CITY OF NEW BERLIN
PLAN COMMISSION - MINUTES
Monday, March 7, 2022

Regular Meeting	**Zoom Meeting**	**6:00 PM**

Please note: Minutes are unofficial until approved by the Common Council at the next regularly scheduled meeting.

This Committee has satisfied the requirements as directed by the Common Council on June 22, 2021 and Ordinance No. 2651 to hold this meeting via electronic means. The full text of this ordinance and the minutes from the above mentioned meeting can be viewed at www.newberlin.org

To participate in the meeting, view the meeting, and/or ask questions, the public was able to do so by downloading the ZOOM app located at https://zoom.us/ and utilize Meeting ID #858 5983 4566 to join.

All votes were taken via a voice roll call vote.

PUBLIC HEARING(S)

(2) MH/KH CU-2200213 Welcome Miller Park - 15551 W. Cleveland Ave. - Conditional Use Approval to reoccupy the existing building for a gas station and construct a new fuel pump canopy and car wash in the B-2 Zoning District. (PUBLIC HEARING 6:00 PM)

Deputy Clerk/Licensing Specialist, Rubina Medina reviewed the procedures to be conducted as this meeting was held via zoom.

Mayor Ament read the rules for a public hearing and called the public hearing to order at 6:04 PM.

Principal Planner of Community Development, Kristen Hogan read the Public Hearing Notice. There will be no action on this item.

Principal Planner Morgan Henn of Community Development gave a brief presentation to the Commission.

Mayor Ament asked if there were any citizens in attendance that had questions for clarification. No questions were asked.

Mayor Ament asked if any citizens in attendance wished to speak in favor of the application. There were none.

Mayor Ament asked if any citizens in attendance wished to speak in opposition of the application. There were none.

Mayor Ament asked the Commissioners if they had any questions for clarification and/or comments. Commissioners did have questions for clarification which were answered by staff.

The Public Hearing Adjourned at 6:16 PM.

PRIVILEGE OF THE FLOOR

Mayor Ament asked if there was anyone in attendance that wanted to take part in Privilege of the Floor. There was none.

Rubina Medina stated that no comments were received via email.

CALL TO ORDER; PLEDGE OF ALLEGIANCE

Mayor Ament called the Plan Commission meeting to order at 6:17 PM and led the Pledge of Allegiance.

ROLL CALL; DECLARATION OF QUORUM

Present: Mayor Ament, Commissioners McGrath, Rafel & Anderson.

Excused: Alderman Stribl, Commissioners Biller & Felda.

Rubina Medina stated that there is a quorum and the meeting was properly noticed in accordance with the open meetings law.

City Staff present: Director of Community Development Greg Kessler, Deputy Director of Community Development Nikki Jones, Principal Planners Kelly Wall & Kristen Hogan. Principal Planner & Emergency Management Coordinator Morgan Henn, City Engineer Tammy Simonson, City Attorney Mark Blum, and Deputy City Clerk/Licensing Specialist Rubina Medina.

APPROVAL OF MINUTES

ITEM: February 7, 2022 Meeting Minutes

MOTION: Motion to approve the minutes from the February 7, 2022 meeting.

VOTE: Motion by: Commissioner Rafel
Second by: Commissioner McGrath
Motion Passed 4-0

PLAN COMMISSION SECRETARY'S REPORT

No Report.

CONTINUED BUSINESS

ITEM: (4) KW LD-2102520 Darin Frerichs with Berengaria Development, LLC - 5200 S. Moorland Road - 2-Lot Certified Survey Map. (TABLED 1/10/2022)

MOTION: Motion to remove item from the table.

VOTE: Motion by: Commissioner Anderson
Second by: Commissioner Rafel
Motion Passed 4-0

Kelly Wall stated that the applicant has requested to withdraw the application. The letter from the applicant is attached to the agenda packet.

MOTION: Approval of the request to withdraw the application based on the attached letter from the applicant.

VOTE: Motion by: Commissioner Anderson
Seconded by: Commissioner Rafel
Motion Passed 4-0

NEW BUSINESS

ITEM: (3) KW LD-2200117 Brian Hatzung with Zimmerman Architectural Studios on behalf of VEIT -18600 W. Lincoln Avenue (Tax Key #s: 1167-994 & 1172-999-003) - 1-Lot CSM.

Kelly Wall provided a brief presentation to the Commission.

MOTION: Recommend to Common Council approval of the 1-Lot Certified Survey Map located at 18600 W. Lincoln Avenue (Tax Key #s: 1167-994 & 1172- 999-003) subject to the application, plans on file and the following conditions outlined in the staff report.

VOTE: Motion by: Commissioner Rafel
Second by: Commissioner Anderson
Motion Passed 4-0

ITEM: (3) KW UA-2200118 Brian Hatzung with Zimmerman Architectural Studios on behalf of VEIT - 18600 W. Lincoln Avenue (Tax Key #s: 1167-994 & 1172-999-003) - Use, Site and Architecture to construct a 37,800 sq. ft. building.

Kelly Wall provided a brief presentation to the Commission.

MOTION: Recommend approval of Use, Site and Architecture approval for a 37,800 square foot office and shop building, along with the Waiver Request, located at 18600 W. Lincoln Avenue subject to the application, plans on file, and the following conditions outlined in the staff report.

VOTE: Motion by: Commissioner McGrath
Second by: Commissioner Rafel
Motion Passed 4-0

ITEM: KH CP-2200141 2022 Park and Open Space Plan

Kristen Hogan provided a brief introduction of this item. No action taken.

ITEM: (5) KW SG-2200210 Tina Lewis with Lemberg Electric on behalf of Ross Dress for Less - 15480 W. Beloit Road (Tax Key #: 1254-996-009) - Sign waiver request for Ross Dress for Less.

Kelly Wall provided a brief presentation. The applicant is asking for approval of a Waiver Request to allow for 5 permanent signs with an additional Waiver Request for additional square footage, for Ross Dress for Less located at 15480 W. Beloit Road. Staff's recommendation is to deny both waiver requests.

MOTION: Recommend denial of both Waiver Requests for Ross Dress for Less located at 15480 W. Beloit Road, subject to the application, plans on file and the following reasons provided in the staff report.

VOTE: Motion by: Mayor Ament
Second by: Commissioner Rafel
Motion Passed 4-0

ITEM: (5) KW SG-2200211 Tina Lewis with Lemberg Electric on behalf of Ross Dress for Less - 15480 W. Beloit Road (Tax Key #: 1254-996-009) - Sign waiver request for Ross Dress for Less.

Kelly Wall provided staff's recommendation to deny.

MOTION: Recommend denial of both Waiver Requests for Ross Dress for Less located at 15480 W. Beloit Road, subject to the application, plans on file and the following reasons provided in the staff report.

VOTE: Motion by: Commissioner McGrath
Second by: Mayor Ament
Motion Passed 4-0

PENDING

ITEM: (6) KW SG-2102512 Lance McTrusty with Bauer Sign and Lighting – 13823 W. National Avenue – Sign waiver request for Minuteman Press. (TABLED 1/10/2022)

No action.

ADJOURN

MOTION: Motion to adjourn the Plan Commission meeting at 6:45 PM.

VOTE: Motion by: Commissioner McGrath
Second by: Commissioner Anderson
Motion Passed 4-0

Respectfully Submitted,
Rubina Medina
Deputy City Clerk/Licensing Specialist