

**PLEASANT PRAIRIE PLAN COMMISSION MEETING
VILLAGE HALL AUDITORIUM
9915 39TH AVENUE
PLEASANT PRAIRIE, WISCONSIN
6:00 P.M.
January 25, 2016**

A regular meeting for the Pleasant Prairie Plan Commission convened at 6:00 p.m. on January 25, 2016. Those in attendance were Wayne Koessler; Jim Bandura; Judy Juliana and Bill Stoebig. Thomas Terwall, Michael Serpe, Donald Hackbarth and Deb Skarda (Alternate #1) were excused. Also in attendance were Tom Shircel, Assistant Administrator; and Jean Werbie-Harris, Community Development Director.

- 1. CALL TO ORDER.**
- 2. ROLL CALL.**
- 3. CONSIDER THE MINUTES OF THE DECEMBER 14, 2015 PLAN COMMISSION MEETING.**

Judy Juliana:

Move to approve.

Jim Bandura:

Second.

Wayne Koessler:

MOVED BY JUDY JULIANA AND SECOND BY JIM BANDURA. ARE THERE ANY ADDITIONS OR CORRECTIONS TO THE MINUTES? IF NOT, THOSE IN FAVOR?

Voices:

Aye.

Wayne Koessler:

Those opposed?

- 4. CORRESPONDENCE.**

Jean Werbie-Harris:

I have no correspondence. I just wanted to let the Plan Commissioners know that this is our last meeting in the auditorium upstairs. Our next meeting of the Plan Commission will be downstairs in our new auditorium. And that will be on February 8th. And so all traffic will park in the parking lot downstairs, and then we will enter in and be in the lower auditorium for this point forward after this meeting.

Wayne Koessl:

Okay, thank you.

5. **CITIZEN COMMENTS.**

6. **OLD BUSINESS.**

A. Consider approval of two (2) Certified Survey Maps for the request of Martin Hanley, agent for the owner Prairie Place LLC to subdivide the property generally located at the northwest corner of 39th Avenue and Springbrook Court and the property located west of Springbrook Road and north of 101st Street and create two parcels to be dedicated to the Village for park purposes as part of the Village Green Center development. TO BE TABLED UNTIL THE FEBRUARY 22, 2016 PLAN COMMISSION MEETING.

Wayne Koessl:

Item B is going to be tables also.

Jean Werbie-Harris:

Acting Chairman, what I would like to do is table them until the March 14th meeting. We just received confirmation from our surveyor that they would not have them done in time for that meeting. So the two certified survey maps would be tabled then until the March 14th meeting. And if you'd like to look at Item B which is the tabled public hearing and consideration of a zoning map amendment, we would also ask that that item also be tabled until that March 14, 2016 Plan Commission meeting.

Wayne Koessl:

I need a motion from the Commission to table Items A, B and D.

Jim Bandura:

So moved.

Judy Juliana:

Second.

Jean Werbie-Harris:

No, just A and B.

Jim Bandura:

Yes.

Wayne Koessl:

MOTION BY JIM BANDURA AND A SECOND BY JUDY JULIANA, JUST A AND B. WE'RE ON THE QUESTION. THOSE IN FAVOR?

Voices:

Aye.

Wayne Koessl:

Those opposed?

7. NEW BUSINESS.

- A. Consider the request of Matt Carey of Pinnacle Engineering Group, agent for Route 165, LLC owner of the properties located at 12100 Uline Place for approval of a Certified Survey Map, to combine several properties and to dedicate road right-of-way and easements for the development of a second Uline Headquarters office building (H2).**

Jean Werbie-Harris:

Acting Chairman, I would like to take Item B as well, and I will make one presentation, but I'll need separate action from the Plan Commission.

Wayne Koessl:

Okay, I need a motion to combine Items A and B, but we'll have separate motions.

Judy Juliana:

Move to combine Items A and B.

Bill Stoebig:

Second.

Wayne Koessl:

IT'S BEEN MOVED BY JUDY JULIANA AND SECONDED BY BILL STOEBIG. WE'RE ON THE QUESTION. THOSE IN FAVOR SIGNIFY BY SAYING AYE.

Voices:

Aye.

Wayne Koessl:

Those opposed? The floor is yours, Jean.

- B. Consider the request of Peter Kucha of Eppstein Uhen Architects, agent for Route 165, LLC owner of the properties located at 12100 Uline Place for approval of Final Site and Operational Plans for the construction of a 284,260 square foot office building and related site improvements.**

Jean Werbie-Harris:

And I will also read for the record Item B. And that's to consider the request of Route 165, LLC owner of the properties located at 12100 Uline Place for the approval of final site and operational plans for the construction of a 284,260 square foot office building and related site improvements. And, again, these items are related and will be discussed at the same time. However, separate action will be required.

The petitioner is requesting approval of a Certified Survey Map and Final Site and Operational Plans for the construction of a 284,260 square foot office building and related site improvements for a Uline Headquarters Office building referred to as H2 located at 12100 Uline Place. This is along the west side of the West Frontage Road in the Village of Pleasant Prairie.

Previous approvals from the Village along with permits issued to date for this project include:

- On March 9, 2015, the Village Plan Commission conditionally approved Preliminary Site and Operational Plans for mass grading and preliminary approval of an office building and site improvements for a Uline Headquarters office building referred to as H2.
- In November 2015, the Village issued an erosion control permit for mass grading work to commence on the property pursuant to the approved Preliminary Site and Operational Plans. In addition, a stipulated shoreland permit was issued for tree removal and grading work within 75 feet of the Ordinary High Water Mark of the adjacent navigable waterway. These permits include the filling of wetlands as conditionally approved by the Wisconsin DNR and the Army Corps of Engineers and a floodplain boundary adjustment as conditionally approved by the Wisconsin DNR, Village and FEMA.

So Final Site and Operational Plans are being presented this evening. Pursuant to the application, due to Uline's continued growth the company needs additional office space to support its operations. Uline sees tremendous operational benefits in locating the new facility on the 37 acre site which is close to its current Pleasant Prairie Corporate Headquarters facility for the following reasons:

- Uline is still a family owned and operated company and desires to maintain the company culture. By keeping employees close to the family and other employees the company culture is maintained.
- Corporate managers will continue to be located in close proximity to one another at various facilities in Pleasant Prairie. This helps to facilitate impromptu and frequent face-

to-face meetings between managers. This allows for efficient communication and quick decision making which is a cornerstone of Uline's success.

- Department managers that will be located in the new facility are required to meet frequently and on short notice at the company president's offices at 12575 Uline Drive in Pleasant Prairie.
- And, finally, many of the staff that will be located in the facility need to visit the various Uline distribution centers and warehouses in Pleasant Prairie to inspect product for quality, review and test new products and to meet with vendors.

ULINE's proposed H2 corporate office building project will consist of the following: a building and associated parking will be located on 37.3 acres of land with a 284,260 square foot office building including a 78,000 square foot basement. The building will be three stories. The building design will be very similar to that of Uline's existing H1 headquarters office building. The basement will contain the main electrical and mechanical rooms and storage space. A shipping and receiving area with two loading docks and a compactor bay will be located on the southwest end of the building.

The first floor will include a main lobby, training rooms and an associated breakout area, office space and a fitness center. The second floor will include kitchen/servery and dining space, conference rooms and office space. The third floor will contain office space and some conference rooms. The primary use of the facility is business office use. The building will be provided with four elevators that serve each floor level. Two of the elevators are sized to accommodate the ambulance stretchers.

Along the east, north and south elevations the building height will be 61 feet. Along the west elevation where the basement will be partially exposed the overall building height will be up to 80 feet. The building exterior will consist of precast concrete panels, cedar paneling and ashlar stone veneer with a standing seam metal roof on the pitched roof portions of the building. A utility building with pump house, cooling tower and backup generator will be located south of the office building.

As noted above, erosion control permits were issued. And it's anticipated that the building will be beginning construction this spring 2016. When the building is complete in August 2017, anticipated, the new corporate office is projected to have 500 initial employees with capacity for 800 total employees at full build out. As part of the development 875 parking spaces will be provided adjacent to the office building.

The next item on the agenda is the Certified Survey Map. The Certified Survey Map is proposed to combine the three properties for development, to dedicate additional right-of-way to the Wisconsin DOT which is the West Frontage Road, and to the Village which is Uline Place. So the West Frontage Road is along the east property boundary, and then at the center of the property there's actually going to be a road identified as Uline Place which is going to be where their main entrance is located.

As part of the Certified Survey Map there will be easements that are dedicated on the site. Specifically, there will be sanitary sewer and public water easements along the northern portion of the site, and another public water easement. And, in addition, on the southern portion of the

site there will be floodplain preservation and protection easements and wetland preservation and protection easements. The sanitary sewer that is located towards the northern portion of the site will be extending east-west through the property in order to provide service to the land line to the west within the Village. Access to develop the site line to the west will be from the south from 116th Street.

So with that the staff has been working very closely with Uline and their team in order to develop this project. And the staff is recommending approval based on all the comments and the conditions as presented by staff. There are representatives here if you have any additional questions or concerns or you'd like to have any additional information presented.

Wayne Koessl:

Fine, thank you, Jean. Do any of the Uline representatives want to make any additional comments or wait to answer questions if there are any? And when you do come up here I'll need your name and address at the microphone. Any comments or questions from the Commissioners?

Jim Bandura:

Just a quick question. What about signage? Is there going to be any visible signage?

Jean Werbie-Harris:

I'll have the architect come up and respond to that, Peter Kucha.

Peter Kucha:

Hello. I'm Peter Kucha with Eppstein Uhen Architects, 323 East Chicago Street in Milwaukee. There will be signage. We deferred the signage submittal for a later date or ask that we be able to submit that at a later date. Our emphasis right now has been on primary site development and building design. We will be developing the signage, site signage, the monument signage and way finding signage in the upcoming months and try to submit that sometime this summer.

Jim Bandura:

Because that's up closer to the frontage road.

Peter Kucha:

Yes.

Jim Bandura:

So I would like to see some kind of signage identifying it.

Peter Kucha:

And Uline would, too. But at this point in time they wanted to further [inaudible] on that.

Jim Bandura:

That's fine.

Jean Werbie-Harris:

And, Jim, we are working with primary monument signage and directional signage for them. There won't be any wall signage on the buildings I don't believe. And there's not going to be any tower signs or anything like that. It will be very aesthetically pleasing similar to what they have at their other facility.

Wayne Koessl:

Kind of low monument signs, huh?

Jean Werbie-Harris:

Correct.

Wayne Koessl:

Okay, thank you. Any other questions or comments? If not, I'll need a motion on the Certified Survey Map.

Jim Bandura:

So moved.

Judy Juliana:

Second.

Wayne Koessl:

MOVED BY JIM BANDURA AND SECOND BY JUDY JULIANA TO APPROVE THE CERTIFIED SURVEY MAP SUBJECT TO THE COMMENTS AND CONDITIONS OF THE VILLAGE STAFF REPORT OF JANUARY 25, 2016. WE'RE ON THE QUESTION. THOSE IN FAVOR?

Voices:

Aye.

Wayne Koessl:

Those opposed? The next item I need a motion on the Site and Operational Plans.

Judy Juliana:

So moved.

Bill Stoebig:

Second.

Wayne Koessl:

MOTION BY JUDY JULIANA AND A SECOND BY BILL STOEBIG. AND THAT'S SUBJECT TO THE COMMENTS AND CONDITIONS OF THE VILLAGE STAFF REPORT OF JANUARY 25, 2016.

Jean Werbie-Harris:

And Mr. Acting Chairman I also handed out a number of changes to the Certified Survey Map that I have been working on for the last couple of days with their team. So we're working to finalize the CSM to incorporate those changes as well.

Wayne Koessl:

Those will be incorporated in the motions. Is that okay with the maker and the second?

Judy Juliana:

Yes, it is.

Wayne Koessl:

Then we're on the question. Those in favor signify by saying aye.

Voices:

Aye.

Wayne Koessl:

Those opposed? So carried. And thank you again for expanding in Pleasant Prairie. It's not only a benefit to the Village, but also to the whole Southeast Wisconsin area. We appreciate your continuing expansions.

C. Consider Plan Commission Resolution #16-01 to initiate a zoning text amendment related to zoning applications and permit fees.

Jean Werbie-Harris:

Members of the Plan Commission, before you is Resolution 16-01, and this is to initiate zoning text amendments. The Plan Commission may initiate a petition for the amendments of the zoning

ordinance which may include rezoning of property, change in zoning district boundaries or the text of the zoning ordinance. The Village staff for 2016 is re-evaluating all of the zoning fees that are imposed by the Village and for the zoning permits and the various applications that we have. And we would like to bring this back at a later date for the Plan Commission's consideration.

The Plan Commission is initiating this petition to amend the ordinance as it relates then to zoning permits and application fees. The proposed changes in the text are being referred to the staff for further study and recommendation. And the Plan Commission is not by this resolution making any determination regarding the merits of the proposed changes of the zoning text, but is only initiating the process by which the proposed changes in the text can be promptly evaluated, public hearing held and action taken by the Board. Staff recommends approval of Resolution 16-01. There's a typo in number one, and I will correct that typo.

Wayne Koessl:

Okay, thank you. Any questions or comments?

Jim Bandura:

Recommend approval for Resolution 16-01.

Judy Juliana:

Second.

Wayne Koessl:

IT'S MOVED BY JIM BANDURA AND SECONDED BY JUDY JULIANA TO APPROVE RESOLUTION 16-01. WE'RE ON THE QUESTION. THOSE IN FAVOR SIGNIFY BY SAYING AYE.

Voices:

Aye.

Wayne Koessl:

Those opposed? So carried.

D. Consider Plan Commission Resolution #16-02 to initiate a zoning text amendment related to allowing outdoor storage in the I-1 District with approval of a Conditional Use Permit.

Jean Werbie-Harris:

Members of the Plan Commission Resolution 16-02 is a resolution to initiate zoning text amendments. The Plan Commission, again, may initiate a petition for the amendments of the zoning ordinance which may include changes to the text of the zoning ordinance. The Village staff is proposing to amend Section 420.126 of the Village zoning ordinance as it relates to the I-1

District, that's the Institutional District. Currently, outdoor storage or display is only allowed with approval by the Zoning Administrator. However, the ordinance is being re-evaluated to allow this outdoor storage with a conditional use permit, and it will be subject to certain conditions as set forth by the Plan Commission similar to the M-1 and M-2 District requirements.

The Plan Commission is only hereby initiating and petitioning to re-evaluate the outdoor storage in the I-1 District. The proposed changes are being referred to the Village staff for further study and recommendation. The Plan Commission is not by this resolution making any determination regarding the merits of the proposed changes of the zoning text, but is only initiating the process by which the proposed changes in the text can be promptly evaluated, public hearing held and action taken by the Village Board. Staff recommends approval of Resolution 16-02 as presented.

Wayne Koessl:

Thank you, Jean. Any questions or comments?

Bill Stoebig:

I'd like to move recommendation of Resolution 16-02.

Judy Juliana:

Second.

Wayne Koessl:

IT'S MOVED BY BILL STOEBIG AND A SECOND BY JUDY JULIANA TO APPROVE RESOLUTION 16-02. WE'RE ON THE QUESTION.

Jim Bandura:

I have a question, Mr. Chairman. Question to staff, is this section also going to include screening of the storage?

Jean Werbie-Harris:

Absolutely.

Jim Bandura:

Oh, thank you.

Wayne Koessl:

Any further questions or comments? Then we're on the question. Those in favor signify by saying aye.

Voices:

Aye.

Wayne Koessl:

Those opposed? So carried.

Tom Shircel:

Mr. Chairman. If I could, it's just been brought to my attention that we inadvertently skipped citizens' comments, number 5. So I'm not sure if there are any citizens' comments. But I think we should go back and give anyone the opportunity if they want to speak.

Wayne Koessl:

I'm sorry, that's my fault.

5. CITIZEN COMMENTS.

Wayne Koessl:

Are there any citizen comments? Okay, I see none.

8. ADJOURN.

Judy Juliana:

Move to adjourn.

Jim Bandura:

Second.

Wayne Koessl:

Those in favor?

Voices:

Aye.

Wayne Koessl:

We're adjourned.

Meeting Adjourned: 6:20 p.m.