



THESE ARE THE MINUTES OF THE **PLAN REVIEW BOARD** MEETING HELD ON THURSDAY, **MAY 23, 2019** AT 4:30 P.M. IN THE COMMON COUNCIL CHAMBERS OF CITY HALL, 2000 NORTH CALHOUN ROAD, BROOKFIELD, WISCONSIN

MAYOR STEVE PONTO PRESIDING

MEMBERS PRESENT: Alderman Gary Mahkorn, Alderman Rick Owen (3 members physically present to meet quorum)

STAFF PRESENT: Neighborhood Planner Richard VanDerWal, Administration & Licensing Clerk Mary Schulz

1. Roll Call

Mayor Ponto called the Plan Review Board meeting to order at 4:33 p.m. A quorum was present.

2. Announcements

a. Approval of these items must also be given at the regular Plan Commission meeting of June 3, 2019 and the Common Council meeting of June 18, 2019.

b. The next regularly scheduled Plan Review Board meeting will be held on June 20, 2019.

3. New Business

a. Brookfield Hotel Limited Partnership: minor revision to plan and method of operation

Request of Brookfield Hotel Limited Partnership, P.O. Box 7, Oconomowoc, WI 53066 – Dirk J, Debbink, General Partner for approval of a minor revision to plan and method of operation permitting façade alterations at 1200 South Moorland Road, i.e. Embassy Suites Hotel.

Richard VanDerWal reported: 1. The site is zoned "B-3" Regional Business with "FF" Flood Fringe and "SW" Shoreland Wetland Overlay Districts. Special Exception Ordinance No. 1080 permits a 50% Floor Area Ratio where

30% is the maximum permitted in the base-zoning district. The site is located in the South Gateway Targeted Investment Area, (TIA), one of eleven areas identified in the *City of Brookfield 2035 Comprehensive Plan* that foster community reinvestment by supporting new economic development and sustainable, mixed-use redevelopment with sensitivity to surrounding neighborhoods. The adopted node plan is the *South Gateway Neighborhood Plan – 2009* (Node Plan). The adopted land use of the Node Plan is Commercial. The adopted land use of the 2035 Comprehensive Plan is Shopping/Service Focused – Higher Density.

2. The applicant proposes painting the building exterior in tones of grey and tan. The colors are selected from a pallet of “trade dress” color options for consistency with City of Brookfield Site Development Standards.
3. The applicant is in receipt of a missive dated May 6, 2019 by Fire Chief Charlie Myers.

Staff’s recommendation: The proposed colors are simultaneously consistent with City of Brookfield Site Development Standards and corporation trade dress. Staff recommends the Plan Review Board approve the minor revision to plan and method of operation subject to:

1. Statement of operations dated May 1, 2019 by Dirk J. Debbink
2. Building elevations under digital correspondence with color samples dated April 3, 2019.
3. Compliance with Fire Code requirements detailed in a missive dated May 6, 2019 by Fire Chief Charlie Myers.
4. Restoration of site landscaping per previously approved Landscape Plan.
5. The minor revision to plan and method of operation expires on June 18, 2021 unless the building is painted prior thereto.

Dirk Debbink, General Partner, appeared before the board for comments and/or questions.

Mr. Debbink stated part of Hilton’s corporation policy is to improve the appearance of their hotels. They want to ‘refresh’ the exterior façade by painting it. The exteriors have never been painted. They will be working with the city on repaving and landscaping in the future.

Mr. Debbink asked if it would be possible to start the painting after the Plan Commission meeting of June 3, 2019 and not waiting until the June 18, 2019 Common Council meeting. Mr. VanDerWal indicated the need to have approval by the Common Council followed by transmittal of approvals to Larry Goudy, Zoning and Building Administrator, before the work can begin.

He stated that Dan Ertl, Director of Community Development, suggested time sensitive requests appearing at the June 3rd Plan Commission meeting could be worked into the Common Council meeting agenda on June 4th. The board felt this would work.

Motion by Alderman Mahkorn, seconded by Alderman Owen to approved staff's recommendation of a minor revision to plan and method of operation at 1200 S. Moorland Road subject to the request going to the Plan Commission on June 3, 2019, then the Common Council on June 4, 2019 for consideration. Motion carried 3-0.

b. Lona Alsum: temporary use permit

Request of Lona Alsum, W516 Friesland Road, Randolph, WI 53956 for a temporary use permit for Alsum Sweetcorn, a vegetable and fruit stand at 12825 W. North Avenue, Brookfield.

Mr. VanDerWal reported: 1. The proposed produce stand will operate between July 1 and October 31, 2019.

2. Hours of operation are 9:30 a.m. to 6:00 p.m., Monday thru Saturday and 10:00 a.m. to 3:00 p.m. on Sundays.

3. The stand will be located on the vacant parcel East of the Unitarian Universalist Church. The parcel is owned by the church.

4. Alsum's previously operated a produce stand at this location between 23003-2011. They then ran the stand from 13875 W. North Avenue.

5. There are 15 parking spaces available.

6. The location of the stand is approximately 170' from the nearest residential property. There is substantial landscape screening between the residential area and the subject property.

Staff's recommendation: Approval subject to Police and Fire Department comments.

Scott Alsum, owner, appeared before the board for comments and/or questions.

Mr. Alsum noted the stand was located at 13875 W. North Avenue for 8 years. Now, it is back at the original site of 12825 W. North Avenue.

Alderman Mahkorn stated this is a good spot for the stand; better than next to the gas station. He sees no problems and agrees with the police and fire departments comments.

Alderman Owen said he is familiar with the location. He asked if the stand has always kept the same hours. Mr. Alsum replied that the stand was closed on Sundays, but people kept showing up and leaving money at the stand for purchases; therefore, they decided to be open on Sunday's also.

Motion by Alderman Mahkorn, seconded by Alderman Owen to approve staff's recommendation of approval of a temporary use permit at 12825 W. North Avenue subject to conditions. Motion carried 3-0.

**Motion by Alderman Mahkorn, seconded by Alderman Owen to adjourn the Plan Review Board meeting. Motion carried 3-0.
4:45 p.m.**

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