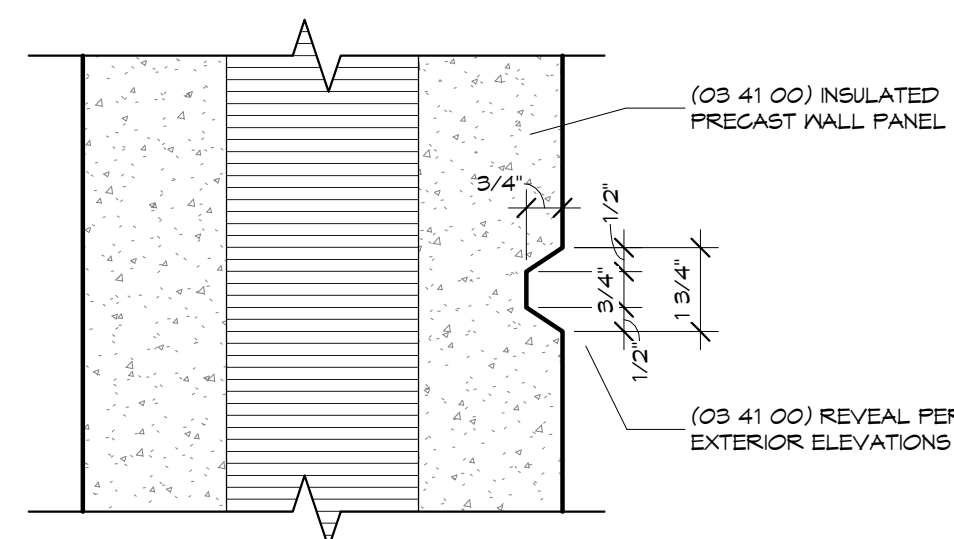
9 Precast - Roof Flashing Detail
3" = 1'-0"



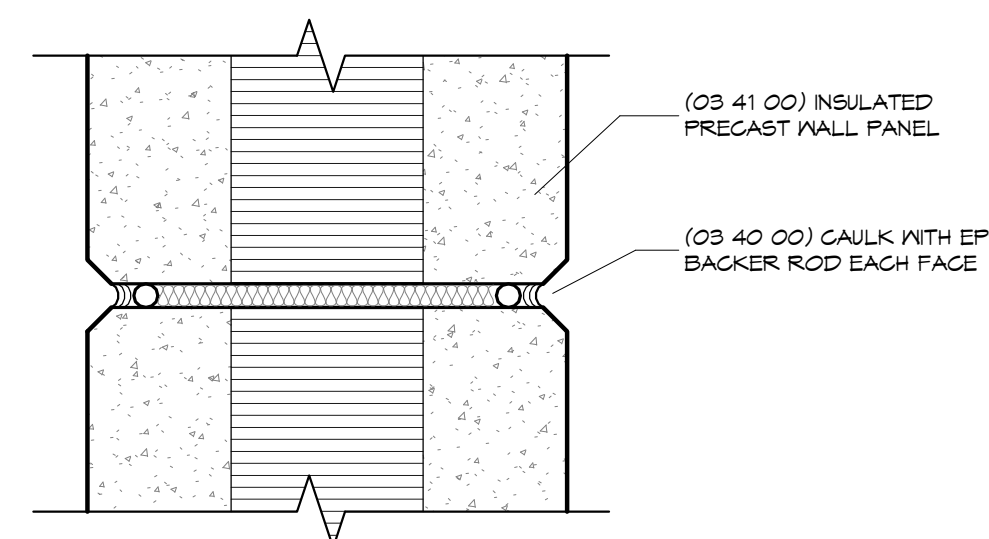
5 Precast - OH Door Head
3" = 1'-0"



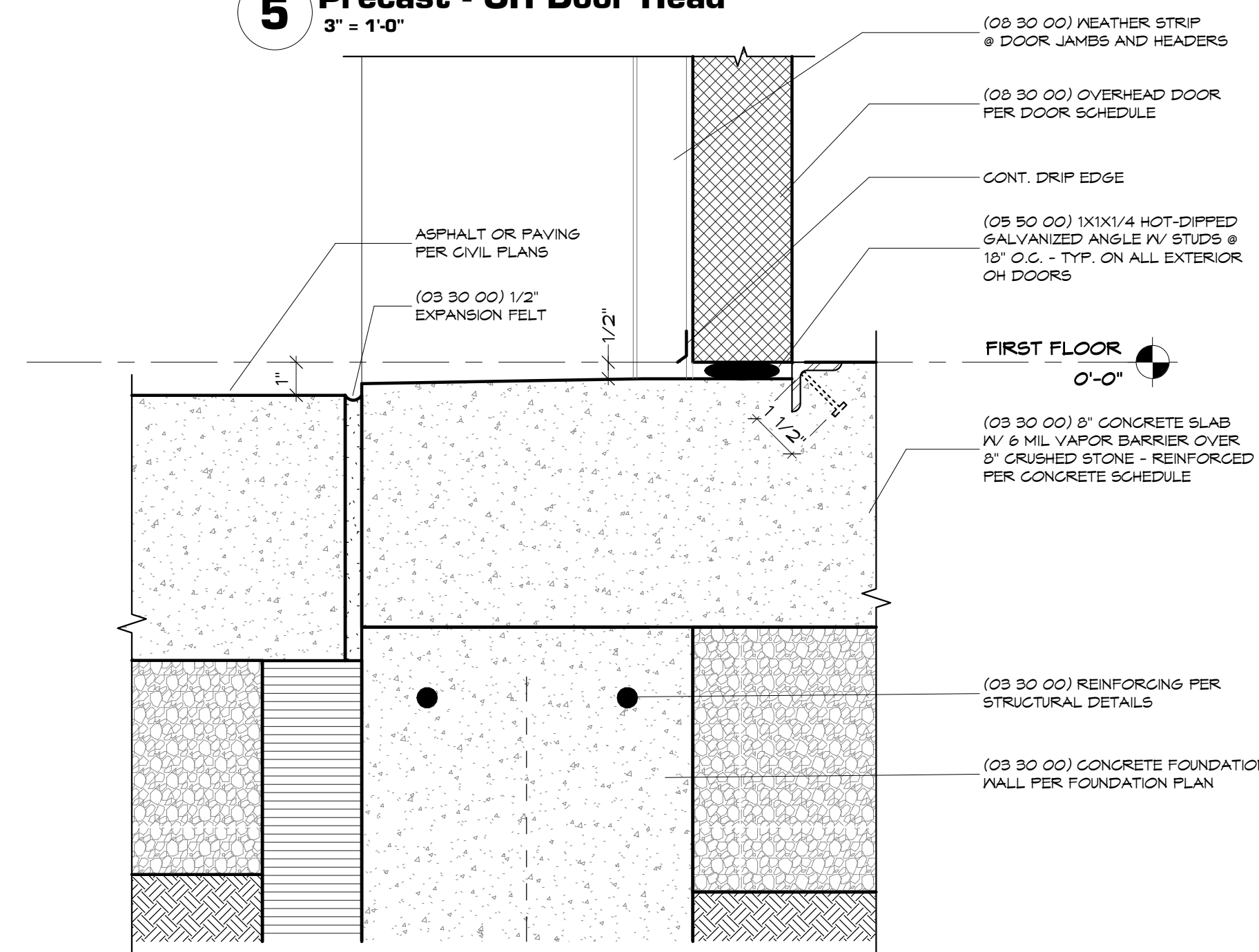
2 Precast - Window Sill Detail
3" = 1'-0"



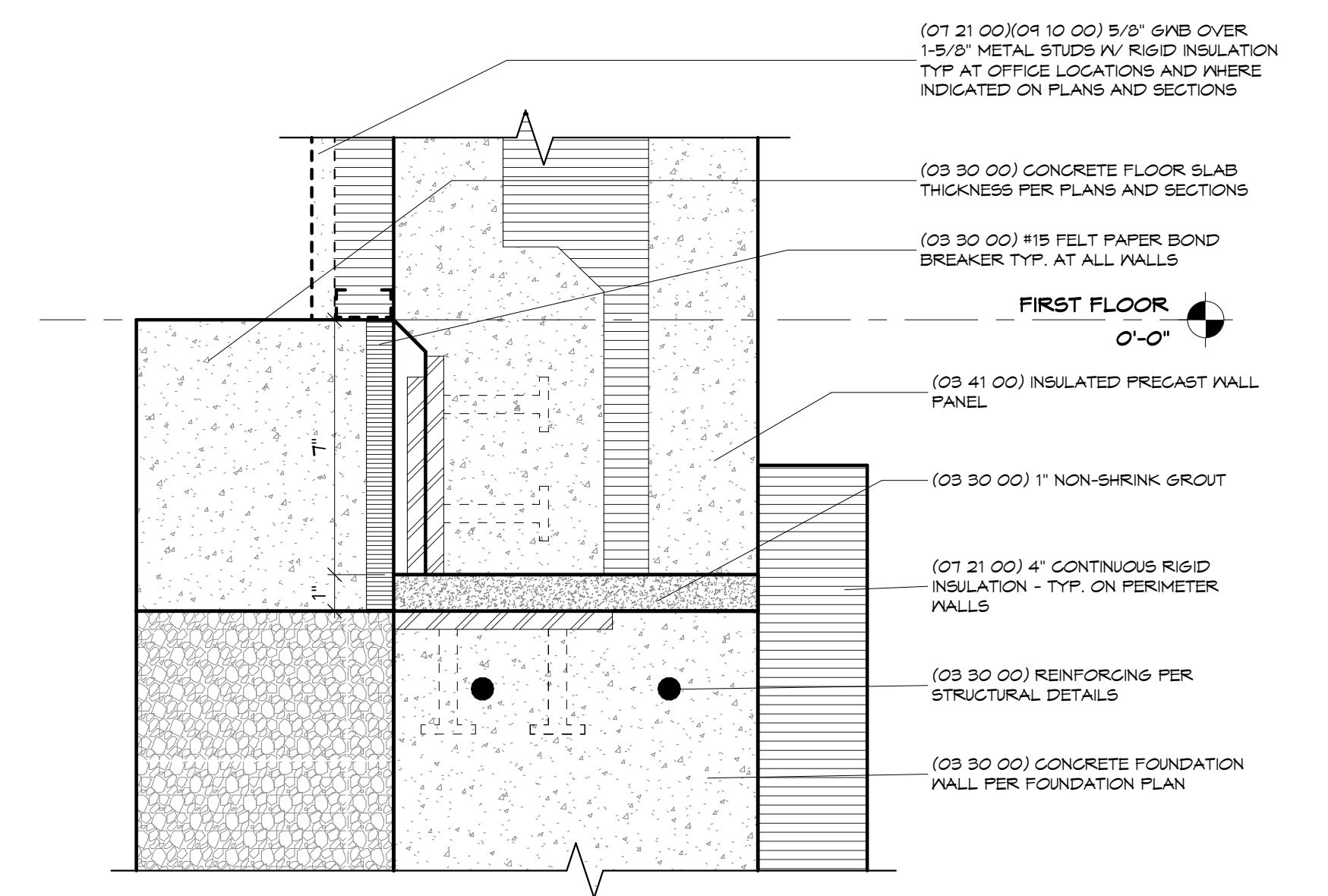
8 Precast - Panel Reveal
3" = 1'-0"



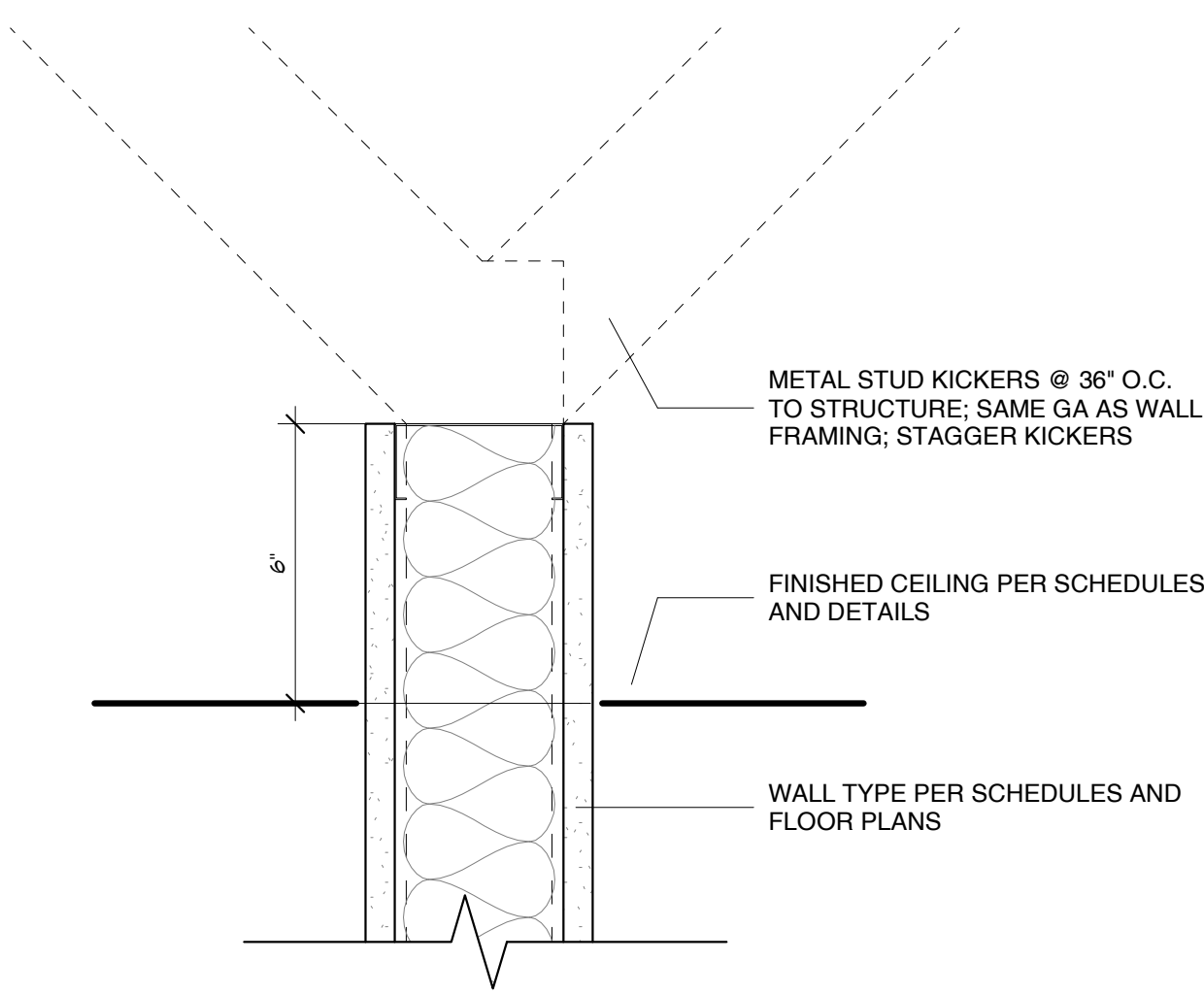
7 Precast - Panel Joint
3" = 1'-0"



4 Precast - OH Door Threshold
3" = 1'-0"

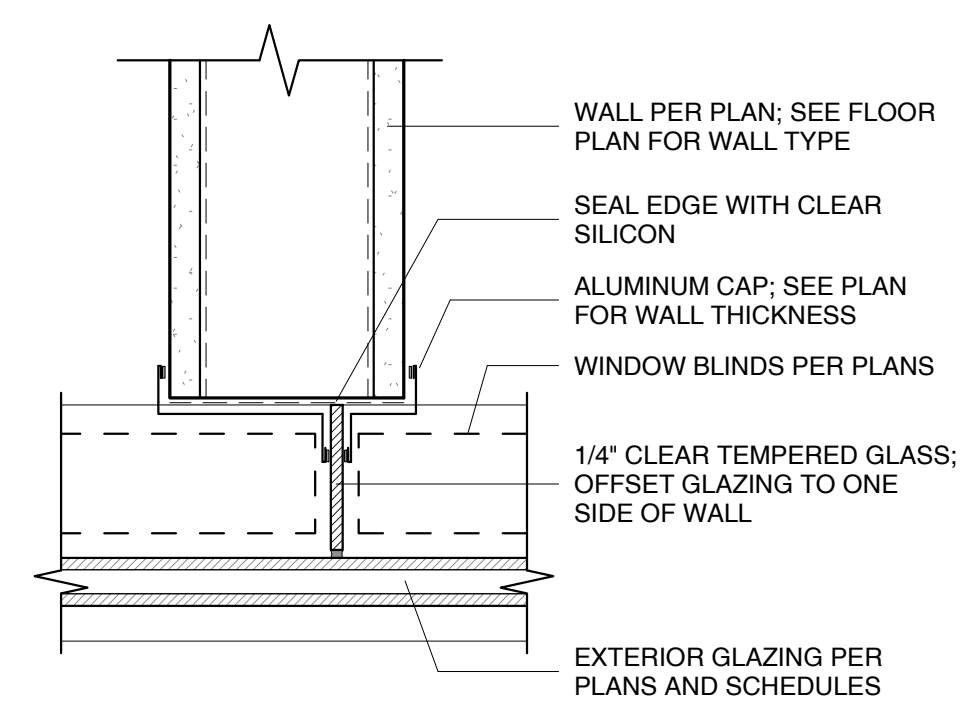


1 Precast - Wall Base Detail
3" = 1'-0"

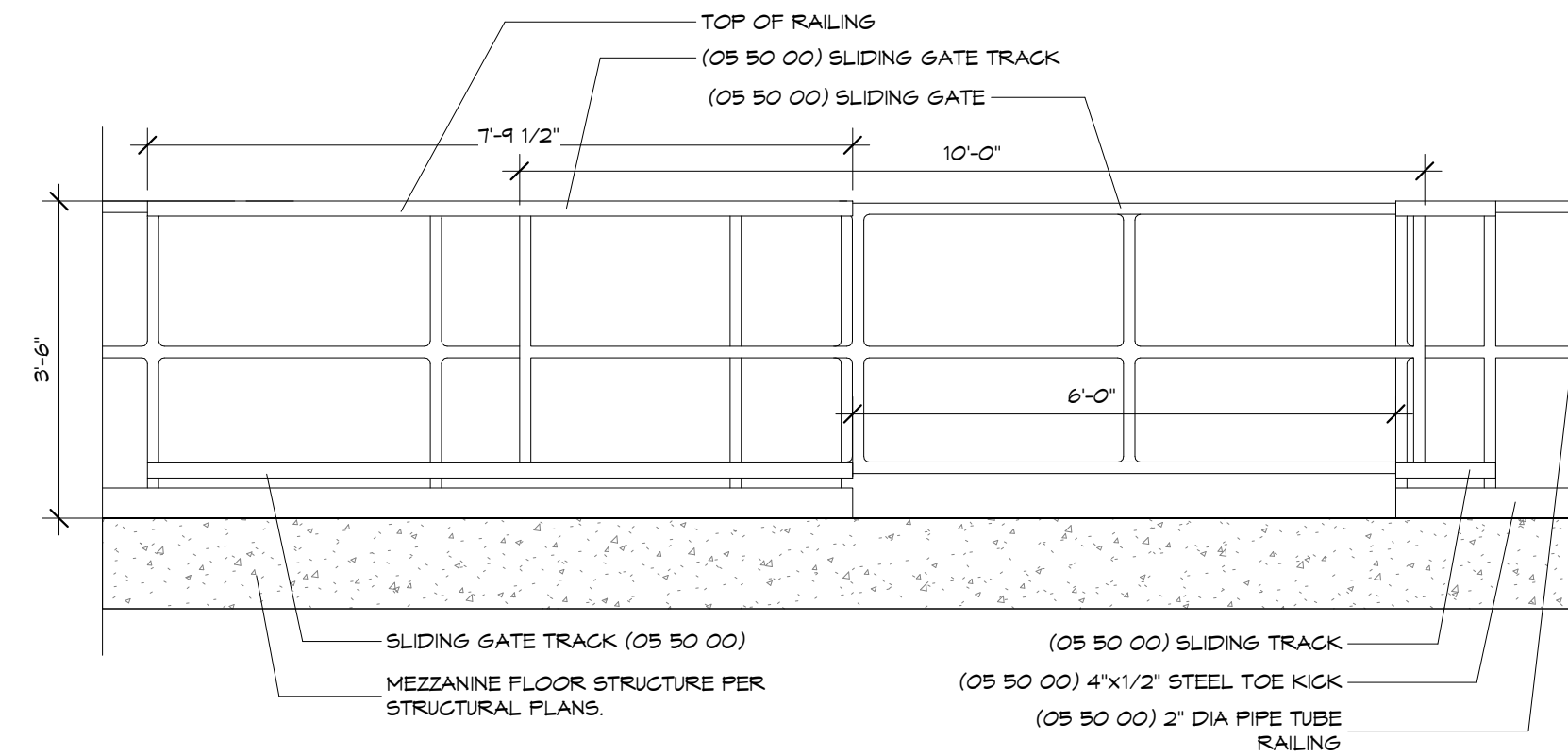


17 TYPICAL KICKER DETAIL
3" = 1'-0"

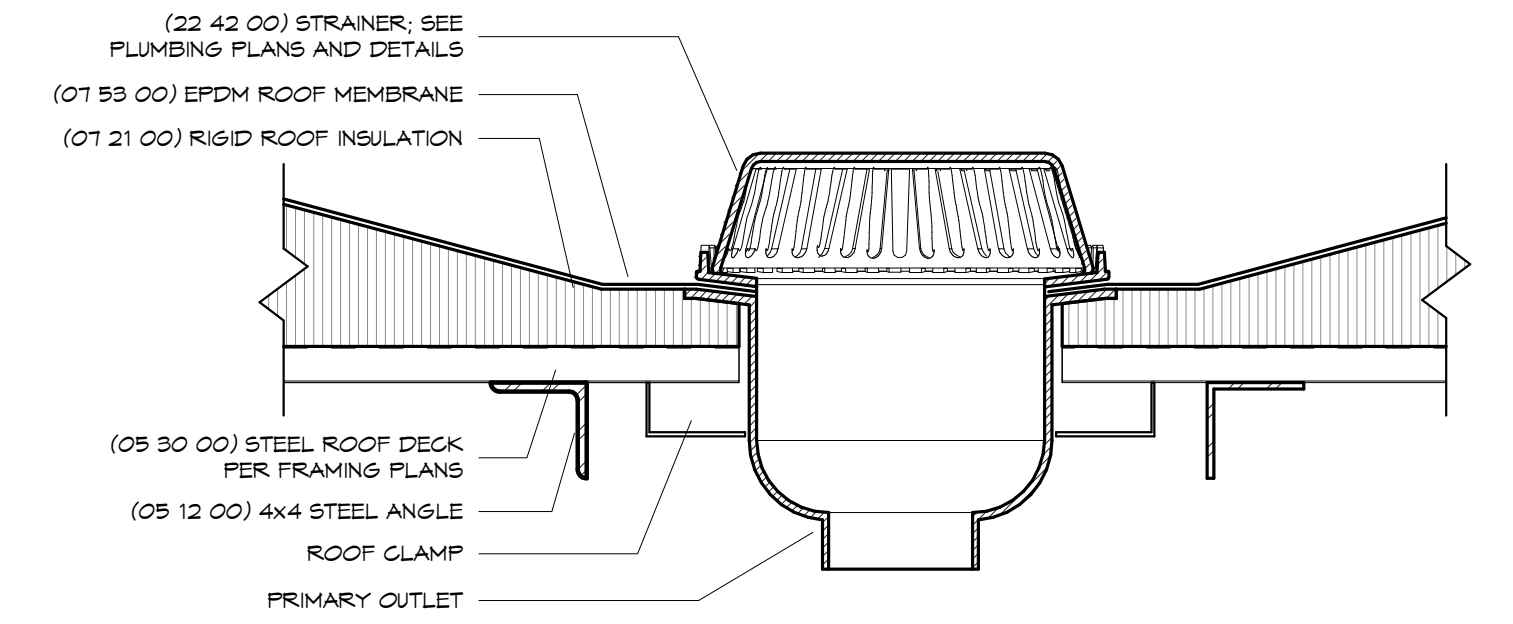
16 TYPICAL SOUND STOP
3" = 1'-0"



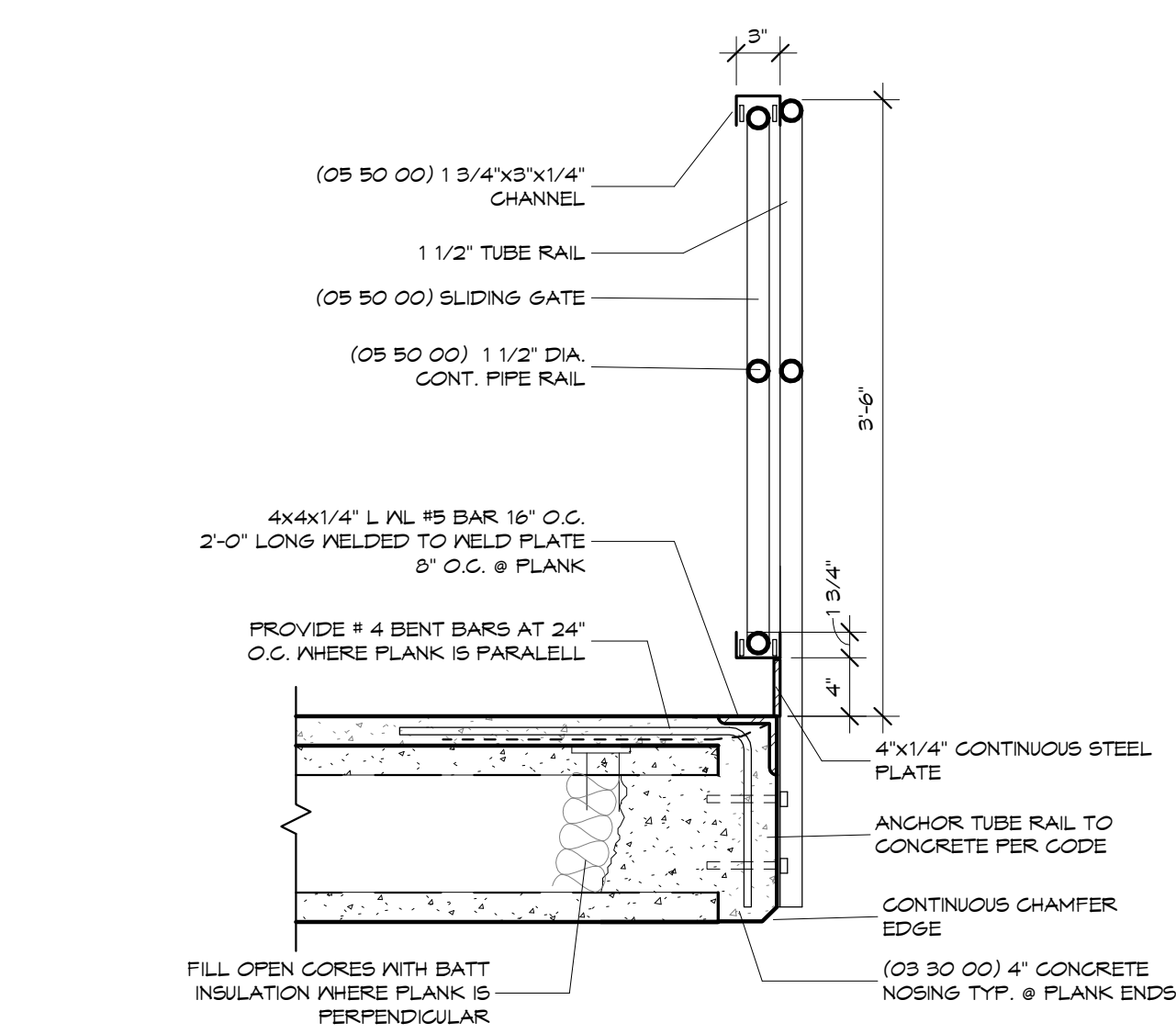
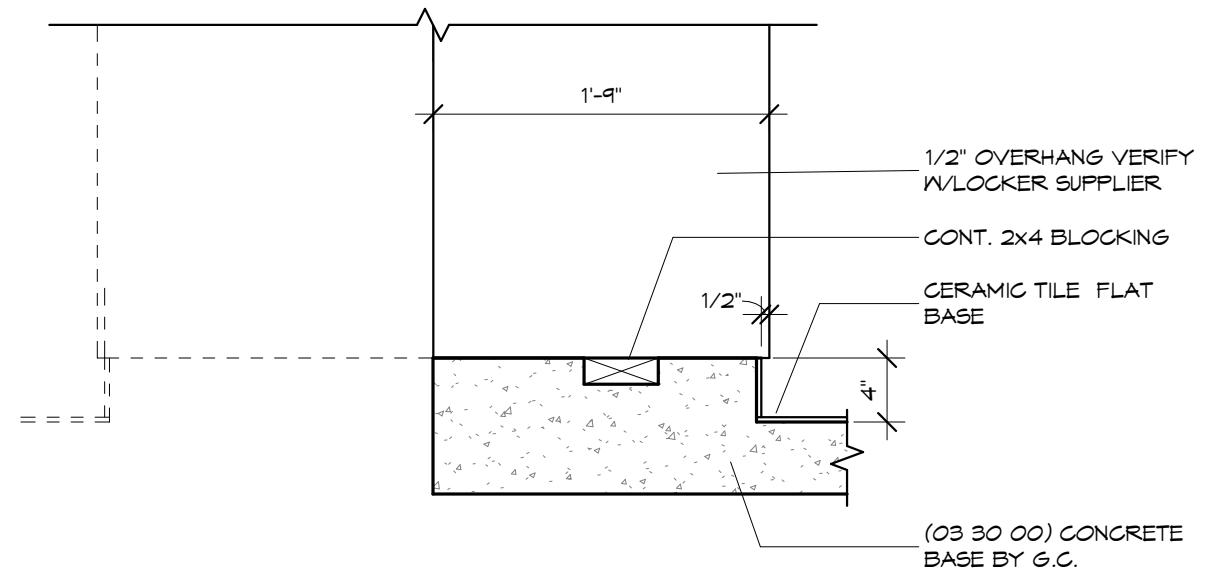
15 MEZZANINE GATE DETAIL
1/2" = 1'-0"



14 Roof Drain Detail
1 1/2" = 1'-0"

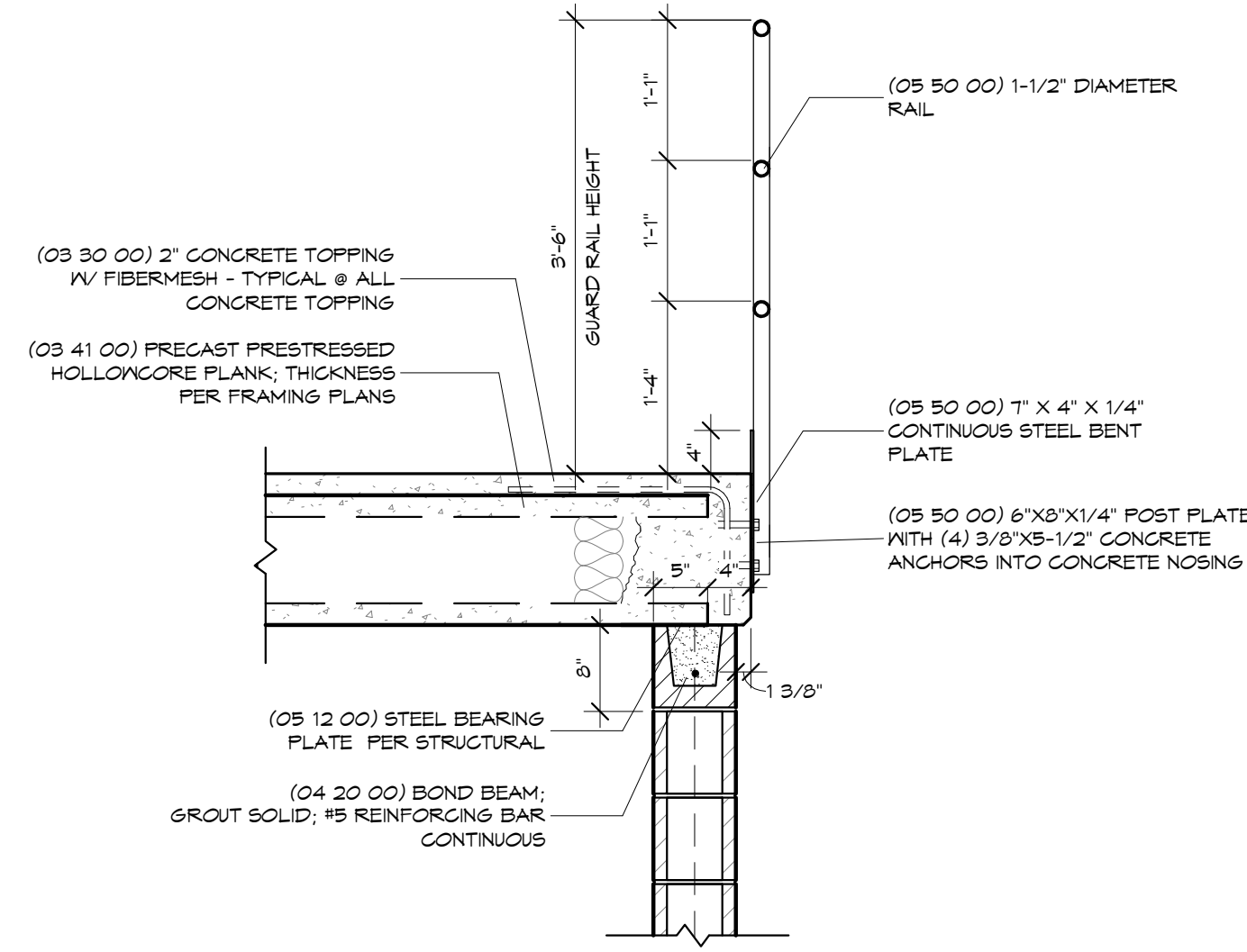


8 LOCKER BASE DETAIL
1" = 1'-0"

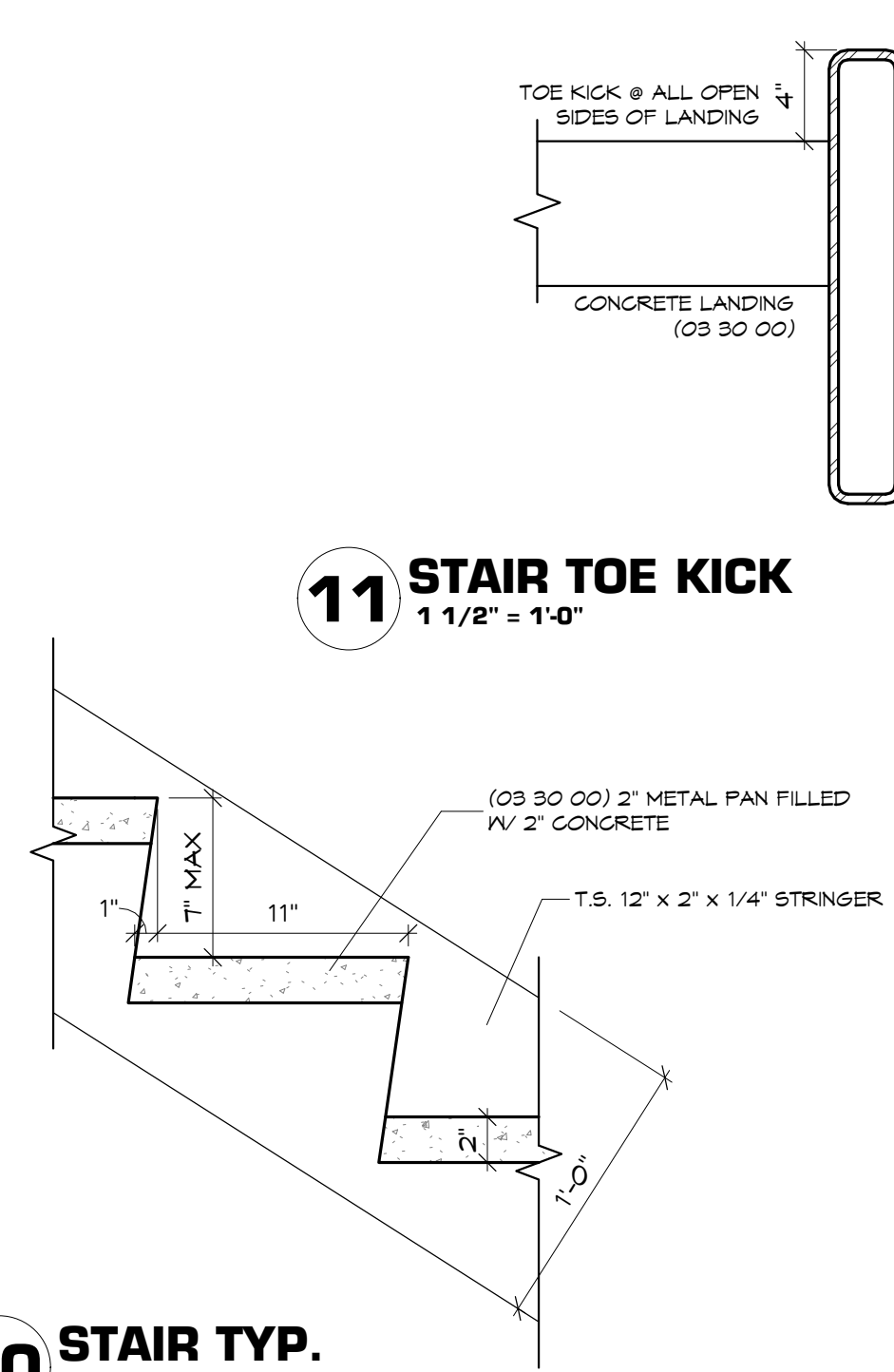


13 MEZZANINE GATE SECTION
1" = 1'-0"

12 MEZZANINE RAILING - HOLLOWCORE
3/4" = 1'-0"

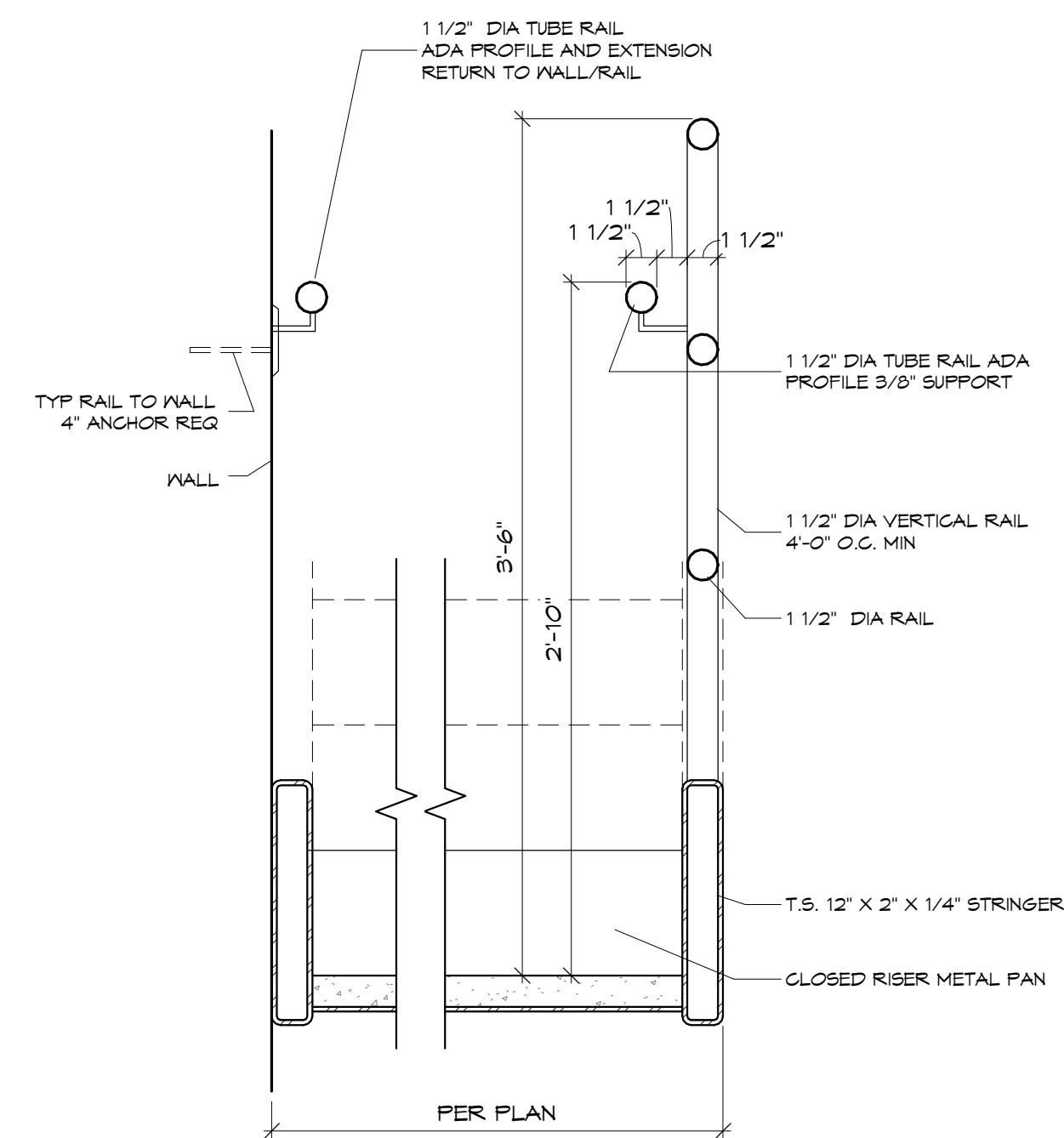


10 STAIR TYP.
1 1/2" = 1'-0"

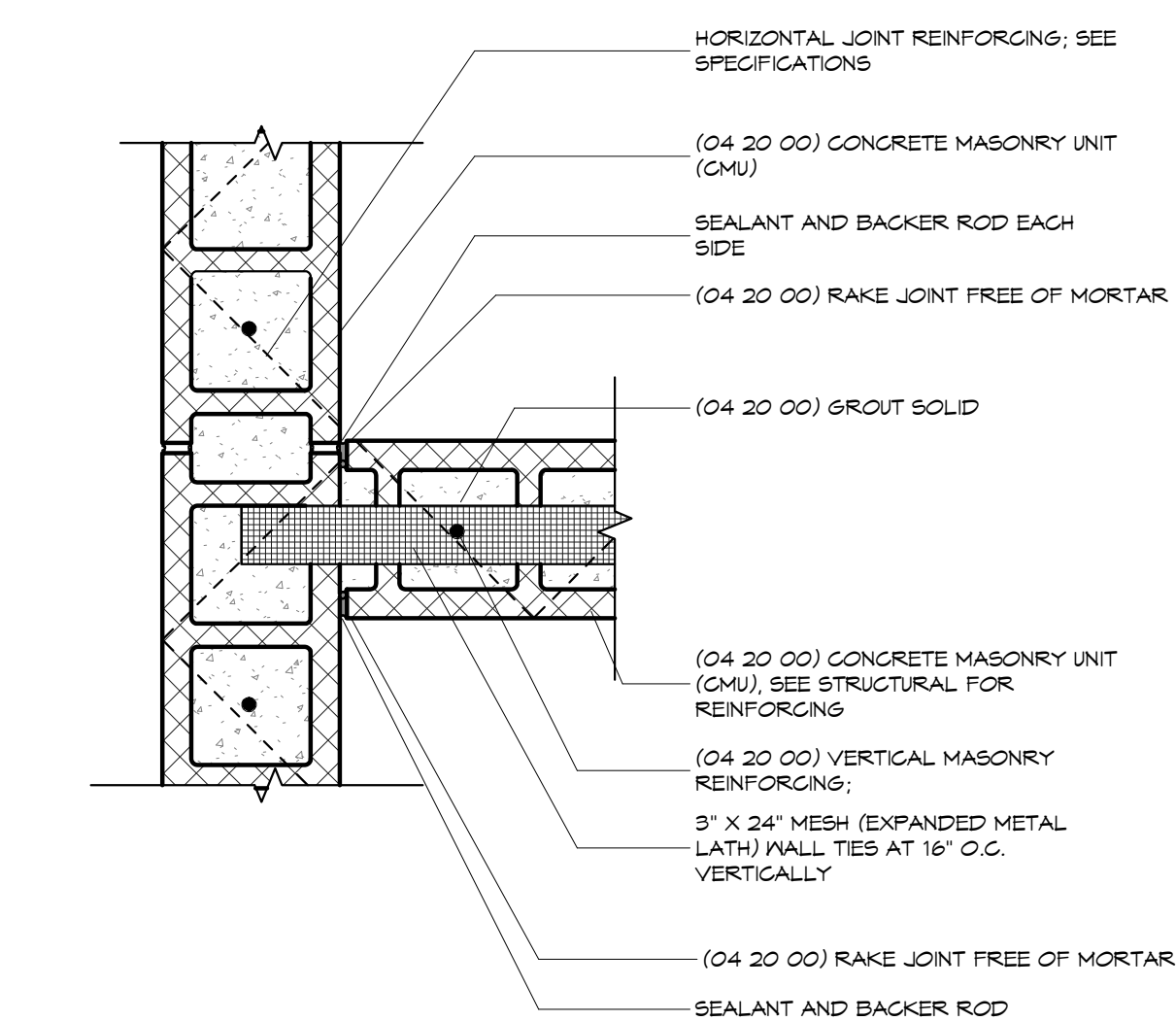
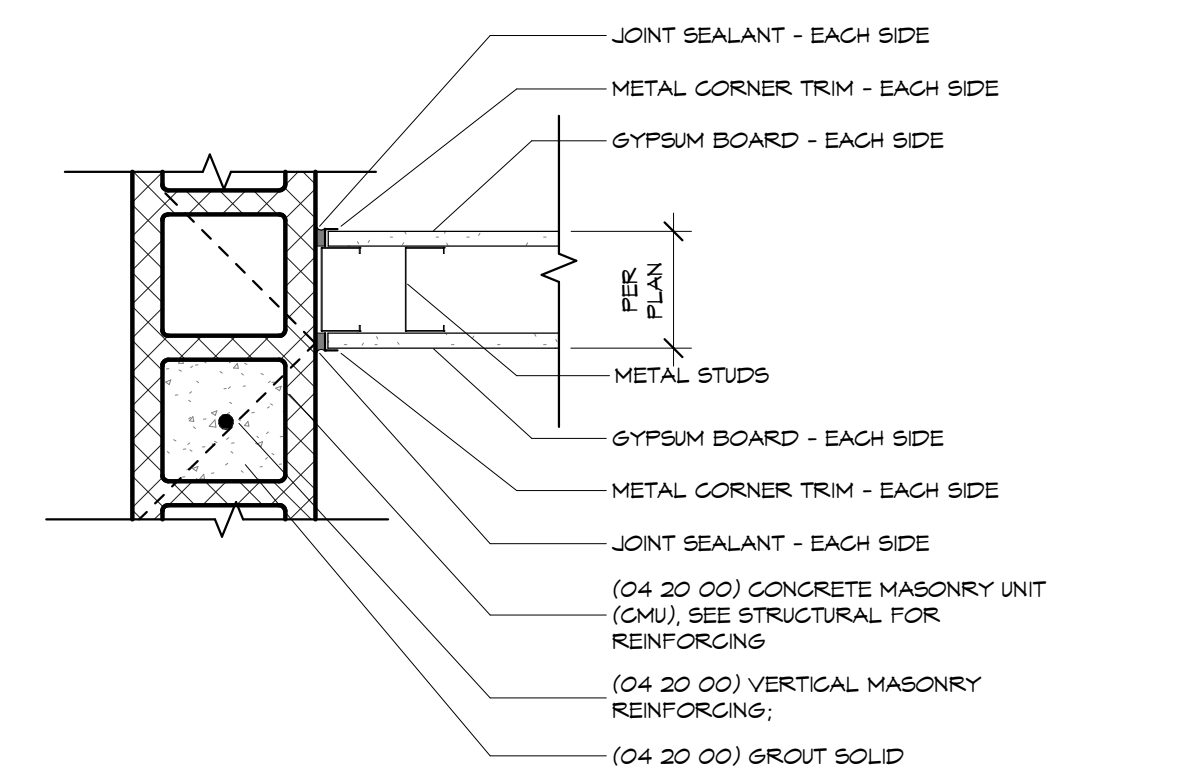


11 STAIR TOE KICK
1 1/2" = 1'-0"

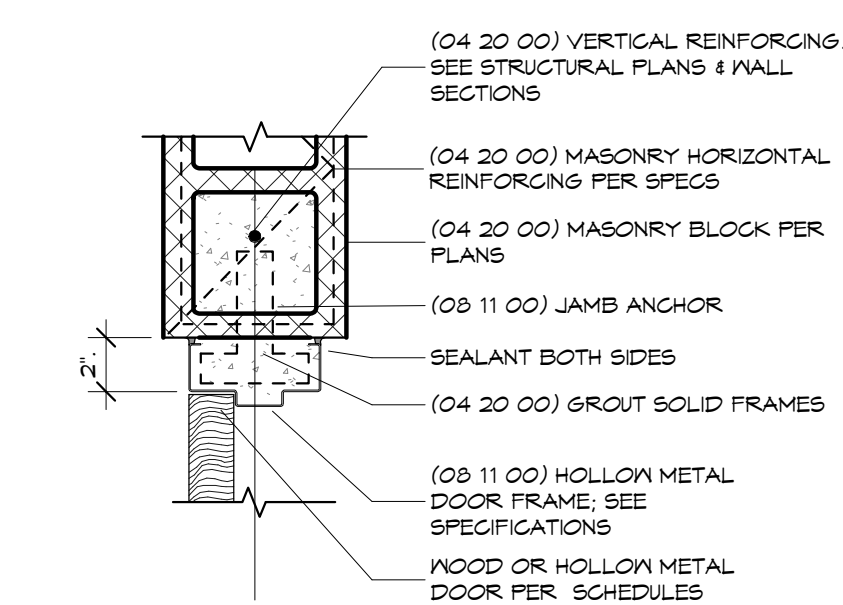
9 PIPE RAIL STAIR - TYP
1 1/2" = 1'-0"



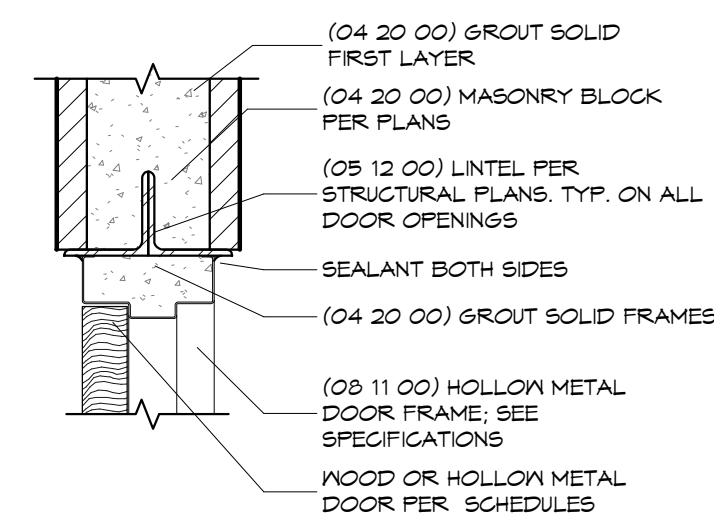
7 Gyp.Bd to CMU Wall Intersec Detail
1 1/2" = 1'-0"



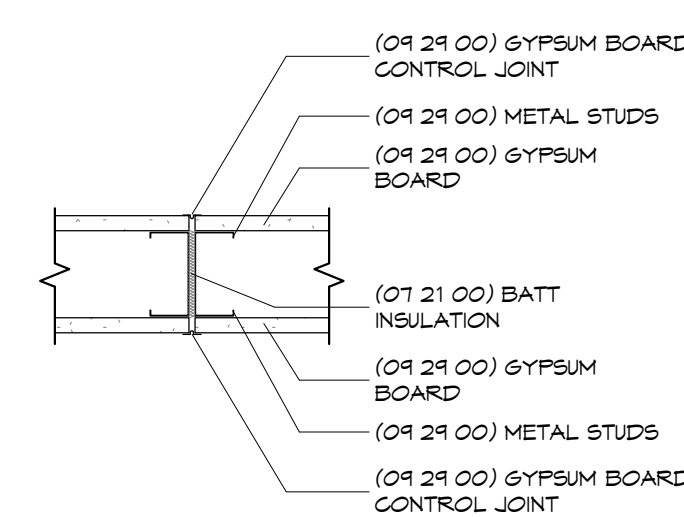
6 CMU Intersecting Walls
1 1/2" = 1'-0"



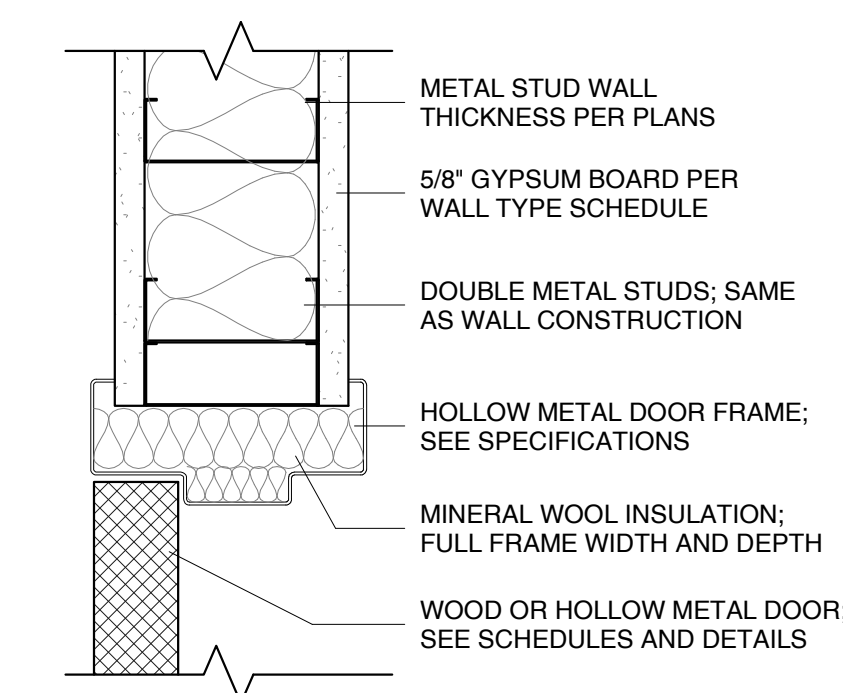
5 CMU Jamb Detail
1 1/2" = 1'-0"



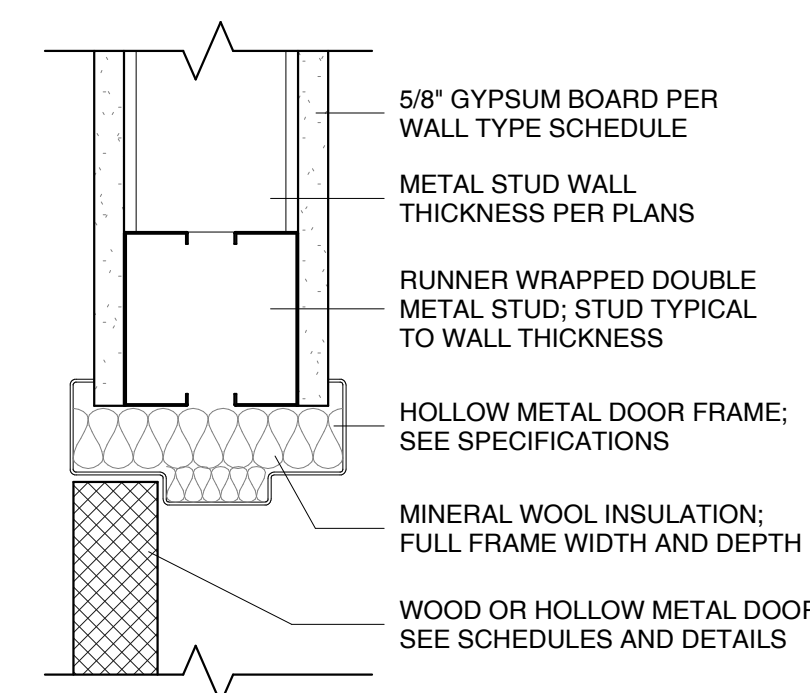
4 CMU Head Detail
1 1/2" = 1'-0"



3 Gypsum Board Wall Control Joint
1 1/2" = 1'-0"



2 Metal Stud Wall Jamb
3" = 1'-0"



1 Metal Stud Wall Head
3" = 1'-0"

STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: June 10, 2021

General Information:

Agenda Item: **2.c/6.c.**

Applicant/Property Owner:

Capital Acquisitions LLC in c/o Matthew Quest

Requested Action:

Conditional Use Grant approval.

Existing Zoning:

B-5 Light Industrial District

Surrounding Zoning/Land Use:

North: B-5 Light Industrial District
South: B-5 Light Industrial District
East: B-5 Light Industrial District
West: B-5 Light Industrial District

Existing Master Plan Classification:

Industrial-Business Park

Lot Size:

2 acres

Location:

1151 Hickory St.

Discussion:

The applicant requests consultation and feedback generally as to his concept plans to refurbish the existing building and modify the existing site conditions to accommodate a prospective tenant occupancy - the home terminal and office use for a commercial/industrial services contractor Great Lakes Power Vac LLC.

The site plan offered results in a substantial increase in space from approximately 18% currently to approximately 30% proposed. Code minimum in the B-5 District is 35% (or as low as 30% provided 150% of the required tree/shrub plantings are included on the landscaping plan). The Village Code does allow the Planning Commission to "...modify or waive this standard in their application to a permitted conditional use if in the commission's opinion such regulations and standards are not appropriate or necessary to the proper regulation of such use, and where such modification or waiver would not, in the commission's opinion, result in adverse effect upon the surrounding properties".

The building plan calls for the existing structure to be retained and reskinned. The existing block portion of the building would be tuckpointed, repainted and enhanced with architectural treatments such as a glass overhead door in place of the existing steel overhead door on the east wall and new overhead doors on the west wall. The existing metal portion of the building would be re-skinned in new metal, the existing, south/front facing overhead door replaced with a glass overhead door and architectural treatments added such as new customer entry with canopy overhang, storefront windows,...

An outdoor storage area is shown at the north end of the site. This site is supposed to have an access easement imposed on it for the benefit of the lot directly north. That easement is not shown.

Recommendation:

The Planner would recommend the following conditions be considered for attachment to any Conditional Use Grant approval as the Commission may be inclined to grant:

- 1) The following items shall return for final review and approval by the Planning Commission:
 - a. Final principal building materials samples/colors;
 - b. Final landscaping plan including the specific tree species, planting heights/sizes,... ;
 - c. Exterior lighting plan;
 - d. Dumpster location/screening plan;
 - e. Screening plan for the yard storage area(s) wherever visible to the surrounding public view;
 - f. Final location and screening plans for HVAC and utility installations at the site and/or on the building;
 - g. Final design, location, materials, height, color,... plans for the proposed fencing;
 - h. Placement of the access easement benefitting the lot to the north being placed onto the site plan and the easement document itself being reviewed, approved and recorded;
- 2) Expansion of the fencing from along Hickory Street then turning north along the WEPCO easement and running north the first truck parking stall depicted on the plan;
- 3) Village Engineer review and approval of the final grading, drainage, stormwater management, erosion control, utilities and similar infrastructure plans in support of the proposed project.
- 4) Any substantiated, material, adverse impacts arising with respect to such things as, (but not necessarily limited to) noise, odor, smoke, light, vibration, litter, loitering, glare, traffic, parking, health, public safety, and similar... arising as result of this use/operation shall be the responsibility of the property owner to correct timely upon notice from the Village and failure to correct any such problem in a timely manner may result in action toward modification or revocation of this conditional use grant;
- 5) Recording of the conditional use grant prior to start of construction of any sort in support of this project;
- 6) Issuance of all required building, electrical, plumbing and similar permits as may be required prior to start of construction of any sort in support of this project;
- 7) All existing signs shall be brought into full conformance with the Village Sign Code and any proposed new signs shall be subject to review, approval and permit issuance under the Village's Sign Code prior to their placement at the site.

BUSINESS SUMMARY

Tenants	Great Lakes Power Vac, LLC
Operation	Great Lakes Power Vac is an industry leader in industrial vacuum and cleaning services, hydro-excavation and underground services, water blasting services, and rooftop vacuum services. Great Lakes Power Vac has operated in Pewaukee for more than 10 years and looks to remain in Pewaukee with this relocation.

Development Plan

Owner	Capital Acquisitions LLC Matthew J. Quest, Manager/Owner
Development Description	The property at 1151 Hickory was purchased by Capital Acquisitions LLC for investment purposes. The owner has been a Pewaukee resident and business owner for more than 20 years and owns additional investment properties within the Village of Pewaukee. The goal for this property is to improve its appearance so that it is more desirable for business owners as well as an improvement to the community. Capital Acquisitions will be to improve the existing property, landscaping and fencing on the south side of the property. Below is a list of proposed improvements that have already taken place.
Improvements	Existing Building will be tuckpointed and painted New doors and windows installed and repaired Fascia and soffits will be replaced and painted New exterior lighting and old lighting on poles will be removed Fencing will be installed along the south side of the property New Signage New landscaping in front of the existing building, on the east side of the property and along the southern boundary line along the river. Owner proposes evergreen trees that will grow larger and provide much more screening than fencing. Pictures Included "Before & After"



Architect
 257 South Street, Suite A
 WAUKESHA, WI 53186
 p: 833-380-6180
 e: job@thrive-architects.com

Project Info. — 20099
 1151 HICKORY

ALTERATION
 1151 Hickory St
 Pewaukee, WI 53072

Sheet Title

CONCEPTUAL
 RENDERING

Drawn by	Checked by
AMP	—

Revisions

No.	Date	Description
	05.19.21	Preliminary

Sheet No.

A9.0

NOT FOR CONSTRUCTION

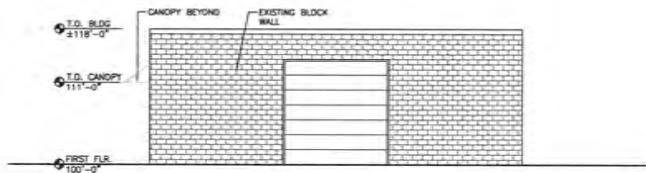
CONCEPTUAL RENDERING
 N.T.S.

1

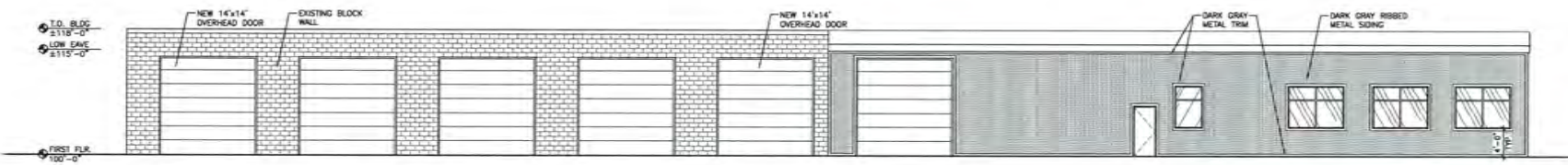
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AMP	—

Revisions		
No.	Date	Description
05.19.21		Preliminary

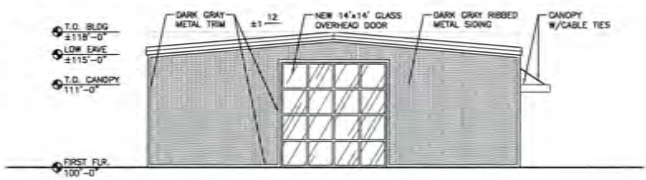
NOT FOR CONSTRUCTION



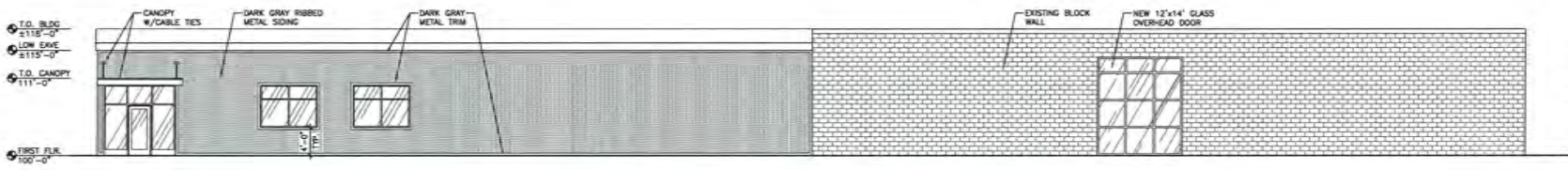
NORTH ELEVATION
 SCALE: 1/8"=1'-0" (22x34); 1/16"=1'-0" (11x17) 4



WEST ELEVATION
 SCALE: 1/8"=1'-0" (22x34); 1/16"=1'-0" (11x17) 3



SOUTH ELEVATION
 SCALE: 1/8"=1'-0" (22x34); 1/16"=1'-0" (11x17) 2



EAST ELEVATION
 SCALE: 1/8"=1'-0" (22x34); 1/16"=1'-0" (11x17) 1

Village of Pewaukee Plan Commission
Engineer's Report for June 10, 2021

Capital Acquisitions/Great Lakes Power Vac
1151 Hickory Street

Report

The applicant is planning to redevelop an existing site at the northwest corner of Hickory Street and Forest Grove Drive. A detailed site grading and drainage plan was not included in the submitted information for review; however, I have provided general comments on the information submitted as follows:

Access

Access to the site will be off of Hickory Street. Currently, there is a very wide driveway opening. The proposal is to create two driveways into the site, which would make access to the site more orderly. It appears that the easterly entrance will be for passenger vehicles to get to a parking area on the east side of the building. The westerly entrance will be for the business vehicles and will be gated.

Sanitary Sewer and Water

The property is currently served by public sanitary sewer and water and should be adequate to serve the proposed business.

Site Grading/Stormwater Management

No proposed grading plan was provided for the site. The site is very flat and based on existing contours, it is difficult to determine where water flows. There is a low spot east of the easterly parking lot and a slight drop to the south. Based on the plan provided, it doesn't appear that they are planning to change the existing grades; however, several locations will be landscaped.

Improvements on the site will include the removal of some of the existing stone area and replacing it with turf grass. Since the hard surfaces are being reduced, stormwater management facilities are required. I do suggest that they expand the areas that they are placing turf grass in order to improve water quality. Those areas include in the southwest corner of the site around an area they are proposing a berm (currently shown to be surrounded by stone); west of the vac box parking, and a strip along the north lot line.

Recommendation

Prior to providing a recommendation, the following should be provided for review:

- Grading/drainage plan
- Additional stone areas should be transformed into turf grass

Tim Barbeau, Village Consulting Engineer
June 2, 2021

STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: June 10, 2021

General Information:

Agenda Item: **2.d./6.d.**

Applicant/Property Owner:

Timothy and Mary Pulte

Requested Action:

Conditional Use Grant approval to modify/enlarge their existing boathouse.

Current Zoning:

R-5 Single Family Detached Residential District with (LO) Lakefront Overlay.

Current Master Plan Classification:

Single-Family Residential

Surrounding Zoning/Land Use:

North: Pewaukee Lake
South: R-5 Single-Family Detached Residential
East: R-5 Single-Family Detached Residential w/ (LO)
West: R-5 Single-Family Detached Residential w/ (LO)

Project Area:

~.16 acres

Property Location:

403 Park Avenue

Discussion:

The applicant seeks approval through conditional use grant to expand their existing ~279 sq.ft. boathouse to ~353 sq. ft..

Section 40.210.4(b) of the Village Code provides that:

Construction of a boathouse on property abutting Pewaukee Lake may be allowed subject to the conditions set forth below unless one or more of these conditions has been specifically waived or modified by the planning commission, having first determined that relief or digression from such condition(s) in a specific circumstance is warranted, that such waiver or modification is unlikely to result in adverse impacts upon the surrounding properties, neighborhood or the village as a whole, and that the final plan will uphold the spirit and intent of this section.

- (1) Must be accessory to an existing permitted residential dwelling/use upon the same lot; **Yes***
- (2) Is placed no closer than five feet from the OHWM or base flood elevation and no closer than five feet to a side lot line; **OHWM Yes. Side lot line offset is pre-existing and does not change by this proposal.***

(3) *Has no plumbing, kitchen or built-in cooking facilities and is not used, rented or leased for overnight habitation; **Yes, there is no plumbing, kitchen, cooking, rental or overnighting proposed.***

(4) *Shall be of a design, materials and colors consistent with the principal structure on the site and harmonious with the surrounding area; **To be confirmed by applicant prior to issuance of the Conditional Use Permit for signatures.***

(5) *Shall be considered in lieu of, not in addition to, the permitted accessory storage structure as would otherwise be allowed under [section 40.210.3\(1\)](#) above; **Yes***

(6) *The maximum combined floor area of all accessory structures upon a lot which includes an approved boathouse shall not exceed 500 square feet; **Yes***

(7) *Shall be constructed upon a permanent foundation extending below the frost line or upon a concrete slab and shall contain not less than 200 square feet in floor area nor more than 400 square feet in floor area; **Yes***

(8) *Shall not increase the permanent impervious surface area coverage of that portion of the parcel that lies within 50 feet of the OHM or base flood elevation to more than 30 percent; **To be confirmed by applicant prior to issuance of the Conditional Use Permit for signatures.***

(9) *Shall be subject to village engineer review and approval of a plan for erosion control and storm water management to be implemented prior to the start of any construction or ground disturbance upon the property and maintained in place throughout the construction activity and so long after as deemed necessary by the village engineer in order to mitigate/prevent any adverse impacts upon the Pewaukee Lake and/or neighboring properties; **To be completed by the applicant prior to issuance of the Conditional Use Permit for signatures..***

(10) *A site survey and footprint field staking of the proposed boathouse shall be required prior to issuance of a building permit; **Yes***

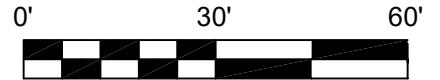
(11) *Can meet all the regulations set forth herein and in the underlying zoning district. **Yes***

Recommendation:

The Planner does not raise any particular objections to the applicants request as presented subject to the conditions setforth above and further provided:

- 1) Recording of the Conditional Use Grant prior to issuance of a building permit for boathouse reconstruction;
- 2) Issuance of all necessary building and/or electrical permits prior to start of construction on this boathouse project.

Plat of Survey



Property Description:

The Northeasterly 50 feet of Lot 1, in Block B, in Hemming's Addition to the Village of Pewaukee, a Subdivision of a part of the Southeast 1/4 of Section 8, Township 7 North, Range 19 East, in the Village of Pewaukee, Waukesha County, Wisconsin.

PREPARED FOR:

Lisa Pulte
403 Park Ave.
Pewaukee, WI 53072



BEARINGS ARE REFERENCED TO
HEMMING'S ADDITION TO THE
VILLAGE OF PEWAUKEE, SOUTH LINE
LOT 1, BLOCK B BEARS S 46°30'00" W

LEGEND

- 3/4"X18" IRON ROD SET
1.50lbs./LINEAL FOOT
- ⊕ CHISELED/CUT CROSS FOUND
- ⊙ MONUMENT FOUND AS NOTED
(Measured Outside Diam.)
- () INDICATES RECORDED AS
DISTANCES ARE MEASURED TO THE
NEAREST HUNDREDTH OF A FOOT



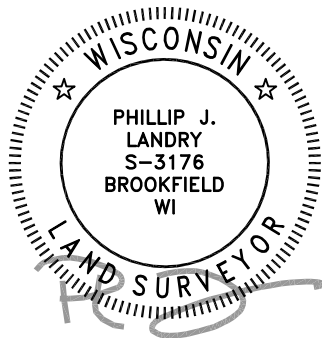
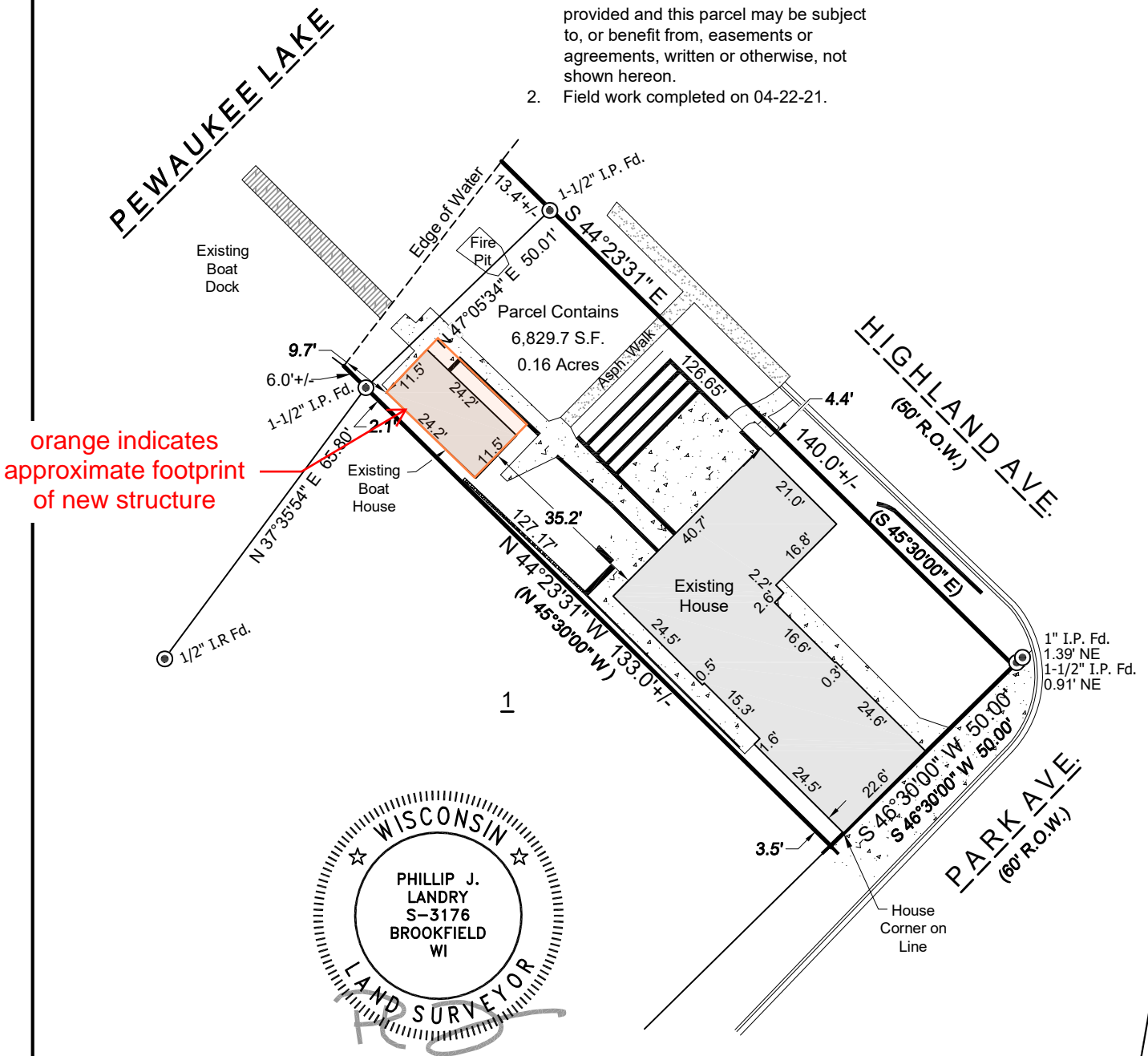
CONCRETE (WALKS, DRIVEWAY, ECT.)



ASHPALT PARKING, DRIVEWAY, ECT.)

Notes:

1. A title commitment has not been provided and this parcel may be subject to, or benefit from, easements or agreements, written or otherwise, not shown hereon.
2. Field work completed on 04-22-21.



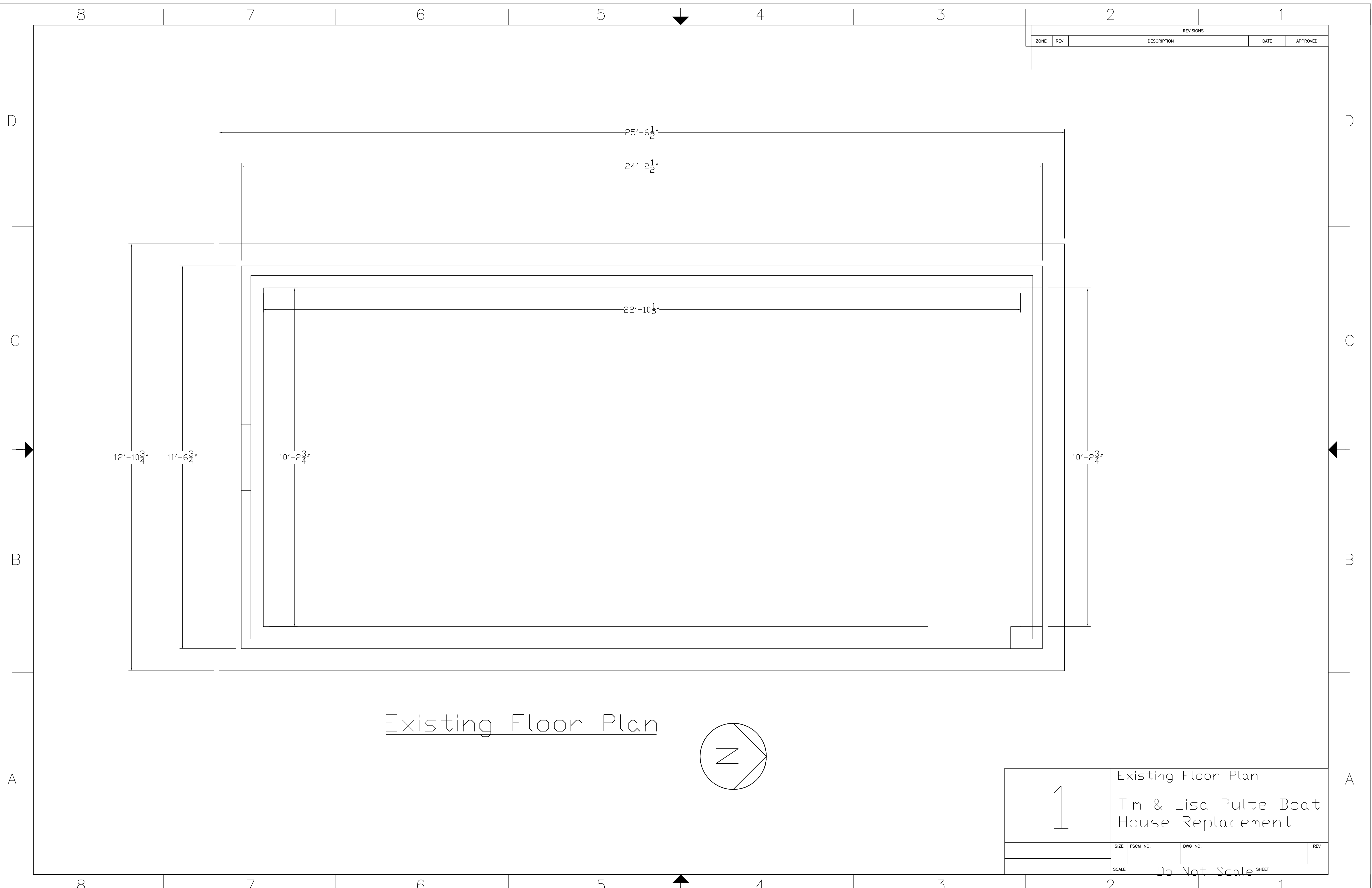
SURVEYOR'S CERTIFICATE

I hereby certify that we surveyed the property described above and that the map is a true representation thereof and shows the size and location of the property, it's exterior boundaries. Said survey meets the minimum standards for property surveys of the Wisconsin Administrative Code (A-E7) and the map hereon is correct to the best of my knowledge and belief. This Survey is solely for the use of the present owners of the property at the date below.

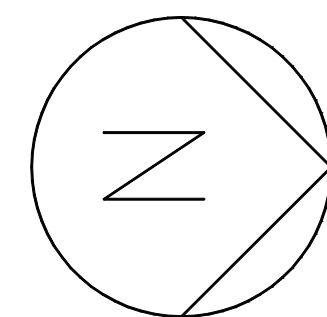


18575 Brookfield Lake Drive • Unit 61
Brookfield, WI 53045 • (262) 312-1034
c3egeomatics.com

REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED



Existing Floor Plan



1	Existing Floor Plan			
	Tim & Lisa Pulte Boat House Replacement			
	SIZE	FSCM NO.	DWG NO.	REV
	SCALE Do Not Scale			SHEET

8 7 6 5 4 3 2 1

D

D

C

C

B

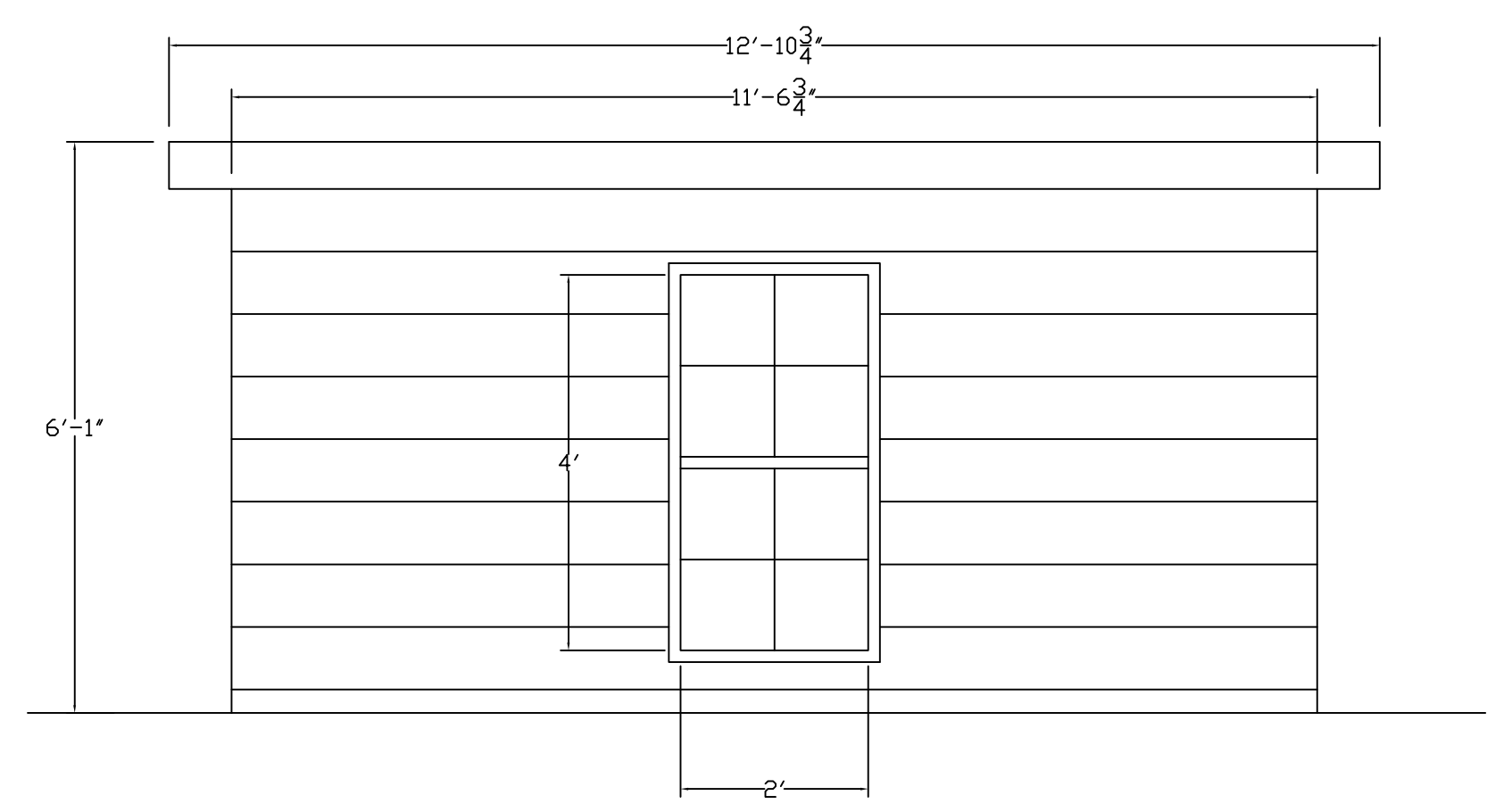
B

A

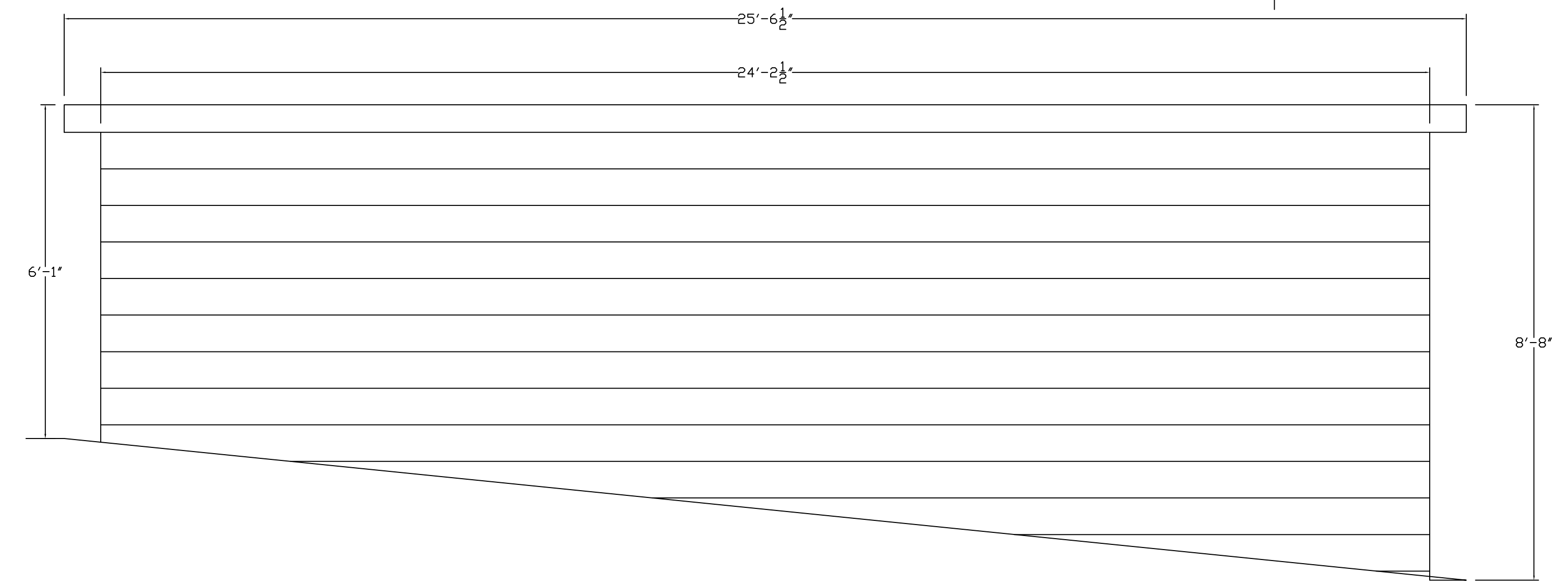
A

8 7 6 5 4 3 2 1

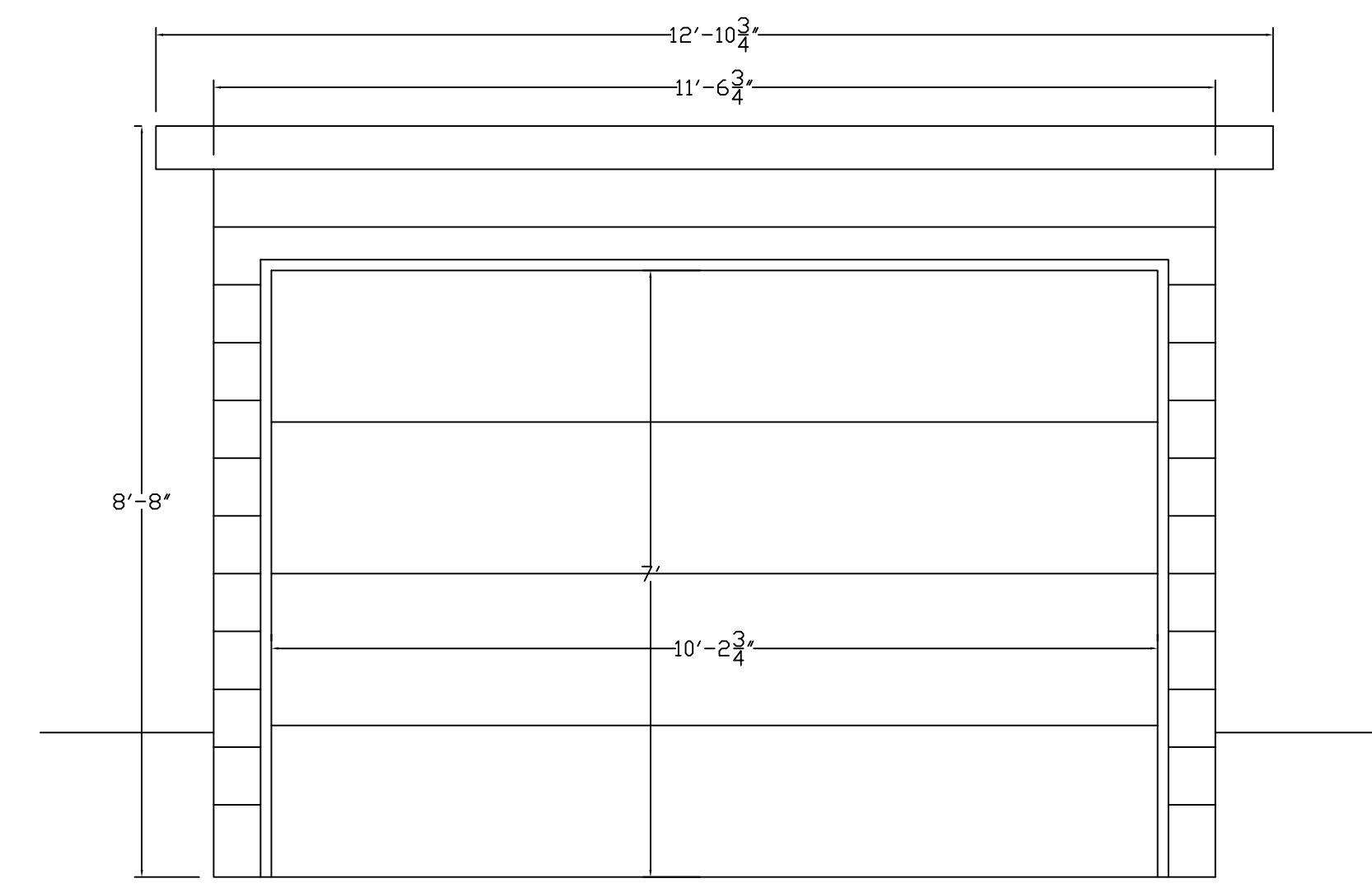
REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED



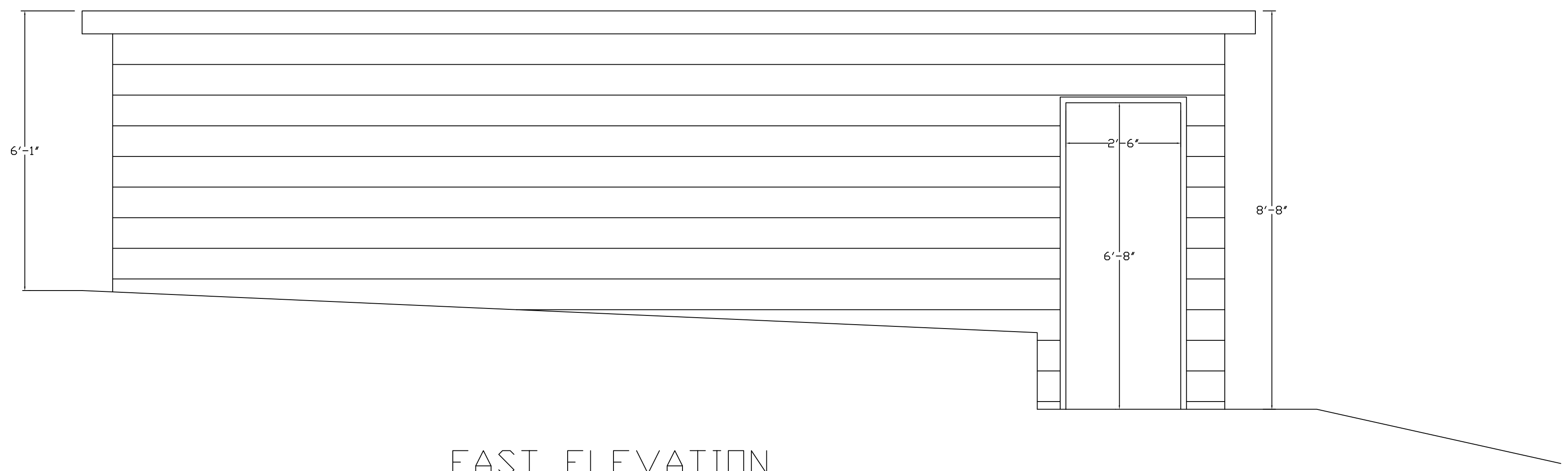
South ELEVATION



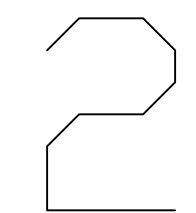
WEST ELEVATION



NORTH ELEVATION



EAST ELEVATION

	Existing Elevations			
	Tim & Lisa Pulte Boat House Replacement			
SIZE	FSCM NO.	DWG NO.	REV	
SCALE	Do Not Scale		SHEET	

8 | 7 | 6 | 5 | 4 | 3 | 2 | 1

D

D

C

C

B

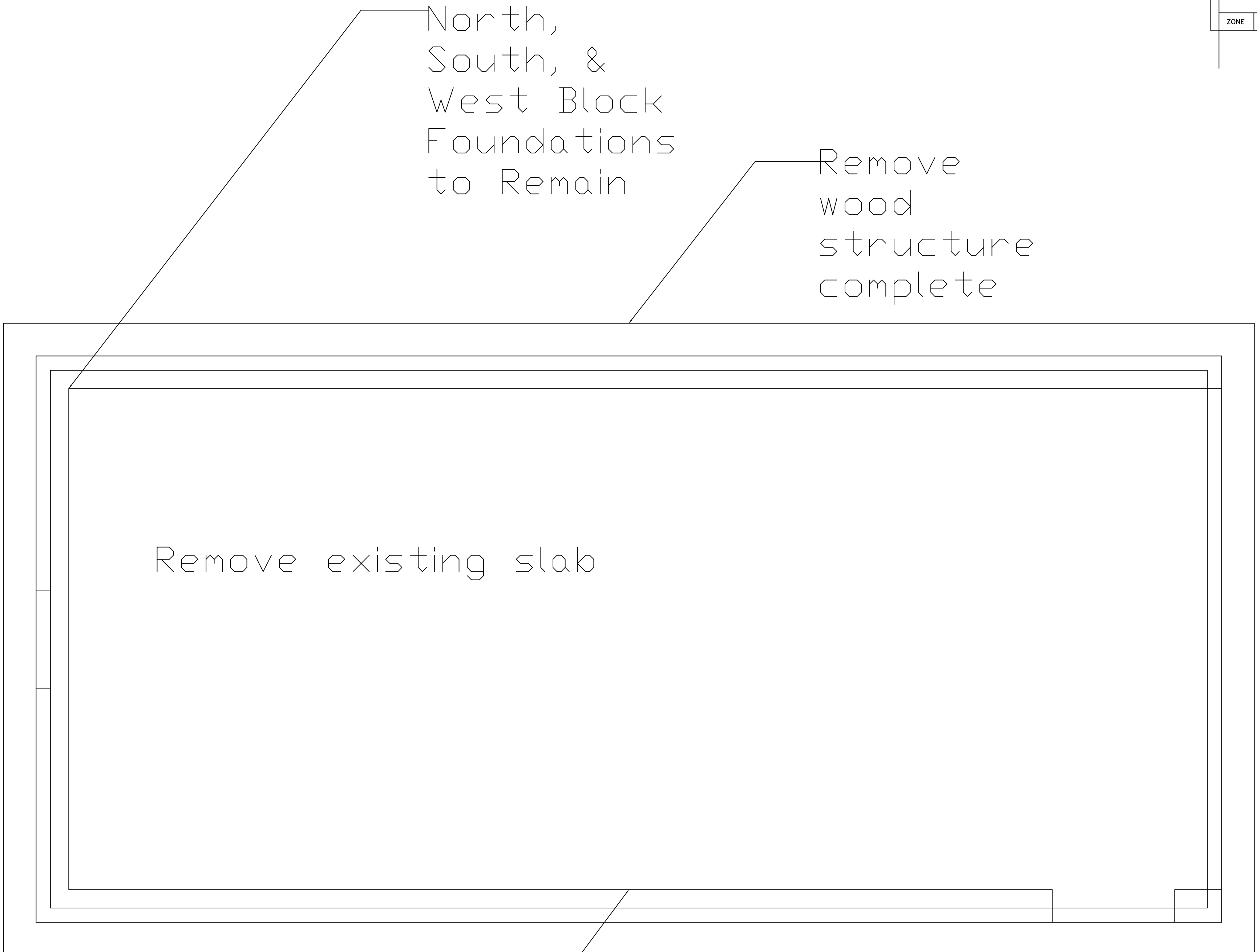
B

A

A

8 | 7 | 6 | 5 | 4 | 3 | 2 | 1

REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED



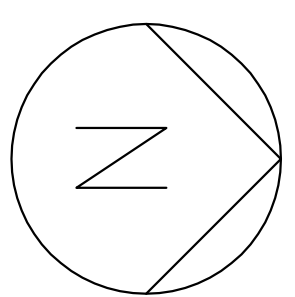
North,
South, &
West Block
Foundations
to Remain

Remove
wood
structure
complete

Remove existing slab

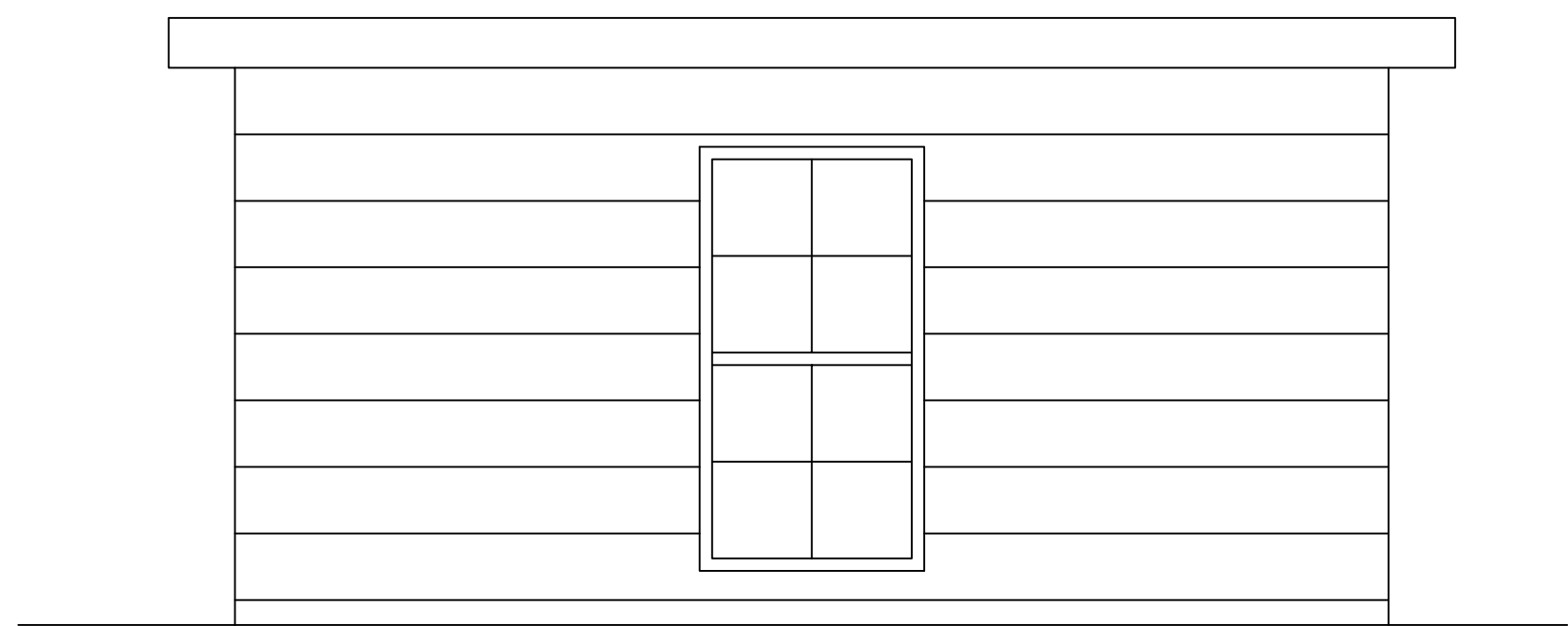
Remove CMU block
wall this side only

Demolition Floor Plan

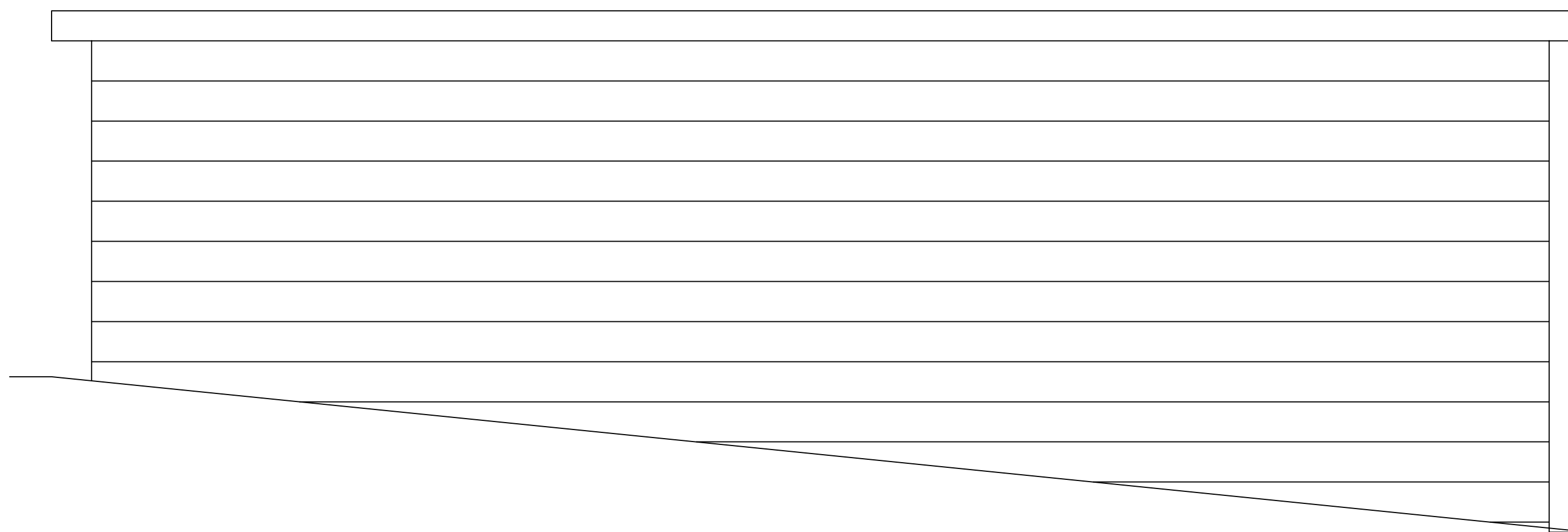


3	Demolition Floor Plan			
	Tim & Lisa Pulte Boat House Replacement			
SIZE	FSCM NO.	DWG NO.	REV	
SCALE	Do Not Scale		SHEET	

REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED

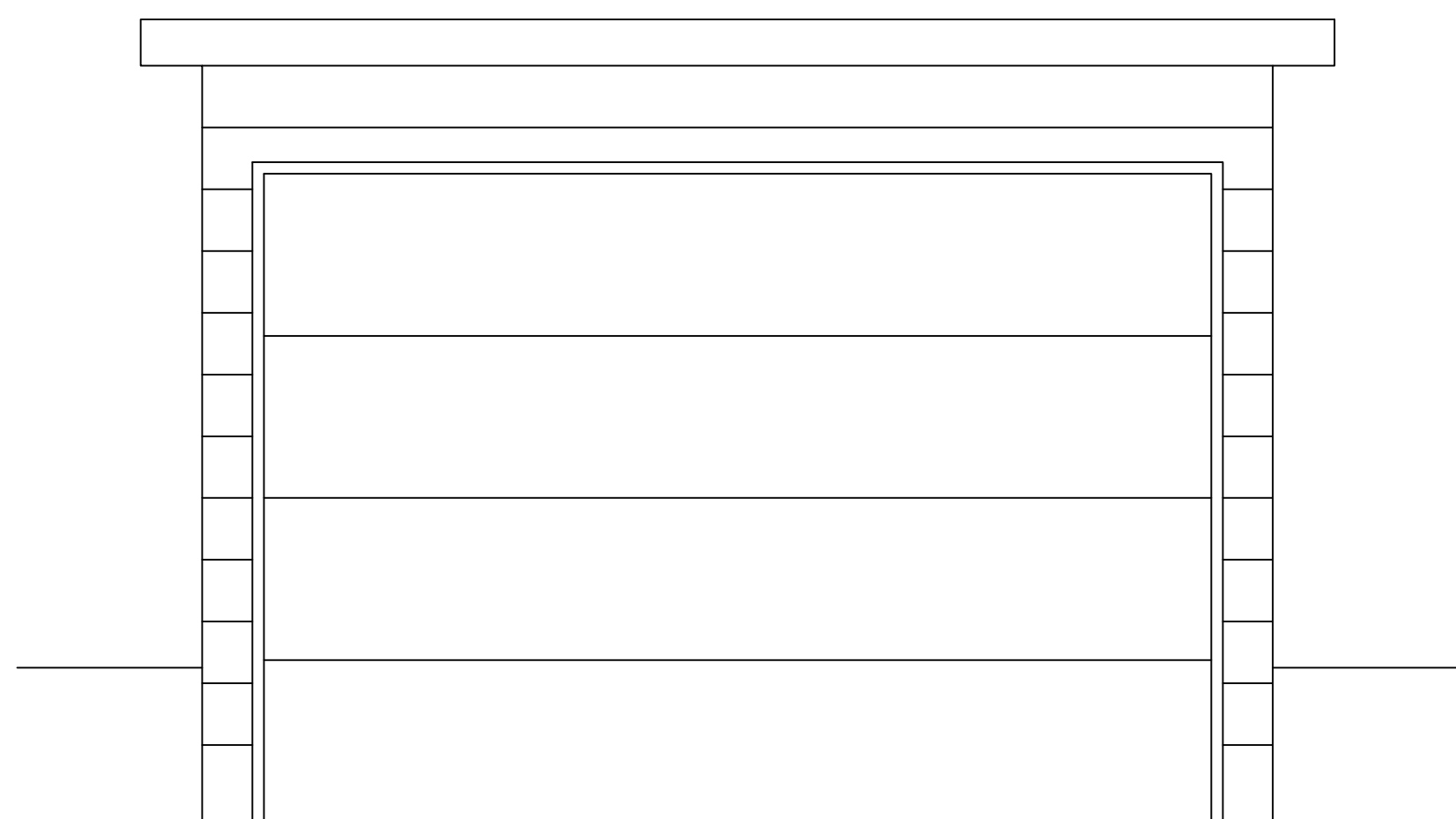


South ELEVATION

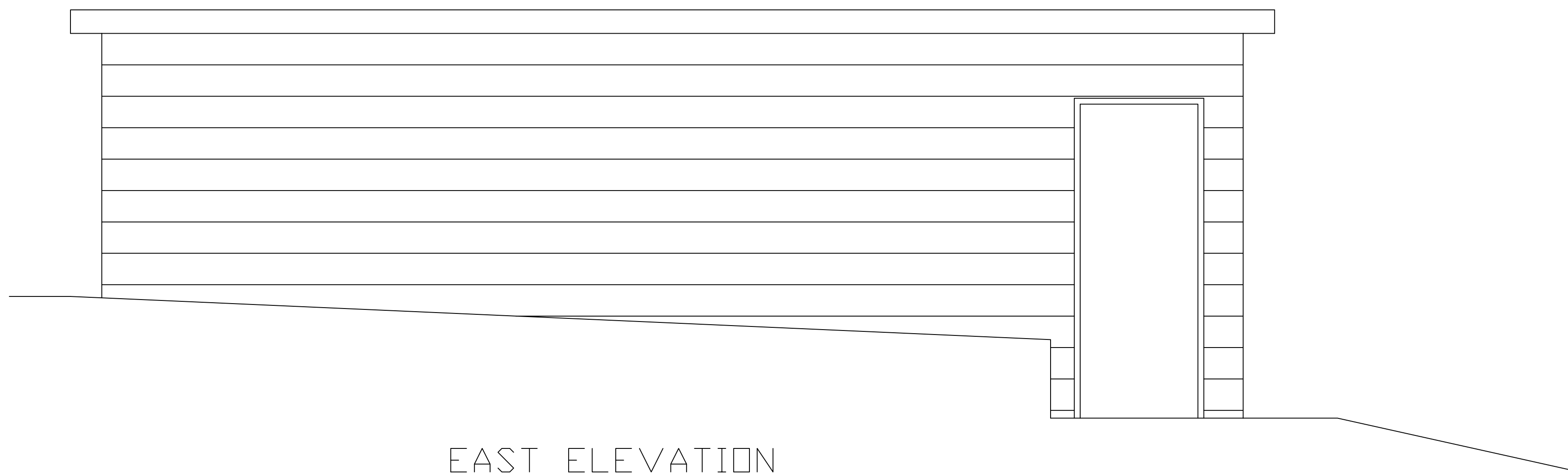


WEST ELEVATION

Remove entire wood framed Structure
 Foundations on North, West, & South
 sides to remain.



NORTH ELEVATION



EAST ELEVATION

4	Demolition Elevations			
	Tim & Lisa Pulte Boat House Replacement			
SIZE	FSCM NO.	DWG NO.	REV	
SCALE	Do Not Scale		SHEET	

8 | 7 | 6 | 5 | 4 | 3 | 2 | 1

D

D

C

C

B

B

A

A

8 | 7 | 6 | 5 | 4 | 3 | 2 | 1

REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED

D

D

C

C

B

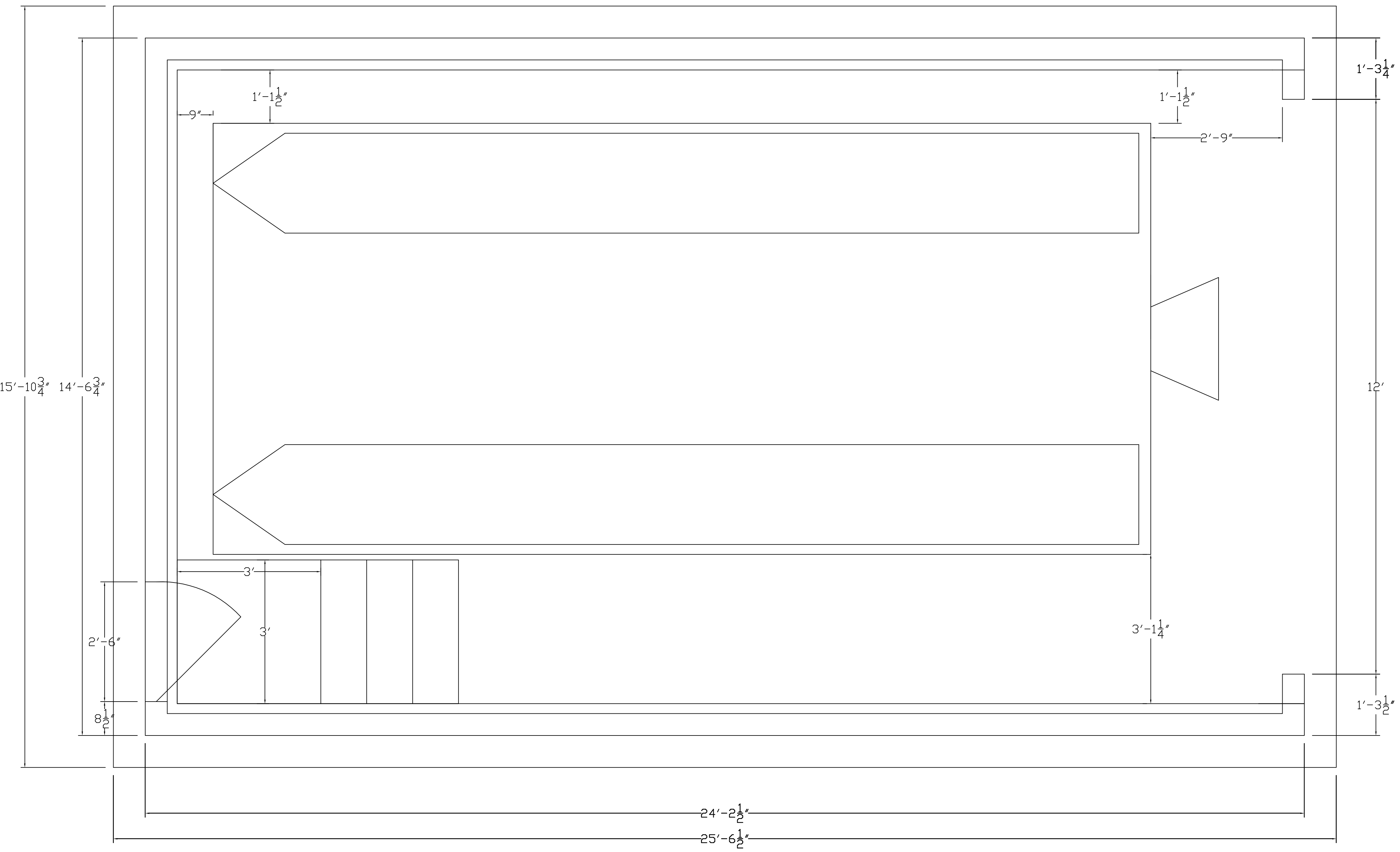
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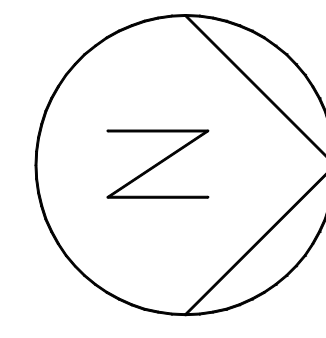
A

8 | 7 | 6 | 5 | 4 | 3 | 2 | 1

8 | 7 | 6 | 5 | 4 | 3 | 2 | 1

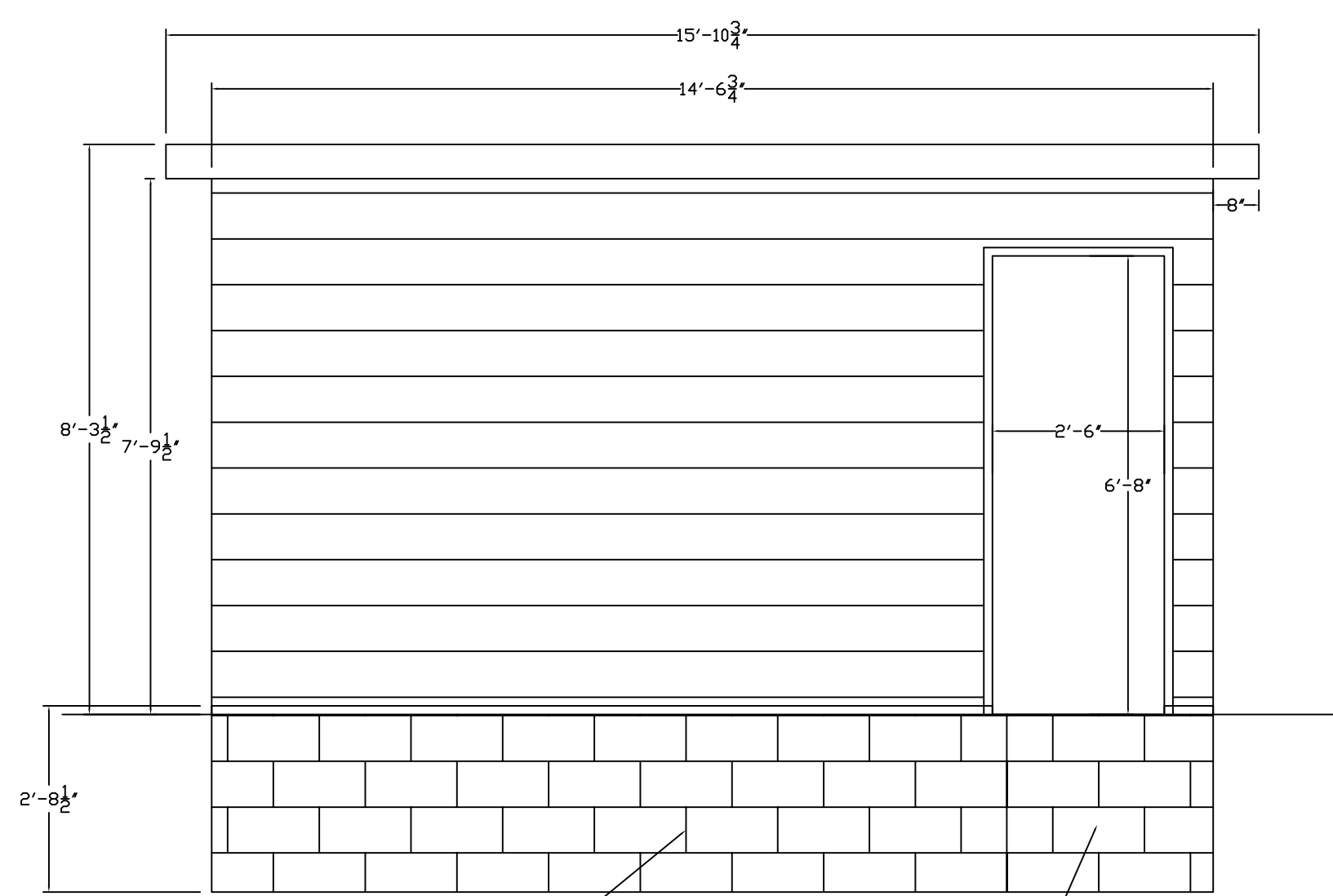


Floor Plan



5	Floor plan			
	Tim & Lisa Pulte Boat House Replacement			
SIZE	FSCM NO.	DWG NO.	REV	
SCALE		Do Not Scale		SHEET

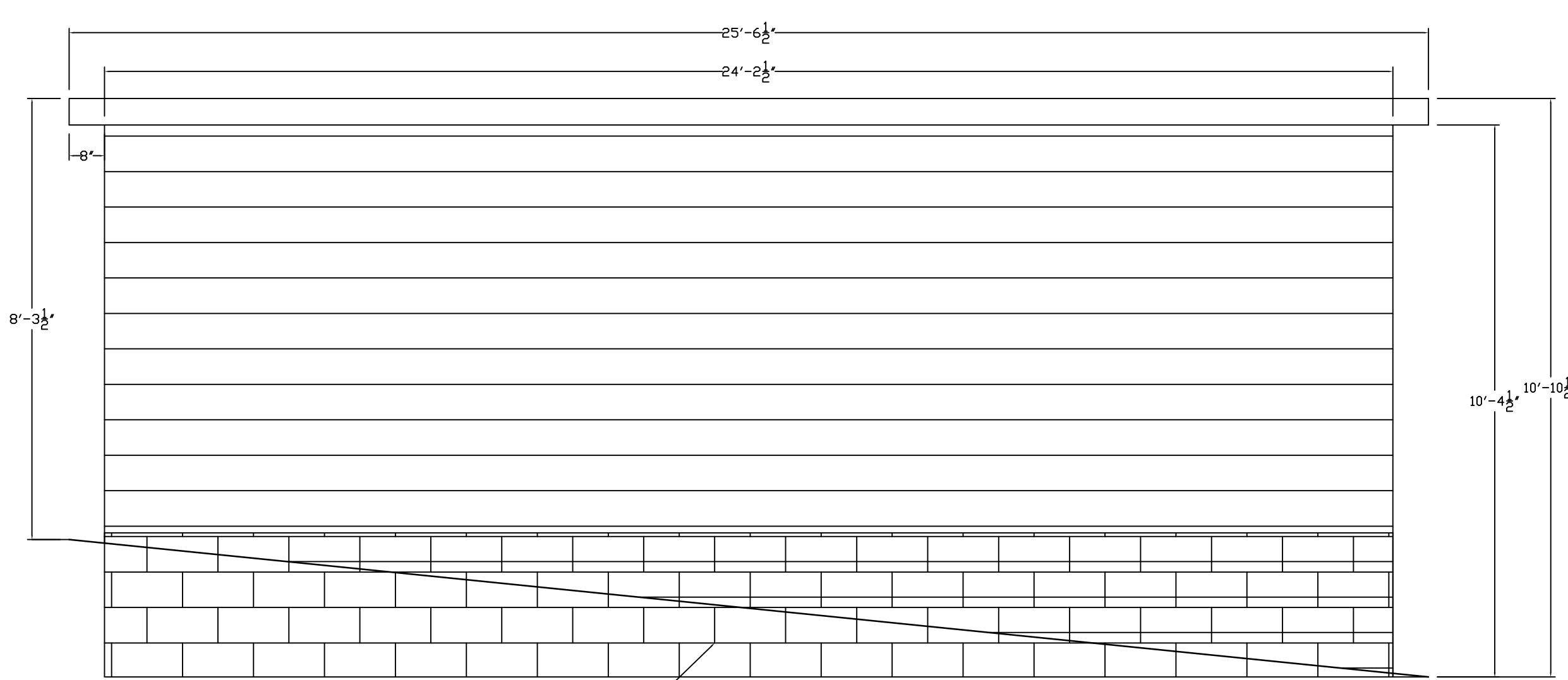
REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED



Existing
Masonry
Wall To
remain

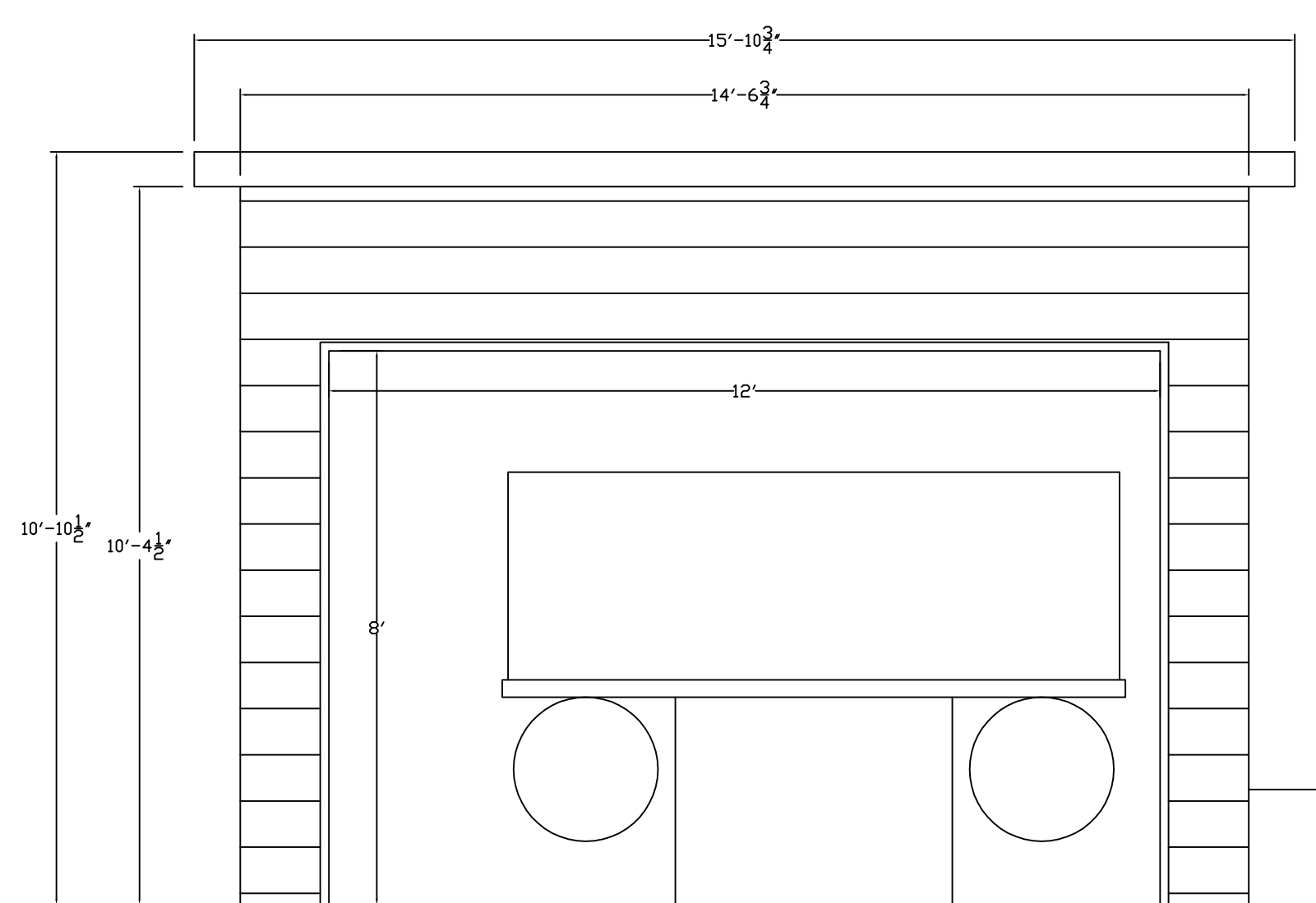
New Masonry
Wall, tooth
into existing

South ELEVATION

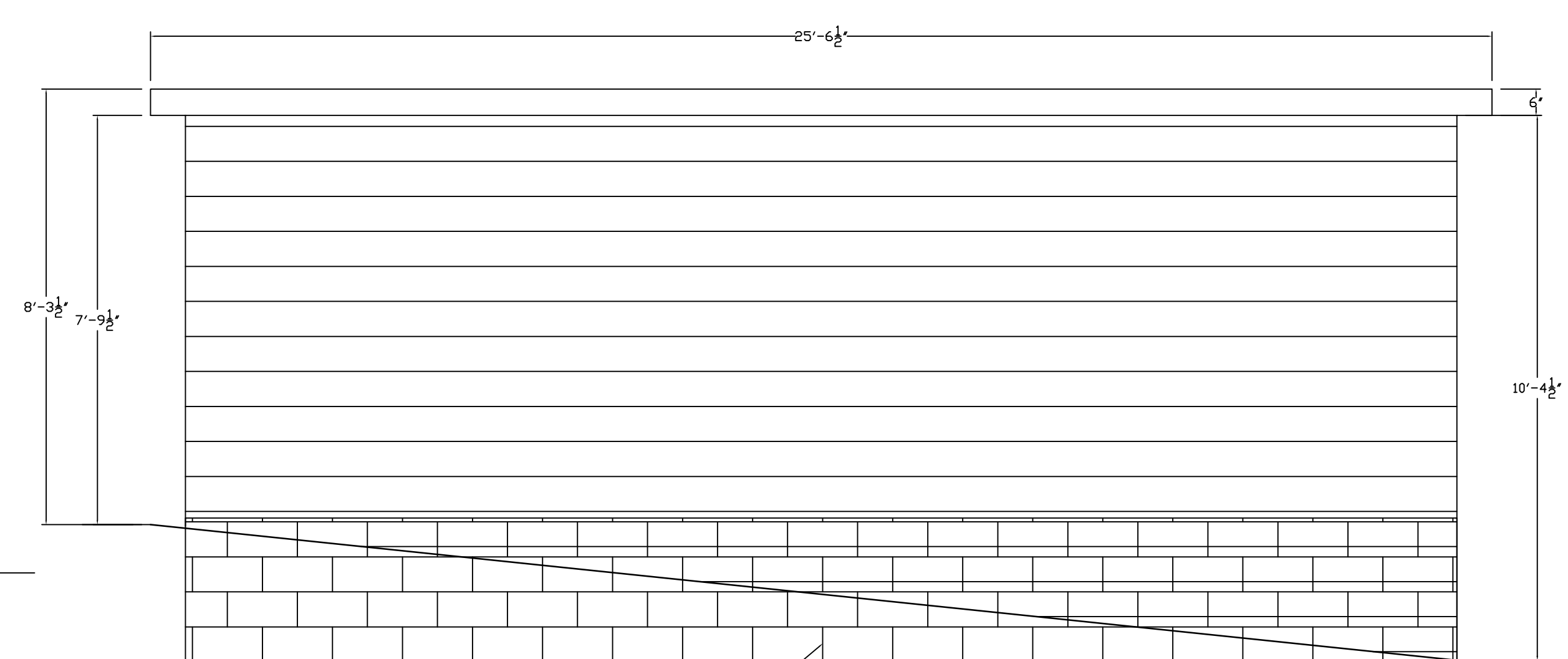


Existing
Masonry
Wall To
Remain

West ELEVATION



NORTH ELEVATION

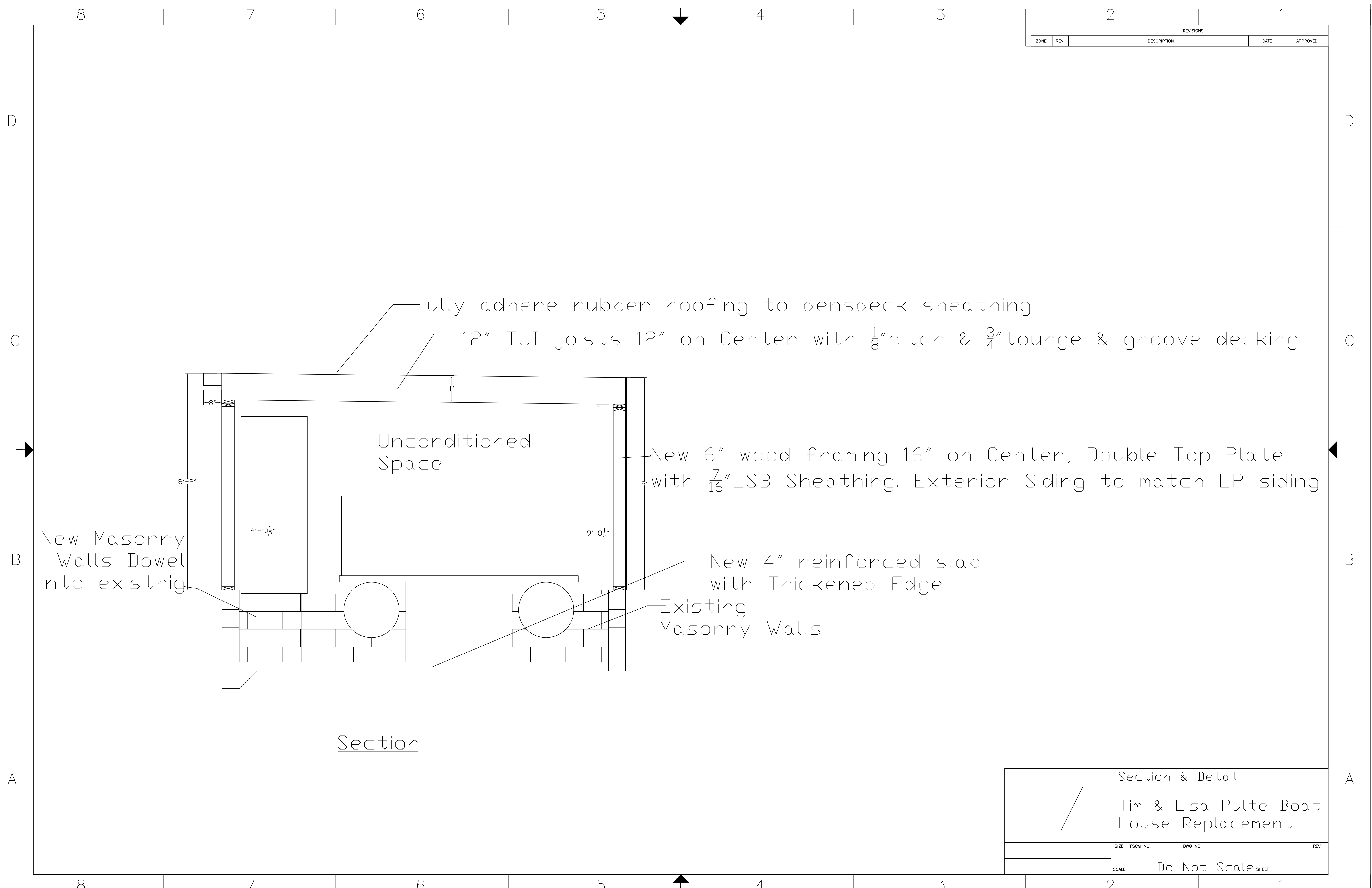


New
Masonry
Wall

EAST ELEVATION

6	New Elevations			
	Tim & Lisa Pulte Boat House Replacement			
SIZE	FSCM NO.	DWG NO.	REV	
SCALE	Do Not Scale		SHEET	

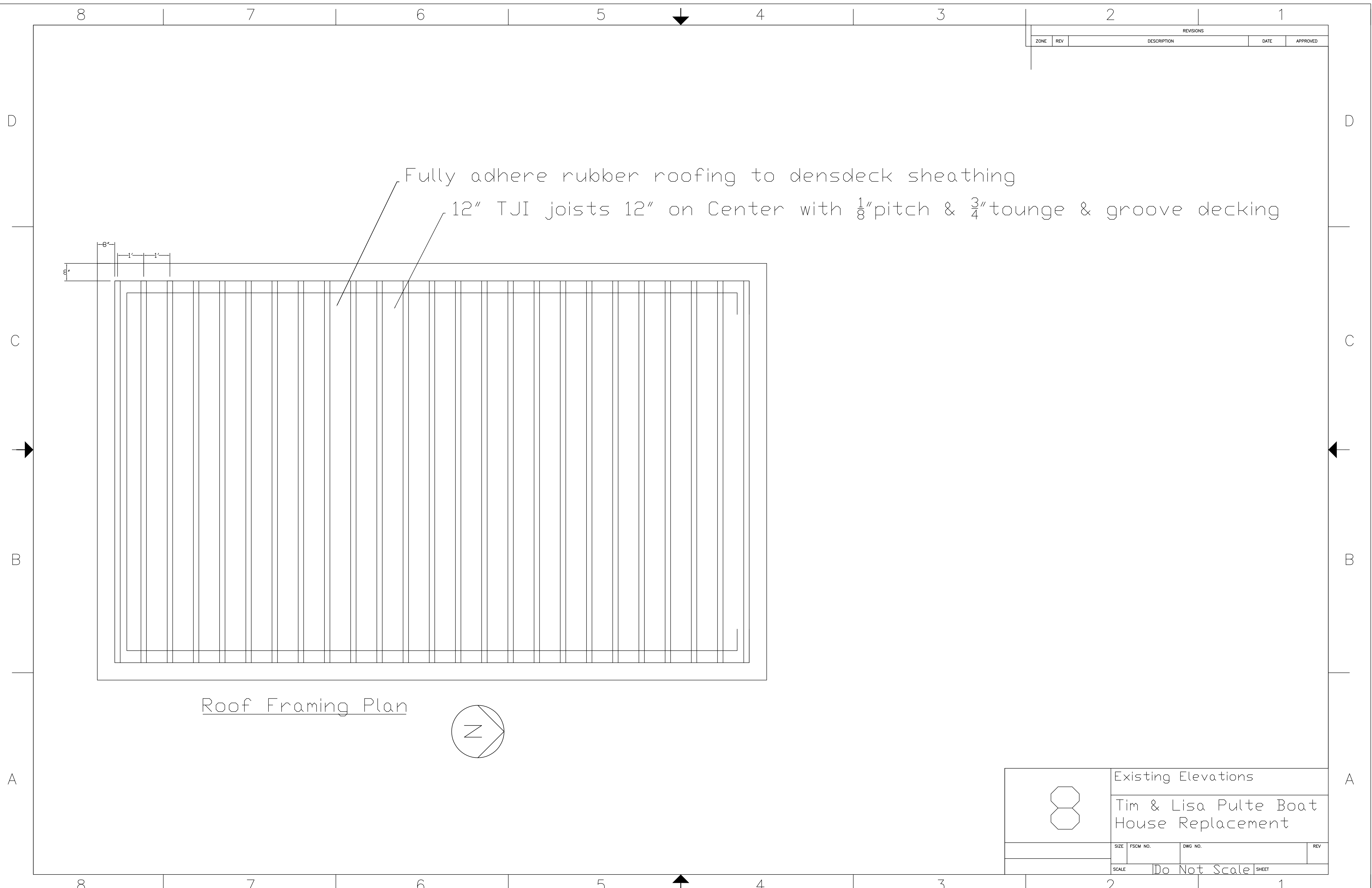
REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED



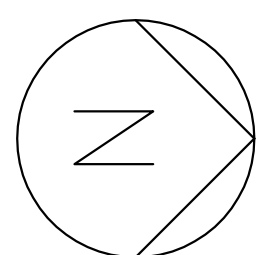
Section

7	Section & Detail			
	Tim & Lisa Pulte Boat House Replacement			
SIZE	FSCM NO.	DWG NO.	REV	
SCALE	Do Not Scale		SHEET	

REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED



Roof Framing Plan



	Existing Elevations			
	Tim & Lisa Pulte Boat House Replacement			
SIZE	FSCM NO.	DWG NO.	REV	
SCALE	Do Not Scale		SHEET	

8

7

6

5

4

3

2

1

D

D

C

C

B

B

A

A



REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED

9

Existing Structure Photos
 Tim & Lisa Pulte Boat
 House Replacement

SIZE	FSCM NO.	DWG. NO.	REV
SCALE	Do Not Scale		SHEET

8

7

6

5

4

3

2

1

STAFF REPORT

To: Village of Pewaukee Plan Commission

By: Mary Censky

Date Prepared: June 10, 2021

General Information:

Agenda Item: **2.e./6.e.**

Applicant: North Shore Bank FSB, in c/o David Kane, Vice-President

Status of Applicant: Applicant and underlying property owner

Requested Action: Conditional Use Grant approval

Existing Zoning: B-2 Downtown Business District

Surrounding Zoning/Land Use:
North: B-2 Downtown Business District
South: B-2 Downtown Business District
East: B-2 Downtown Business District
West: B-2 Downtown Business District

Existing Master Plan Classification: Community Commercial

Lot Size: Current = .46 acres

Location: 104 & 120 W. Wisconsin Avenue

Discussion:

The applicant requests approval to conduct the use 'metered private parking lot' over its 26 existing, paved and striped parking stalls at this site. During bank business hours they would sign/mark 6 of these stalls as being for the exclusive and free use by bank customers and employees. During nonbusiness hours, all 26 stalls would be metered for public use in their private lot. No changes are proposed to the internal traffic circulation pattern and/or the entry and exit points to and from the public streets.

The use "Parking lots public or private" is listed as a conditional use that may be considered for approval in the B-2 Downtown Business District. "A mixing of multiple principal uses (from among those uses identified in sections 40.263 and 40.265) and/or multiple principal buildings may be permitted upon a single lot subject to a finding by the village plan commission that the site can adequately accommodate the multiple uses and/or buildings with respect to such matters which include but are not limited to, the dimensional standards of the B-2 zoning district, site access and parking, and further provided such mixing of uses and/or buildings are mutually compatible and synergistic and will not be detrimental to the surrounding area and/or generate adverse impacts individually or collectively upon the public health, safety and welfare." is also listed as a conditional use in the B-2 District.

The approximate gross square footage of the existing bank building is 6,000. At 1 stall/300 sq.ft. gross floor area, (minus 20%), the Code required parking provision to support the existing building would be ~16 stalls. Five of the stalls proposed to be included in this use are located partly on the neighboring vacant corner lot which is in common ownership. Five more stalls are located entirely on the corner lot.

Parking is proposed to be limited to the existing, striped and paved parking stalls without any additions or modifications thereto.

There are no meters required as a part of this paid parking system rather it's all done using a cell phone. There would be both instructional/informational and advertising signage proposed in support of this use if an approval is granted. Further, there would be signs added to demarcate the stalls preserved for bank use during business hours. None of the plans for these various signs are prepared at this time.

Recommendation:

If the Commission is inclined toward approval of this request as submitted and further described above, the Planner would recommend that the Commission consider the following conditions for attachment thereto:

- 1) Any signs proposed in support of this use shall be subject to review, approval and permit issuance prior to placement at the site;
- 2) Approval and recording of a certified survey map combining this lot with the vacant corner lot that several of the stalls are located on – prior to issuance of the Conditional Use Grant for signatures and recording;
- 3) Recording of the Conditional Use Grant prior to the start of paid parking operations at the site;
- 4) No overnight parking shall be permitted.



NORTH SHORE BANK

Corporate Office: 15700 W Bluemound Rd-Brookfield, WI 53005

262.785.1600 | northshorebank.com

May 18, 2021

Planning Commission
Village of Pewaukee
235 Hickory Street
Pewaukee, WI 53072

RE: Conditional Use Grant Request for public parking at 104-120 West Wisconsin Ave.

Dear Sir or Madam:

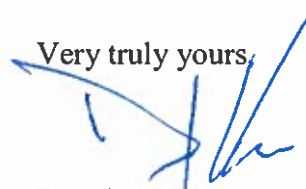
Enclosed please find the following in connection with a conditional use grant request for public parking at 104-120 West Wisconsin Avenue in the Village of Pewaukee, Waukesha County, WI (the "Application Materials").

1. \$100 Application Fee
2. Conditional Use Grant Form
3. Addendum to Conditional Use Grant Form – Description of Development and Plan of Operation of Proposed Conditional Use and Conformance with Standards
4. Managed Parking Plan by Interstate Parking Company

As more particularly set forth in the Application Materials, Interstate Parking Company requests a conditional use grant for public parking at property owned by North Shore Bank, FSB ("North Shore Bank") at 104-120 West Wisconsin Avenue.

As a community bank, one of North Shore Bank's primary goals is to support and serve the communities in which North Shore Bank is located. North Shore Bank has invested tens of thousands of dollars in the Village of Pewaukee community and hundreds of hours of volunteerism to support to the community since North Shore Bank opened in Pewaukee 25 years ago. North Shore Bank's community involvement and support in the Village of Pewaukee has included sponsorship of many important Village events, financial education through budgeting seminars at local schools and community organizations, and support through donations and active involvement with the Village of Pewaukee Police Department (Child Fingerprint Card Project/National Night Out). North Shore Bank intends to continue its tradition of supporting and serving the Village of Pewaukee community by reinvesting parking proceeds from the public parking at 104-120 West Wisconsin in the Pewaukee area community through North Shore Bank's Bank on Kindness initiatives.

If you have any questions regarding this conditional use grant request or require additional materials to evaluate the request please do not hesitate to call Erica Vaillancourt at Interstate Parking Company at (414) 909-7914 or me at (262) 787-6816.

Very truly yours,

David Kane
Vice President



APPLICATION PROCESS FOR CONDITIONAL USE GRANT REQUESTS

Step 1: Please read through the attached sections of the Village's Development Code that explain conditional use grant regulations (Section 40.152 of Land Development Code or web link:

https://library.municode.com/wi/pewaukee/codes/code_of_ordinances?nodeId=PTIIMUCO_CH40LADE_ARTVCOUS).

Step 2: Submit a fully completed application form along with **13 copies** (and one digital copy) of all attachments you wish to have considered by the Plan Commission as part of your application. (Please fold all attachments so that they are 8 1/2" x 11" size and with project name/identification visible.) Please note: Incomplete applications will not be accepted.

Please note: Applications must be submitted to Village Hall by the required submittal deadline (copy of deadlines attached) which is generally three weeks and two days prior to the Plan Commission meeting. Plan Commission meetings are held on the second Thursday of each month at 7:00 p.m. The submittal deadline requirement allows the Village time to review the application, obtain additional information from you if need be and set up/publish the required public hearing. All property owners within 300' of the subject property will be sent a notice of the public hearing.

Step 3: Along with the completed application, the application fee must be paid. The fee for a conditional use grant approval request is **\$100.00**. The fee is collected to offset the cost of required legal notices that must be published in the newspaper and the cost of mailings to neighboring property owners.

Step 4: The Village Planner and the Village's consulting Engineer will be reviewing your application and will prepare a report for the Plan Commission, which will include recommendations for action.

Step 5: If your conditional use request is approved, a document will be prepared that contains the approval conditions. That document will need to be signed by the applicant, property owner and the Village. The Waukesha County Register of Deeds will then record the signed document.

Please note: Multiple Plan Commission meetings are often required prior to final project approval.

(Revised 8/16/06; 01/2019; 6/2019)



**Conditional Use Grant
Application Form**

Address/Parcel No. of Property Involved: 104-120 West Wisconsin Avenue / PWV 0899994 and 0899996

Zoning of Property: B-2 Downtown Business

Current Owner of Property: North Shore Bank FSB

Applicant – Name: Interstate Parking Company, Attn: Erica Vaillancourt

Address: 710 N. Plankinton Ave, Suite 700, Milwaukee, WI 53203

Phone: 414-909-7914

Fax: N/A

Email: evallancourt@interstateparking.com

Nature of Request (If Requesting Approval for a New Business, Please Attach a Business Summary):

Applicant requests a approval of a conditional use grant for public parking, as further described in the

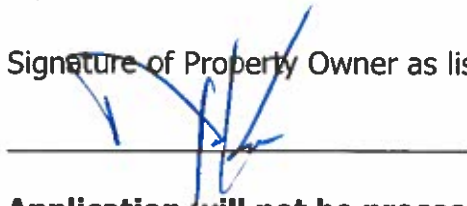
attached Addendum to Conditional Use Grant.

Provide detailed information with your application that addresses the following:

1. Development Plans of the proposed use in sufficient detail to enable the Commission to evaluate the suitability of architectural & landscape treatment, proper placement of the building(s) on the lot, traffic generation & circulation, provision for parking, drainage, exterior lighting, control devices (when necessary) to eliminate noise, dust, odor, smoke or other objectionable operating conditions & general compatibility of the proposed use with the area in which it is located.

2. It is the responsibility of the applicant/owner to ensure that the proposed project meets the Village's Land Development Code. It is also highly recommended that the applicant/owner review the Village's adopted Land Use Plan.

Signature of Property Owner as listed on this Application:



Application will not be processed without the Owner's Signature regardless of who is listed as the Applicant. This signature authorizes the Village of Pewaukee to process the Conditional Use Approval Application proposed for my property and further authorizes the Village or its representatives to conduct reasonable and routine inspections of my property for the purposes of evaluating this application.

Signature of Applicant (if different than Owner):

Erica Vaillancourt

Please return Completed Application Forms along with required attachments and the \$100 Application Fee to Pewaukee Village Hall, 235 Hickory Street, Pewaukee, WI 53072. If you have any questions, please call Village Hall at (262) 691-5660.

****Please submit eleven sets of any applicable attachments as well as a digital copy of any attachments submitted.**



PROFESSIONAL SERVICES REIMBURSEMENT NOTICE

Pursuant to the Village of Pewaukee Code of Ordinances, the Village Board has determined that whenever the services of the Village Attorney, Village Engineer, Village Planner or any other of the Village’s professional staff results in a charge to the Village for that professional’s time and services and such service is not a service supplied to the Village as a whole, the Village Clerk shall charge that service for the fees incurred by the Village. Also, be advised that pursuant to the Village of Pewaukee Code of Ordinances, certain other fees, costs, and charges are the responsibility of the property owner or responsible party.

I, the undersigned, have been advised that, pursuant to the Village of Pewaukee Code of Ordinances, if the Village Attorney, Village Engineer, Village Planner or any other Village professional provides services to the Village because of my activities, whether at my request or at the request of the Village, I shall be responsible for the fees incurred by the Village. In addition, I have been advised that pursuant to the Village of Pewaukee Code of Ordinances, certain other fees, costs, and charges are my responsibility.

The Village will place fees from unpaid invoices on the real estate tax bill of the property that corresponds to the incurred services.

RESPONSIBLE PARTY & MAILING ADDRESS

Interstate Parking Company

Name of Company and/or Individual			
710 N. Plankinton Ave, Suite 700		Milwaukee, WI	53203
Street	City	State	Zip
Phone: 414-909-7914	Fax: n/a	E-Mail: evaillancourt@interstateparking.com	

Crica Vaillancourt 5/19/2021

 Signature of Applicant & Date

[Signature] 5/19/2021

 Signature of Property Owner & Date

 Village Official Accepting Form & Date

SEND ALL PROFESSIONAL SERVICES INVOICES TO:
(Check One)

Property Owner

Applicant

Addendum to Conditional Use Grant Application Form

104-120 West Wisconsin Avenue

DESCRIPTION OF DEVELOPMENT AND PLAN OF OPERATION OF PROPOSED
CONDITIONAL USE AND CONFORMANCE WITH STANDARDS

A. DESCRIPTION OF DEVELOPMENT AND PLAN OF OPERATION OF PROPOSED CONDITIONAL USE. North Shore Bank, FSB (the “Owner”) operates a branch bank (the “Branch Bank”) at 104-120 West Wisconsin Avenue, in the Village of Pewaukee, Wisconsin (the “Subject Property”).

The Subject Property is zoned B-2 Downtown Business District. Interstate Parking Company (“Interstate”) requests the issuance of a conditional use grant to allow paid public parking at the Subject Property (the “Proposed Conditional Use”). Public parking is a permitted conditional use under Section 40.265(21) of the Village of Pewaukee Zoning Code (the “Code”).

Twenty seven parking spaces exist on the Subject Property. Section 40.426 of the Code requires eleven parking spaces to serve the Branch Bank (one space per 300 square feet of leasable area of the Branch Bank plus one space for each of the two employees typically at the Branch Bank). Normal business hours of the Branch Bank are from 9:00 am to 5:00 pm Monday to Thursday, 9:00 am to 5:30 pm Friday and 9:00 am to 12:00 pm Saturday. The Branch Bank is closed on Sunday. On average, six (6) parking spaces are used by customers and employees of the Branch Bank during normal business hours, meaning that on average, twenty-one (21) spaces are available during normal business hours and 27 spaces are available outside of normal business hours for parking for residents and visitors who wish to utilize the beach, near-by dining experiences and other attractions, thus pulling traffic off surrounding public streets.

Curb cuts serving the Subject Property exist on Wisconsin Avenue and Park Avenue. No changes are proposed to the existing curb cuts. Parties desiring to use the Proposed Conditional Use will enter the Subject Property at one of the existing curb cuts, park in one of the existing parking spaces and provide their vehicle license number to Interstate using a mobile pay app. Interstate Parking personnel will intermittently monitor the Subject Property for compliance. Adequate free parking spaces will be available on the Subject Property to customers of the Branch Bank during normal business hours.

No site improvements are necessary in connection with the Proposed Conditional Use. The Subject Property will be maintained in a clean, neat, orderly and sanitary condition, free of dirt, garbage, rubbish and other refuse and free of objectionable odors, all in a manner comparable to similar parking facilities.

B. STATEMENT OF CONFORMANCE WITH STANDARDS.
Establishment, maintenance and operation of the proposed conditional use will not materially endanger the public health safety, general welfare or safety; injure the value of adjoining or abutting property; or be inharmonious with the areas in which it is to be located. Establishment, maintenance and operation of the proposed conditional use is in

general conformity with the master plan, or other officially adopted plans. The proposed conditional use meets the standard requirement.

1. Suitability of architectural and landscape treatment. No changes are proposed to the architecture and landscape treatment existing at the Subject Property in connection with the Proposed Conditional Use.

2. The proper siting of the building on the Subject Property. No changes are proposed to siting of the building existing at the Subject Property in connection with the Proposed Conditional Use.

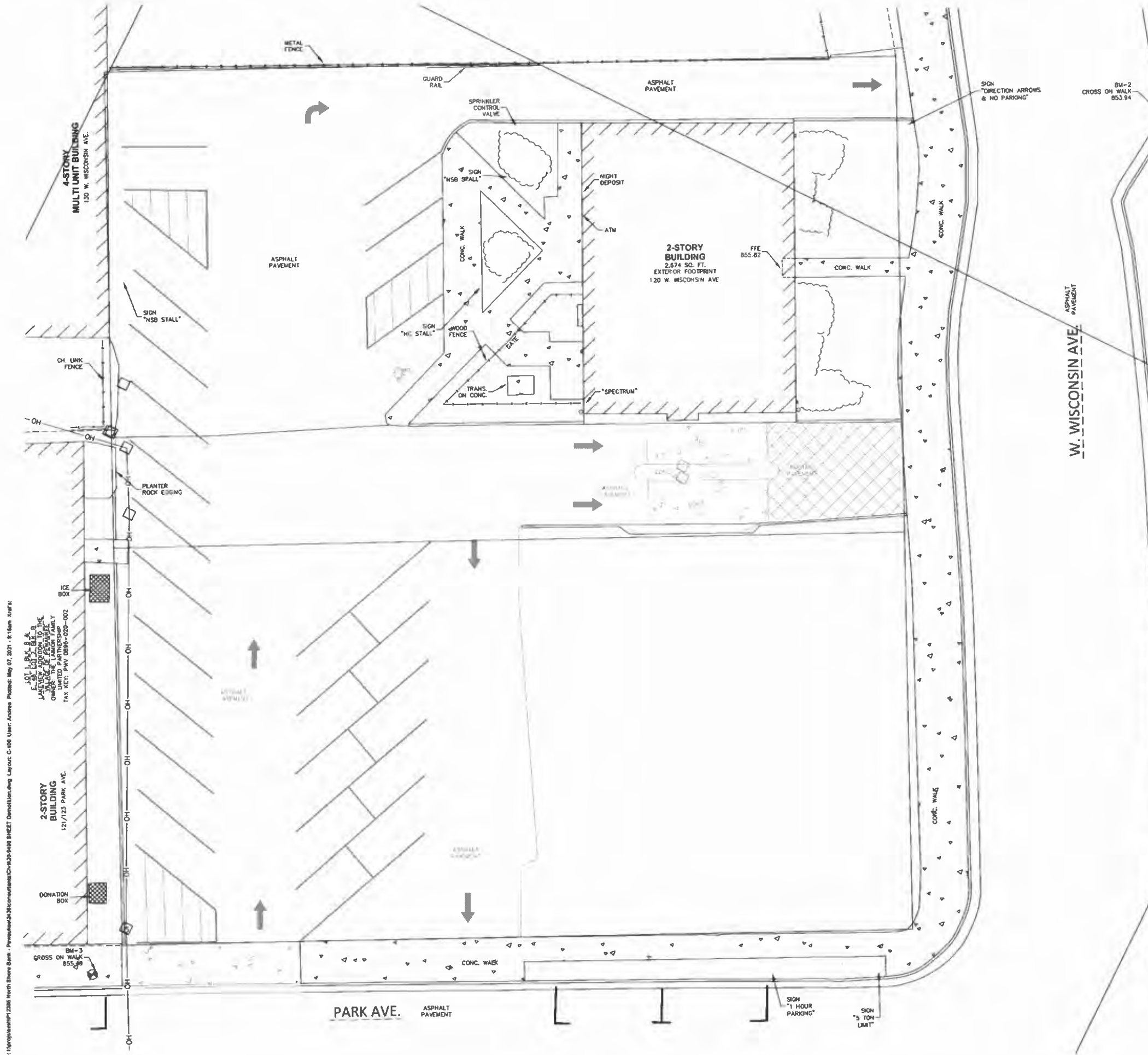
3. Generation of vehicular traffic and provision for parking and circulation needs. No additional curb cuts will be added onto public streets. The Proposed Conditional Use will help minimize traffic congestion on the surrounding public streets by providing an alternative to street parking for residents and visitors who wish to utilize the beach, near-by dining experiences and other attractions, thus pulling traffic off surrounding public streets. The Proposed Conditional Use will help address the resident service priority of increased downtown and lakefront parking as described in the Village of Pewaukee Strategic Plan dated December 13, 2019.

4. Drainage and sewage disposal. No changes are proposed to existing drainage at the Subject Property, which is adequate. No sewage disposal is required in connection with the Proposed Conditional Use.

5. Exterior lighting. The existing parking area on the Subject Property is adequately lit for parking purposes. No changes are proposed to existing exterior lighting in connection with the Proposed Conditional Use.

6. Control devices where necessary to eliminate noise, dust, odor, smoke or other objectionable operating conditions. No objectionable operating conditions will be created in connection with the Proposed Conditional Use.

7. The general compatibility of the proposed use with the area in which it is located. The surrounding area is already well developed. The proposed development will support the normal and orderly development and improvement of the surrounding property for uses permitted in the district by providing parking options for residents and visitors who wish to utilize the beach, near-by dining experiences and other attractions.



SHEET INDEX

- C-100 DEMOLITION PLAN
- C-101 PAVEMENT ID PLAN
- C-102 GRADING PLAN
- C-103 UTILITY PLAN
- C-104 NOTES AND DETAILS
- C-105 NOTES AND DETAILS
- C-106 NOTES AND DETAILS

LEGEND

- PROPOSED PROPERTY LINE (PER DM TO BE APPROVED)
- - - EXISTING PROPERTY LINE (TO BE MODIFIED)
- BUILDING OUTLINE
- SAWCUT EXISTING PAVEMENT
- ▨ FEATURE TO BE DEMOLISHED
- ▩ ASPHALT TO BE DEMOLISHED
- ▧ CONCRETE TO BE DEMOLISHED
- ▦ BUILDING TO BE DEMOLISHED
- FEATURE TO BE DEMOLISHED
- ⊗ FEATURE TO BE PROTECTED

BENCHMARKS

DESCRIPTION	ELEVATION
BENCHMARK #1: EAST HYDRANT BOLT LOCATED ON THE SW CORNER OF PARK AVENUE AND WISCONSIN AVENUE	856.85
BENCHMARK #2: CHISELED CROSS ON THE SIDEWALK LOCATED ON THE EAST SIDE OF WISCONSIN AVENUE APPROXIMATELY 61.5 FEET SE FROM THE NE PROPERTY CORNER OF THE PROJECT	853.94
BENCHMARK #3: CHISELED CROSS ON THE SIDEWALK LOCATED ON THE NORTH SIDE OF PARK AVENUE APPROXIMATELY 9 FEET SW FROM THE SW PROPERTY CORNER OF THE PROJECT	855.49

DIGGERS HOTLINE
 Call 811 or (800) 242-8511
 Milwaukee Area (262) 432-7910
 Hearing Impaired TDD (800) 542-2259
 www.DiggersHotline.com

JSD Professional Services, Inc.
 Engineers • Surveyors • Planners
 MILWAUKEE REGIONAL OFFICE
 W238 N1610 BUSSE RD., STE 100
 WALKESHA, WISCONSIN 53188
 262 513.0666 PHONE // 262 513.1232 FAX
 JSD JOB NO: 20-9490
 JSD PROJ. MGR: RWI
 www.jsdinc.com

DEMOLITION PLAN 1" = 10'-0"

File: H:\projects\12388 North Shore Bank - Pewaukee\13\constructions\12388-1440 34821 Demolition.dwg Layout: C-100 User: Andrew Pothier: May 07, 2021 - 8:14am Xrefs:



MSI GENERAL CORPORATION
 P.O. BOX 7
 OCONOMOWOC, WI 53066
 PHONE: 262-367-3661

WWW.MSIGENERAL.COM
 SINGLE SOURCE RESPONSIBILITY™

ISSUE DATES

Plan Commission:	04/22/20
Bid	
Contract	
State Submittal / Permit:	
As-Built:	

REVISIONS:

1	VILLAGE COMMENTS	05/06/20
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		



PROJECT ADDRESS:
 PROJECT NAME
 NORTH SHORE BANK - PEWAUKEE
 STREET ADDRESS
 104 W. WISCONSIN AVE.
 CITY/ STATE / ZIP
 PEWAUKEE, WI 53072

ALL WORK TO BE COMPLETED AS SHOWN, AND IN ACCORDANCE WITH THE LATEST EDITION OF THE MSI GENERAL MASTER SPECIFICATION

Architect:	Engineer:	Reviewed By:
AMH/-	JSD	XXX
Sheet Title:		

Sheet Number:
C-100
 Project Number: P12385
P12385

MANAGERS

ENGINEERS

CONTRACTORS

ARCHITECTS



NORTHSHORE BANK

Managed Parking Plan

Prepared by Interstate Parking Company



NORTH SHORE BANK MANAGED PARKING EXPERIENCE



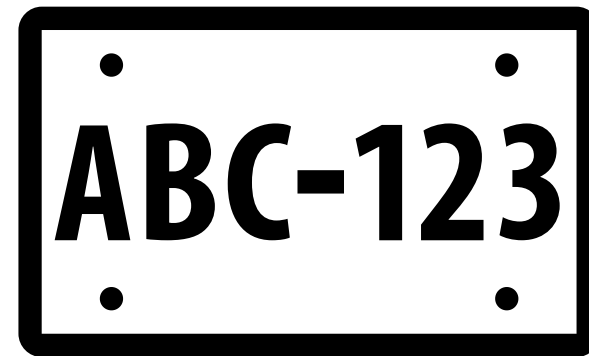
PARK

Enter lot and park in any non-reserved space



SCAN

Use smartphone to scan QR code



PLATE

Enter license plate



PAY

Enter preferred payment method



EXPLORE

Enjoy everything The Village of Pewaukee has to offer



COMMUNITY-BASED PARKING MANAGEMENT EXPERIENCE

Interstate operates over 250 locations with approximately 66,000 stalls and over 350 employees including locations throughout Minnesota, Wisconsin, Indiana, North Dakota, Colorado, California, and Utah. Our rapid growth is due to our proven track record of substantially increasing net profits for our clients immediately after assuming operations. We achieve these results by implementing customized state of the art on-site and back office technologies to create the most efficient, customer friendly parking operations possible.



26 Properties, 3,000+ parking stalls



10 Properties, 1,500+ off-street & 1,600+ on-street



6 Properties, 700+ parking stalls

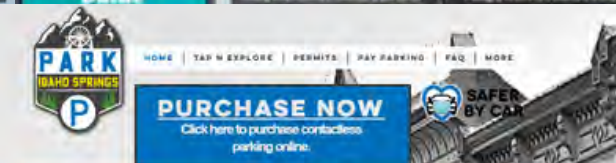
Interstate Parking successfully transforms managed parking operations for all key stakeholders by:

- Developing a customized and **comprehensive managed parking plan**
- Creating customized **mobile pay options** and **websites** for community-based parking management
- Providing enhanced **customer and retailer service**
- Increasing visitor traffic through **consumer confidence**
- Supplying a new revenue stream for municipalities to **reinvest in community**

www.duluthparking.com



www.fargoparking.com



www.parkidahosprings.com

NORTH SHORE BANK PARKING PLAN

North Shore Bank has proven to be a community partner for over 20 years and Interstate Parking plans to continue that relationship, only enhancing the visitor experience to the Village of Pewaukee. We are seeking approval to provide parking management services to North Shore Bank at their 27 parking stalls located at 120 W. Wisconsin Ave. **The goal is to ensure bank customers and employees have parking available when needed while creating attractive public parking options for visitors to The Village of Pewaukee** who are interested in activities at the beach, sit-down dining experiences, and other attractions without needing to worry about moving their vehicle after the 1-hour time limit has expired.

KEY POINTS:

- Increasing satisfaction of local merchants and patrons by adding public parking inventory during peak season
- Parking options that extend beyond 1-hour street parking
- Opportunity to partner with area businesses by utilizing our technology to help meet their customer's parking needs
- Consumer friendly purchase experience with expiry reminders to foster positive experience
- Parking studies and analyses to predict and report consumer behaviors
- Validation options for bank retail customers



Village of Pewaukee Plan Commission
Engineer's Report for June 10, 2021

North Shore Bank Development Plans
104 W. Wisconsin Avenue

Report

The use of the existing site for a parking lot will not affect access, utilities or stormwater management since nothing is changing. I recommend that the line stripping be updated and clearly marked for employees and bank customers.

Recommendation

There are no engineering related issues for the proposed parking area since it has been operating as a parking lot for a long time. As stated above I recommend that the line stripping be updated and clearly marked for employees and bank customers.

Tim Barbeau, Village Consulting Engineer
June 2, 2021