

**PLEASANT PRAIRIE PLAN COMMISSION MEETING
VILLAGE HALL AUDITORIUM
9915 39TH AVENUE
PLEASANT PRAIRIE, WISCONSIN
5:00 P.M.
January 12, 2009**

A regular meeting for the Pleasant Prairie Plan Commission convened at 5:00 p.m. on January 12, 2009. Those in attendance were Michael Serpe; Donald Hackbarth; Wayne Koessler; Jim Bandura; John Braig; Larry Zarletti and Judy Juliana. Thomas Terwall and Andrea Rode were excused. Also in attendance were Mike Pollocoff, Village Administrator; Peggy Herrick, Assistant Village Planner and Zoning Administrator; and Tom Shircel, Assistant Village Planner and Zoning Administrator.

- 1. CALL TO ORDER.**
- 2. ROLL CALL.**
- 3. CORRESPONDENCE.**

Peggy Herrick:

We have one piece of correspondence tonight. It's in your packet. It's the 2008 Compass Points. This is from Kenosha County's comprehensive planning newsletter, just an update of what's been going on since the last newsletter. It talks about the new chapters that have been completed and reviewed and the tour of developments that we took in November.

Mike Serpe:

Anything else?

Peggy Herrick:

No, we have nothing else.

- 4. CONSIDER THE MINUTES OF THE NOVEMBER 6, 2008 WORKING SESSION MEETING AND THE NOVEMBER 24 AND DECEMBER 8, 2008 PLAN COMMISSION MEETINGS.**

Judy Juliana:

Move to approve.

Jim Bandura:

Second.

Mike Serpe:

MOTION MADE BY JUDY JULIANA AND SECONDED BY JIM BANDURA FOR APPROVAL OF THE NOVEMBER 6TH, NOVEMBER 24TH AND DECEMBER 8TH PLAN COMMISSION MEETINGS. ALL THOSE IN FAVOR SAY AYE.

Voices:

Aye.

Mike Serpe:

Opposed? The ayes have it.

5. CITIZEN COMMENTS.

Mike Serpe:

We have one public hearing tonight that's the first item on the agenda. If you have any comments on that item you can save them until that item comes up. And if you wish to approach the microphone now for anything else that may be on your mind and you want to talk about now would be your time to do. Anybody wishing to speak? Anybody wishing to speak? Hearing none, we'll close citizens' comments.

6. NEW BUSINESS.

A. PUBLIC HEARING AND CONSIDERATION OF A CONCEPTUAL PLAN for the request of Mark Eberle, P.E. of Nielsen, Madsen & Barber, S.C. agent for the properties generally located on the south side of Bain Station Road west of STH 31 (Green Bay Road) for approval of a Conceptual Plan for the proposed Bain Station Self Storage facility. The facility includes an office building, 22 storage buildings with 448 rental units of various sizes.

Wayne Koessl:

Mr. Chairman, before we proceed, just a point of concern. This item was noticed in the newspaper on Monday, December 29th. The description given in that notice is in error.

Mike Serpe:

And what is it?

Wayne Koessl:

It refers to south side of Bain Station east of Highway 31. I don't know if we can proceed. That's the only notice that appeared in the paper.

Mike Serpe:

Mike, what's your best opinion on it?

Mike Pollocoff:

We can proceed.

Mike Serpe:

Thanks. We don't know who made the mistake. Could have been us, could have been the *Kenosha News*, could have been who knows.

Peggy Herrick:

In addition, it was posted in three public places and all properties within 300 feet got notification with maps and so forth and so on, so that's not the only place that gets notified. The petitioner is requesting approval of a conceptual plan for the proposed Bain Station Self Storage facility generally located on the south side of Bain Station Road west of State Trunk Highway 31 which is also known as Green Bay Road.

The Village Comprehensive Land Use Plan designates these properties as Community Commercial land use designation while preserving the environmental areas. The proposed use is allowed in the B-2, Community Business District, with approval of a Conditional Use Permit.

The proposed Bain Station Storage project includes 22 storage buildings with a total of 448 storage units on approximately 29 acres. Approximately 86 percent of the site or 24.68 acres of the site will remain in open space which includes approximately 22 acres of wetlands and 100-year floodplain. If you look at the overhead, the yellow on the overhead indicates the wetland and floodplain areas on this 29 acre parcel. And those areas will remain preserved with this development.

The storage units range in size from 10 feet by 5 feet to 10 feet by 35 feet. There's a 1,050 square foot office proposed on the eastern portion of the site. The facility is separated on the site by a wetland area. As you can see, there's a little branch of wetlands that is up right here so we have facilities and the office on this side and the rest of the warehousing facilities on the west side of that wetland area. Each area will have a drive access to Bain Station Road and each area will be secured with a six foot high black aluminum fence. The entrance to the office building and associated parking will be located in front of this fenced area to allow for prospective tenants to enter the site to speak to the onsite manager. Storm water facilities are proposed on the south side of the storage facilities on both east and west side. The wetlands and the 100-year floodplain on the site, as I mentioned before, will be preserved.

Pursuant to the application, the office is proposed to be open from 10:00 am to 5:00 pm Monday through Friday, 10:00 am to 2:00 pm on Saturdays and will be closed on Sundays. Other time restrictions such as hours for deliveries or other activities that may disturb surrounding areas will comply with Village requirements and restrictions. According to the B-2 District regulations, this

time would be from 6 a.m. to 10 p.m. except for any snow removal that may be needed in the facility.

One full time employee will manage the facility and work in the office. This employee will be responsible for all aspects of facility operations. A contracted maintenance worker will be on site, as needed to address any maintenance issues. Additional employees may be hired if necessary. It is anticipated that daily average number of automobile trips will range from 8 to 12 and a maximum of 20 which is based on the industry average.

Tenants will be required to sign a terms of use contract with a 30 day cancellation notice and will be allowed to store personal goods. Vehicle storage, combustible or flammable liquids, ammunition and explosives are strictly prohibited and all outdoor storage will be prohibited. Tenants will have access to their storage units through secured access gates. The gates will be secured with a computerized keypad and tenants will be required to enter their keypad code to enter. As noted above pursuant to the B-2 District tenants would be allowed to access their units between 6:00 a.m. and 10:00 p.m. unless further restrictions are imposed by the owners.

In addition to the fence with the keypad entry system the perimeter of the property will be monitored 24/7 by high resolution commercial grade security cameras mounted to the storage buildings to obtain coverage of each lane between the buildings. The office will be wired to an alarm system that will monitor exterior entry threats such as the door and windows. 24/7 live monitoring of the alarm system will be in place. A digital video recorder, located in the office in a secure room, will record video 24/7 for all cameras. Network access will be made possible.

Pursuant to the Village Zoning Ordinance the number of parking spaces required for this self storage facility is one space for every ten storage units plus one space for each employee. Based on the proposed 448 storage units 45 spaces are required plus one space for each employee. This number seems excessive and the Village staff is recommending that the eight designated parking spaces which includes one handicapped space adjacent to the office remain and that the proposed 16 parking spaces on the west side of the facility be eliminated. Tenants would typically park adjacent to their storage unit and remove or add items and then leave, therefore the parking spaces on the western portion of the facility that were adjacent to buildings 1, 2, 9 and 17 may encourage vehicles to be parked or stored on the site and will impede circulation around this facility. So, therefore, as part of the planned unit development which I'll discuss later, that would be one thing that we'd recommend to reduce the number of parking spaces.

The properties are currently zoned A-2, General Agricultural District; a portion is zoned B-2, Community Business District; a portion is zoned C-1, Lowland Resource Conservancy District; and a portion is located in the FPO, Floodplain Overlay District. The property will need to be rezoned for the proposed development to conform with the Comprehensive Land Use Plan. The wetlands that were field delineated by Dave Meyer of Wetland and Waterway Consulting LLC in October 2006 and approved by the DNR on January 22, 2007 shall be rezoned into the C-1, Lowland Resource Conservancy District. The non wetlands areas shall be rezoned into the B-2, Community Business District. The 100-year floodplain will remain in the FPO, Floodplain Overlay District.

In addition, the site will need to be developed as a PUD, Planned Unit Overlay Development District, since more than one building is proposed. The PUD would allow for a reduction in

parking spaces as we've discussed earlier. In addition, the petitioner is requesting to allow for buildings 18 and 19, which are located on this side of the facility to be setback a minimum of 25 feet from that east side property line than the 30 feet required in the B-2--so they are requesting that those buildings along the east side be set back 25 feet from the side property where the 30 foot setback is required. This is being requested due to the location of the wetlands, the need for circulation around those buildings and to get those storage buildings in, they're requesting to be five feet closer than what's required. In consideration of that additional landscaping would be required along that side because it will abut another commercial property.

The Village will draft the proposed PUD for review by the developer prior to consideration by the Plan Commission and the Village Board, and this is usually considered at the time the final site and operational plans would be submitted for review.

Public improvements: A public water main is required to be extended to the western boundary of the property in Bain Station Road, and a public sanitary sewer main will be required to be extended to service the office building on the east side of the site. The developer will be required to enter into a development agreement with the Village and provide the required financial security for the installation of these public improvements. The Village will draft the development agreement for the developer's review, and this will be presented at the same time that the certified survey map is done.

The certified survey map is required to combine the properties and to dedicate the additional seven feet of right-of-way along Bain Station Road. The CSM shall also include a storm water retention, maintenance and access easement that will allow the Village to access the site and maintain the storm water facilities if they are not being maintained by the owner. And the developer will be required to enter into a maintenance agreement or permit to ensure that the retention basins are permanently maintained as required and pursuant to NR 151. The Village will draft the required easement language and maintenance agreement and permit for the developer's review.

In addition, dedicated wetland and 100-year floodplain preservation easements will also be required on the CSM and restrictive covenant language related to these basins, wetlands and 100-year floodplains shall be added to the CSM. The Village staff can prepare this language for the developer's review. The CSM will be considered at the same time that the zoning map, the zoning text amendments, the joint application for a conditional use permit and site and operational plans and the development and related documents are considered by the Plan Commission and the Village Board. With that, this is a public hearing.

Mike Serpe:

This is a matter for public hearing. Anybody wishing to speak? Anybody wishing to speak? Anybody wishing to speak? I'll close the public hearing and we'll open it up to comments and questions.

John Braig:

I have just one question or concern. I'm wondering how much traffic there might be from the office on the part of the employees or the people that work there and how much effort they'll have in going through the development which is to the west of that wetlands finger. What I'm

leading up to is as I look at this operation and I think of somebody working in an office and them being responsible for the whole facility and the buildings, is it going to be a pain in the neck for him to exit the office and go out to Bain Station Road, go west and then enter the site again? Or, is there a possibility they would want to build a bridge or some structure across that wetlands and get more direct access from the office to the facility to the west?

Peggy Herrick:

We had talked about it but you may want to explain why you didn't choose to go that route.

Mike Serpe:

We'll need you to come to the microphone and give us your name and address if you would. Thank you.

Bruce Johnson:

Bruce Johnson, 3724 22nd Street, Kenosha. Can you ask the question again just so I understand what the question was exactly?

John Braig:

The question is because of what I see as potential traffic on the part of your office personnel between the office and the development west of that wetlands finger, would there be a temptation or a desire to build a bridge or some access which would give you a more direct route from the office to the western portion?

Bruce Johnson:

Good question. When we discussed this early on with Peggy, we wanted to stay out of that wetland area as much as possible. There was some talk at the beginning of the project of kind of mitigating that wetland and then putting the facility there. But just based on conversations with the Village and with our partners we decided that it would be best to kind of leave that wetland area alone. Typically, John, there's just going to be one employee working at the facility. In the wintertime there will probably be two with somebody doing some plowing or maintenance or what have you. Not owning a storage facility before but just doing research on it within the last two years, it's highly doubtful that the employee will really be exiting that and going over to the units on a consistent basis, maybe to show the units if you will, but we really didn't have a concern about traffic. With just being one employee we thought that maybe that wouldn't be an issue and trying to really stay away from that wetland area was the concern.

John Braig:

Thank you.

Don Hackbarth:

With these facilities, we've got it in the agreement here that no flammable and whatever. How is that ever checked?

Bruce Johnson:

Great question. I guess it's just a matter of us having to really be diligent in dealing with the customers and letting them know based on the contract with them. I guess how do we—when I look at the Buoy facility how do they do that? I mean it's a very good and very fair question. Can you check everybody coming into the facility? Absolutely not. I mean I guess we have to go on just a contract with each individual and trust that they're not going to do that. Can we check 440 units, Don? Impossible.

Don Hackbarth:

The concern I have is we're right by a wetland, and if somebody has got some caustic stuff in there and it starts leaking and it's maybe one of the end units and it starts running down into the wetlands—

Bruce Johnson:

I totally agree. Obviously that's something that we have to be diligent with and just working with each individual because it is a large facility and it is a very fair question that somebody could slip something in there that we didn't see. I just have to say we'll do our best. There's got to be some check and balances with our customers. So I'd be interested to find out how the other guys do it as well. It's a fair question.

Mike Serpe:

I have a question, Bruce. Keypad entry to get on the premise. After hours if there's something going on is our police department going to have that keypad entry in their computers in the squad cars?

Peggy Herrick:

They'll have to work out something like if there's a knock box . . . or something like that. We'll work something out with them.

Mike Serpe:

I think you can do it with the computers that are in the cars if I'm not mistaken. If that address comes up you can put the keypad entry in that address but it has to be maintained. If the keypad changes three months from now somebody has to notify the dispatch center that this is the new entry code.

Peggy Herrick:

And we will have those details worked out in the conditional use permit as to what that procedure is if they need to inform the police department if that changes and how the police department wants to work that. We'll get that worked out in their conditional use permit.

Mike Serpe:

That's fine. Larry, I'm going to ask you a question because you're a more recent retired law enforcement than I am. Does Barth Storage get many calls for service on the Sheriff's Department?

Larry Zarletti:

No, not a problem at all.

Mike Serpe:

Good, okay. Anybody else?

Don Hackbarth:

Move approval.

Larry Zarletti:

Second.

Mike Serpe:

MOTION MADE BY DON HACKBARTH AND SECONDED BY LARRY ZARLETTI FOR APPROVAL OF THE CONCEPTUAL PLAN. ALL THOSE IN FAVOR SAY AYE.

Voices:

Aye.

Mike Serpe:

Opposed? The ayes have it.

B. Consider the request of the Village of Pleasant Prairie, owner, for Site and Operational Plan approval to convert an existing park building from a restaurant/coffeehouse use (f/k/a Lakeside Common Grounds) to a Village-operated child day care center use (to be known as Baby U), located at 10000 Terwall Terrace in Prairie Springs Park.

Tom Shircel:

Thank you. The Village of Pleasant Prairie is requesting site and operational plan approval to renovate and use the existing approximate 1,644 square foot freestanding park building which was the former Lakeside Common Grounds restaurant coffeehouse into to a Village-operated child day care center use to be known as Baby U Tax Parcel Number 92-4-122-204-0400, which is zoned PR-1 (PUD), Park-Recreational District with a Planned Unit Development Overlay District. The building, of course, is located just southwest of the RecPlex.

As a general overview, Pursuant to the attached operational plan, Baby U is an extension of the Village's existing RecPlex Preschool U program. Baby U will accommodate infants from six weeks old to toddlers 24 months old or potty-trained, whichever comes first. Once toddlers are potty-trained, they will move into the Preschool U program inside the RecPlex facility. Infants in the Baby U program will be able to learn developmental, social and emotional skills from highly skilled and dedicated preschool teachers.

Operation wise, all hiring and personnel procedures are determined and supervised by the Preschool Coordinator, Preschool Administrator and the Human Resources Department of the Village. The Preschool Coordinator is responsible for the day-to-day business that comes with the child daycare center and preschool. Some of these activities include communicating with parents through weekly newsletters, management of the team of teachers, assistance with child's needs and making sure that all records are kept up-to-date. The preschool program falls under the umbrella of insurance that is currently in place for the entire RecPlex facility, and since Baby U is a part of the facility, no rent or lease agreement is necessary. Hours of operation for Baby U will be from 6:00 a.m. until 6:30 p.m., Monday-Friday.

Staffing, according to the State license, Baby U can accommodate a total of 16 children. The Baby U ratio for infants/toddlers to teachers is four to one. Baby U will employ up to four lead teachers and four assistants so that the four to one student to teacher ratio will always be met. It is the responsibility of Baby U to ensure that the proper level of student to teacher ratio is maintained. The Youth Director and Preschool Coordinator will be responsible for keeping the required student to teacher ratio accurate.

Parking - Program participants will enter through the south door facing Terwall Terrace. The existing designated parking spaces along the front of the building, in addition to available street parking on Terwall Terrace, will meet the facility's parking requirements and needs.

The RecPlex maintenance staff will be replacing an area of floor covering, adding two sinks, adding plumbing for a washing machine, installing some walls, removing some electrical outlets, placing insulation and drywall on the garage walls, installing a dropped ceiling in the garage and painting the interior of the building.

As far as signage is concerned, upon Lakeside Common Grounds leaving the site, the existing monument sign for the restaurant/coffeehouse use was removed and only the sign base remains. Prior to Baby U installing any new signs they will need to get permits from the Village of Pleasant Prairie. And with that I'll turn it back to the Plan Commission.

Mike Serpe:

This is not a matter for public hearing so if anybody has any questions.

Don Hackbarth:

Being that young age, it doesn't show it in the diagram here but how are you going to separate the activity area from let's say the sleeping area?

Mike Pollocoff:

If you look at the plan sheet that you've been provided, the activity area is to the right where you see the access into the washer and dryer is there. Then we have a knee wall coming off from that area to separate and that will be the sleeping area to the left.

Don Hackbarth:

Is this facility going to be fenced?

Mike Pollocoff:

Nope.

Don Hackbarth:

The reason I say that is that's pretty close to the lake isn't it?

Tom Shircel:

To my knowledge the existing deck on the back of the facility will have a railing put on it all the way around. There's a railing there now but they're going to use that for the outdoor play area.

Don Hackbarth:

Is Mr. Serpe disappointed that this is going to be a childcare?

Mike Serpe:

I might enroll my grandson. Since this has been announced, has there been a great deal of interest from the public as to when—

Mike Pollocoff:

We had a lot of interest from existing members. The staff on board says 16 is our maximum capacity and I think we're at nine that have already signed up. We really haven't advertised it outside of RecPlex yet.

Mike Serpe:

And the estimated time for opening is what?

Mike Pollocoff:

February 1st. I think once it's approved we wouldn't advertise it in the paper or anything else until it's approved. So once that's done tonight then we'll go ahead and make it more public. We've had people saying I'm having a baby in March or June so there's quite of bit of interest just from the RecPlex.

Don Hackbarth:

Do you know what the rate is going to be per hour or hourly?

Mike Pollocoff:

I want to believe for a full week it's \$230.

John Braig:

Move approval.

Wayne Koessl:

Second.

Mike Serpe:

MOTION MADE BY JOHN BRAIG AND SECONDED BY WAYNE KOESSL FOR APPROVAL OF THE SITE AND OPERATIONAL PLAN. ALL THOSE IN FAVOR SAY AYE.

Voices:

Aye.

Mike Serpe:

Opposed? The ayes have it.

7. ADJOURN.

John Braig:

Move adjournment.

Judy Juliana:

Second.

Mike Serpe:

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

Voices:

Aye.

Mike Serpe:

The ayes have it.

Meeting Adjourned: 5:30 p.m.