



Community Development Authority Meeting Agenda

September 3, 2026 - 8:00 AM
Council Chambers
3805 S. Casper Dr.

Published: 8/20/2026

AGENDA

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. 4/10/2025 Meeting Minutes
4. **ADMINISTRATIVE REPORTS**
5. **OLD BUSINESS**
6. **NEW BUSINESS**
 - A. (2) KH UA-2601413 Waleed Gamay with DreamPak – 17100 W. Ryerson Road – Conceptual review for a 31,200 square foot building addition for DreamPak
7. **COMMUNICATIONS**
8. **ADJOURN**

Additional Information

- The agenda packet, including supplemental information related to agenda items, is available online at www.NewBerlinWI.gov. Once finalized by the governing body, approved meeting minutes will also be posted online.
- Agenda items may be taken out of order at the governing body's discretion.
- Members, and possibly a quorum, of other municipal governmental bodies may attend this meeting to gather information. However, no action will be taken by any governmental body other than the one referenced in this notice.
- Accommodations will be provided under the Americans with Disabilities Act (ADA) to meet the needs of individuals with disabilities. If you require assistance or appropriate aids and services, please contact the Office of the City Clerk at (262) 786-8610 with reasonable notice.



Community Development Authority MEETING MINUTES

April 10, 2025 - 8:00 AM
Council Chambers
3805 S. Casper Dr.

MINUTES

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mayor Ament called the meeting to order at 8:00 AM and led the Pledge of Allegiance.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Joelle Erickson took the roll call as follows:

Present: Mayor Ament, Alderperson Horbinski, Alderperson Hopkins, Commissioner Felda, Commissioner Patterson, Commissioner Vaclav, Commissioner Schulpilus

Staff Present: City Attorney - Thomas Schmitzer, Director of Community Development - Greg Kessler, Deputy Director of Community Development - Nikki Jones, Community Relations Specialist - Joelle Erickson

It was confirmed that a quorum was present and that the meeting was properly posted in compliance with open meetings law.

3. APPROVAL OF MINUTES

A. January 9, 2025 Meeting Minutes

MOTION: Motion to Approve Minutes

VOTE: Motion by: Commissioner Schulpilus
Second by: Commissioner Vaclav
Motion Passes 6-0*

*Commissioner Patterson abstained from voting.

4. ADMINISTRATIVE REPORTS

None

5. OLD BUSINESS

None

6. NEW BUSINESS

- A.** (2) NJ LD-2500304 Josh Pudelko with Trio Engineering on behalf of Drexel Building Supply - 3370 S. Calhoun Rd. Discussion and possible action to recommend to Common Council approval of a 2-Lot Certified Survey Map.

MOTION: Motion to Approve As Presented

VOTE: Motion by: Alderman Horbinski
Second by: Alderman Hopkins
Motion Passes 7-0

7. COMMUNICATIONS

None

8. ADJOURN

MOTION: Motion to Adjourn at 8:10AM

VOTE: Motion by: Alderman Hopkins
Second by: Commissioner Vaclav
Motion Passes 7-0

Respectfully Submitted,
Joelle Erickson, Community Relations Specialist

STAFF REPORT

EXECUTIVE SUMMARY

APPLICANT/PROJECT: Waleed Gamay with DreamPak, LLC / Conceptual review for a 31,200 square foot building addition for DreamPak

LOCATION: 17100 W. Ryerson Road

REQUEST: Conceptual review for a 31,200 square foot building addition for DreamPak located at 17100 W. Ryerson Road

D.R.C. RECOMMENDATION: NO RECOMMENDATION, for discussion purposes only.

1. Parking:

a. Existing building:

(1) Parking requirement by code: **156 spaces**

Warehouse: 48,278 SF x 1 space / 2,000 SF = 24 spaces

Office: 8,806 SF x 1 space / 300 SF = 29 spaces

Manufacturing: 51,741 SF x 1 space / 500 SF = 103 spaces

(2) Approved parking (15% reduction): **134 spaces**

(a) Per §275-57A(2)(f), DCD approved a 15% parking reduction as part of permit # UA-2301012.

(b) The parking lot as approved is currently not being used as intended (spaces are coned off for truck maneuvering, employee access, dumpsters, and outdoor storage).

b. Proposed addition:

(1) Parking requirement by code: **186 spaces**

Warehouse: 48,278 SF x 1 space / 2,000 SF = 24 spaces

New warehouse: 26,200 SF x 1 space / 2,000 SF = 13 spaces

Office: 8,806 SF x 1 space / 300 SF = 29 spaces

New office: 8,806 SF x 1 space / 300 SF = 17 spaces

Manufacturing: 51,741 SF x 1 space / 500 SF = 103 spaces

(2) Proposed parking (36% reduction): **120 spaces**

(a) The Parking Waiver request does not appear to be accurate. Only 120 of these spaces are usable, as the plan shows 14 of the 134 spaces to be allocated for truck maneuvering. Stating that "Excess parking stalls to be controlled by owner for Semi truck movements" does not allow for those stalls to be counted as part of the parking count. In addition to the proposed 31,200 SF building addition, they are also reducing the amount of required parking spaces.

- (3) Per §275-57A(2)(f), DCD staff may approve up to a 15% parking reduction. No CDA waiver is needed for this parking reduction. Additional staff review of civil plans is needed.

2. Access:

- a. The request is for 3rd access to the property from Calhoun Road. Per the Development Handbook, "The number of commercial driveways shall be the minimum necessary to provide reasonable access for regular and emergency vehicles, while preserving operations and safety along the public roadway." The left-in turning movement from Calhoun Road could cause traffic/safety issues to thru traffic on Calhoun Road. Calhoun Road is an arterial, therefore access to this site should be limited to Ryerson Road, which is a local road. See Comprehensive Plan Figure 6.5. Future plans shall not show any access points onto Calhoun Road, as these were removed with previous expansion.

3. Truck Maneuvering:

- a. The truck maneuvering shown on the concept plan is not acceptable. With the proposed direction of the dock, trucks could potentially perform their maneuvering within the right-of-way.

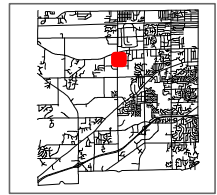
4. Fire:

- a. Maintain fire lane access of 24 feet throughout.
- b. Additional fire hydrant(s) may be required.
- c. New and existing buildings shall be sprinklered.
- d. Fire alarm notification throughout new and existing. Annunciator panel may be required.
- e. Egress/emergency lighting throughout.
- f. Fire extinguishers every 75 feet of travel. Add placarding to all locations.

ATTACHMENTS:

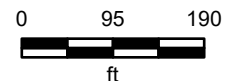
Location Map
Request Letter
Concept Site Plan

UA-2601413
DreamPak Addition (Concept)
17100 W Ryerson Road



City of New Berlin
Department of Community Development
3805 S Casper Dr.
New Berlin WI 53151
(262) 797-2445
www.newberlin.org

 Parcels	 Wetland
 Road Right-of-Way	 Zoning Wetland Registration
 Conservation Easement	 Registered Wetland
 Environmental Corridor	 Outside Wetland
 Floodplain FEMA DFIRM	 Zoning Overlay
 FEMA DFIRM - Zone A	 PUD
 FEMA DFIRM - Zone AE	 Special Conditions Apply
 FEMA DFIRM - 0.2% Chance	 SPO
	 Zoning Boundaries



Scale is estimate - not survey

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DreamPak, LLC

17100 W. Ryerson Road | New Berlin, WI 53151

July 17, 2026

City of New Berlin
Community Development Authority
3805 S. Casper Drive
New Berlin, WI 53151

Re: Request for Concept Site Plan Presentation — DreamPak Facility Expansion

Dear Members of the Community Development Authority:

We respectfully request the opportunity to present a conceptual site plan for a proposed expansion of our existing facility in the City of New Berlin located at 17100 W Ryerson Road.

The proposed project intends to include a building addition of approximately 31,200 SF intended for onsite warehousing, a new access point onto Calhoun Road, and no additional parking. As such, the project will require consideration of a parking waiver. To further inform this request, DreamPak has undertaken multiple on-site parking utilization counts during normal operations at varying times. The results of the study are summarized below:

Date	Time	Shift	Shift Employees	Spots Used	Spots Unused	% Utilized
5/18/26	2:51 PM	2nd	69	49	85	37%
5/19/26	8:02 AM	1st	90	59	75	44%
5/19/26	3:24 PM	2nd	69	54	80	40%
5/20/26	7:52 AM	1st	90	49	85	37%
5/20/26	9:13 AM	1st	90	50	84	37%
5/20/26	3:45 PM	2nd	69	49	85	37%
5/21/26	7:34 AM	1st	90	49	85	37%

Across all seven observations, peak utilization never exceeded 44% of available capacity, and a minimum of 75 spaces (56% of capacity) remained unused at all observed times. Additionally, DreamPak operates a 30-minute stagger between first and second shifts to prevent overlap in the parking lot, further reducing peak concurrent demand. These observations demonstrate that actual parking demand at the facility is consistently below the thresholds established by the City's parking code. In short, the nature of DreamPak's operations does not align with standard code assumptions, and existing parking capacity adequately supports current and anticipated needs, even with the proposed expansion. For reference, the code-based parking calculation supporting the waiver request is provided below. Per §275-57A(3): Minimum number of required spaces. Table 275-57-1 sets forth the minimum number of parking spaces required for each use unless the applicant follows §275-57A(2)(f):

a. Existing parking

- i. Existing warehouse: $48,278 \text{ SF} \times 1 \text{ space} / 2,000 \text{ SF} = 24 \text{ spaces}$
 - ii. Existing office: $8,806 \text{ SF} \times 1 \text{ space} / 300 \text{ SF} = 29 \text{ spaces}$
 - iii. Existing manufacturing: $51,741 \text{ SF} \times 1 \text{ space} / 500 \text{ SF} = 103 \text{ spaces}$
 - iv. Requirement = 156 spaces (Existing parking = 134 spaces)
- b. Proposed parking
- i. Existing warehouse: $48,278 \text{ SF} \times 1 \text{ space} / 2,000 \text{ SF} = 24 \text{ spaces}$
 - ii. New warehouse expansion: $26,200 \text{ SF} \times 1 \text{ space} / 2,000 \text{ SF} = 13 \text{ spaces}$
 - iii. Existing office: $8,806 \text{ SF} \times 1 \text{ space} / 300 \text{ SF} = 29 \text{ spaces}$
 - iv. New office expansion: $5,000 \text{ SF} \times 1 \text{ space} / 300 \text{ SF} = 17 \text{ spaces}$
 - v. Existing manufacturing: $51,741 \text{ SF} \times 1 \text{ space} / 500 \text{ SF} = 103 \text{ spaces}$
 - vi. Requirement = 186 spaces (Proposed parking = 134 spaces)
 - vii. Applicant is requesting a 28% reduction in the number of parking spaces.
- c. Proposed additional parking
- i. 134 spaces (no additional parking proposed with this submission)
- d. Peak employee/vehicle counts with proposed addition:
- i. 90 employees (59 vehicles) — morning, 1st shift
 - ii. 69 employees (54 vehicles) — afternoon, 2nd shift

We acknowledge that a concept-level presentation would not result in a formal decision by the City. However, early feedback from Community Development staff demonstrated that the Community Development Authority and City Engineering staff is critical to understanding the viability of the project—particularly with respect to the requested parking waiver and access considerations. The cost associated with preparing a full formal submittal is significant, and preliminary guidance will help determine whether it is appropriate to proceed considering onsite expansion.

In addition, a portion of DreamPak's current warehousing operations is distributed among several leased facilities within the New Berlin Industrial Park. The intent of this expansion is to consolidate that logistical operation frequency by having warehousing available immediately contiguous with our production. As a result, the proposed on-site warehouse expansion is not expected to generate additional traffic within the industrial park, but rather to streamline and internalize existing traffic patterns.

DreamPak has been a long-standing employer within the City of New Berlin and remains committed to continued investment and expansion at their current location, rather than pursuing alternative sites. The intent of this project reflects that ongoing commitment.

The proposed building expansion would be designed to be consistent with the architecture, landscaping, and lighting of the previously approved and constructed improvements on the site. Should the initial feedback regarding the parking waiver and engineering considerations be

favorable, DreamPak would proceed with the development of full plans and supporting materials for formal review and approval. We are not planning on preparing conceptual architecture plans for this feedback but can offer that it would match the previously approved, and constructed, building aesthetics.

We appreciate your consideration of this request and look forward to the opportunity to present and receive your feedback.

Sincerely,

Waleed A. Gamay
Chief Financial Officer
DreamPak, LLC
703-942-5292
wgamay@dreampak.com

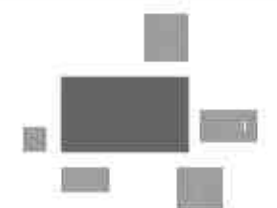
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DELETED: ###
REVIEWED: ###
DESIGNED: ###

SOUTH CALHOUN ROAD



GRAPHICAL SCALE (FEET)
0 1" = 30' 60'



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DREAMPAK EXPANSION

NEW BERLIN, WI

CONCEPT SITE PLAN

PARCEL AREA	6.61	ACRES	
MAXIMUM IMPERVIOUS RATIO	75%	M-1 (LIGHT MANUFACTURING)	
ALLOWABLE IMPERVIOUS	4.96	ACRES	71,983 SF
EXISTING IMPERVIOUS	4.06	ACRES	176,854 SF
PROPOSED IMPERVIOUS	0.86	ACRES	Bldg: 31,200 SF Pave: 6,065 SF
TOTAL IMPERVIOUS	4.92	ACRES	37,265 SF
PROPOSED IMPERVIOUS RATIO	74%		

REVISIONS

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#####	####	#####	#####
#####	####	#####	#####

PEG JOB NO. 7244.00	AREA	SHEET
PEG PM	PLAN DATE: 05/22/2026	1 OF 1
SCALE 1"=30'		

CONCEPT SITE PLAN

FOR REVIEW ONLY

www.pinnacle-engr.com

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