

**PLAN COMMISSION  
MEETING MINUTES  
Monday, March 29, 2021**

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Meeting was called to order at 6:00 p.m. by President Palmer

**1. Roll Call.**

Present: (In person) President Palmer, Mr. Michalski, Mr. Long (Virtual attendance) Mr. Kujawa, Mr. Jodie, Mr. Cashin, Mr. Reineke

Absent: None.

Also: Thomas Harrigan - Zoning and Planning Administrator/Assistant to the Village Manager, David De Angelis - Village Manager, Hector de la Mora – Village Attorney and Applicants.

**2. Review and act on meeting minutes dated 3/1/21.**

Mr. Michalski motioned to approve the meeting minutes dated 3/1/21, Mr. Long seconded. Motion carried 7-0.

**3. Review and act on a request for an amended plan of operation for Kettle Range Meats pursuant to §335-85 for the existing meat market located in the B-1 Local Business District at 13402 Watertown Plank Road.**

Mark Bearce, Owner Operator of Kettle Range Meats, was present before the Commission.

President Palmer asked if there were any changes to the Plan of Operation since it was submitted.

Mr. Bearce indicated that nothing has changed.

Mr. Long asked if both events will be held on Sundays.

Mr. Bearce indicated that it the intention.

Mr. Kujawa asked if just one farmer will be hosting the farmer's market event.

Mr. Bearce stated the intention is to replicate what has been done at the other Kettle Range Meats location in Wauwatosa. Only one farmer will be showcased per event, and only vegetables will be offered.

Mr. Michalski motioned and Mr. Kujawa seconded to approve as submitted. Motion carried 7-0.

**4. Review and act on a request for a demolition permit for the commercial property located at 15300 W. Bluemound Rd (former Bakers Square) pursuant to §106-11 to §106-16.**

Cheryl Weisensel, of UW Credit Union, and Dave Ewanowski, of KEE Architecture, were present before the Commission.

President Palmer asked if there were any changes to the demolition application since it was submitted, noting that the Commission received updated copies of the application.

Mr. Dave Ewanowski noted that nothing has changed.

Mr. Jodie asked what the intention is for the existing well.

Mr. Ewanowski stated that the existing well will be abandoned and replaced with municipal water.

President Palmer informed Mr. Ewanowski, that the Village does not currently have municipal water servicing this parcel.

Ms. Weisensel indicated that she is aware of this condition.

President Palmer stated the applicant will need to decide if the well will be abandoned, or replaced. It may be appropriate for the Commission to make the demolition permit approval contingent upon the applicant providing a plan for the water service to the building.

Mr. De Angelis commented that the current plan states that after demolition, the property will be returned to grade with crushed stone. Village Ordinance required the site to be returned to grade and seeded with grass 60 days after demolition.

Mr. Ewanowski stated this modification to the demolition plan will not be a problem.

President Palmer inquired when the demolition is planned to begin.

Ms. Weisensel stated the intention is to open a new bank branch in late fall of 2022, construction would be in approximately six months prior.

President Palmer asked that a second condition of approval be for the site to be returned to grade and seeded 60 days after demolition completion.

Attorney de la Mora asked how the applicant intends to control dust particulate during demolition.

Mr. Ewanowski stated the general contractor will provide the dust abatement plan.

President Palmer stated the general contractor needs to be aware there is a residential development immediately adjacent to this site.

Mr. Ewanowski stated additional detail related to the dust abatement plan can be submitted by the contractor.

Mr. Jodi asked if the site will be fenced prior to and during demolition.

Ms. Weisensel commented that a gated fence has been discussed for this site.

Mr. Reineke asked if an asbestos, and lead base paint, and phase one environment site assessment has been completed.

Mr. Ewanowski stated that all have been completed.

Ms. Weisensel stated that lead paint will be removed prior to the demolition.

President Palmer entertained a motion to approve the demolition permit contingent upon the aforementioned contingencies.

Mr. Michalski motioned and Mr. Long seconded to approve the demolition permit contingent upon the aforementioned items. Motion carried 7-0.

**5. Review and act on a request for a demolition permit for a single family residential home located at 725 Park Lane pursuant to §106-11 to §106-16.**

Jim Marriott, of Miller Marriott Construction, was present before the Commission.

President Palmer asked Mr. Marriott when the demolition is intended to begin.

Mr. Marriott stated the demolition will begin within one month.

President Palmer asked if the intention is to move immediately from demolition into new home construction.

Mr. Marriott confirmed.

Mr. Michalski motioned and Mr. Long seconded to approve the demolition permit application as submitted.

As there several demolition application items are found to be incomplete, Mr. Michalski motioned to table the item to a future meeting, Mr. Cashin seconded. Motion carried 7-0.

**6. Continued review and discussion on the request for approval of a Certified Survey Map, Comprehensive Plan Amendment, Rezoning and Redevelopment Plan for the School Sister of Notre Dame Campus, pursuant to §305-7, §335-92.1 and §335-30.**

Phil Aiello, of Mandel Development Group, and Ajay Singh, of K Singh & Associates, were present before the Commission.

Mr. Singh presented an updated Grading Plan to the Commission. A review of how the proposed grading plan drains storm water from the property was presented.

Mr. Cashin asked if the southern portion of the property is to drain to the east.

Mr. Singh confirmed.

Mr. Cashin noted the area which was previously a berm has now been converted to a proposed ditch.

Mr. Singh confirmed, noting that this ditch swale is wide enough to accommodate landscaping for additional screening.

Mr. de la Mora asked who's responsibility it will be to maintain the proposed easement areas.

Mr. Aiello stated that the maintenance responsibility will need to be identified as the project progresses. Whether the homeowners of the proposed single family lots will be responsible, or the apartment development will.

Mr. Long asked how the proposed ditches are constructed, and what will they look like.

Mr. Singh provided an overview of the ditch design details, depths and widths.

Mr. Aiello noted that the Landscape Architect could not be in attendance for the meeting. He wishes to refrain from taking questions related to specific plantings at this time.

Mr. Aiello commented that he received an email from a current resident who lives immediately adjacent to the SSND property. The email voiced concern about the grading plan reflecting a change from a proposed berm to a ditch. Mr. Aiello would like to discuss planting options with the Landscape Architect in this specific area and bring back options to the Commission at the next meeting.

Mr. Singh explained the elimination of the berm and transformation of that location into a ditch swale was done in order to better manage stormwater on the site.

Mr. Kujawa noted the previous Grading Plan had shown the berm area to be 30' in width. Mr. Kujawa asked if the ditch area is still 30' in width.

Mr. Singh confirmed it is still 30' in width.

President Palmer asked if the applicants have spoken to the current homeowner's immediately adjacent to the SSND property about the modified grading plan.

Mr. Aiello indicated no conversation have been held, however the intention is to contact them in the near future.

Mr. Michalski asked if there is an advantage to having two dry ponds as opposed to one large dry pond.

Mr. Singh explained by having two dry ponds, it allows for a more functional site plan layout for a walking pathway to bisect the two stormwater management facilities.

President Palmer agreed that having two separate dry ponds also improves the recreational experience.

Attorney de la Mora asked what the width of the planned pathways are.

Mr. Singh indicated the pathways are indeed, 5' in width.

Mr. De Angelis suggested the petitioners consider widening the pathway to 6' in width, which will allow for more functional snow clearance.

Attorney de la Mora noted that by applying for the Planned Development Overlay District (PDO), the pathways are contributing to the Village's recreational inventory and gains benefits for the petitioner towards consideration of the PDO.

Mr. Singh presented the Utility Plan to the Commission, noting the proposed storm sewers will all be private facilities. The proposed water mains and sanitary sewer system will all be public, with the exception of the laterals servicing the proposed apartment buildings.

Mr. Aiello stated that at this point, 70% of the outstanding items noted within the January 19<sup>th</sup>, 2021 engineering review letter have been addressed. The remaining items will be addressed within the next several weeks.

President Palmer questioned if the Commission will be receiving an updated response from Mandel Group directly addressing these outstanding items.

Mr. Aiello confirmed.

President Palmer asked when the Village will be receiving a request for Tax incremental Financing from the Village.

Mr. Aiello stated the financial cost estimates for construction have just recently been received and are being reviewed internally by Mandel Group. The intention will be to submit within the next several weeks.

Mr. Jodie asked if a modified two way left turn lane to the entrance of development off Watertown Plank Road has been explored as an option yet.

Mr. Harrigan stated this request will be forwarded to the Public Works and Utilities Committee for consideration during their review of the Traffic Impact Analysis and third party review of the TIA on April 12<sup>th</sup>.

## **7. Other Business**

None.

**8. Adjournment**

Mr. Long motioned to adjourn, seconded by Mr. Jodie, Motion carried 7-0.  
Meeting adjourned at 7:51 P.M.

Respectfully Submitted,

Thomas Harrigan  
Zoning and Planning Administrator/Assistant to the Village Manager