

**PLEASANT PRAIRIE PLAN COMMISSION MEETING  
VILLAGE HALL AUDITORIUM  
9915 39TH AVENUE  
PLEASANT PRAIRIE, WISCONSIN  
6:00 P.M.  
June 22, 2015**

A regular meeting for the Pleasant Prairie Plan Commission convened at 6:00 p.m. on June 22, 2015. Those in attendance were Thomas Terwall; Michael Serpe; Donald Hackbarth; Wayne Koessl; Jim Bandura; Judy Juliana; and Bill Stoebig (Alternate #1). Deb Skarda (Alternate #2) and John Braig were excused. Also in attendance were Michael Pollocoff, Village Administrator; Tom Shircel, Assistant Administrator; Jean Werbie-Harris, Community Development Director; and Peggy Herrick, Assistant Zoning Administrator.

- 1. CALL TO ORDER.**
- 2. ROLL CALL.**
- 3. CONSIDER THE MINUTES OF THE MAY 26, 2015 PLAN COMMISSION MEETING.**

Jim Bandura:

So moved.

Judy Juliana:

Second.

Tom Terwall:

**IT'S BEEN MOVED BY JIM BANDURA AND SECONDED BY JUDY JULIANA TO APPROVE THE MINUTES OF THE MAY 26TH PLAN COMMISSION MEETING AS PRESENTED IN WRITTEN FORM. ALL IN FAVOR SIGNIFY BY SAYING AYE.**

Voices:

Aye.

Tom Terwall:

Opposed? So ordered.

- 4. CORRESPONDENCE.**

Jean Werbie-Harris:

I didn't have a chance to write up any correspondence so I'm going to give you some verbal correspondence. At the last Plan Commission meeting there was some discussion and recommendations and part of your approvals were surrounding the BP Amoco needed to make

their payments, their taxes, their invoices and all the payments that were due to the Village of Pleasant Prairie by five o'clock this evening. All of those payments have been made with respect to their invoices, taxes, interest, penalty, everything that related to the outstanding costs and payments that were due to the Village. So I just wanted to let you know that those have all been taken care of.

And I'm just finalizing a couple things. They lost one of their ash trees. I'm working with them to replant that this week and a couple of things like that. But everything else has been addressed. They had their agreement go to the Village Board on the 15th of June, and that was also signed up last week. So everything has been taken care of for BP Amoco.

Tom Terwall:

And that will take them for a year, correct?

Jean Werbie-Harris:

That's correct, until June of last year.

Tom Terwall:

Thank you.

## **5. CITIZEN COMMENTS.**

Tom Terwall:

If you're here for an item that appears on the agenda as a matter for public hearing, we would ask that you hold your comments until the public hearing is held, and we'll incorporate your comments as a part of the official record. However, if you're here to raise an issue that is not a public hearing or is not on the agenda, we would ask you to step to the microphone and begin by giving us your name and address. Is there anybody wishing to speak under citizens' comments?

## **6. NEW BUSINESS**

- A. PUBLIC HEARING AND CONSIDERATION OF A CONCEPTUAL PLAN for the request of Bob Poch, agent for Care Animal Hospital to construct an 11,021 square foot veterinary office on the vacant property generally located on the north side of Prairie Ridge Blvd. west of 88th Avenue within the Prairie Ridge development.**

Wayne Koessl:

Mr. Chairman, are we taking A and B together?

Tom Terwall:

If you want to make that motion.

Wayne Koessl:

I'd so move.

Michael Serpe:

Second.

Tom Terwall:

**IT'S BEEN MOVED BY WAYNE KOESSL AND SECONDED BY MICHAEL SERPE TO COMBINE ITEMS A AND B FOR THE PURPOSES OF DISCUSSION. HOWEVER, THERE WILL BE SEPARATE MOTIONS MADE ON EACH ITEM. ALL IN FAVOR SIGNIFY BY SAYING AYE.**

Voices:

Aye.

Tom Terwall:

Opposed? So ordered.

**B. Consider the request of David Galowich, agent on behalf of the owners SB1 Pleasant Prairie, WI LLC for approval of a Certified Survey Map to subdivide the property generally located on the north side of Prairie Ridge Blvd. west of 88th Avenue within the Prairie Ridge development.**

Jean Werbie-Harris:

Mr. Chairman, members of the Plan Commission and the audience, Item A, Public hearing and consideration of a conceptual plan for the request of Bob Poch, agent for Care Animal Hospital, to construct an 11,021 square foot veterinary office on the vacant property generally located on the north side of Prairie Ridge Boulevard west of 88th Avenue within the Prairie Ridge development.

The second item, Item B, consider the request of David Galowich, agent on behalf of the owners SB1 Pleasant Prairie, WI LLC, for approval of a Certified Survey Map to subdivide the property generally located on the north side of Prairie Ridge Boulevard west of 88th Avenue within the Prairie Ridge development.

These items are related and we'll be making one presentation, however separate action will be required by the Plan Commission this evening.

The petitioners are requesting to subdivide the property generally located on the north side of Prairie Ridge Boulevard west of 88th Avenue within the Prairie Ridge development into two Lots 2 and approval of a Conceptual Plan for the development of the of Lot 1 for a veterinary clinic.

In 2013 a Conceptual Plan was prepared. On September 16, 2013, the Village Board approved a Conceptual Plan to subdivide Outlot 17 of the Prairie Ridge Subdivision into four lots and approved CSM 2744, which subdivided Outlot 17 into two parcels. The property at the southeastern portion of the 2013 Conceptual Plan is proposed to be created by a new CSM and developed into a veterinary clinic. The CSM and the Conceptual Plan will be discussed as part of our presentation this evening.

The Conceptual Plan submitted and discussed below generally conforms to the 2013 Conceptual Plans, with the exception of the cross access location. The Outlot 17 Prairie Ridge Conceptual Plan will need to be modified to depict the Care Animal Hospital site layout. So as you can see, the 2013 Conceptual Plan was prepared so that we could prepare that initial Certified Survey Map. There was a doctor that purchased that land, that first outlot just to the north, and so we did a generalized Conceptual Plan at that time and did some conceptual engineering and such in order to make sure that the future development would work out. As part of the presentation of the Conceptual Plan we'll be talking about this evening, everything kind of worked except the cross-access where it's shown on the west side. The proposed vet clinic this evening will show the cross-access on the east side instead.

The wetlands on the site were re-delineated by Wetland and Waterway Consultants on September 2, 2011 and are located within Dedicated Wetland Preservation and Protection, Access and Maintenance Easement and will be located on the new lot being created. If development does not occur within five years from date of the Army Corps of Engineer's approval which would be March 29, 2017, then a new wetland staking will be required prior to the development on this property.

So the Certified Survey Map this evening is proposed to create two lots pursuant to the Master Conceptual Plan.

- Lot 1 is proposed to be 2.161 acres with over 350 feet of frontage of Prairie Ridge Boulevard. This lot is proposed to be developed with a veterinary clinic.
- Lot 2 is proposed to be 4.880 acres with over 400 feet of frontage on Prairie Ridge Boulevard and over 550 feet of frontage on 91st Avenue.

The Conceptual Plan: The petitioner is proposing to construct an 11,800 square foot veterinary clinic on Lot 1 of the proposed CSM. This vet clinic referred to as Care Animal Hospital is proposing to relocate from their existing location on the north side of Highway 50, this is just to the west of PDQ, in the Village to a new larger facility in the Village. The existing business activity will be similar to Care Animal's existing location. Care Animal Hospital treats dogs, cats and exotic pets, and offers from routine preventative care to orthopedic surgery by four veterinarians.

The new facility will include a dog exercise area that is about 300 to 400 square feet and it will be under-roof. Further explanation is required regarding this exercise area. And I thought it was just a little unclear on the plans. And they are here this evening, and they can answer some of our questions with respect to that. And also I wanted to verify with them that there will be no pet crematorium on the site. And animals that die actually they had indicated would be refrigerated and then picked up by a special removal company.

The clinic is proposed to operate Monday through Friday from 8 a.m. to 7 p.m. and Saturdays from 8 a.m. to 2 p.m. The Care Animal Hospital is proposed to be open for emergency services up to 24-hours per day but only on an on-call basis. Is that correct?

[Inaudible]

The number of employees anticipated is 20 working various shifts throughout the day. It is anticipated that there would be between 128 and 160 customer visits per day and one or two truck deliveries per day. The facility is proposed to open in the fall of 2017.

Pursuant to the Zoning Ordinance, the minimum required parking spaces for a veterinary clinic is four spaces for every doctor plus one space for every employee plus the required handicapped accessible parking spaces as required by State Code. So the minimum required number of parking spaces for this site is 39 parking spaces which include the three handicapped accessible spaces. And their plans provide for 71 parking spaces. So it sounds like they have done their due diligence, and they do not want to be short of parking on this site. The parking provided exceeds the minimum parking requirements of the zoning ordinance.

Storm water management for the site is provided for at the ponds that are located to the northwest and to the southwest of the intersection of Prairie Ridge Boulevard and 88th Avenue. Storm water from the proposed building and the east parking lot shall be conveyed by a new storm sewer to the northwest pond, and storm water piping from the west parking lot shall be connected up to the catch basin located just west of the east property line. The storm sewer shown on the plans is current a four inch drain tile, that that would not be used for the storm water conveyance.

Detailed Site and Operational Plans and a Conditional Use Permit will be required to be submitted for the Village's approval. In addition, a zoning text amendment or PUD text amendment will be required to allow for dimensional modifications of the Zoning Ordinance. And this would include:

- a 10 foot setback instead of the required 20 foot side setback for east parking lot
- a 5 foot setback is being requested instead of the 25 foot setback for the parking area to the wetland area that popped up in the middle of this development area
- a 10 foot setback from the required 25 foot setback for the building expansion area.

The developer/owner is providing full building sprinklers and will be installing a Digital Security Imaging System pursuant to Chapter 410 of the Municipal Code as part of the community benefits being provided to the Village. The specific PUD will be prepared by the staff and reviewed by the Plan Commission and by the Village Board. But we'll be looking at it when the detailed Site and Operational Plans and the Conditional Use are submitted.

So with that I'm not sure if Peggy showed you the elevations as well. So I'd like to introduce Dr. and Dr. Brewer to give a little bit more information and history and answer any specific questions about the business and their plans for relocation. And their architect is also here to answer any questions that you might have with respect to the site, site design or the elevations or the architecture.

Russell Brewer:

Good evening. I'm Dr. Russell Brewer.

Rebecca Wilsey-Brewer:

And I'm Dr. Rebecca Wilsey-Brewer.

Tom Terwall:

Give us your address, sir.

Russell Brewer:

Our address is 10990 192nd Avenue, Bristol. History, we've been here since 2000. Quite honestly my wife and I both graduated from Kansas State University. Had the opportunity to move up here in Pleasant Prairie, and north was not the direction we thought we would ever move.

Tom Terwall:

I wonder why.

Russell Brewer:

Well, it's a little colder. We'd like to say, though, that we have been blessed to find the Village of Pleasant Prairie as a place to locate. This corner of Southeast Wisconsin is just a phenomenal place to live, work, recreate. And we've made it basically our home. I would say that we love the opportunity to be able to stay within the Village. We outgrew our current facility which is 4,950 square feet I will be conservative and say five years ago. We are currently under spaced on our parking. We have 19 parking stalls including our one handicapped spot. If I squeeze in the no parking space in front of the dumpster we can count 20. So we have been parking for the last three years at St. Anne's. I think we're your model of satellite parking. We have been renting parking space from them. And we have been car pooling back and forth with our staff so that we had adequate space or trying to maintain adequate space for our clientele.

We are very limited on our building space and parking space, so this is why we have opted to move forward with a larger location and a significantly larger parking footprint. It says four doctors. Actually there's six of us. And I'll say there are four doctors usually there at a time. We have a total of 32 staff if you count the six doctors. This is something that expanding to 11,000 and some square feet we are anticipating to increase that number as well. We want to continue to provide the excellent quality veterinary care that the Village deserves. I guess I don't know if I can say much more than that. You guys may wind up having a question, I don't know if that will pop up, about the run, the under-cover exercise area. Jean, am I supposed to answer that now or later?

Tom Terwall:

Go ahead, please do.

Russell Brewer:

So right now we have a backyard that is fenced in at our current facility. And it's not fenced in so that we can leave dogs out there. It's fenced in so that dogs don't run away when we walk them outside. They're still walked outside on leashes because they don't always want to walk back to you. But inside this development a fenced in area is not allowed. So we sat around and listened to different ideas. Being in a high traffic area, because Highway 50 is only about a block and a half away, we're right on Highway 50 right now, we have seen what occurs when somebody tries to run across 50. It's usually not a good scenario. We have had two pets that have done that. Have dodged their owners and have gotten out on Highway 50 and it ended in their demise, hence the fence. That's for our protection and for our patients' protection. Unfortunately what comes in and out of a car we can't really predict.

The fenced in area or the exercise area that we've done we want to have it covered so that it's out of the elements, but yet somewhat open so that you're not inside. We currently at our house built in an outside pen, so basically it's a back door that walks out into this enclosure. It's under roof. It's got a half wall with a decorate aluminum fence that's on the top of that which doesn't really show up in the elevation. Because I think the CAD had a hard time putting the aluminum fence in so it just looks like it's all brick wall. But it is under roof. And we had them put it on the southeast corner part of the building so that it would somewhat be sunny and also out of that north wind.

Bob Poch:

This is open and the wall goes up three quarters of the way.

Russell Brewer:

It is still not intended to be an outdoor run.

Bob Poch:

My name is Bob Poch, W4989 Merrill Lane, Fond du Lac, Wisconsin.

Russell Brewer:

It is still not intended to be an outdoor run. It is an exercise yard only. It's somewhat enclosed just for patient safety. And then, of course, it's under roof -- actually I'll say it's under roof that's just for sheer comfort. Nobody likes to get wet.

Tom Terwall:

Do you keep any dogs overnight, any animals overnight?

Russell Brewer:

We do have the occasional hospitalized patient that stays overnight. We did originally when we opened back in 2000 we did have some in clinic boarding. There are several very good boarding

facilities that have popped up in the area. We do not intend to compete with them. We do not intend to board. Our intention is to have medical patients only. I understand that noise is always a concern with a dog facility because nobody likes to hear 100 barking dogs. We don't either which is part of the reason we don't want to board. But that's not an intention. Our intention is to have medical patients only. And the occasional one will wind up staying overnight, and our surgery patients several of them will spend a night in the hospital and then go home the next day but that's it.

Tom Terwall:

Thank you. Since this is a matter for public hearing, I'm going to open it up and then you're available to answer questions, correct?

Russell Brewer:

Certainly.

Tom Terwall:

Is there anybody else wishing to speak on this issue? Anybody else? Hearing none I'll open it up to comments and questions. Go ahead, Don.

Don Hackbarth:

In the elevation you have that high part of the building. Is there a function for that?

Russell Brewer:

Are you talking about in the front part?

Don Hackbarth:

Yes, with the elevation, the tower.

Russell Brewer:

So the intention of the architectural design is it's a very [inaudible] so it's a prairie style architecture. Quite honestly I like prairie style architecture. And the irony of it is it fits the Village as I guess I artistically see it. I'm not an artist, I'm a veterinarian, but this is the architects rendering. And that's the purpose of it. It is actually our lobby.

Tom Terwall:

It's not a second story?

Russell Brewer:

No, it is a single story. It's an empty tower.



Michael Serpe:

Just a couple things. There have been no complaints with this present location from neighbors has there?

Jean Werbie-Harris:

No. The only concern we had at one point was parking, and they addressed that.

Michael Serpe:

That's fine. And you're going to sell the present structure? It's up for sale?

Russell Brewer:

We do not own the current structure.

Michael Serpe:

You don't own it?

Russell Brewer:

We lease it.

Michael Serpe:

Oh, okay.

Russell Brewer:

And the lease is up as of April of 2018.

Michael Serpe:

Okay.

Wayne Koessl:

Mr. Chairman, seeing this is a conceptual plan I really don't have any detailed questions to ask. I'll wait until the final plans come in.

Tom Terwall:

Any other questions?

Jim Bandura:

Just a quick one to the staff. I notice that there's piping that's going to go under 79th Street to the other detention pond. So 79th Street is going to be torn up at some point, correct?

Jean Werbie-Harris:

Well, I assume they'll open cut it if they can't bore it. But it would be open cut, Prairie Ridge Boulevard.

Tom Terwall:

Jean, before we vote on these matters I would prefer to take the CSM first. Because unless that passes there's no sense in doing the other one. So if that's okay with you I will entertain a motion to send a favorable recommendation to the Village Board to approve the CSM.

Wayne Koessl:

So moved, Chairman subject to the comments by staff.

Michael Serpe:

Second.

Tom Terwall:

**IT'S BEEN MOVED BY WAYNE KOESSL AND SECONDED BY MICHAEL SERPE TO SEND A FAVORABLE RECOMMENDATION TO THE VILLAGE BOARD TO APPROVE THE CSM SUBJECT TO THE TERMS AND CONDITIONS OUTLINED IN THE STAFF MEMORANDUM. ALL IN FAVOR SIGNIFY BY SAYING AYE.**

Voices:

Aye.

Tom Terwall:

Opposed? So ordered. Now a motion to approve the conceptual plan.

Judy Juliana:

So moved.

Jim Bandura:

Second.

Tom Terwall:

**IT'S BEEN MOVED BY JUDY JULIANA AND SECONDED BY JIM BANDURA TO SEND A FAVORABLE RECOMMENDATION TO THE VILLAGE BOARD TO APPROVE THE CONCEPTUAL PLAN SUBJECT TO THE TERMS AND CONDITIONS OUTLINED IN THE STAFF MEMORANDUM. ALL IN FAVOR SIGNIFY BY SAYING AYE.**

Voices:

Aye.

Tom Terwall:

Opposed? So ordered. Welcome.

--:

You were talking about open cutting. Are you saying we can't tie into this catch basin right here?

Jean Werbie-Harris:

I'm not sure if you'll be able to. I didn't have it in front of me. The engineer has mentioned about a four inch tile line behind. So there's a tile line that can handle some drainage, but that was one of the comments. I don't have an engineer here tonight.

Mike Pollocoff:

The four inch line is really for a sump.

Jean Werbie-Harris:

Right, it's not for the stormwater. In fact, in the staff comments the engineer mentioned --

Mike Pollocoff:

As I'm looking at this the plans indicate they would be tying into the sump. At the inlet there there's a 12 inch storm sewer going under Prairie Ridge Drive so you wouldn't have to open cut that.

Tom Terwall:

Okay? Thank you. Thank you very much.

**C. PUBLIC HEARING AND CONSIDERATION OF SEVERAL ZONING TEXT AMENDMENTS including amendments to Section 420-22 related to zoning permits required, time limits for zoning and sign permits; Section 420-24 related to certificate of occupancy; Section 420-64 related to approval or denial of a sign**

**permit; Section 420-65 related to issuance of a sign permit and Section 420-69 related to the duration of a sign permit.**

Jean Werbie-Harris:

Mr. Chairman, members of the Plan Commission and the audience, Item C is a public hearing in consideration of several zoning text amendments including amendments to Section 420-22 related to zoning permits required, time limits for zoning and sign permits; Section 420-24 related to certificate of occupancy; Section 420-64 related to approval or denial of a sign permit; Section 420-65 related to issuance of a sign permit and Section 420-69 related to the duration of a sign permit.

On March 23, 2015, the Board had adopted Resolution #15-10 to initiate some amendments to the Village Zoning Ordinance to re-evaluate and amend the zoning procedures for zoning and sign permits related to submittal requirements, time limits and notification of approval and denial of both zoning and sign permits.

The following amendments are being proposed:

1. To amend section amend Section 420-22 A (1) related to requiring a zoning permit for a driveway. In the past driveway permits were specified in the building code. And at this point this requirement has been relocated back to the zoning ordinance.
2. To amend Section 420-22 J (2) (b) related to changing the time limits for zoning permits to from 6 months to 12 months to coincide with building permits.
3. To amend Section 420-22 J (2) (e) related to changing the time limits for sign permits from 120 days to 12 months to coincide with the time frame for building permits.
4. To amend Section 420-24 C and D relating to modifying the Certificated of Compliance. This change is a clarification since some projects are issued a Certificate of Occupancy and some projects are issued a Certificate of Compliance. In addition, this amendment clarifies that a verbal occupancy can also be referred to as a temporary occupancy. These changes will now make the Building Code and the Zoning Code terminology consistent, especially since I'm out doing all finals with the building inspector, the inspection superintendent and the fire chief. Since we do all of these projects together we wanted to make sure that our terminology was consistent when we were going through these projects and we're issuing whether a verbal occupancy or a final certificate of occupancy for a site.
5. To amend Section 420-64 A and B related to the approval or denial of sign permit application. The amendment will required that the applicant be informed in writing by first class mail, email or by fax only if the permit is denied.
6. To amend Section 420-65 related to the issuance of a sign permit to indicate that a permit shall be issued only upon payment of any sign inspection fees.
7. To amend Section 420-69 A related to changing the duration of a sign permit so it s valid from 120 days to 12 months to coincide with building permits. A lot of times what

happens is if a project gets going by late spring/summer, sometimes if the sign permit has been issued at the same time as all the other permits it has a tendency to expire. So, again, especially with the commercial projects we want it to coincide with the building permits when they're issued as well.

So with that this is a matter for public hearing.

Tom Terwall:

This is a matter for public hearing. Anybody wishing to speak on this matter? Anybody wishing to speak? Anybody wishing to speak? Seeing none, I'll open it up to comments from Commissioners and staff. Yes, Don?

Don Hackbarth:

I've got a question. What is the time that a banner sign can stay out?

Jean Werbie-Harris:

I'm sorry?

Don Hackbarth:

A banner.

Jean Werbie-Harris:

Oh, a banner. It depends. If it's a coming soon banner, for example, it might have a certain time frame on it. If it's a grand opening banner it has a 21 day time frame on it. So it really varies depending on the type of sign. It's not intended to be used as a permanent sign on a business or advertising for a business.

Don Hackbarth:

The reason I say this, Pleasant Prairie has had a banner in front of their -- you know about it.

Jean Werbie-Harris:

I just saw it today. In fact, they just changed it today.

Don Hackbarth:

That's been up there for two months.

Jean Werbie-Harris:

No, they just changed it to the bullying sign.

Don Hackbarth:

There was one advertising the --

Jean Werbie-Harris:

Before it was the 4K, and now they just changed it to bullying. Actually that was on my task list to contact KUSD because all three of the schools have the same signs. And so technically they are not to be placed where they are. I mean there's a place for them. But where to have them placed it's better if -- I'll visit with them with respect to where they get placed and how long they get placed on and so on and so forth.

Don Hackbarth:

Because what's fair for them should be fair for --

Jean Werbie-Harris:

Absolutely. And they've never done them before. But I just started seeing them in the last month or two for the two or three signs that they've put up at each of the schools. So I'll be visiting with Unified with that.

Tom Terwall:

Any other comments or questions?

Wayne Koessl:

These are some excellent amendments. Thank you. Good job, staff.

Tom Terwall:

Is that in the form of a motion, sir?

Wayne Koessl:

I'd so move the text amendments.

Michael Serpe:

I'll second.

Tom Terwall:

**IT'S BEEN MOVED BY WAYNE KOESSL AND SECONDED BY MICHAEL SERPE TO SEND A FAVORABLE RECOMMENDATION TO THE VILLAGE BOARD TO APPROVE THE ZONING TEXT AMENDMENTS AS INDICATED SUBJECT TO THE TERMS AND CONDITIONS OUTLINED IN THE STAFF MEMORANDUM. ALL IN FAVOR SIGNIFY BY SAYING AYE.**

Voices:

Aye.

Tom Terwall:

Opposed? So ordered.

**7. ADJOURN.**

Jim Bandura:

So moved.

Michael Serpe:

Second.

Tom Terwall:

All in favor signify by saying aye.

Voices:

Aye.

Tom Terwall:

Opposed? We stand adjourned. Thank you.

**Meeting Adjourned: 6:30 p.m.**