

CITY OF CEDARBURG  
PLAN COMMISSION

PLN20190506-1  
UNAPPROVED MINUTES

May 6, 2019

A regular meeting of the Plan Commission of the City of Cedarburg was held on Monday, May 6, 2019 at Cedarburg City Hall, W63 N645 Washington Avenue, second floor, Council Chambers. The meeting was called to order at 7:00 p.m. by Mayor Michael J. O'Keefe.

Roll Call: Present - Mayor Michael J. O'Keefe, Council Member Patricia Thome, Heather Cain, Adam Voltz, Kip Kinzel

Excused - Sig Strautmanis, Mark Burgoyne

Also Present - Council Members Jack Arnett and Sherry Bublitz, City Attorney Mike Herbrand, City Planner Jon Censky, Administrative Secretary Darla Drumel, news media

**STATEMENT OF PUBLIC NOTICE**

Administrative Secretary Drumel confirmed that the agenda for the meeting had been posted and distributed in compliance with the Wisconsin Open Meetings Law.

**APPROVAL OF MINUTES**

A motion was made by Council Member Thome to approve the minutes of April 1, 2019 as presented. The motion was seconded by Commissioner Voltz and carried without a negative vote, with Commissioners Burgoyne and Strautmanis excused.

**ELECTION OF VICE CHAIRPERSON; AND ACTION THEREON**

Council Member Thome nominated Mark Burgoyne as Vice Chairperson. Commissioner Cain seconded the nomination. No other nominations were offered. Mark Burgoyne was elected Vice Chairperson without a negative vote, with Commissioners Burgoyne and Strautmanis excused.

**REVIEW AND CERTIFY CODE OF ETHICS; AND ACTION THEREON**

Commissioners certified receipt and acceptance of the Code of Ethics.

**COMMENTS AND SUGGESTIONS FROM CITIZENS**

Mayor O'Keefe offered the opportunity for the public to speak on any issue unrelated to the agenda items. He advised that the Plan Commissioners would not be able to

respond to any comments since they were not noticed on the agenda. No comments from the audience were offered.

**CONSIDER B-3 CENTRAL BUSINESS DISTRICT ZONING TEXT AMENDMENT TO ADD “CBD DISPENSARY” AS A PERMITTED USE OR CONDITIONAL USE – ERTHSENTIALS/JENNIFER KAWCZYNSKI**

Planner Censky explained that while it has been advertised that the ErthScentials Dispensary store is “coming soon” to Cedarburg, this announcement preceded a determination on whether the proposed use is permitted in City of Cedarburg’s downtown business district. He advised that Jennifer Kawczynski d/b/a ErthScentials submitted her application for an occupancy permit to move her CBD Dispensary use into the existing building at W61 N510 Washington Avenue (former Glad Rags), covered the front windows and placed a “coming soon” sign in the front window. Upon receipt of the occupancy permit application, staff reviewed the B-3 Central Business District language and determined that since the use was not listed as either permitted by right or as a conditional use, it is not allowed. Ms. Kawczynski was then notified that the use was not allowed and advised that she could pursue a zoning text amendment to have the Plan Commission and Common Council consider adding *CBD Dispensaries* to the list of permitted uses. Ms. Kawczynski was also asked to describe the use and to provide staff with a comprehensive list of the products that would be sold in the store. Planner Censky encouraged Commissioners to review the Erth Scentials website for the list of products currently being sold at her Bay View store.

Having provided the requested information and application for a zoning text amendment, Ms. Kawczynski is requesting approval to add CBD Dispensaries to the list of permitted uses in the B-3 Central Business District. The Plan Commission’s recommendation will be referred to the Common Council, where a public hearing will be scheduled at the next available meeting.

Planner Censky reported that the purpose of zoning is to separate land uses into areas of like uses. According to “A Glossary of Zoning, Development and Planning Terms” published by the American Planning Association, zoning is defined as: ***the division of a city or county by legislative regulations into areas, or zones, which specify allowable uses for real property and size restrictions for buildings within these areas.*** The City of Cedarburg is divided into 32 separate zoning districts, two of which are devoted to retail uses: the B-2 Community Business District and the B-3 Central Business District. Each of the City’s zoning districts has a list of uses permitted by right and a separate list of uses permitted by conditional use grant.

The B-3 District covers the entire downtown area and its **Purpose and Intent is to provide for the preservation of Cedarburg’s historic downtown and the orderly appropriate regulations to ensure the compatibility of the diverse uses typical of the downtown area without inhibiting the potential for maximum development of commercial, cultural, entertainment, and other urban activities which contribute**

**to its role as the heart of the City. This area contains a mix of retail shops, offices, restaurants, cultural, entertainment, and residential uses.**

The B-2 District is located along South Washington Avenue from Evergreen Boulevard to Pioneer Road, a small area along the east side of north Washington Avenue and north of Cambridge Avenue, and at the intersection of Bridge Road and Columbia Road. According to its purpose, **this District is intended to provide for the orderly and attractive grouping at appropriate locations of retail stores, shops, offices, and service establishments serving the daily needs of the surrounding local community area. The size and locations of such districts shall be based upon evidence of justifiable community need, of adequate customer potential, of satisfactory relationship to the traffic circulation system, and other related facilities and potential contribution to the economic welfare of the community.**

He added that while Ms. Kawczynski's request is specific to amending the B-3 Central Business District language, Commissioners should review the predetermined uses (see enclosed district language) listed in both the B-2 and the B-3 Districts and, based on the nature of the proposed use, determine whether the CBD Dispensary use is compatible with the established uses and character of the B-3 District or if it is more consistent with the list of uses and character of the B-2 Community Business District. To help guide Commissioners in making a determination, Planner Censky had asked City Attorney Mike Herbrand and Assistant City Attorney Tim Schoonenberg to research this issue and draft their opinion. Their opinion was included in the information provided to Commissioners.

Jennifer Kawczynski, the petitioner, noted that there are misconceptions about CBD oil and explained that CBD oil is sought by families looking to improve their and their pets' lives. She is fully aware of the character of downtown Cedarburg and that her business would complement that character. She reported that her children have moved to Cedarburg in support of a business here and that she has already invested \$10,000 in the retail space. The business would be a full retail shop, which would not sell the hemp flower. Ms. Kawczynski added that she has already become active in the Cedarburg community. She would be willing to have a soft opening just for Cedarburg residents and to provide more information on the product.

Jeff Cornell, attorney for Ms. Kawczynski, advised he has been involved in the legal aspects of the hemp industry for four years and this is his area of expertise. He pointed out that Ms. Kawczynski had already been selling her CBD oil in Cedarburg during Maxwell Street Days without incident and reiterated that hemp is not marijuana. Hemp has been known to provide medical benefits (though Ms. Kawczynski will not be making medical claims) and does not have a mood-altering affect. Ms. Kawczynski will not operate the Cedarburg store like her Bayview store; there will be no need to buzz people in. All her products are obtained from certified growers. Attorney Cornell pointed out that there are four stores in Cedarburg, three in the B-3 District, already selling CBD

oil. In his opinion, CBD oil dispensary could fit in several of the listed uses in the B-3 District and likens it to a wellness product as sold in a GNC store.

Zach Steeno of 2567 South Delaware Avenue, Milwaukee, WI, noted that hemp is in the same Brassica oleracea species as broccoli and brussels sprouts. Hemp is legal and has high amounts of CBD which has been shown to be very medically effective; and that hemp has been inbred to result in only minimal amounts of the mood-altering THC found in marijuana. He suggested that regulating CBD is overreacting.

John Schrader of W53 N454 Park Circle stated he works at a nearby hospital and also is an emergency medical technician. He would very much like to see a CBD business in Cedarburg operated by knowledgeable people who can offer advice on what product to buy. He urged the Plan Commission to recommend approval of the use.

Alison Caravella of N74 W5482 Georgetown Drive is a mother of three who takes her children downtown and did not appreciate her 11-year old being exposed to the marijuana sign. The proposed location is not appropriate for this close-knit family community.

Kera Karagodsky of W55 N737 Cedar Ridge Drive agreed with Ms. Caravella and believed that the business owner is disingenuous saying her business is not associated with marijuana when a marijuana leaf sign was displayed and a grand opening advertised for "4/20," which is associated with an annual marijuana smoking "holiday."

Attorney Cormell countered that Ms. Kawczynski has been transparent and doing so has cost her thousands of dollars.

Caysie Dolan of 885 Cottage Grove Road, Deerfield, WI pointed out that children are exposed to alcohol with the many taverns in downtown Cedarburg; however, everyone is outraged when someone tries to open a health store. The offer to cut out smokables is a great idea and makes the proposed CBD dispensary very family friendly.

Kimberly Wais of W67 N761 Franklin Avenue thanked Commissioners for offering the community to provide input on the proposed use. She advised that her family is athletic and moved to Cedarburg because of its small-town charm. Ms. Wais urged that the character of the downtown not be changed to promote something cool and hip. As a parent and fitness professional, she urged that the use not be allowed.

Jill Nehmer of W67 N404 Grant Avenue pointed out that parents take children into pharmacies all the time which exposes them to drugs and supports the big pharmaceutical manufacturers. The children are then able to access narcotics out of their parents' medicine cabinets. CBD is not a narcotic and has been known to provide medical benefits. It will not be children frequenting the store, but 50-year old people to find pain relief for themselves and for their pets. She advised that she has personally benefited from the use of CBD oil.

City Attorney Mike Herbrand stated that the applicant appears genuine and has made no attempt to deceive anyone regarding the use of their leased space. But he urged the Commissioners to consider the nearness of schools, the similarity in appearance and smell between marijuana and hemp which creates enforcement problems (especially with the large crowds during the Festivals), and that the use does not fit with the other itemized uses in the downtown district in that 50% or more of sales would come from sales of the product.

Commissioners discussed the legality of including CBD oil in food products, which Attorney Cornell advised is illegal per Federal law but does not appear to be enforced by the State of Wisconsin.

Commissioners also discussed the possibility of allowing the use as a conditional use to prevent adding other undesirable items to the product line, that the products currently sold by the applicant are described by law enforcement as drug paraphernalia, and the desire to protect the Historic District that is on the National Register.

Other Commissioner comments included that hemp is legal in Wisconsin, it is already being sold in other retail establishments in Cedarburg, protection of our youth can only go so far considering their exposure to tobacco and alcohol, and there is no real reason to reject the use.

Some Commissioners argued that the dispensary is distinctive compared to the other retail establishments that have a tremendous amount of other different products to sell besides CBD products (but may be an issue that needs to be pursued), that the downtown is walkable and children are not always with their parents, that residents have expressed general concerns, and that there is the potential of other products being added to the product line.

**Action:**

A motion was made by Mayor O'Keefe, seconded by Council Member Thome, to recommend denial of the text amendment request to add "CBD Dispensary" to the list of permitted or conditional uses in the B-3 Central Business District.

**Continued Discussion:**

It was confirmed that even with a negative recommendation, the issue would still be presented to the Common Council for consideration.

Commissioners consensus was to explore the possibility of a text amendment to allow the use in the B-2 Community Business District.

**Final Action:**

The motion carried with Mayor O'Keefe, Council Member Thome, Commissioners Cain and Kinzel voting in favor; Commissioner Voltz voting against; and Vice Chairperson Burgoyne and Commissioner Strautmanis excused.

**CONSIDER MODIFICATION TO APPROVED ARCHITECTURAL PLAN FOR W63 N143-145 WASHINGTON AVENUE – KARMEN NENHALO/ANYTIME FITNESS**

Planner Censky reminded Commissioners that a conditional use was granted on March 4, 2019 for the Anytime Fitness Health Club to occupy the building at W63 N143-145 Washington Avenue. The approval included, among other things, plans to update the front facade of the building with a new storefront window/door system and to update their site plan to show parking in front and to the rear of the building. Since that meeting, the owner reconsidered the look of the front façade and has now decided to remove the stone and instead now proposes an all glass front. Ms. Nenhalo feels that the new design has a cleaner look more befitting a health club.

**Action:**

Commissioner Voltz moved to approve the architectural modification as presented. The motion was seconded by Council Member Thome and carried without a negative vote, with Vice Chairperson Burgoyne and Commissioner Strautmanis excused.

**CONSIDER SITE AND ARCHITECTURAL PLANS FOR NEW HOME ON INFILL LOT LOCATED DIRECTLY NORTH OF W61 N368 WASHINGTON AVENUE – BILL CONLEY**

Planner Censky recalled that at the April 1, 2019 meeting, Bill Conley distributed house plans showing the details needed for staff review. He also presented options for the location of the garage and access alternatives. Mr. Conley originally proposed locating the garage directly behind his proposed house, but because of objections raised by the neighbor about the garage being so close to their home, he agreed to relocate it to the northeast corner of his property with access directed to Washington Avenue. However, when concerns were raised about safety when backing out onto Washington Avenue, Mr. Conley produced an alternative plan showing his access drive directed to the south, across his adjacent property, to Wurthmann Street.

Concept approval of the Conley house plan was granted last month but Commissioners asked staff to review the plans for Code compliance and to establish a list of pros and cons regarding the driveway access to Wurthmann Street. Mr. Conley now proposes to move the existing garage on the south property slightly to the west to accommodate the shared driveway extending south from the new garage across both properties to Wurthmann Street. These proposed plans are Code-compliant as to setback, offset and height requirements; but because of the applicant's minimal lot size, staff calculates the FAR to be 40.5% where the Code permits a maximum of 36%. **Section 13-1-122** of the Zoning Code, however, states that **in approving infill homes, the FAR standard for size is established on a case-by-case basis, to reflect the character of the existing neighborhood**. He noted that even though the FAR seems high, the home size is consistent with the size of homes in the area.

The pros and cons regarding the driveway direct to Wurthmann Street:

**Pros:**

- Eliminates a new driveway added directly to Washington Avenue - a primary arterial.
- Eliminates the need for one backing out onto Washington Avenue.
- Traffic mobility is the main function to a primary arterial; land access is secondary.
- Driveway is directed to a local street where the primary function is land access.

**Cons:**

- Drive direct to Washington Avenue introduces a new conflict point to a very busy roadway.
- Due to limited space for a turnaround, owner would have to back out onto Washington Avenue.

Because the grade of this lot slopes to the east draining toward adjacent properties, Mr. Conley was encouraged by City Engineer/Director of Public Works Tom Wiza to capture that water and redirect it to the storm sewer system in Wurthmann Street. Based on that advice, plans show a catch basin at the southeast corner of the property. This catch basin will capture the storm water and pipe it across their adjacent property to the storm sewer system in Wurthmann Street.

Mr. Conley confirmed that he is working with the City Engineer to ease neighbors' concerns regarding stormwater and is moving the proposed garage to the north to maintain the neighbor's view.

**Action:**

A motion was made by Commissioner Kinzel to approve the site and architectural plans as presented, subject to the following:

1. Run storm, sewer and water laterals in an easement across the adjacent property he owns to the south for connection to the existing utilities in Wurthmann Street.
2. Submit plans showing the location of the stormwater piping and an easement across his adjoining property.
3. Engineering Department review and approval of a detailed grading plan.
4. Submittal of the necessary construction plans for building permit acquisition.
5. Payment of the required impact fees.
6. The applicant securing a building permit prior to commencement of construction.

The motion was seconded by Commissioner Voltz and carried without a negative vote, with Vice Chairperson Burgoyne and Commissioner Strautmanis excused.

**CONSIDER SITE, ARCHITECTURAL, LIGHTING AND LANDSCAPING APPROVALS FOR PARKVIEW ELEMENTARY SCHOOL AT W72 N853 HARRISON AVENUE; THORSON ELEMENTARY SCHOOL AT W51 N932 KEUP ROAD; AND WESTLAWN ELEMENTARY SCHOOL AT W64 N319 MADISON AVENUE – CEDARBURG SCHOOL DISTRICT**

Planner Censky explained that the Cedarburg School District is seeking approval of their expansion plans for three elementary schools, one middle school and the High School. The three elementary schools, Parkview, Thorson and Westlawn are on this agenda. The High School and the Webster Middle School will be on the June agenda.

**PARKVIEW ELEMENTARY SCHOOL at W72 N853 Harrison Avenue**

The School District is proposing a 26,808 square foot single-story addition off the south side of Parkview's existing building. The center part of this addition will include the new gym/assembly room and a lunch/multi-purpose room. On the opposite side of the adjacent corridor, the plan proposes music, art, special ed, 4k rooms, bathroom facilities and administrative offices.

***Parkview Parking and Traffic Circulation:***

This site is currently supported by 59 parking stalls located in front of the school and eight new stalls will be realized as part of this project for a total of 67 stalls. The bus lane currently located adjacent to the front doors will be removed and a large bus staging area is now proposed directly south of the new addition. Bus traffic will now enter the site from the north drive, stay in the right lane and proceed south to the bus staging area where they will drop-off or pick-up the children, make their turnaround and then exit the site through the south driveway. Parent vehicular traffic will also enter the site from the north drive but will stay in the left lane and proceed around and exit the site with the bus traffic through the south driveway. The plans show a new pedestrian path extending south from the bus staging lot to the public sidewalk along Pine Street.

***Parkview Architecture:***

While the classroom portion of this addition is single-story, the height of the gymnasium will extend much higher than a single-story structure. More specifically, the height of the lower level walls for the single-story portion of the school range from 16' to 18'8" - where the height of the gym is proposed at 32'. The height of the existing school is at 12'4". For the most part the plans will match the existing building in terms of use of material and color except for the gymnasium which will be constructed of gray precast concrete panels. On the roof portion of the gym the plans propose to locate the HVAC equipment, which will be screened with gray



metal panels to match the color of the precast concrete panels. The focal point on the south elevation will be the entrance doors and window system leading to the new gymnasium. These windows and doors will be Aluminum Storefront Windows with shaded glazed spandrel glass above and below the window. All other windows throughout the project will be of matching Storefront-style with precast concrete veneer below.

***Parkview Exterior Lighting:***

According to the exterior lighting plan, the school building will be illuminated by two styles of light fixtures: recessed WALLWASH LED lights would be placed under the overhangs and, on the south building wall, the plan proposes D-Series Wall Luminaires. The WALLWASH lights are 6" round and generally located in the ceiling over the pedestrian entry doors. The D-series luminaires are wall-mounted LED fixture directing light downward to eliminate glare or exposed point source light.

***Parkview Grading and Drainage:***

The District engineers have been working with City Engineer and Director of Public Works Tom Wiza on their Grading, Drainage and Storm Water Management Plans to address storm water runoff resulting from this project. These plans now show a Dry Storm Water Detention Basin to be located south of the existing parking lot and east of the proposed bus staging area. Since this will be a dry pond that serves to capture storm water that will be released slowly until dry again, it will be maintained in mowed state. Director Wiza's review of these plans indicates compliance with the City's Storm Water Ordinance.

The proposed Parkview Elementary School plans show full compliance with the dimensional requirements of the Code.

**THORSON ELEMENTARY SCHOOL at W51 N932 Keup Road**

The School District is proposing a 28,715 square foot single-story addition off the north side of the Thorson's existing building. The design is very similar to that of the Parkview School addition with the center part of this addition devoted to a new gym/assembly room and the lunch/multi-purpose room. On the opposite site of the adjacent corridor, the plan proposes the music, art, special ed, 4k rooms, bathroom facilities and administrative offices.

***Thorson Parking and Traffic Circulation:***

This site is currently supported by 73 parking stalls located in front of the school and this project will result in the addition of 9 more stalls. Bus traffic will now enter the site from the north drive, stay in the right lane and head east past the new addition and into the bus staging area located directly east of the addition where they will turn around, drop-off or pick-up the children, and then exit the site through the north driveway to Keup Road. Parent vehicular traffic will enter the site from the south drive, proceed around and exit the site with the bus traffic through the north driveway.

***Thorson Architecture:***

The architecture mirrors that of the Parkview School with the classroom portion of this addition being single-story with the height from 16' to 18'8" and the height of the gymnasium proposed at 32'. The height of the existing school is at 12'4". For the most part the plans will match the existing building in terms of use of material and color except for the gymnasium which will be constructed of gray precast concrete panels. On the roof portion of the gym the plans propose to locate the HVAC equipment which will be screened with gray metal panels to match the color of the precast concrete panels. The focal point of the north elevation will be the entrance doors and window system leading to the new gymnasium. These windows and doors will be Aluminum Storefront Windows with shaded glazed spandrel glass above and below the window. All other windows throughout the project will be of matching Storefront style with precast concrete veneer below.

***Thorson Exterior Lighting:***

According to the exterior lighting plan, the school building will be illuminated by two styles of light fixtures: recessed WALLWASH LED lights under the over-hangs and D-Series Wall Luminaires on the south building wall. The WALLWASH lights are 6" round and generally located in the ceiling over the pedestrian entry doors. The D-series luminaires are wall-mounted LED fixture directing light downward to eliminate glare or exposed point source light.

***Thorson Grading and Drainage:***

The School District engineers have been working with City Engineer and Director of Public Works Tom Wiza on their Grading, Drainage and Storm Water Management Plans to address storm water runoff resulting from this project. These plans show a new Dry Storm Water Detention Basin to be located south and east of the existing school. Since this will be a dry pond that serves to capture storm water that will be released slowly until dry again, it will be maintained in mowed state. Director Wiza's review of these plans indicates compliance with the City's Storm Water Ordinance.

The plans show full compliance with the dimensional requirements of the Code.

**WESTLAWN ELEMENTARY SCHOOL at W64 N319 Madison Avenue**

The School District is proposing a 4,650 square foot single-story addition midway off the west elevation of the existing building. The design and use of materials will match that of the existing building. This addition will be devoted to a new entrance to the existing gym on the west side, and a new cafeteria/multi-purpose room, kitchen storage, and boys' and girls' bathroom facilities.

***Westlawn Parking and Traffic Circulation:***

This site is currently supported by 40 parking stalls located in front and south of the existing school. This project will result in the addition of 14 new stalls. The bus/parent traffic will continue entering the site from Wilson Street at the north end,

but the front drive lane will now be extended further to the south where it will now connect with the south parking lot and exit the site onto Lincoln Boulevard. The existing driveway onto Madison Avenue will be closed.

***Westlawn Architecture:***

This addition is designed to blend into the existing building with the use of matching brick, aluminum storefront windows with low E clear laminated security glazing and new glazed brick headers course over the windows of green, blue and red to match the existing color pattern.

***Westlawn Dumpster:***

Adjacent to the north wall of the addition, just outside the new cafeteria, the plan proposes their enclosed dumpsters. These will sit on a concrete pad and will be enclosed by vertical cedar board fencing with an access gate on the north side. The access gate will be mounted to 4' X 4' vertical posts by a continuous heavy-duty hinge assembly.

***Westlawn Exterior Lighting:***

According to the exterior lighting plan, the addition will be illuminated by the D-series luminaries which are wall-mounted LED fixtures directing light downward to eliminate glare or exposed point source light.

***Westlawn Grading and Drainage:***

The School District engineers have been working with City Engineer and Director of Public Works Tom Wiza on their Grading, Drainage and Storm Water Management Plans to address storm water runoff resulting from this project. Director Wiza's review of these plans indicates compliance with the City's Storm Water Ordinance.

The plans show full compliance with the dimensional requirements of the Code.

School Superintendent Todd Bugnacki introduced School Board Members Kevin Kennedy, Kristin Padberg and Rick Leach. Director of Buildings and Grounds John Koster was also present. Superintendent Bugnacki advised that all the additions were the same.

Joe Clarke of Groth Design Group introduced members of his team: Mike Groth of Groth Design Group, Joe Bronoski of JB Site Design & Engineering, and Dan Davis of CG Schmidt Construction. He reported that the improvements are to implement the change from three-track to four-track schools. Materials of the additions would be extensions of the existing buildings. Westlawn improvements will include a new cafeteria and security measures for the entrances. The bus movements around all the school buildings have been carefully and thoroughly thought-out.

Tom Dvorak of N82 W7313 Pine Street expressed concern that the Parkview gym would tower over the rest of the school. He suggested that it would blend in better with the neighborhood by lowering the height. He also suggested that color be added to the concrete to eliminate the factory look. Mr. Dvorak objected to the loss of the soccer and baseball fields and saw no need for the asphalt path to Pine Street.

Johanna Dvorak of N82 W7313 Pine Street also objected to the loss of play area for the children at Parkview Elementary. In addition, she believed there was no need to provide asphalt for bus parking; everyone is cleared out in five to ten minutes.

Mr. Clarke responded that 32' is standard for a gym for regulation playing heights and that efforts have been made for a minimum footprint for minimum impact on the green space. They are also dealing with stormwater requirements which require a dry detention pond. His information was that the school does not use the ballpark. The path could be reconsidered.

Susan Mongoven at N82 W7253 Pine Street stated that no other homes in the community are subject to the view of a 32' foot school and that have blacktop so close without any landscaping. Everything is being constructed to Pine Street and a better job could have been done on design.

Mr. Koster advised that during the one and one-half years of planning, there has been careful consideration of the impact to neighbors on all sides of all the schools.

Marjorie Palleon of N35 W6546 Wilson Street received confirmation on the location of the additional parking spots, was reassured that any lighting would not shine directly into her property and that the School District would make sure that the rubbish pickup did not occur at 4:00 a.m.

**Action:**

Council Member Thome moved to approve the site, architectural and landscaping plans for Parkview, Thorson and Westlawn Elementary Schools, subject to:

- Parkview:
  - All lighting temperatures would be in the 3,000 to 4,000 Kelvin range.
  - The new water service should come off Pine Street instead of Harrison Avenue.
  - The location of the fire protection features will be determined as the project progresses.
  - The bus staging area shall be constructed to support the weight of a fire truck.
  - Ensure access for fire equipment to the fire lane on the west side of the addition.
  - Submittal of a Certified Survey Map for right-of-way dedication purposes.
- Thorson:

- All lighting temperatures would be in the 3,000 to 4,000 Kelvin range.
  - The location of the fire protection features will be determined as the project progresses.
  - The bus staging area shall be constructed to support the weight of a fire truck.
  - A road cut permit will be required from the City.
  - The School District shall coordinate water main tap and abandonment of the existing water service with Cedarburg Light & Water.
  - Submittal of a Certified Survey Map for right-of-way dedication purposes.
- Westlawn:
    - Installing a flashing light on the school speed limit signs on Lincoln Boulevard.
    - All lighting temperatures would be in the 3,000 to 4,000 Kelvin range.
    - The location of the fire protection features will be determined as the project progresses.
    - The existing paved area north of the building shall be constructed to support the weight of a fire truck.
    - A road cut permit will be required from the City for water main tap.
    - The School District shall coordinate water main tap and abandonment of the existing water service with Cedarburg Light & Water.
    - Submittal of a Certified Survey Map for right-of-way dedication.

The motion was seconded by Commissioner Voltz and carried without a negative vote, with Vice Chairperson Burgoyne and Commissioner Strautmanis excused.

### **COMMENTS AND ANNOUNCEMENTS BY PLAN COMMISSIONERS**

None were offered.

### **MAYOR'S ANNOUNCEMENTS**

Mayor O'Keefe had no announcements.

### **ADJOURNMENT**

A motion was made by Commissioner Voltz, seconded by Commissioner Cain, to adjourn the meeting at 9:16 p.m. The motion carried without a negative vote, with Vice Chairperson Burgoyne and Commissioner Strautmanis excused.

Darla Drumel,  
Administrative Secretary