



THESE ARE THE MINUTES OF THE **PLAN REVIEW BOARD** MEETING HELD ON THURSDAY, **MARCH 21, 2019** AT 4:30 P.M. IN THE COMMON COUNCIL CHAMBERS OF CITY HALL, 2000 NORTH CALHOUN ROAD, BROOKFIELD, WISCONSIN

ALDERMAN GARY MAHKORN PRESIDING

MEMBERS PRESENT: Alderman Rick Owen, Commissioner Mike Smith (3 members physically present to meet quorum)

STAFF PRESENT: Planning Administrator Mike Theis, Building & Zoning Administrator Larry Goudy, Administration & Licensing Clerk Mary Schulz

**1. Roll Call**

Alderman Gary Mahkorn called the Plan Review Board meeting to order at 4:35 p.m. A quorum was present.

**2. Announcements**

a. Approval of these items must also be given at the regular Plan Commission meeting of April 8m 2019 and the Common Council meeting of April 16, 2019.

b. The next regularly scheduled Plan Review Board meeting will be held on April 18, 2019.

**3. New Business**

**a. Lakewood Alzheimer's Special Care Center: Introduction**

Introduction of Lakewood Alzheimer's Special Care Center, 4065 North Calhoun Road, Brookfield, WI 53045 – Laurial King, Community Resource Director – Beckie Keill-Martin, Administrator. (SE ¼ of Sec. 4)

Mike Theis reported: 1. Lakewood Alzheimer's Special Care Center will operate the facility approved under the name JEA Memory Care and located at 4065 North Calhoun Road. Representatives of Lakewood are present to introduce its services to the community.

Laurial King and Beckie Keill-Martin, applicants, appeared before the board and gave a brief introduction and description of the future facility. Ms. King indicated the facility should be open at the end of June or early July 2019.

There was no action taken on this item.

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**b. HHAMB LLP: minor revision to plan and method of operation**

Request of HHAMB LLP 555 West Brown Deer Road, Suite 220, Milwaukee, WI 53217 c/o Logic Design Associates, Inc. 802 North 109<sup>th</sup> Street, Milwaukee, WI 53226 – Adam Stein, Representative for approval of a minor revision to plan and method of operation permitting façade alterations at 16085-16095 West Bluemound Road. (SE ¼ of Sec. 27)

Mike Theis reported: 1. The site is zoned “O&LR/C #2” Office and Limited Retail/Commercial #2. Special Exception Ordinance No. 1093 permits division of the site into three parcels two of which have building walls coinciding with lot lines – no setbacks, offsets and 100% floor area ratio. The site is identified as District J, Macro Parcels 21 and 23 in the *Calhoun Road South Neighborhood Plan – 2001* and encouraged to have added density through infill mixed-use development. The applicant is requesting façade alterations with no building expansion.

2. The existing canopy supported by piers will be replaced with an open metal framework utilizing the same piers. The exposed metalwork matches that of the adjacent buildings approved by the Plan Review Board on November 7, 2016.

3. The applicant is in receipt of the missive dated March 11, 2019 by Fire Chief Charlie Myers.

Staff’s recommendation: The proposed alterations are previously approved for use at adjacent buildings. Staff recommends the Plan Review Board approve the minor revision to plan and method per the statement of operations dated March 1, 2019, building elevation dated 2019 and compliance with Fire Code requirements detailed in a missive dated March 11, 2019 by Fire Chief Charlie Myers. Said approval expires on April 16, 2021 unless a building permit is obtained prior thereto.

Adam Stein, Architect, appeared before the board for comments and/or questions.

Mr. Stein indicated that there are no tenant changes. The property owner is reinvesting in the property. Commissioner Smith said this pretty straightforward and recommends approval.

**Motion by Commissioner Smith, seconded by Alderman Owen to approve staff's recommendation of approval of a minor revision to plan and method of operation permitting façade alterations at 16085-16095 West Bluemound Road. Motion carried 3-0.**

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**c. Ragnar Great Midwest 2019: temporary use permit**

Request of Ragnar Great Midwest 2019, for approval of a temporary use permit to conduct a running relay race.

Larry Goudy reported: 1. The proposed race is a 200 mile relay race between Waukegan, IL and Madison, WI.

2. The race will be held Friday May 17<sup>th</sup> and Saturday May 18<sup>th</sup>.

3. The route has changed since the packets went out. The Brookfield leg of the race will go along Lisbon Rd.

4. There will be two exchange points in Brookfield; Immanuel Lutheran Church, and Brookfield Soccer Park

5. Runners will be staggered over a 7 hour start period in order to avoid any large groups. No road closures will be necessary.

6. Signs will be located throughout the route, assisting runners.

7. Runners will be required to wear reflective vests and headlamps during nighttime operations.

Staff recommends approval subject to Police and Fire Department comments.

Debbie Beaushane, Volunteer, appeared before the board for comments and/or questions. She noted there are approximately 3500 runners that make up 310 teams. Some teams are sponsored and some are running for fundraisers. All the workers are volunteers from schools, churches, etc. There will be approximately 300 runners in the City of Brookfield.

Ms. Beaushane noted that the company has been in business for over 15 years. The first race was in Utah. Now, the race has been in every state and international.

**Motion by Alderman Owen, seconded by Commissioner Smith to approve staff's recommendation of approval of a temporary use permit to conduct a running relay race. Motion carried 3-0.**

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**d. Distinctive Ventures LLC: reface monument sign**

Request of Distinctive Ventures LLC, 3455 N. 124<sup>th</sup> Street for a reface monument sign.

Larry Goudy reported: The sign dimensions are 10'x8' = 80 sq. ft. and 10' above roadway. Sign content is: Dey Distributing, Aqua Therapups, Heritage Estate, Absolute Comfort, address. Structural material and color are routed aluminum sign, brown background, white copy, plus logos on stone base. Lighting will be internal.

Staff recommends approval.

Jon Klema, Michael Signs and Rick Dahl, Distinctive Ventures, appeared before the board for comments and/or questions.

Alderman Owen asked has the building always had tenants which did not have signage. Mr. Klema stated the building was purchased last year and has been divided. Commissioner Smith said it is a nice update.

**Motion by Alderman Owen, seconded by Commissioner Smith to approve staff's recommendation of approval of a reface monument sign at 3455 N. 124<sup>th</sup> Street. Motion carried 3-0.**

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**e. Calvary Lutheran Church: reface monument and add EMC**

Request of Calvary Lutheran Church, 1750 N. Calhoun Road for a reface monument sign and add EMC.

Larry Goudy reported: The sign dimensions are 5'7"x6' = 33 sq. ft. total sign face. EMC is 5'7"x2'10" = 16 sq. ft. Height above roadway is 10'. The sign content is: Calvary Lutheran Church, service times, EMC, logo, address. The structural material and color is routed aluminum sign, dark green background with cream copy of lannon stone base. Lighting will be internal.

Staff recommends approval subject to the regulations for EMC's (5 minute intervals for change of message, static imagery only)

Phil Voss, Calvary Lutheran Church and Ramona Miranda, Lemberg Electric appeared before the board for comments and/or questions.

Commissioner Smith asked why is the sign being refaced. Ms. Miranda said the sign was damaged as it was hit by a car. The stone base is fine, but the stone cap will be replaced. Mr. Voss asked if there could be a change in the 5 minute interval changing of messages. Mr. Goudy said that would require an amendment to the Municipal Code and would have to begin with a request from an Alderman to reconsider.

**Motion by Commissioner Smith, seconded by Alderman Owen to approve staff's recommendation of approval of a reface monument sign and add EMC at 1750 N. Calhoun Road. Motion carried 3-0.**

**Motion by Alderman Owen, seconded by Commissioner Smith to adjourn the Plan Review Board meeting. Motion carried 3-0.  
4:55 p.m.**

Minutes respectfully submitted by Mary Schulz CAP, Administration & Licensing Clerk