

**PLEASANT PRAIRIE PLAN COMMISSION MEETING  
VILLAGE HALL AUDITORIUM  
9915 39TH AVENUE  
PLEASANT PRAIRIE, WISCONSIN  
6:00 P.M.  
November 11, 2019**

A meeting for the Pleasant Prairie Plan Commission convened at 6:00 p.m. on November 11, 2019. Those in attendance were Michael Serpe; Mike Pollocoff; Judy Juliana; Bill Stoebig; Brock Williamson; Michelle Burnett (Alternative #2); and Terry Rice (Alternate #3). Wayne Koessl, Deb Skarda (Alternative #1) and John Skalbeck were excused. Also in attendance were Nathan Thiel, Village Administrator; Jean Werbie-Harris, Community Development Director; Peggy Herrick, Assistant Village Planner and Zoning Administrator; and Aaron Kramer, Deputy Planner and Zoning Administrator.

- 1. CALL TO ORDER.**
- 2. ROLL CALL.**
- 3. CONSIDER APPROVAL OF THE OCTOBER 28, 2019 PLAN COMMISSION MEETING MINUTES.**

Judy Juliana:

Move to approve.

Bill Stoebig:

Second.

Michael Serpe:

**MOTION MADE BY JUDY JULIANA AND SECONDED BY BILL STOEBIG FOR APPROVAL OF THE OCTOBER 28TH MINUTES. ALL THOSE IN FAVOR SAY AYE.**

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it.

- 4. CORRESPONDENCE.**
- 5. CITIZEN COMMENTS.**

Michael Serpe:

If you're here to speak on one of the two public hearings you can hold your comment until that item is called. Or if you wish to address this Commission now is your opportunity to do so. We'd ask that you give your name and address for the record. Anybody wishing to speak? Anybody wishing to speak? We'll close citizens' comments.

**6. NEW BUSINESS:**

**A. PUBLIC HEARING AND CONSIDERATION OF A CONDITIONAL USE PERMIT for the request of Daniel Seguin on behalf of the property owners of City View Manufactured Home Park to renovate the existing office so that the building can be utilized year-round by the community manager of the housing community located at 4303 75th Street.**

Jean Werbie-Harris:

So, Chairman Serpe, I don't see if Wayne Koessl is coming this evening, then Mr. Rice could sit up at the dais and participate as part of the public process. So this is a public hearing in consideration of a Conditional Use Permit at the request of Daniel Seguin on behalf of the property owners of the City View Manufactured Home Park to renovate the existing office so that the building can be utilized year-round by the community manager of the housing community located at 4303 75th Street.

Under the public hearing comments and as part of the hearing record, the Village staff has compiled a listing of findings, exhibits and conclusions regarding the petitioner's request as presented and described below:

Findings of Fact

1. The petitioner is requesting a Conditional Use Permit to renovate the existing office so that the building can be utilized year round by the community manager of the City View Manufactured Home Park located at 4303 75th Street provided as Exhibit 1.
2. The property is located within U.S. Public Land Survey Section 11, Township 1 North, Range 22 East in the Village of Pleasant Prairie, Kenosha County, Wisconsin. It's further identified as Tax Parcel Number 91-4-122-111-0026.
3. The property is zoned R-12, Manufactured Home/Mobile Home Park Subdivision, which allows for a sales and management office with approval of a Conditional Use Permit approved by the Plan Commission
4. On January 10, 2000, the Plan Commission approved Conditional Use Permit Grant #00-01, Exhibit 2, that allowed the building, approximately 310 square feet, to be used as a sales and management office to operate one day per week with business hours between 9 a.m. and 1 p.m.

5. The new owners are proposing to renovate this building and to be utilized year round by the manager.
6. The office renovations project includes the following exterior changes: (1) Modify the existing entry door to meet current ADA code for opening clearance and install an aluminum and glass door and frame; (2) replace existing windows with energy efficient vinyl sliders and replacement of a side entry storm door and frame; and (3) upgrade exterior wall lighting to LED Energy efficient fixture by the entry door areas. This lighting shall not cause a glare or nuisance to any adjacent residents or onto the public highway. In addition, a small sign that indicates the office hours may be placed at the entry.
7. The following interior changes include: (1) to update and provide HVAC, plumbing and electrical service; (2) painting the of ceiling, walls, doors, frames, trim and installing new vinyl planking floors; and (3) provide a new manager's office area, provide a new transaction counter top and provide a new resident seating area.
8. This small building is considered a nonconforming structure in that it does not meet the current 65 foot setback for the building. As a nonconforming structure interior modifications are allowed; however, no expansion or addition is allowed unless all setback requirements are being met. Furthermore, if the structure is removed or destroyed then it could not be rebuilt in the same location based on the current Zoning Ordinance requirements.
9. At this time no improvements are being made to the existing parking area other than the maintenance and patching and striping. No work is planned for the fence in area that is currently being used for a parking area adjacent to this building and to store recreational vehicles in the western parking lot. This area will be evaluated when the Wisconsin Department of Transportation completes its final plans and acquires the additional right-of-way for the Highway 50 widening project which will impact this property. A combination of new fencing and landscaping will be required to screen the parking areas.
10. Pursuant to the current 60 percent State Trunk Highway 50 plans provided to the Village from the WIS DOT, they will be acquiring additional right-of-way and sloping easements to complete any grading associated with the Highway 50 project. This is provided as Exhibit 3 and shown on the slide. This work will impact the paved areas on the property, but it does not appear that the improvements will require this building to be removed; however, after the Highway 50 work is complete, this building will be closer to the property line adjacent to Highway 50, and some site improvements may be likely.
11. Notices were sent to adjacent property owners via regular mail on October 24, 2019, and the required notice was published in the *Kenosha News* on October 28, 2018 and November 4, 2019.
12. The petitioner was emailed a copy of the Plan Commission Memorandum on November 11, 2019.

13. According to the Village Zoning Ordinance, the Plan Commission shall not approve a Conditional Use Permit unless they find after viewing the findings of fact, the application and related materials and information presented at the public hearing this evening that the project as planned will not violate the intent and purpose of all Village Ordinance and it meets the minimum standards for granting of a Conditional Use Permit.

With that I'd like to continue the public hearing. And I'm not sure if the petitioner is represented this evening. Here he is.

Michael Serpe:

Dan, do you have anything to add to this? Anything to add?

Daniel Seguin:

No, that's correct. Also we were going --

Michael Serpe:

Dan, name and address for the record please.

Daniel Seguin:

Oh, my name is Daniel Seguin. I'm the senior project manager for RHP properties. I'll be the project manager that would be managing the project given the permitting. We also discovered that the walls have no insulation. So we've added an upgraded blown in insulation for the walls to do it. And we're also doing a high efficiency multi-unit heat pump to heat the building with a backup electric baseboard heating in the event that the heat pump's temperature drops below [inaudible]. So we've also added a couple of things in the event that we weren't able to use the heat pump.

Michael Serpe:

If we have any other comments or questions we'll bring you back up. This is a matter for public hearing. Anybody wishing to speak? Anybody else wishing to speak? We'll close that. When did the sale of this property take place and who's the owner? Don't get too comfortable, Dan.

Dan Seguin:

We purchased the property I believe in February of this year. The transaction was completed, and the titles were transferred to our corporation.

Michael Serpe:

Where are the located?

Dan Seguin:

Our corporation, our main office is in Farmington Hills, Michigan.

Michael Serpe:

And you're going to be onsite here?

Dan Seguin:

Yes.

Michael Serpe:

You're going to live here then?

Dan Seguin:

I'm going to live here?

Michael Serpe:

Yeah.

Dan Seguin:

No, sir, I'm based out of our corporate office.

Michael Serpe:

Okay, so you're just here for the project and --

Dan Seguin:

I'm here to oversee the project, yes.

--:

How many units are in that development?

Dan Seguin:

I couldn't tell you offhand, sir, because I work on a national level for the corporation. I can research that data and I can forward that email to the office.

--:

More than 50, less 100?

Dan Seguin:

Yes, sir, more than 50. And I believe that is a requirement [inaudible] also, sir.

--:

Okay, that's good.

Michael Serpe:

Any other comments or questions?

Brock Williamson:

Yeah, so is there a lot of turnover there? Is that kind of why they feel they have to be open more days a week?

Dan Seguin:

No, but we want to -- typically we always have an onsite day to deal with the day-to-day issues that are arisen in the community. We feel that a presence in the community is more viable for the residents to address any concerns that are arisen on a daily basis instead of like a one hour per day or one hour per week meeting time where if you can't meet at that time for whatever reason now your issue can't be addressed accordingly. So we like to have an onsite presence and a manager there to take care of the needs and also to address all the residents' concerns.

Brock Williamson:

Okay, and is it a typical park where they own the trailer, and then you guys rent them the space?

Dan Seguin:

Yes, yes, that's correct. Most of the homes in that community are privately owned, sir, and they do rent just the lot space for us which we maintain and are the property owners to take care of the property.

Brock Williamson:

Now, are you guys, now that you're new ownership does that trump whatever original rental agreements the old owners had, or are they kind of --

Dan Seguin:

I don't know. I'm on the construction side, sir, so that's on the day-to-day operations. I'm in a different division, so basically I just oversee all of the capital expenditures, improvements that are due to the properties. When we buy them we like to improve them to do the updates on the community to get it back up to our corporate standards.

Brock Williamson:

Okay, thank you.

Mike Pollocoff:

Currently there's a homeowners or an owners residence there on the site. Is that going to remain?

Dan Seguin:

A private residence that utilizes our driveway as an access. I believe you are correct, sir. Our planned attempt this year was also do -- we did some major entrance work. I don't know if anybody's been through the community, but we spent a substantial amount of money repairing the main entrance drive coming in, the one that's adjacent between the storage lot and the community clubhouse. We also came in and corrected a lot of the tripping hazards in the community down the sidewalk. So we wanted to get that done first and foremost. We knew that the permitting on the building was going to be something that was going to be subject to review by your Board. So we didn't want to do any of the repair work to the lot as to speak because we're going to have to channel cut the asphalt and burrow down to connect into the sewers if we get the approval to proceed with the project. So we were planning on doing the repair work to the parking lot and also the repair work that was mentioned on 50 expansion next year in our budget year once we get the permits going and the plumbing is all done into this building. This way we can do a full depth repair on the asphalt parking area.

Mike Pollocoff:

Okay. Is the residence just empty now? Was the previous owner's residence?

Dan Seguin:

There was a residence there this summer when I was there reviewing the property and doing an evaluation of what had to be done. There was a person living in the private residence adjacent to that parking lot.

Mike Pollocoff:

So that would be a rental property now?

Dan Seguin:

I believe that would be a rental property. I believe you are correct.

Mike Pollocoff:

Okay. Is that reflected on their plans?

Jean Werbie-Harris:

Is what reflected on the plans?

Mike Pollocoff:

What was the owner's residence is now a rental property.

Jean Werbie-Harris:

I think it's a separate parcel. We're pulling up the plat right now. That's what we're working on.

Peggy Herrick:

I believe it's a separate parcel.

Jean Werbie-Harris:

Is that Gurnee Shiota's [phonetic] property?

Mike Pollocoff:

Yes.

Jean Werbie-Harris:

It does exist as a separate parcel.

Michael Serpe:

Any other comments or questions?

[Inaudible]

Michael Serpe:

Any other comments or questions? What's your pleasure?

Mike Pollocoff:

I move approval for the Conditional Use Permit with staff comments.

Brock Williamson:

I'll second.

Michael Serpe:

**MOTION MADE BY MIKE POLLOCOFF AND SECONDED BY BROCK WILLIAMSON FOR APPROVAL OF THE CONDITIONAL USE PERMITS. ALL THOSE IN FAVOR SAY AYE.**

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it. Thank you.

Dan Seguin:

Thank you.

**B. PUBLIC HEARING AND CONSIDERATION OF A ZONING TEXT AMENDMENT to amend and correct the 118th Avenue and STH 50 Planned Unit Development Ordinance to adjust the open space requirements for Lots 2 and 3 to match the approved plans attached to the PUD related to the properties at 7520 118th Avenue and the vacant property to the west of 7540 118th Avenue.**

Peggy Herrick:

This is an application to amend and correct the 118th Avenue, State Trunk Highway 50 Planned Unit Development Ordinance to adjust the open space requirements for Lot 2 and 3 to match the approved plans that are attached to the PUD ordinance. This relates to the property at 7520 118th and the vacant property to the west of 7540 118th Avenue. On the screen you can see the square building that's Walgreens, and then La Quinta is the L-shaped building, and the vacant property to the west of La Quinta those are the three properties that are in question.

On October 14, 2019, the Plan Commission approved Resolution #19-14 to initiate an amendment to correct the 118th Avenue, State Trunk Highway 50 Planned Unit Development Ordinance. In 2004, the Village Board adopted Ordinance Number 04-27 related to the redevelopment of these three properties located at the southwest corner 118th Avenue and State Trunk Highway 50. Again, they include the Walgreens which is on Lot 2, La Quinta is on Lot 4, and the vacant property east of La Quinta is referenced as Lot 3. In addition, the Village Board adopted minor modifications to this PUD in 2009 and in 2011 related to building colors and materials for La Quinta and pavement setbacks as a result of the DOT acquiring additional right of way to both the Walgreens and the La Quinta property.

Earlier this year it was brought to the Village's attention that Exhibit B and the text related to the open space was inconsistent with the development specifically on the Walgreens Lot 2 and on Lot 3. The PUD text indicated Lot 2 shall not be less than 30 percent, whereas on the attached plans as constructed they had 28 percent. Lot 3 the open space should not be less than 29 percent, where the final plans that were adopted indicate 36 percent. This case to our attention as part of a

property request letter from Walgreens. They must have either refinanced or the property had sold. And they noticed that the PUD text and the PUD attachments are inconsistent and they brought that to our attention. So this PUD amendment corrects so that the text and the maps as the maps were what was constructed are consistent.

Michael Serpe:

A housekeeping item.

Peggy Herrick:

Yes.

Michael Serpe:

This is a matter for public hearing. Anybody wishing to speak? Anybody wishing to speak? We'll close the public hearing and open it up to comments or questions. What's your pleasure?

Judy Juliana:

Move to approve the Zoning Text Amendment as presented.

Brock Williamson:

Second.

Michael Serpe:

**MOTION MADE BY JUDY JULIANA AND SECONDED BY BROCK WILLIAMSON FOR APPROVAL OF THE ZONING TEXT AMENDMENT. ALL THOSE IN FAVOR SAY AYE.**

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it. Thank you.

**C. Consider the request of Karl Music on behalf of Nexus Pharmaceuticals for Preliminary Site and Operational Plan approval of the building shell for their new manufacturing building to be located at 10300 128th Avenue in the Prairie Highlands Corporate Park.**

Jean Werbie-Harris:

This is the request of Ken Music on behalf of Nexus Pharmaceuticals for Preliminary Site and Operational Plan approval for the building shell for their new manufacturing facility to be located at 10300 128th Avenue in the Prairie Highlands Corporate Park.

Nexus Pharmaceuticals is proposing to construct a three-story pharmaceutical manufacturing facility containing approximately 84,450 square feet on a 16 acre property located 10300 128th Avenue in the Prairie Highlands Corporate Park. On August 12, 2019, the Plan Commission conditionally approved the Preliminary Site and Operational Plans for site grading, underground utilities and footing and foundation work for the proposed facility. At this time the petitioner is now requesting the Plan Commission approval of the Preliminary Site and Operational Plans in order to construct the building shell. The Final Site and Operational Plans for all the interior building plans and all previously reviewed and approved elements of the project will come with the final project of the Site and Operational.

Nexus Pharmaceuticals, a privately held U.S. based healthcare company, specializes in innovative processes to make difficult to manufacture specialty and generic drugs that are easy to use, less labor intensive and more streamlined in practice. Nexus ensures that its high quality FDA-approved drugs fulfill a critical unmet medical need and delivers dependable lifesaving treatment options when and where they are needed most.

Nexus was founded in 2003 and initially operated as a virtual company. As the company grew more functionality was subsequently brought in-house, and in 2018 the company relocated its headquarters and laboratories to a newly renovated facility in Lincolnshire, Illinois. At this time all product development, quality control, quality assurance, regulatory functions and some business functions are carried out at that Lincolnshire location.

This facility in Pleasant Prairie will be used for the manufacturing of aseptic liquid and lyophilized products as well as terminally sterilized liquid products. Specifically, Nexus will manufacture sterile injectable pharmaceutical products which will be used in various medical applications. The products will be produced and filled in a liquid state with some products undergoing this process in order to provide a long-term stable application as a freeze dried product. Overall annual production volumes are projected to be in the range of 10 million vials per year for the first phase of the facility depending on business needs, however plant capacity can be increased with adjustments to the operating plan. All direct product contact equipment will be compatible with the products and non-reactive so as to not impact product quality. Inspection, labeling and packaging equipment will also be located within the facility.

The first floor will be allocated to warehousing, inspection, labeling, packaging, utilities, maintenance areas, office space, locker areas and lunch room. The second floor will be designated to the manufacturing process with formulation, equipment and component preparation, filling and freeze drying, and capping activities. The second floor will also house their microbiology lab as well as an in process chemistry lab. The third floor of the building will be outfitted with HVAC and equipment control cabinets. This project represents the first of several planned future expansions at the site. Upon FDA approval of the facility and related processes, Nexus will start commercial production operations which are anticipated to occur in 2022.

General plant-based utilities will include boilers, chillers, air compressors, etc. Process water will be generated via vapor compression distillation. USP grade nitrogen will be supplied by an outside vendor and stored onsite in qualified tanks to be subsequently used in the manufacturing process. The HVAC system will provide temperature control and incorporate humidification as well as de-humidification to keep controlled and classified areas within defined specifications.

Raw materials for the formulation, including the active pharmaceutical ingredients and associated excipients, will be stored in secure, controlled locations as will the primary packaging and secondary packaging components required for the manufacturing process. All material will be used on a first-in, first-out basis with inventory levels sufficient to maintain a minimum three month supply of goods. Finished product will be stored onsite until released by the Quality Assurance Department at which point it will be sent to distribution centers for shipment to U.S. based hospital sites. It is anticipated that finished product will not be held for more than 45 days onsite.

The bulk of the solid waste material will be cardboard from incoming shipments of components used in the manufacturing process. A compactor will be used to bale the cardboard. It is also expected that Nexus will produce on average one bale of cardboard per day. Additional solid waste material related to the manufacturing process would include any unused glass vials and rubber stoppers. These quantities are typically minimal. Other unused components from the filling process which would require disposal would include small amounts of disposable tubing, bags and filters associated with the manufacturing of each batch.

The building will be equipped with doors controlled by electronic badge readers to ensure only authorized employees enter. A receptionist/security station at the lobby will allow for visitor and delivery access control. Security officers will be contract personnel. Additional security measures will be employed to comply with DEA requirements necessary due to the handling of small quantities of schedule drugs onsite. Measures include locked storage vaults, security cameras, and access being restricted to a limited number of authorized employees.

Nexus, being regulated by the FDA and subject to cGMP regulations, will employ maintenance strategies to assure that their products are safe, effective and pure. All buildings, structures, site improvements and processes will be structurally sound, neat, well cared for, and aesthetically attractive. Nexus will employ highly skilled maintenance personnel to maintain their internal processes and use of mix of Nexus and contracted resources for things such as exterior building maintenance, landscaping, parking lots, etc.

It is anticipated that this first phase will employ 70 full-time and 5 part-time employees working during three shifts. Initially they intend to operate a five day work week with two shifts and a skeleton crew on third shift to oversee any equipment running overnight. It is estimated that there will be an average of 100 daily automobile trips and an average of three day truck trips to and from the site.

From site logistics, there is small amount of wetlands on the southern property line and the west property line that are currently zoned C-1, Lowland Resource Conservancy District. All of the wetlands on the property will remain unchanged and not filled. As noted above, upon FDA approval of the facility and related processes, Nexus anticipates to start commercial production

operations in 2022. With that we do have a representative here from Nexus, Mike, if you have any specific questions on how things are going.

Michael Serpe:

Anything to add?

[Inaudible]

Michael Serpe:

We think so, too. I have a question. What is the exterior makeup of that building? What materials are used?

Mike Timko:

They're a combination of high quality --

Michael Serpe:

Just your name and address.

Mike Timko:

Sorry, my name is Mike Timko, 820 11th Street, Pleasant Prairie.

Michael Serpe:

Okay.

Mike Timko:

High quality metal primarily, but also curtain wall, glass and some stone components.

Michael Serpe:

The exterior is going to be metal?

Mike Timko:

For the most part.

Jean Werbie-Harris:

It's an insulated architectural metal panel similar to what we allowed on the Aurora building and will be permitted in some areas on the Aurora building as well.

Mike Timko:

This would be complemented with stone and glass.

Jean Werbie-Harris:

Correct.

Michael Serpe:

And the future buildings are going to be of the same --

Mike Timko:

Same quality so they all look the same.

Jean Werbie-Harris:

It would be an extension of the same building. It wouldn't be a separate building. Any comments or questions? What's your pleasure?

Judy Juliana:

Move to approve the Preliminary Site and Operational Plan subject to the comments and conditions.

Michelle Burnett:

Second.

Michael Serpe:

**MOTION MADE BY JUDY JULIANA AND SECONDED BY MICHELLE BURNETT FOR APPROVAL OF THE PRELIMINARY SITE AND OPERATIONAL PLAN. ALL THOSE IN FAVOR SAY AYE.**

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it. Thank you. Look forward to the construction. You already know what it's like to live in Pleasant Prairie so I'm not going to try to sell you on the thing. I think the people moving up here will see the quality of life will be well worth the move. And the tax savings will be an additional benefit. Looking forward to the future.

**D. Consider Plan Commission Resolution #19-15 to initiate a zoning text amendment related to zoning fees.**

Jean Werbie-Harris:

Mr. Chairman, this is Resolution 19-15 to initiate zoning text amendments. The Plan Commission can initiate a petition for the amendments of the zoning ordinance which could include rezoning of property, change in the zoning district boundaries or a change in the text of the ordinance. The zoning fees imposed by the Village for zoning permits and applications are proposed to be evaluated and amended as recommended by the Village staff. The purpose of this resolution then is to have the Plan Commission initiate and petition to amend the Village zoning ordinance as it relates to zoning permit and application fees, that the proposed changes in the text are hereby being referred to the Village staff for further study and recommendation. And then the Plan Commission as you know by this resolution is not making any decisions regarding the merits or the proposed changes, but is rather only initiating the process by which the proposed changes could be advanced back to the Plan Commission for a public hearing for those changes to be promptly evaluated.

Michael Serpe:

We're looking for approval on this.

Judy Juliana:

Move to approve Plan Commission Resolution 19-5.

Brock Williamson:

Second.

Michael Serpe:

**MOTION MADE BY JUDY JULIANA AND SECONDED BY BROCK WILLIAMSON FOR APPROVAL OF RESOLUTION 19-15. ALL THOSE IN FAVOR SAY AYE.**

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it.

**7. ADJOURN.**

Judy Juliana:

Move to adjourn.

Bill Stoebig:

Second.

Michael Serpe:

Motion made and seconded to adjourn. All those in favor say aye.

Voices:

Aye.

Michael Serpe:

Opposed? The ayes have it. Thank you.

**Meeting adjourned: 6:28 p.m.**