



Village of Bayside
Plan Commission Meeting
May 4, 2021
Remote Teleconferencing, 6:00 pm

**PLAN COMMISSION
AGENDA**

PLEASE TAKE NOTICE: Due to the COVID-19 Pandemic, the Plan Commission will be meeting via remote teleconferencing at the above noted time and date, at which the following items of business will be discussed and possibly acted upon:

I. CALL TO ORDER AND ROLL CALL

II. PUBLIC HEARING

- A. The purpose of this hearing is to consider the request for a Conditional Use Permit for R Design at 333 W Brown Deer Road Suite #10 for an interior design office/studio.

1. Public Discussion
2. Commission Discussion

III. APPROVAL OF MINUTES

- A. Plan Commission meeting minutes, April 7, 2021.

IV. BUSINESS

- A. Discussion/Recommendation on the request for a Conditional Use Permit for R Design at 333 W Brown Deer Road Suite #10 for an interior design office/studio.

V. ANY OTHER BUSINESS AS MAY PROPERLY COME BEFORE THE COMMISSION

VI. ADJOURNMENT

The Plan Commission will utilize Zoom videoconferencing software for this meeting. To join the Zoom meeting using a computer or tablet, visit

<https://us02web.zoom.us/j/83222338656?pwd=bCtHeDFGRk5INnduV1VhaG0wVEVNdz09>

Meeting ID: 832 2233 8656; Password: 674588; Phone: 312-626-6799

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. Contact Village Hall at 414-206-3915. It is possible that members of and possibly a quorum of members of other Boards, Commissions, or Committees of the Village including in particular the Board of Trustees may be in attendance in the above-stated meeting to gather information; no action will be taken by any other Boards, Commissions, or Committees of the Village except by the Board, Commission, or Committee noticed above. Agendas and minutes are available on the Village website (www.bayside-wi.gov)



I. CALL TO ORDER AND ROLL CALL

Chairperson Walny called the meeting to order at 6:00pm via remote teleconferencing.

ROLL CALL

Chairperson: Eido Walny
Commissioners: Mike Barth
Ari Friedman
Edward Harris
Jeff Jubelirer - Excused
John Krampf - Excused
Marisa Roberts

Also present: Village Manager Andy Pederson
Administrative Services Director Lynn Galyardt
Assistant to the Village Manager Leah Hofer
Village Attorney Chris Jaekels
Village Trustee Margaret Zitzer
Dan Rosenfeld
There were two people in the audience.

II. APPROVAL OF MINUTES

A. Plan Commission meeting minutes, March 10, 2021.

Motion by Commissioner Harris, seconded by ARC Chairperson Roberts, to approve the Plan Commission meeting minutes, March 10, 2021. Motion carried unanimously.

III. BUSINESS

A. Discussion/overview of Comprehensive Plan update process

Manager Pederson introduced Vandewalle and Associates Representatives Jackie Mich and Meredith Perks. The Village has retained Vandewalle and Associates to assist with specific sections of the Comprehensive Plan, while Village staff will complete the majority of the chapters.

Mr. Pederson stated the Village's current Comprehensive Plan was initially prepared around 2009-2010 following State legislation that required communities to create Comprehensive Plans. There will be 10 sections of the plan, and the purpose is to set a foundation and vision for the community moving forward. The Comprehensive Plan process is anticipated to be completed in late 2021. Vandewalle and Associates will be completing two sections of the plan, while Village staff will be completing the remaining sections.

Ms. Mich provided a background of their company stating that they are a Wisconsin-based planning firm that has been in business for over 40 years. Vandewalle will examine areas that are appropriate for redevelopment and examine appropriate land uses of the Village.

Ms. Mich provided an overview of the Comprehensive Plan schedule. Following this meeting, Vandewalle staff will start collecting data and preparing for the virtual public meeting while Village staff will begin writing their sections. On April 21, the first virtual public meeting will be held.

By summer, there will be an initial rough draft of the plan for the Plan Commission to review. Following that, there will be a public meeting in the fall for residents to weigh in on the plan. Then, the public hearing will be held in November. Following this public hearing, the Village will be able to adopt the plan.

Ms. Mich stated that State statute requires communities to adopt a public participation plan anytime a Comprehensive Plan is amended, adopted, or updated. The purpose of this plan is to lay out the public input opportunities throughout the process. The Village will be exceeding the minimum requirements for public participation, adding two public meetings prior to the public hearing.

Dan Rosenfeld, stated that it will be important to take into consideration the institutional zoned area of the Village and discuss if the Village will want to keep that zoned as institutional.

B. Discussion/recommendation on Resolution 21-____, a Resolution Recommending the Adoption of a Public Participation Plan for the Update of the Comprehensive Plan

Motion by Commissioner Barth, seconded by Commissioner Harris, to recommend to the Board of Trustees Resolution 21-____, a Resolution Recommending the Adoption of a Public Participation Plan for the Update of the Comprehensive Plan. Motion carried unanimously.

C. Public Comment on Comprehensive Plan

There was no comment.

IV. ANY OTHER BUSINESS AS MAY PROPERLY COME BEFORE THE COMMISSION

Manager Pederson stated that he will send the Commissioners a calendar invite for the April 21 meeting. It is not considered a Plan Commission meeting, but the Commissioners are welcome to attend.

V. ADJOURNMENT

Motion by Commissioner Harris, seconded by Commissioner Barth, to adjourn the meeting at 6:23pm. Motion carried unanimously.

Respectfully submitted,

Lynn Galyardt
Administrative Services Director

STATE OF WISCONSIN - VILLAGE OF BAYSIDE - MILWAUKEE & OZAUKEE COUNTIES

NOTICE OF PUBLIC HEARING

In the matter of a request for a Conditional Use Permit for R Design at 333 W Brown Deer Road Suite #10 for an interior design office/studio.

PLEASE TAKE NOTICE that a public hearing will be held before the Plan Commission of the Village of Bayside on May 4, 2021 at 6:00 pm via remote teleconferencing (see agenda for details). The purpose of the public hearing is to consider:

The request for a Conditional Use Permit for R Design at 333 W Brown Deer Road Suite #10 for an interior office/studio.

PLEASE TAKE FURTHER NOTICE that at such time and place, all interested parties will be heard via remote teleconferencing on this matter.

DATED this twenty-sixth day of April 2021.



Lynn Galyardt
Administrative Services Director

or expiration date **CONDITIONAL USE** of conditional use permit; special requirements characteristics **PERMIT APPLICATION**

PLEASE PRINT OR TYPE



CONDITIONAL USE PERMIT APPLICATION

PLEASE PRINT OR TYPE

Applicant Name(s) _____ Matheau Recht & Debbie Recht

Name of business or
development _____ R.Design _____

Address of proposed business _____ 333 W. Brown Deer Road, Suite #10 (J), Milwaukee, WI 53217

Applicant address _____ 873 Autumn path lane Bayside Wisconsin
53217 _____

Applicant phone
number(s) _____ 414.403.0631 _____

Property owner name _____

Ned Brickman (midland property)

Property owner address _____ 555 West Brown Deer Road, #220 Milwaukee, WI

53217 _____ Phone number _____ 414.928.3972 _____

Parcel number _____

Conditional Use Permit Plan of Operation

Please Answer all questions and attach additional sheets as necessary. If you do not answer a question, provide a justification for why it does not apply to you.

New Conditional Use Permit ☒

Amended Conditional Use Permit ☐

Address of Business: 333 West Brown deer Rd Unit J bayside Wisconsin 53217

Brief overview of specific uses of entire property or lease space and summary of type of business planned: Interior design studio/ show room by appointment only. Use the space for Office on a daily bases. Client presentations.

A brief description of on-site operations: Interior design office, Daily tasks for running a design business. Putting presentations together for clients.

Legal description of property: Shopping center

Tax Key ID Number/Parcel Number: 053-9995-004

Zoning of property: zone D.business district

Lot size or lease space size (in square feet): 1100

Building dimensions and number of floors: 1 floor

Total floor area (in square feet): 1

Number of shifts and maximum number of employees per shift: 1 shift Maximum maximum of 4 people

Days and hours of operation by by appointment only Monday-Friday.

Frequency of deliveries to site and type(s) of vehicles that will deliver: 4-8 per week UPS/fedex

Projected traffic circulation: by appointment only

Signage (type, lighting, size, location, existing or new etc.) *All signs must be approved by the ARC: Sign is in accordance with the landlords specification. The sign does light up.

Describe proposed on-site security measures: ADT security system

Describe the noise, odors, glare, dust, potential fire hazards, or smoke resulting from the proposed use: None

Status of interior plans requiring State approval: _____

Status of State License(s) and/or Certificate(s) required for operation: _____

List the timetable for completion of all building construction or interior construction/remodeling and the anticipated opening

date: 4/25/2021 _____

Anticipated maximum number of facility users and visitors at one time (including special events): 10 _____

Total number of estimated parking spots needed for operation: 4 _____

Dumpster enclosure and trash removal: Use trash and dumpsters that the shopping center provides. _____

Does the applicant have the legal authority to act for and obligate the company or corporation? Yes ☒ No _____

Does the applicant have the legal authority to act for and obligate the property owner? Yes _____ No ☒ _____

Is the property owner(s) knowledgeable of the request for a Conditional Use? Yes ☒ No _____

Does the property owner agree with the Conditional Use request? Yes ☒ No _____

Signature of applicant (s)  _____ Date
3/25/2021 _____

*Attach a legal description of the property requested for a conditional use, a plat of survey of the property, and a drawing of any proposed development.

OFFICE USE ONLY:

Application received by: _____

\$300.00 application fee: _____

Public Hearing date: _____

\$100.00 occupancy permit fee: _____

Board of Trustees Meeting: _____

Approved by Board of Trustees: _____

Occupancy Permit Issued?: _____

NSFD Permit Issued?: _____