



VILLAGE OF THIENSVILLE
Plan Commission
AGENDA

DATE: Tuesday, March 8, 2022

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

CHAIRMAN:	VAN MOBLEY
COMMISSIONERS:	DOUGLAS CHIMENTI
	CAROL GENGLER
	JEFF HERSHBERGER
	MIKE DYER
	KEN KUCHARSKI
	RICK GATTONI
PLANNER:	JON CENSKY
DIRECTOR OF	ANDY LAFOND
COMMUNITY	
SERVICES/PUBLIC	
WORKS:	

III. CITIZENS TO BE HEARD

A. Open to any resident or taxpayer on items not subject to a public hearing: Please be advised per §19.84(2), information will be received from the public. Village policy limits a three (3) minute time period per person, with time extension by the presiding official's discretion or a vote of 2/3 of the Board or Committee; be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments. Written comments on agenda items are encouraged to be sent and addressed to the intended body by noon on the day of the meeting. Comments received timely will be forwarded to all members of the body. If you wish to speak, you must pre-register by emailing the Village Clerk at alanglois@village.thiensville.wi.us by 4:00 PM on the day of the meeting or by signing in immediately prior to the meeting.

IV. BUSINESS (ALL APPLICANTS OR THEIR CONTRACTORS MUST BE PRESENT FOR ANY ACTION TO BE TAKEN)

A. Approval of Minutes

1. February 8, 2022

B. Review and action regarding New Sign, A Floral Affair, 184 South Main Street, Joe Couto (att)

C. Review and action regarding Sign Plan Approval for New Monument Sign, Thiensville Commons, and Monument Sign Setback Waiver, and New Wall Sign, LUX Dental, SCT Properties, LLC, Suzanne Tack, 108 East Freistadt Road (att)

D. Review and action regarding Request from Daily Taco + Cantina, Jesse Daily, 105 West Freistadt Road for Extension to March 20, 2022 Deadline to Remove Temporary Tent (att)

V. STAFF REPORT

A. Staff Report (att)

VI. ADJOURNMENT

Amy L. Langlois, Village Clerk

March 4, 2022

Please advise the Thiensville Municipal Hall, 250 Elm Street (242-3720) at least 24 hours prior to the start of this meeting if you have disabilities and desire special accommodations.

Notice is hereby given that a quorum of the Village Board and/or Village Committees may be in attendance at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take any formal action thereto at this meeting.



VILLAGE OF THIENSVILLE
Plan Commission
MINUTES

DATE: Tuesday, February 8, 2022

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

Chair Mobley called the meeting to order at 6:00 PM.

II. ROLL CALL

CHAIRMAN: VAN MOBLEY
COMMISSIONERS: DOUGLAS CHIMENTI
MICHAEL DYER
RICK GATTONI
CAROL GENGLER (EXCUSED)
KEN KUCHARSKI
VACANT
VILLAGE PLANNER: JON CENSKY
STAFF: DIRECTOR OF COMMUNITY SERVICES/PUBLIC WORKS ANDY LAFOND

III. CITIZENS TO BE HEARD

A. Open to any resident or taxpayer on items not subject to a public hearing: Please be advised per §19.84(2), information will be received from the public. Village policy limits a three (3) minute time period per person, with time extension by the presiding official's discretion or a vote of 2/3 of the Board or Committee; be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments. Written comments on agenda items are encouraged to be sent and addressed to the intended body by noon on the day of the meeting. Comments received timely will be forwarded to all members of the body. If you wish to speak, you **must** pre-register by emailing the Village Clerk at alanglois@village.thiensville.wi.us by 4:00 PM on the day of the meeting or by signing in immediately prior to the meeting.

There were no citizens present to be heard or correspondence received.

IV. BUSINESS (ALL APPLICANTS OR THEIR CONTRACTORS MUST BE PRESENT FOR ANY APPROVALS)

A. Approval of Minutes

1. January 11, 2022 (att)

MOTION by Commissioner Chimenti, **SECONDED** by Commissioner Dyer to approve the January 11, 2022, Minutes. **MOTION CARRIED UNANIMOUSLY.**

B. Review and action regarding New Sign, A Floral Affair, 184 North Main Street (att)

The applicant was not present. The matter will be considered at the next meeting on March 8, 2022.

C. Review and action regarding New Sign, Fifth-Main Home, 180 South Main Street, E-Collectique, LLC d.b.a. Fifth-Main Home (att)

Owner Mikelle Flanner was present. The proposed sign will be located on a wrought-iron bracket above the door at 180 South Main Street and will be chained to the building so it does not move excessively in the wind.

Planner Censky noted the sign fully complies with the Sign Code and recommends approval.

MOTION by Commissioner Gattoni, **SECONDED** by Commissioner Chimenti to approve New Sign, Fifth-Main Home, 180 South Main Street, E-Collectique, LLC d.b.a. Fifth-Main Home. **MOTION CARRIED UNANIMOUSLY.**

V. STAFF REPORT

A. Staff Report (att)

Director LaFond reviewed the Staff Report distributed to Commissioners. Staff-approved items include a new deck at 310 Crescent Lane and replacement of a driveway at 216 Kenwood Drive. Letters have been sent to owners of several properties seeking removal of abandoned business signs. In addition, letters were mailed regarding work that occurred at several properties in the Historic District without a Certificate of Appropriateness. The report includes issues addressed by police officers during the past month. One involved a home with numerous dogs, pigeons and cats. The homeowner complied quickly.

Chair Mobley requested an update on modifications to the Two Hundred Green project. Director LaFond noted the Plan Commission approved the landscape plan which included removing the private sidewalk on the north side due to walking paths the Developer is placing between the houses. The Board of Trustees last night approved an amendment to the Development Agreement to reflect this change. The Board of Trustees also amended the deadline for Phase 2 completion. There have been some delays with the utility connections. The Developer is also waiting on DNR sewer approvals and intends to begin

work within the next two weeks on sewer and water. We Energies will begin installing electrical service on April 1, 2022. Work on foundations will begin at about the same time.

Director LaFond also reviewed work occurring at the site of the old Mobil station and Chinese restaurant at the northwest corner of North Main Street and Freistadt Road. Contractors started removing gas tanks at the Mobil station today. The demolition of the Mobil station will occur shortly thereafter.

Chair Mobley noted the last time the Village had a similar piece of property, it resulted in construction of the Thiensville Health Alliance. Director LaFond shared the goal for the Tax Incremental District is to find a development with a value at least three times what was previously at the location. Chair Mobley would like to see the corporate headquarters for a small- to medium-size business locate somewhere in the TID which would create employment in the Village and also generate activity for other businesses in the community.

VI. ADJOURNMENT

MOTION by Commissioner Dyer, **SECONDED** by Commissioner Gattoni to adjourn the Meeting at 6:17 PM. **MOTION CARRIED UNANIMOUSLY.**

Prepared by,
Gary Achterberg
Administrative Assistant

Submitted by,
Amy L. Langlois
Village Clerk/Deputy Treasurer

A FLORAL AFFAIR - SIGNAGE

To: Thiensville Plan Commission

Prepared by: Jonathan Censky, Planner

Date: March 8, 2022

General Information

Applicant:	Joe Couto – A Floral Affair
Status of Applicant:	Tenant
Location:	184 South Main street
Requested Action:	Projecting sign approval
Existing Zoning:	B-1 Central Business District
Land Use Plan Designation	Business
Existing Use	Multi-Tenant Commercial

Report:

The applicant is moving their Green Bay Road floral business to 184 South Main Street and is here requesting approval to install a projecting sign to be hung on the west wall of that commercial building. The sign measures 24" by 24" for a total size of 4 square feet and will be made of aluminum with digital print lamination applied to each side. The sign will be hung by black decorative chains on a black bracket fastened to the brick wall. Staff recommends that the bolts are attached to the mortar and not the brick portion of the wall.

According to the Sign Code, projecting signs in the Historic District are subject to the following restrictions:

- The owner of a projecting sign must file with the Village Clerk a current certificate of insurance before he/she shall be permitted to install a projecting sign over a public right-of-way and must maintain said certificate in insurance that complies with the terms of this ordinance at all times while the sign is displayed.
- The certificate of insurance purchased and maintained by the sign owner must have commercial liability aggregate of a minimum of \$1,000,000.00. And must name the Village of Thiensville as an additional insurance party.
- The projecting sign shall be illuminated from exterior only.
- The projecting sign shall in no case be closer than 2 feet from the curb or project more than 4 feet from the façade of the building; and shall have a minimum clearance of 8 feet, measured grade level to the bottom of the sign, and a maximum height of 12 feet, measured grade level to the top of the sign, and shall not exceed 12 square feet in area per surface, and shall have no more than 2 surfaces which are perpendicular to the building faced.

- The projecting sign must be mounted firmly, in a workmanship-like manner.

Staff Comments:

Staff review indicates that the sign is code compliant and, therefore, approval is recommended subject to the bracket bolts are fastened to the mortar and not in the brick.



Village of Thiensville

Small Projects Application



THIS FORM MUST BE COMPLETED FOR ALL PROJECTS THAT CAN BE APPROVED AT THE STAFF LEVEL.
THIS INCLUDES FENCES, DECKS, SWINGSETS, HOT TUBS, EGRESS WINDOWS AND PARKING PADS.

Property Address: 184 S MAIN ST, Thiensville WI 53092

Tax Key # _____

Current Zoning _____

Property Owner

SUSAN HOPKINS-HEATWOLE

Name

P.O. Box 68, Merion

Address

(262) 242-9081

Phone

interiorsaloudby

Email address

design.com

Applicant ☐ Same as owner

JOSE COUTO

Name

184 S MAIN ST

Address

(262) 242-2563

Phone

afterlifeaffairs@gmail.com

Email address

Application checklist

- ☒ Submit drawings, photo example or rendering and/or other descriptions of project
- ☐ Submit Scaled drawing or survey with proposed location and setbacks
- ☐ Complete building permit application

Is property in Thiensville's Historic District?

☒ Yes

☐ No

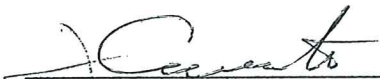
If yes, you must apply for a Certificate of Appropriateness with the Historic Preservation Commission.
Complete the COA application. Attendance at HPC meeting is required.

Project description

Please describe your project in detail. Include details about height and dimensions, color, materials used and setbacks from the street and property lines. Provide any information that you believe will assist staff in reviewing and approving your request.

New sign for A Floral Affair
location.

See plans submitted for Historic
Preservation Commission.


Applicant's Signature

1/14/2022
Date

The applicant is responsible to pay planner charges after a first half hour that will be paid by the village. Work cannot begin until staff approval and paid building permit approval. Staff reserve the right to forward application to the Plan Commission for approval if deemed necessary

=====

VILLAGE STAFF REVIEW

- ☒ Application Complete. Items needed: _____
- ☒ Submitted to Village Planner on 1/14/21 ☐ Approved by Planner on _____
- ☒ Historic Preservation Approval (if needed) on 2/1/22

ADDITIONAL REMARKS/CONDITIONS:

Village Staff Review

Date



Village of Thiensville

Historic Preservation

Certificate of Appropriateness

Property Address: 184 N. MAIN ST, Thiensville WI 53092

Tax Key #

Current Zoning

Property Owner

Applicant ☐ Same as owner

SUSAN HOPKINS - HEATWOLF Joe Couto

Name

Name

P. O. Box 68

125 GREEN BAY RD

Address

Address

(262) 242-9081

(262) 242-2563

Phone

Phone

interiors@pawsonbx
design.com

mt/orala@fairse@gmail.com

Email address

Email address

Project description - Please describe your project in detail. Include details about height and dimensions, color, materials used and setbacks from the street and property lines. Describe exterior architectural feature affected, such as windows, roofs, porches, cornices or masonry. Briefly describe the feature or materials and give the approximate date it was constructed, if known. Describe in detail the proposed work and how it will impact the existing feature. If more space is needed, continue on a separate page.

Moving to 184 MAIN ST

J. Couto
Applicant's Signature

11/19/2021
Date

A complete application shall be submitted by the deadline stated on the meeting schedule to the Village Clerk. In order for an application to be considered complete, the application shall include the required number of site plans/maps, and all of the necessary supporting information as indicated on the Project Review Checklist. Owner, architect, builder or owner's representative must attend the Historic Preservation Commission meeting for action to be taken. See staff approval policy for projects that may not require commission approval. Some projects will require Plan Commission approval and paid and approved building permit. Projects not completed within 1 year of approval date must apply for renewal.

Application Checklist: 10 Paper copies and an electronic copy with files in PDF format (plan size 11X17) must be submitted for all applicable items below for review and the Historic Preservation Commission Packet.

Submit Applicable Items Below

- ☐ Submit scaled site plan with proposed location and setbacks with accurate dimensions indicating the property size, its relationship to surrounding properties, existing topography, key natural features and show the location of all existing and proposed:
- ☐ **Exterior Painting** – Color selection with samples of colors. List items to be painted. Provide color samples. See HPC Guidelines for color palate recommendations
- ☐ **Repairs and Maintenance** – Detail of items to be repaired and materials to be used. If possible, include samples of materials to be used.
- ☐ **Replacement of Windows, Doors, Siding, etc.** – Detail of items to be replaced and type of materials to be used.
- ☐ **Roofs** – Type of roofing material and color pattern. Provide roofing sample
- ☐ **Lighting plan;** photometric plan, type of fixtures, wattage and location and height of lighting structures.
- ☒ **Signs** – Type of sign, dimensions, text and color. If sign is to be illuminated, provide lighting details. Completed Village of Thiensville sign review application
- ☐ **Documents** - Plans, drawings, specifications and colored elevations of proposed alterations, new construction, accessory structures, fencing, or alterations to site plan showing finished exterior treatment and a listing of building materials. Completed Plan Commission application if needed.

=====

VILLAGE STAFF REVIEW

☒ Application Complete. Items needed: _____

Submitted to Village Clerk on 1/12/22 Staff Review Completed on _____

HPC Meeting Date 2/1/22

ADDITIONAL

REMARKS/CONDITIONS: _____

Village Staff

Title

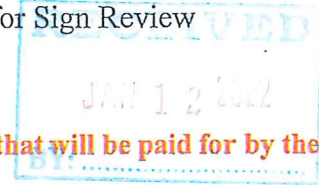
Date



Village of Thiensville

SIGN REVIEW APPLICATION - \$150.00 FEE

Please Allow Two (2) Weeks for Sign Review



The applicant is responsible to pay planner charges after a first half hour that will be paid for by the village.

THIS APPLICATION BEGINS THE REVIEW PROCESS BY OUR PLANNING CONSULTANT JON CENSKY WHO PERFORMS INITIAL REVIEW OF THE SIGN(S). The sign specifications must be submitted at least 2 weeks prior to the Plan Commission and/or the Historic Preservation Commission to Jon Censky via email, 6954jpc@sbcglobal.net or by regular mail.

Mr. Censky will review the sign(s) to see if they meet the Village Sign Code requirements and make a recommendation to the Plan Commission via a written report. **ELEVEN (11) FULL SIZE COPIES OF THE COLORED SIGN GRAPHICS AND ONE SCALE SITE PLAN** are required in addition to submittal of the **SIGN PERMIT APPLICATION** form to the Village Hall, 250 Elm Street, Thiensville, WI one week prior to the meetings. Additional copies may be required upon request from Village staff.

Applicant/Petitioner Name Joe Couto
Premises Address 184 N. Main St
Business Name A Floral Affair Business Phone (262) 242-2563
Property Owner Susan Hopkins Address P.O. Box 68
Property Owner Phone (262) 242-9081 E-mail Hearts & Interiors
Contractor INNOVATIVE AAA SIGNS Address 21700 Doran E-mail interiors@innobydesign.com
Contractor Phone 262-432-1330 Contractor Fax —
Estimated Project Cost: \$ 1650.00

Sign(s) requested: (check all that apply) ☐ Wall ☐ Monument ☒ Projecting

☐ Marquee, Awning or Canopy ☐ Sandwich Board ☐ On-site Directional Signs

Colored plans must include a scaled sketch of the proposed sign labeling dimensions and area, lettering (including height), colors, types of materials, method of illumination, height and dimensions of the pole or mounting bracket, and date of preparation. A summary of all existing signs that will remain on the site (including dimensions) is also required. Color and material samples must be provided for sign review.

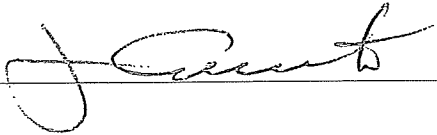
Wall sign, Marquee, Canopy or Awning sign proposals must specify building elevation or a photograph of the façade on which will be located, including a dimensioned shape showing where the sign will be placed and what size it will be.

Ground Mounted Signs and On-site Directional sign proposals require submittal of a scaled, dimensioned site plan, plot plan, or survey showing the proposed sign location in relation to driveways, parking areas, sidewalks, property lines, streets, and other signs on and within 20 feet of the property.

Projecting sign proposals must specify the distance from the street curb, distance sign projects from building, the clearance from the measured grade level to the bottom of the sign, that there are no more than two faces for the projecting sign and must show that the sign, including both faces, is perpendicular to the building.

Sandwich Board Signs require submittal of a scaled, dimensioned colored graphic of the proposed sign and proposed placement of sandwich board sign

If necessary, additional fees will be billed at an hourly rate for consulting, legal and engineering review. After approval from the Village Plan Commission, a sign permit is required from the Village Inspection Department.

Signature of Applicant  Date 1/12/22
Signature of Owner _____ Date _____

VILLAGE OF THIENSVILLE
SIGN REVIEW FEE SCHEDULE - CONSULTANT

Sign Review Includes	Application Fee	Revision Fee	Receipt #
Sign Plan Package for Entire Site, including all wall, ground, canopy. and directional signs	\$150.00*	\$100.00*	
Individual Wall Sign, projecting sign, ground sign, canopy sign or directional signs	\$150.00*	\$100.00*	
Permanent Window Signage or Individual Tenant Sign on an existing Master Tenant Sign	\$150.00*	\$100.00*	
All others including temporary signs	\$150.00*	\$100.00*	

*Plus any additional costs of the planning consultant's review at the rate of \$50/hr.

If needed, additional review time for planning, engineering and legal services will be billed back to the applicant and no permits or approvals will be given until all invoices are paid.

Revised 8/23/19



****Super Imposing not to scale**



Qty: 1



www.Innovative-Signs.com

Client

A Floral Affair
Projecting Sign

EST/ORD #

EST - 8844

Size

24" x 24"

Sides

☐ S/S ☒ D/S

Quantity

☒ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6

Materials & Specs

Non Lit - Projecting Sign

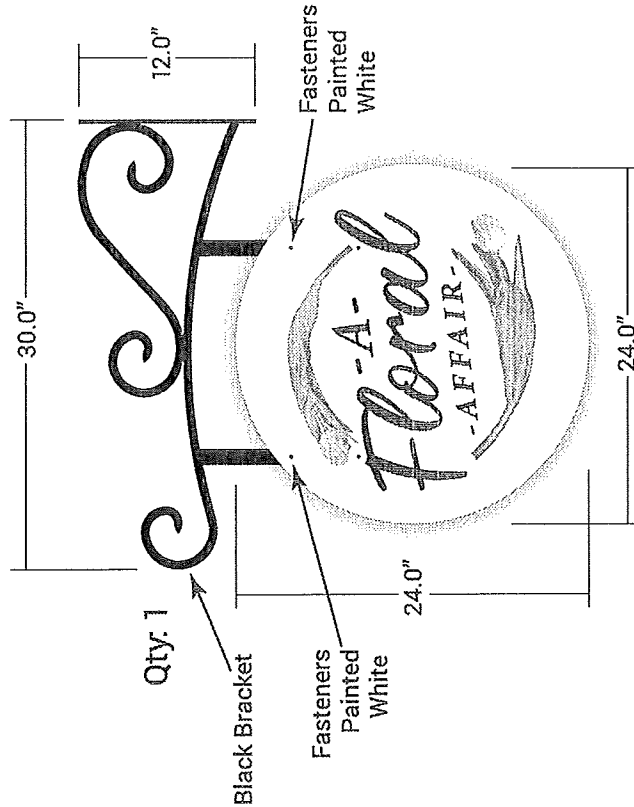
- 40" wide - Black Sign Bracket
- (1) 24" x 24" Dibond Panel
- Digital Print with lamination applied to each side

Colors

Full Color CMYK

☐ White Dibond

☒ Black Bracket



* Sandwich 2 Dibond panels between vertical rods
 **7 for each side



**Super Imposing not to scale



www.innovative-signs.com

Client
 A Floral Affair
 Projecting Sign
 EST/ORD #
 EST - 8844

Size
 24" x 24"
 Quantity
☒ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6

Materials & Specs
 Non Lit - Projecting Sign
 - (1) 30" wide - Black Sign Bracket
 - (2) 24" x 24" Dibond Panel
 - Digital Print with lamination applied to faces
 - Fasteners Painted white for installation thru face

Colors
 Full Color CMYK
☐ White Dibond
☒ Black Bracket

Project Manager
 Melissa C.
 Designer - Date
 Brian Harrigan
 12/22/2021



21700 Doral Rd
Waukesha, WI 53186
(262) 432-1330

First Impressions, Great Results
www.innovative-signs.com

ESTIMATE

EST-8844

Payment Terms: Cash Customer

Created Date: 12/20/2021

DESCRIPTION: Projecting sign

Bill To: A Floral Affair
125 Green Bay Rd.
Thiensville, WI 53092
US

Installed: A Floral Affair
A Floral Affair
184 S. Main St.
Thiensville, WI 53092
US

Requested By: Sandra Lind
Email: afloralaffairs@gmail.com
Work Phone: (262) 242-2563

Salesperson: Melissa Cataldo
Email: melissa@innovative-signs.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Projecting sign	1	\$1,562.13	\$1,562.13
1.1	Custom Signs (v) - Hanging sign bracket Text: 30" steel sign bracket with mounting bars			
1.2	DiBond 1/4" White 25 (6MM) - Dibond panel Text: 24" x 24" circular 1/4" dibond panel with customer logo Digitally printed graphics with UV lamination			
1.3	Graphic Design Fee - Design set up fee			
1.4	Installation - Installation Text: Install projecting sign			

Please note that Innovative Signs has moved. Our new address is 21700 Doral Rd., Waukesha, WI 53186

Subtotal:	\$1,562.13
Taxes:	\$85.92
Grand Total:	\$1,648.05
Deposit Required:	\$824.03

***** This estimate is an approximation and is not guaranteed. The estimate is based on information provided from the client regarding project requirements. Due to the volatile market and supply chain issues the cost for materials changes rapidly. Actual cost may change once all project elements are finalized or negotiated. Prior to any changes of cost, the client will be notified.
Estimate valid for 15 days *****

LUX DENTAL CLINIC – 108 E. FREISTADT ROAD

To: Thiensville Plan Commission

Prepared by: Jon Censky, Planner

Date: March 8, 2022

General Information

Applicant:	Dr. Suzanne Lux
Status of Applicant:	Owner
Location:	108 E. Freistadt Road
Requested Action:	Sign Plan Approval
Existing Zoning:	B-4 Highway Business District
Lot Size:	1.11 acres
Existing Land Use:	Commercial

Report:

The applicant is requesting approval of her signage package for her multi-tenant building located at 108 East Freistadt Road. The plan includes the replacement of the existing pylon sign with an attractive ground mounted monument sign and the replacement of the existing business identification signs on the mansard roof.

The face of the monument sign measures 3'10" by 4'10" for 18.4 square feet in size and will be mounted on an attractive masonry base. This sign will stand 6 feet high from grade to top. The sign is consistent with our Code requirements as the background of the face will be black and letters will be white. While they plan on reusing the existing cabinets on the roof mounted signs, they will be shifting the Edward Jones sign, 15' to the left of its current location.

Section 16.17 1. I. e. states: Internally lit signs shall be constructed with an opaque surface to allow internal light to only project through the cut-out lettering and/or logos. Dark colored backgrounds on signs are generally encouraged. Stark white or extremely bright background colors are discouraged. Furthermore, the code requires that monument signs be located at least 4' back from the road right-of-way.

Staff Comments:

As it is unclear whether the roof mounted signs will match the design and color of the monument sign, staff recommends that all signs match in terms of design and color. In addition, the applicant may need a waiver to the 4' setback requirement for the monument sign as it appears the sign will be well into the parking lot if the setback requirement is to be met. Since they are replacing the existing pole sign at that same location with the monument sign, staff has no objection. Otherwise, staff review indicates the signage plan is Code compliant and approval is recommended subject to:

- All signs match in terms of color and design.
- A waiver being granted from the setback requirement.
- The applicant securing a sign permit prior to installation.



Village of Thiensville

Small Projects Application



THIS FORM MUST BE COMPLETED FOR ALL PROJECTS THAT CAN BE APPROVED AT THE STAFF LEVEL.
THIS INCLUDES FENCES, DECKS, SWINGSETS, HOT TUBS, EGRESS WINDOWS AND PARKING PADS.

Property Address: 108 E. Freistadt Rd., Thiensville WI 53092

Tax Key # _____

Current Zoning _____

Property Owner

SCT Properties LLC

Name

Suzanne Tack

Address

108 E. Freistadt Rd., Thiensville, WI 53092

Phone

414-687-0719 / susantack@gmail.com

Email address

Applicant ☐ Same as owner

Poblocki Sign Company LLC

Name

Deb Burton

Address

922 S. 70th St., West Allis, WI 53214

Phone

414-777-4261 dburton@pobocki.com

Email address

Application checklist

- ☐ Submit drawings, photo example or rendering and/or other descriptions of project
- ☐ Submit Scaled drawing or survey with proposed location and setbacks
- ☐ Complete building permit application

Is property in Thiensville's Historic District? ☐ Yes ☒ No

If yes, you must apply for a Certificate of Appropriateness with the Historic Preservation Commission.
Complete the COA application. Attendance at HPC meeting is required.

Project description

Please describe your project in detail. Include details about height and dimensions, color, materials used and setbacks from the street and property lines. Provide any information that you believe will assist staff in reviewing and approving your request.

Per drawings 92668 MON-01 - Replace existing pole sign with new monument sign

CAB-01 - Add new sign on mansard roof for Lux Dental

FC-01 - Replace sign face in existing LCA sign with 'For Lease' face

Move existing Edward Jones Investments 15' left of current placement

Remove Natural Cleaners sign

See drawings, site plan and photo survey.



Applicant's Signature

1/31/22

Date

The applicant is responsible to pay planner charges after a first half hour that will be paid by the village.
Work cannot begin until staff approval and paid building permit approval. Staff reserve the right to
forward application to the Plan Commission for approval if deemed necessary

=====

VILLAGE STAFF REVIEW

☒ Application Complete. Items needed: _____

☒ Submitted to Village Planner on 2/21/22 ☐ Approved by Planner on _____

☒ Historic Preservation Approval (if needed) on 2/19

ADDITIONAL REMARKS/CONDITIONS:

Village Administrator

Date

Page 21 of 49



SIGN REVIEW APPLICATION - \$150.00 FEE
Please Allow Two (2) Weeks for Sign Review

THIS APPLICATION BEGINS THE REVIEW PROCESS BY OUR PLANNING CONSULTANT JON CENSKY WHO PERFORMS INITIAL REVIEW OF THE SIGN(S). The sign specifications must be submitted to the Village Hall at least 2 weeks prior to the Plan Commission and/or the Historic Preservation Commission meeting for review by Jon Censky. If in the Historic District, you must attend a Historic Preservation Commission meeting prior to Plan Commission.

Mr. Censky will review the sign(s) to see if they meet the Village Sign Code requirements and make a recommendation to the Plan Commission via a written report. At this time **SEVEN (7) FULL SIZE COPIES OF THE COLORED SIGN GRAPHICS AND ONE SCALE SITE PLAN** are required in addition to submittal of the **SIGN PERMIT APPLICATION** form to the Village Hall, 250 Elm Street, Thiensville two weeks prior to the meetings. Additional copies may be required upon request from Village staff.

Applicant/Petitioner Name Poblocki Sign Company LLC
Premises Address 108 E. Freistadt Rd.
Business Name (SCT Properties LLC) associated with Thiensville Commons/Lux Dental Business Phone 414-687-0719
Property Owner Suzanne Tack Address 108 E. Freistadt Rd., Thiensville, WI 53092
Property Owner Phone 414-687-0719 E-mail suzannetack@gmail.com
Contractor Poblocki Sign Co. Address 922 S 70th St West Allis, WI 53214 E-mail dburton@poblocki.co,
Contractor Phone 414-453-4010 x 4261 Contractor Fax _____
Estimated Project Cost: \$ 8100.00

Sign(s) requested: (check all that apply) ☒ Wall ☒ Monument _____ Projecting
_____ Marquee, Awning or Canopy _____ Sandwich Board _____ On-site Directional Signs
1-31-22 See drawings 92668 MON-01, CAB-01, FC-01, RW-01 and site plan showing locations plus photos.

Colored plans must include a scaled sketch of the proposed sign labeling dimensions and area, lettering (including height), colors, types of materials, method of illumination, height and dimensions of the pole or mounting bracket, and date of preparation. A summary of all existing signs that will remain on the site (including dimensions) is also required. Color and material samples must be provided for sign review.

Wall Sign, Marquee, Canopy or Awning Sign proposals must specify building elevation or a photograph of the façade on which it will be located, including a dimensioned shape showing where the sign will be placed and what size it will be.

Ground Mounted Signs and On-Site Directional Sign proposals require submittal of a scaled, dimensioned site plan, plot plan, or survey showing the proposed sign location in relation to driveways, parking areas, sidewalks, property lines, streets, and other signs on and within 20 feet of the property.

Projecting Sign proposals must specify the distance from the street curb, distance sign projects from building, the clearance from the measured grade level to the bottom of the sign, that there are no more than two faces for the projecting sign and must show that the sign, including both faces, is perpendicular to the building.

Sandwich Board Signs require submittal of a scaled, dimensioned colored graphic of the proposed sign and proposed placement of sandwich board sign.

If necessary, additional fees will be billed at an hourly rate for consulting, legal and engineering review.

After approval from the Village Plan Commission, a Sign Permit is required from the Village Inspection Department.

Signature of Applicant Deb Burton Deb Burton, Poblocki Sign Co. Date 1-31-22

Signature of Owner [Signature] Date 1.31.22

VILLAGE OF THIENSVILLE SIGN REVIEW FEE SCHEDULE - CONSULTANT

\$150.00 herewith

Sign Review Includes	Application Fee	Revision Fee	Receipt #
Sign Plan Package for Entire Site, including all wall, ground, canopy and directional signs	\$150.00*	\$100.00*	
Individual Wall Sign, projecting sign, ground sign, canopy sign or directional signs	\$150.00*	\$100.00*	
Permanent Window Signage or Individual Tenant Sign on an existing Master Tenant Sign	\$150.00*	\$100.00*	
All others including temporary signs	\$150.00*	\$100.00*	

* Plus any additional costs of the Planning Consultant's review at the rate of \$50/hour.

If needed, additional review time for planning, engineering and legal services will be billed back to the applicant and no Permits or approvals will be given until all invoices are paid.

[A] - CABINET

Lighting: Lit
Voltage: 1.1 amps @ 120 volts
Material: SignComp
Cabinet Color: White (satin)

[B] - GRAPHICS

Material: Routed Aluminum
Cabinet Color: Black (satin)
Copy Color: Backed-up Acrylic

[C] - REVEAL

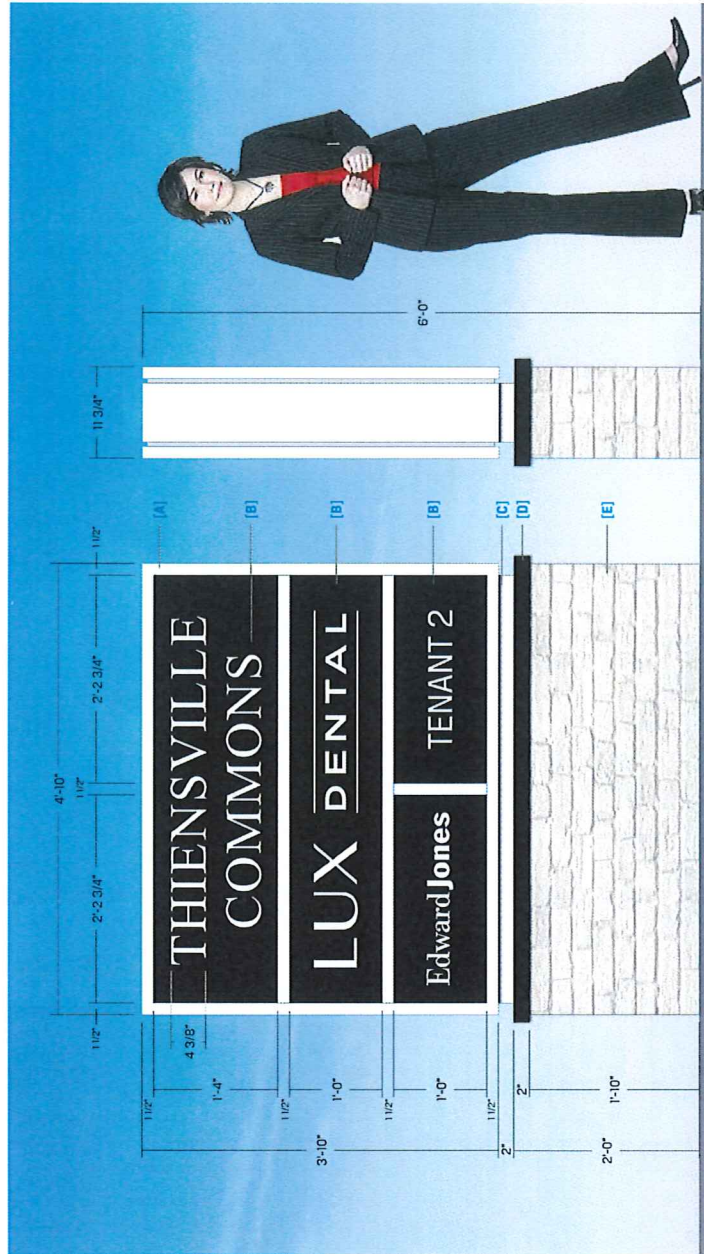
Material: Aluminum
Color: White (satin)

[D] - MASONRY CAP

Material: Aluminum
Color: Black (satin)

[E] - BASE & CAP

Material: Halquist Frost Masonry
Installation: Direct bury



POBLOCKI
922 S. 70th St., Milwaukee, WI 53214
414.453.4010 • www.poblocki.com

This document is owned by and the information contained in it is proprietary to Poplocks Sign Company, LLC. By receipt hereof, the holder agrees not to use the information, disclose it to any third party or reproduce this document without the prior written consent of Poplocks Sign Company, LLC. Holder also agrees to immediately return this document upon request by Poplocks Sign Company, LLC.

This document represents only an approximation of material colors specified. Actual product colors may vary from this print or digital image.

Project

Lux Dental
Thiensville, Wisconsin

Scale: 3/4"=1'

Original Page Size: 11" x 17"

Notes

TENANT COPY [TBD]

REV	DESCRIPTION	BY	DATE
01	notes	seb	01.05.2
02	Update	JJ	02/11/2
03	Black Background	JJ	02/14/2
04	Night View	JJ	02/15/2
05	Copy/ Colors	JJ	02/18/2

Rep.: John Campbell
Drawn By: Sarah Biagg

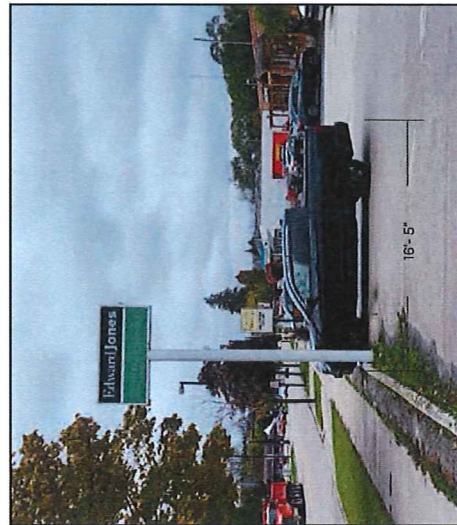
Orig. Date: 11/08/12

Sign Loc. No. _____

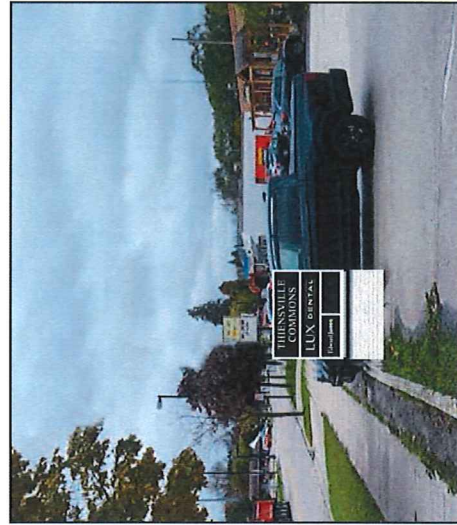
MON-01
D/F Monument

92668

OPP - Project - Job No.



Existing Layout [Existing Pylon will be removed & cut off at grade]



Proposed Layout - approx. size & location



Proposed Night View

This document is based on the information provided by the client. It is the responsibility of the client to ensure that all information is accurate and complete. The client warrants that the information provided is true and correct to the best of their knowledge. The client also warrants that the information provided is not confidential or proprietary information of any third party. The client further warrants that the information provided is not subject to any legal claims or disputes. The client also warrants that the information provided is not subject to any legal claims or disputes. The client further warrants that the information provided is not subject to any legal claims or disputes.

Project
LUX DENTAL

108 E FREISTADT ROAD
THENSVILLE WI 53092

Scale: AS NOTED
Original Page Size: 11" x 17"

Notes

Revisions	REV	DESCRIPTION	BY	DATE
	X	X	X	X

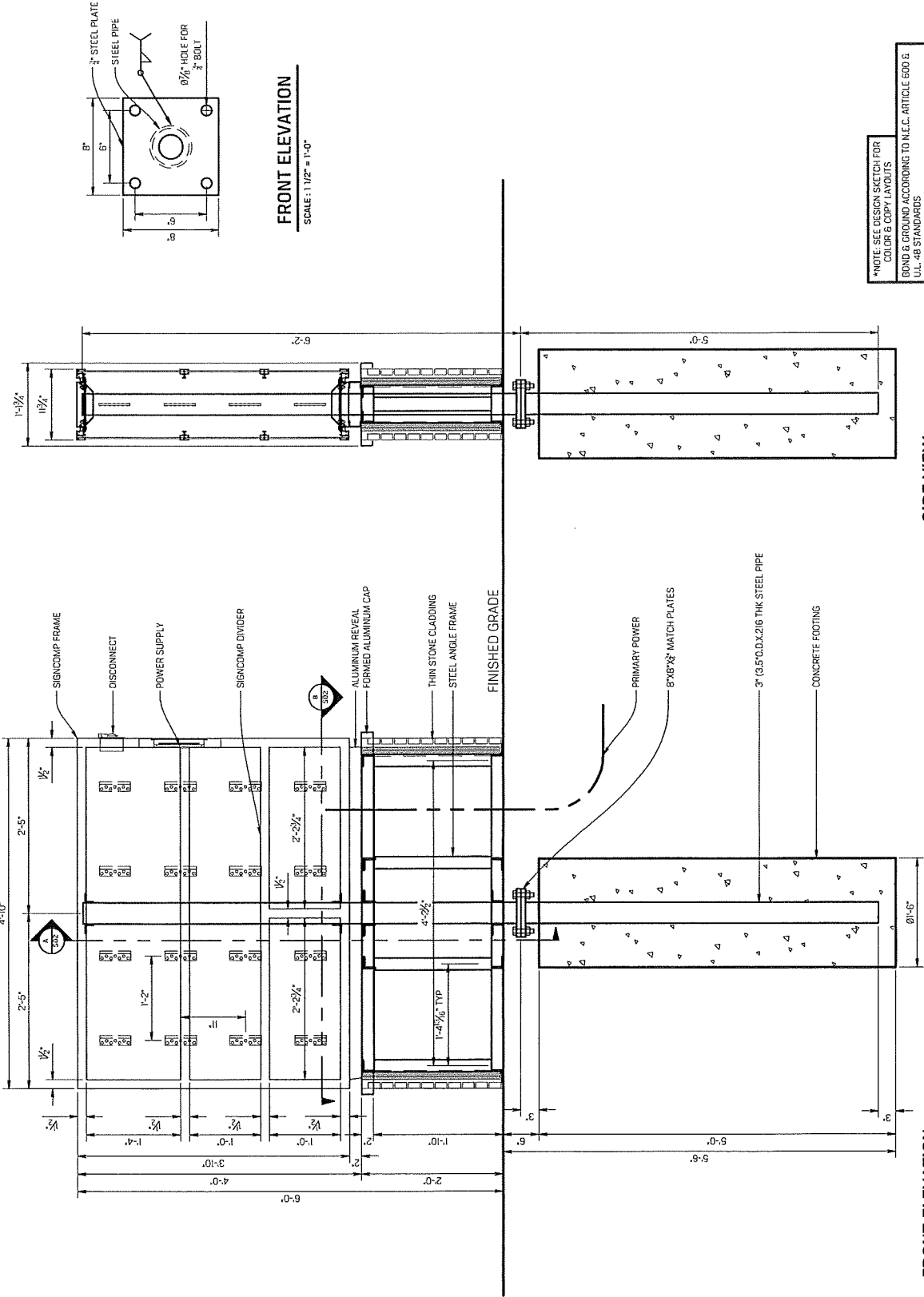
Rev. CAMPBELL, JOHN G. Orig. Date: 2.8.22
Drawn By: K. JOHNSON

Sign Loc. No.

MON-01
D/F MONUMENT

Sign Type

92668
999-PROJECT-300-NC
Sheet



*NOTE: SEE DESIGN SKETCH FOR COLOR & COPY LAYOUTS
BOND & GROUND ACCORDING TO N.E.C. ARTICLE 600 & U.L. 48 STANDARDS
PRIMARY ELECTRICAL SUPPLY & FINAL HOOK UP TO BE DONE BY LOCALLY LICENSED ELECTRICAL CONTRACTOR.
1.1 AMPS @ 120 VOLTS

SIDE VIEW

SCALE: 3/4" = 1'-0"

FRONT ELEVATION

SCALE: 3/4" = 1'-0"

Project
LUX DENTAL

108 E FREISTADT ROAD
THIENSVILLE WI 53092

Scale: AS NOTED
Original Page Size: 11" x 17"

Notes

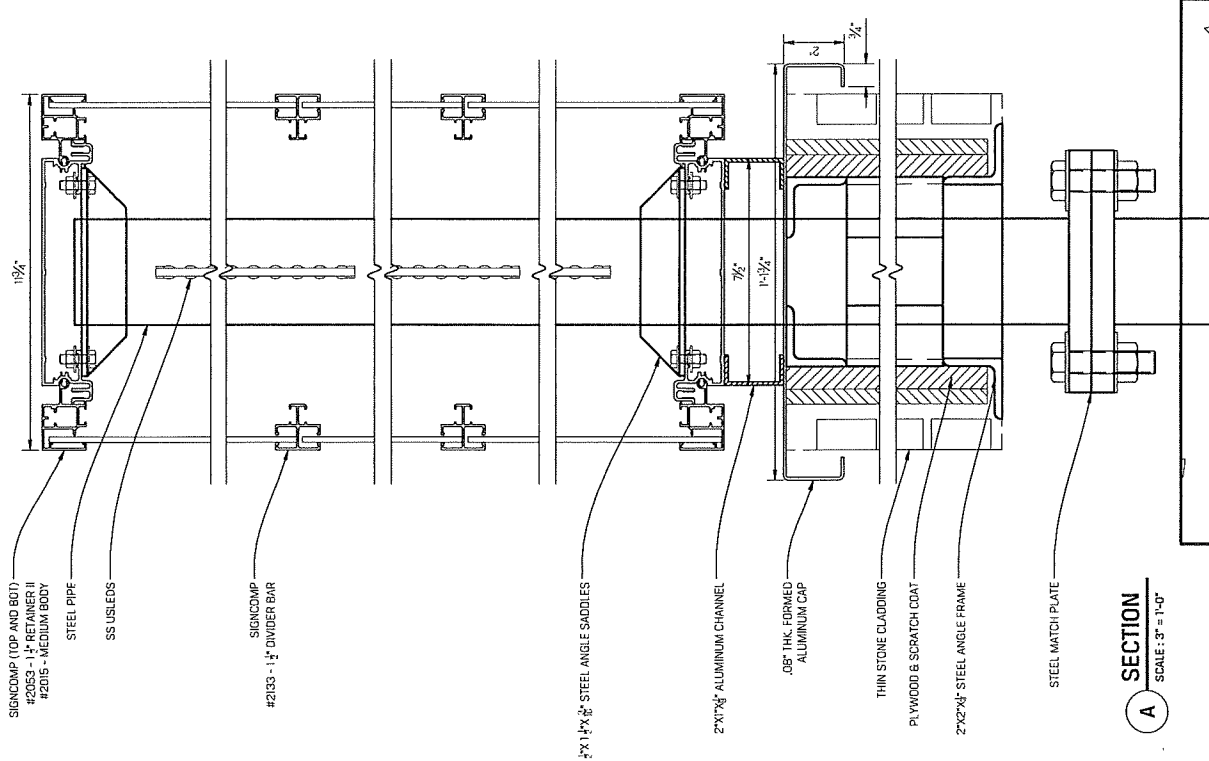
Revisions	REV	DESCRIPTION	BY	DATE
X	X		X	X

INS. CAMPBELL JOHN G. Dir. 2.9.22
Drawn By: K. JOHNSON

Sign Loc. No.

MON-01
D/F MONUMENT
Sign Type

92668 S02
GPO-Project-Job No. Sheet



SECTION A

SCALE: 3" = 1'-0"

SECTION B

SCALE: 3" = 1'-0"

SIGN SPECIFICATIONS

- [A] - CABINET
Lighting: Lit
Voltage: 11 amps @ 120 volts
Material: 177 White Polycarbonate
Cabinet Color: Black (satin)
Installation: Install to roof mounting system
- [B] - BACKGROUND
Material: Vinyl
Color: 3635-228 Blockout Black Matte
- [C] - MOUNTING SYSTEM (NOT SHOWN)
Color: Black (satin)



This document is owned by and the information contained in it is proprietary to Poblacki Sign Company, LLC. By receipt hereof the holder agrees not to use the information contained herein for any other purpose without the written consent of Poblacki Sign Company, LLC. This document represents only an approximation of what the final sign will look like. Colors may vary from this print or digital image.

PROJECT
Lux Dental
Thiensville, Wisconsin

Scale: 1"=1'
Original Page Size: 11" x 17"



Existing Layout [Natural Cleaners to be removed & disposed]



Proposed Layout - Exact Location [TBD]



Proposed Night View

Revisions	BY	DATE
01 notes	seb	01/02/22
02 Update	JJ	02/11/22
03 Night View	JJ	02/15/22

Rep: John Campbell
Drawn By: Sarah Blagioni
Date: 12/09/21

CAB-01
S/F Cabinet
Sign Type

92668
J01
Design



1027 S. 70TH ST., MILWAUKEE, WI 53214
414-453-4010 • www.poblocki.com

This document is created by and for the information of the client and is not to be used for any other purpose. It is the responsibility of the client to ensure that the information provided is accurate and complete. The client agrees to hold the designer harmless for any and all claims, damages, losses, and expenses, including reasonable attorney's fees, arising from the use of this document for any purpose other than that for which it was created. The client also agrees to hold the designer harmless for any and all claims, damages, losses, and expenses, including reasonable attorney's fees, arising from the use of this document for any purpose other than that for which it was created.

Project

LUX DENTAL

108 E FREISTADT ROAD
THIENSVILLE WI 53092

Scale: AS NOTED

Original Page Size: 11" x 17"

Notes

Revisions	REV	DESCRIPTION	BY	DATE
	X	X	X	X

Rep: CAMPBELL, JOHN G. Orig. Date: 2.5.22
Drawn By: K. JOHNSON

Sign Loc. No.

CAB-01

S/F CABINET

Sign Type

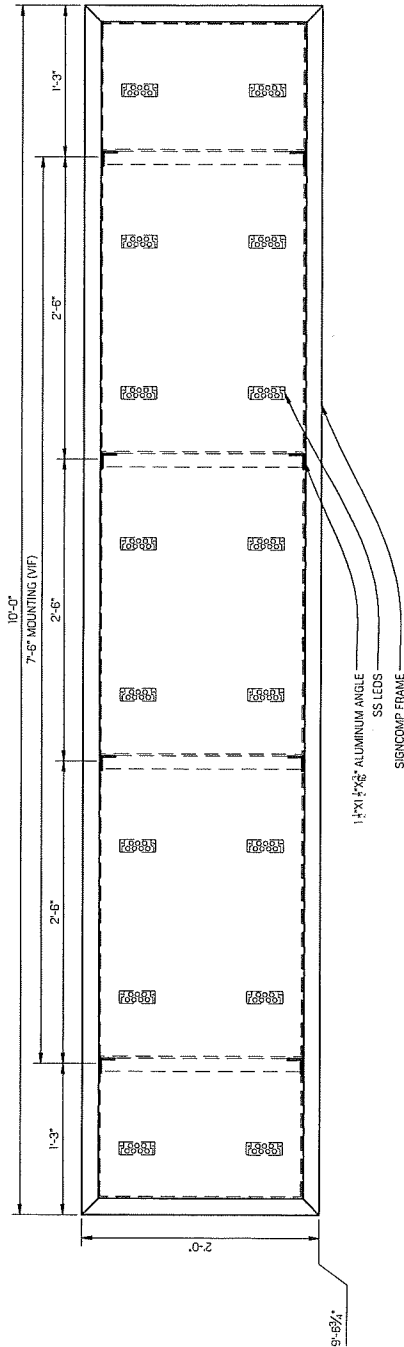
92668

OPP-PROJECT-001 No.

S01

Sheet

ROOF LINE



OVERHANG

*NOTE: SEE DESIGN SKETCH FOR
COLOR & COPY LAYOUTS

BOND & GROUND ACCORDING TO N.E.C. ARTICLE 600 &
UL-48 STANDARDS
PRIMARY ELECTRICAL SUPPLY & FINAL HOOK UP TO BE
DONE BY LOCALLY LICENSED ELECTRICAL CONTRACTOR.
1.1 AMP @ 120 VOLTS

This document is owned by and the information contained herein is the property of Poblocki Sign Company, LLC. By receipt thereof, the reader agrees not to use the information herein for any purpose other than that for which it was intended. The reader also agrees to indemnify and hold Poblocki Sign Company, LLC harmless from and against all claims, damages, losses and expenses, including reasonable attorneys' fees, that may be incurred by Poblocki Sign Company, LLC, as a result of the use of the information herein for any purpose other than that for which it was intended.

Project
LUX DENTAL

108 E FREISTADT ROAD
 THIENSVILLE, WI 53092

Scale: AS NOTED
 Original Page Size: 11" x 17"

Notes

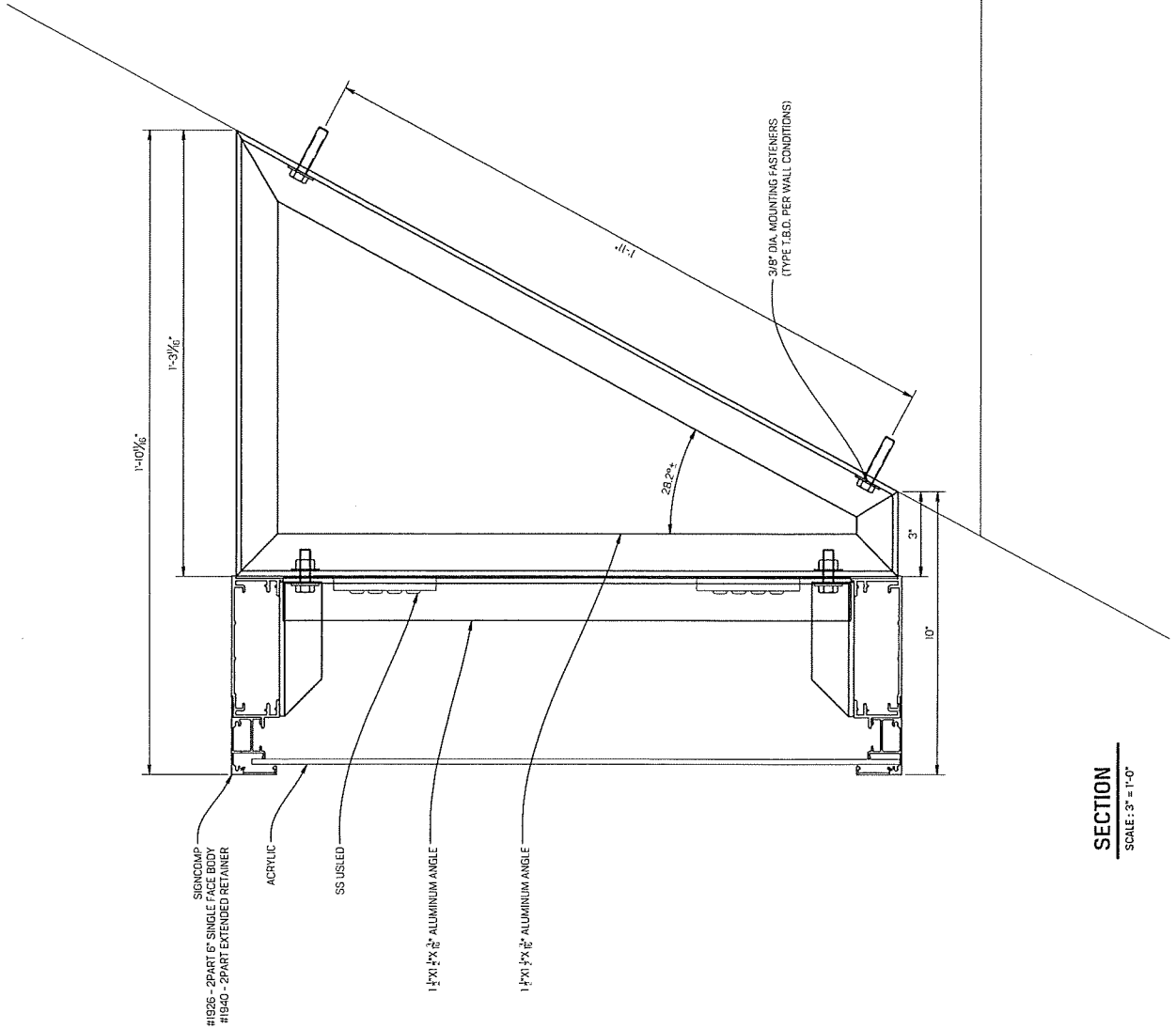
REV	DESCRIPTION	BY	DATE
X	X	X	X

Rev. CAMPBELL, JOHN G. Orig. Date: 2.9.22
 Drawn By: K. JOHNSON

Sign Loc. No.

CAB-01
 S/F CABINET
 Sign Type

92668 S02
 DFP-Project-200 No. Sheet

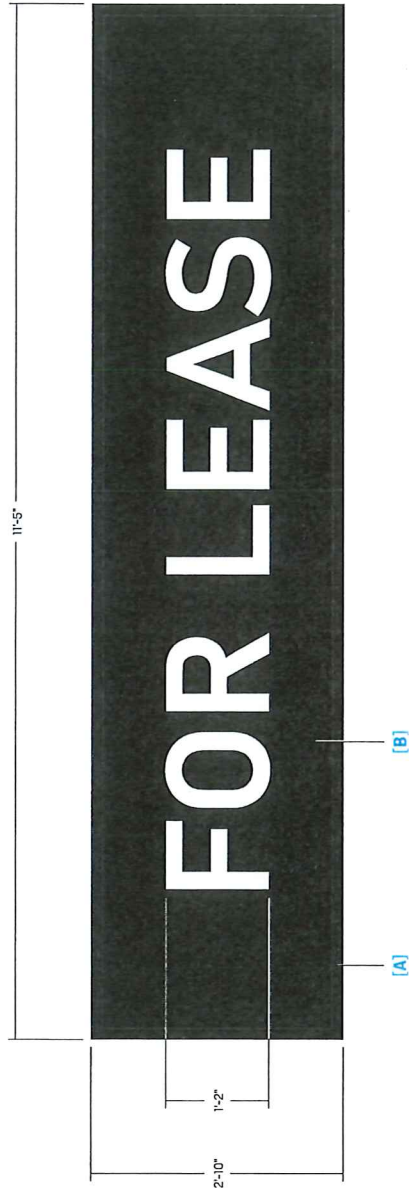


SECTION
 SCALE: 3" = 1'-0"

SIGN SPECIFICATIONS

[A] - FACE CHANGE
Material: 177 White Polycarbonate
Surveyed: No - SURVEY REQUIRED
Installation: Install into existing cabinet

[B] - BACKGROUND
Material: Vinyl
Color: 3535-22B Blockout Black Matte



This document is owned by and the information contained in it is proprietary to Poblocki Signs Company. It is to be used only for the project and location specified. No part of this document may be reproduced or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written consent of Poblocki Signs Company, LLC. If you are not the intended recipient, please notify the sender immediately upon receipt of this document. The design and appearance of the actual product may vary from this print or digital image.

Project
Lux Dental
Thiensville, Wisconsin

Scale: 3/4"=1'
Original Page Size: 11" x 17"

Notice
SURVEY REQUIRED

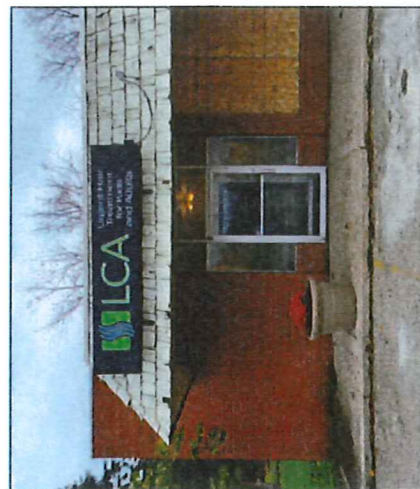
Revisions	REV. DESCRIPTION	BY	DATE
01	Update	31	02/10/22
02	Night View	31	02/15/22

Sign: John Campbell
Drawn by: Sarah Biagioni
Date: 01/05/22

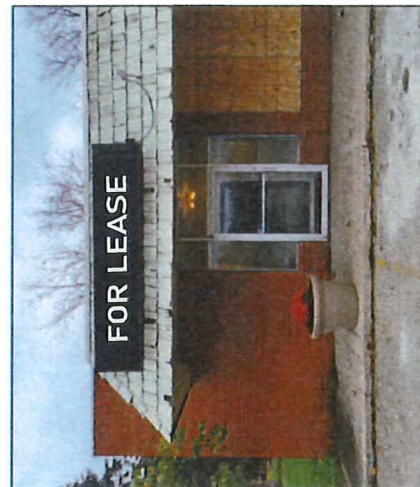
Sign Loc: 112, .

FC-01
S/F Face Change
Sign Type

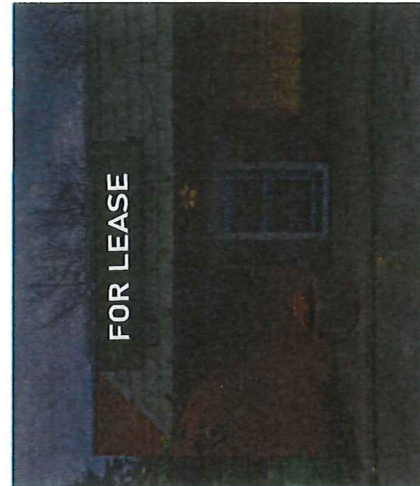
92668
J01
Design
UPP - Project - Job No.



Existing



Proposed Layout



Proposed Night View

This document is owned by and the information contained in it is proprietary to Poblocki Sign Company. It is to be used solely for the project and location identified herein. No part of this document, including the information, design or drawings, is to be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written consent of Poblocki Sign Company, LLC. Any unauthorized use or reproduction of this document without the prior written consent of Poblocki Sign Company, LLC, may result in legal action. The appearance of actual product colors may vary from this print or digital image.

Project

Lux Dental
Thiensville, Wisconsin

Scale: NTS

Original Page Size: 11" x 17"

NOTES

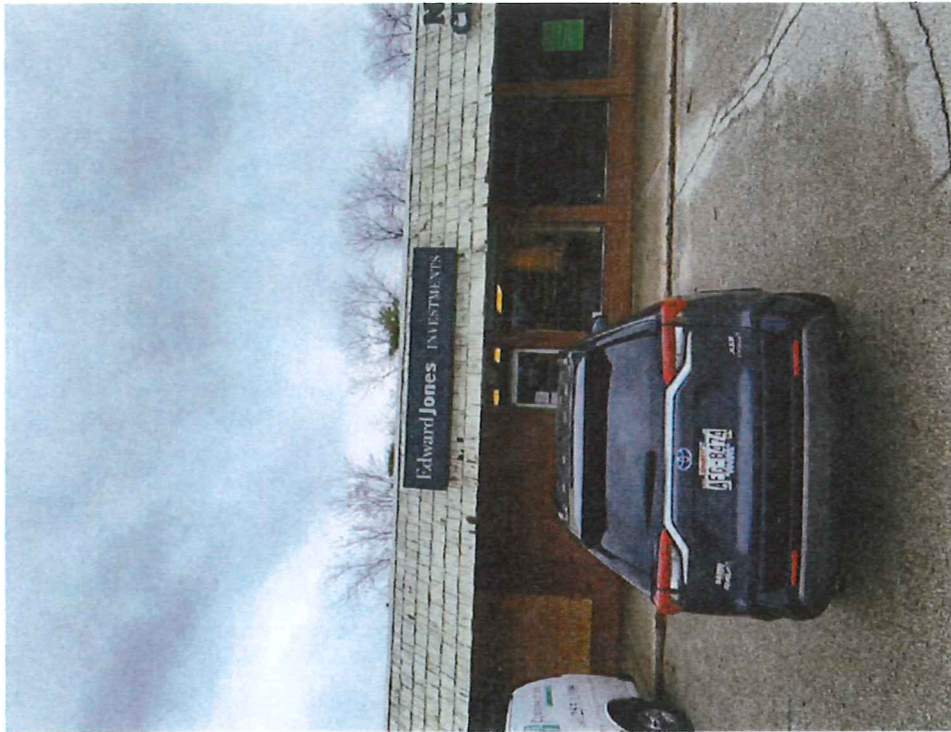
Revisions	REV. DESCRIPTION	BY	DATE
01	Update	JJ	02/11/22

Rep: John Campbell
Drawn By: Sarah Bugioni
Orig. Date: 01/05/22

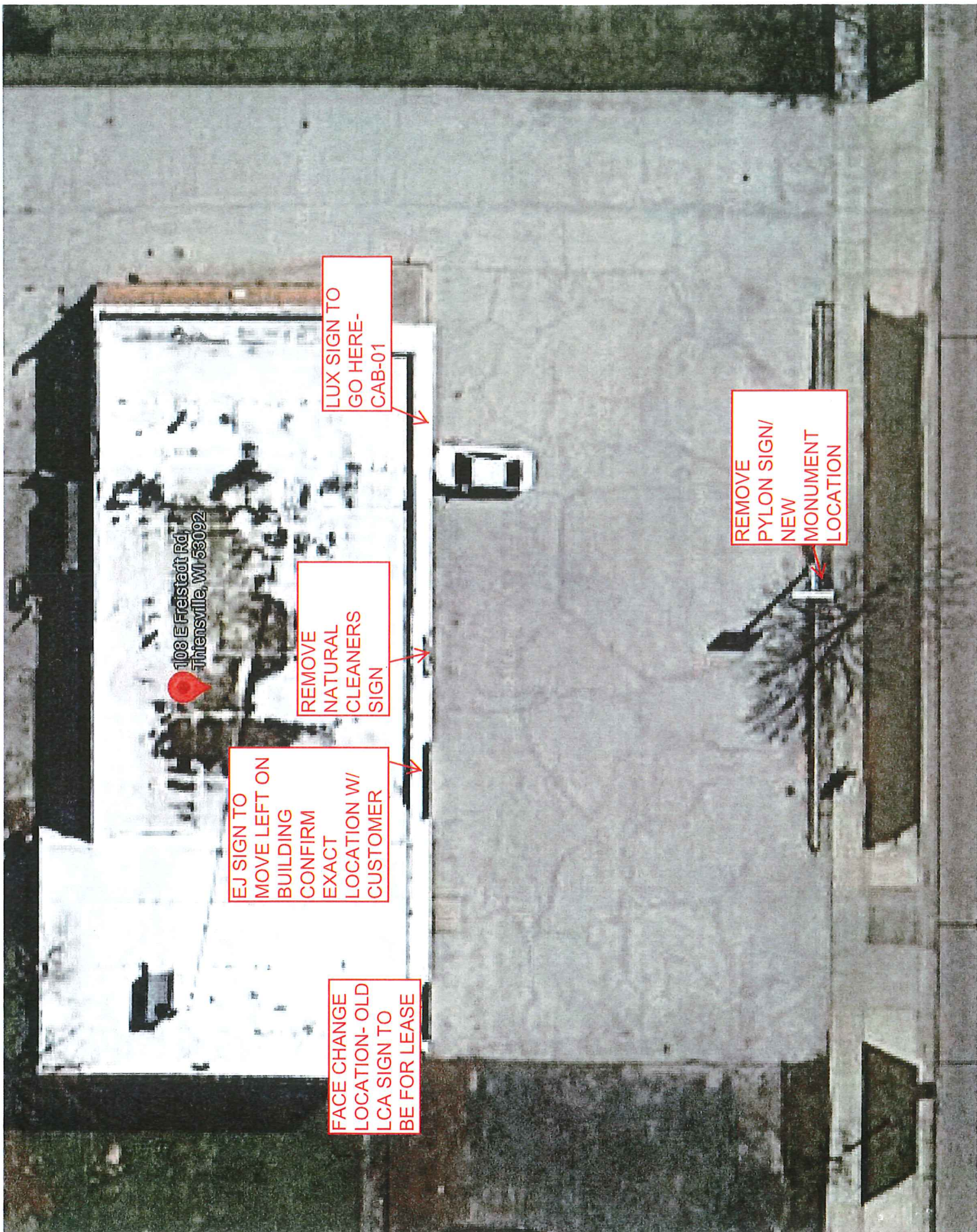
Sign Loc. No. •

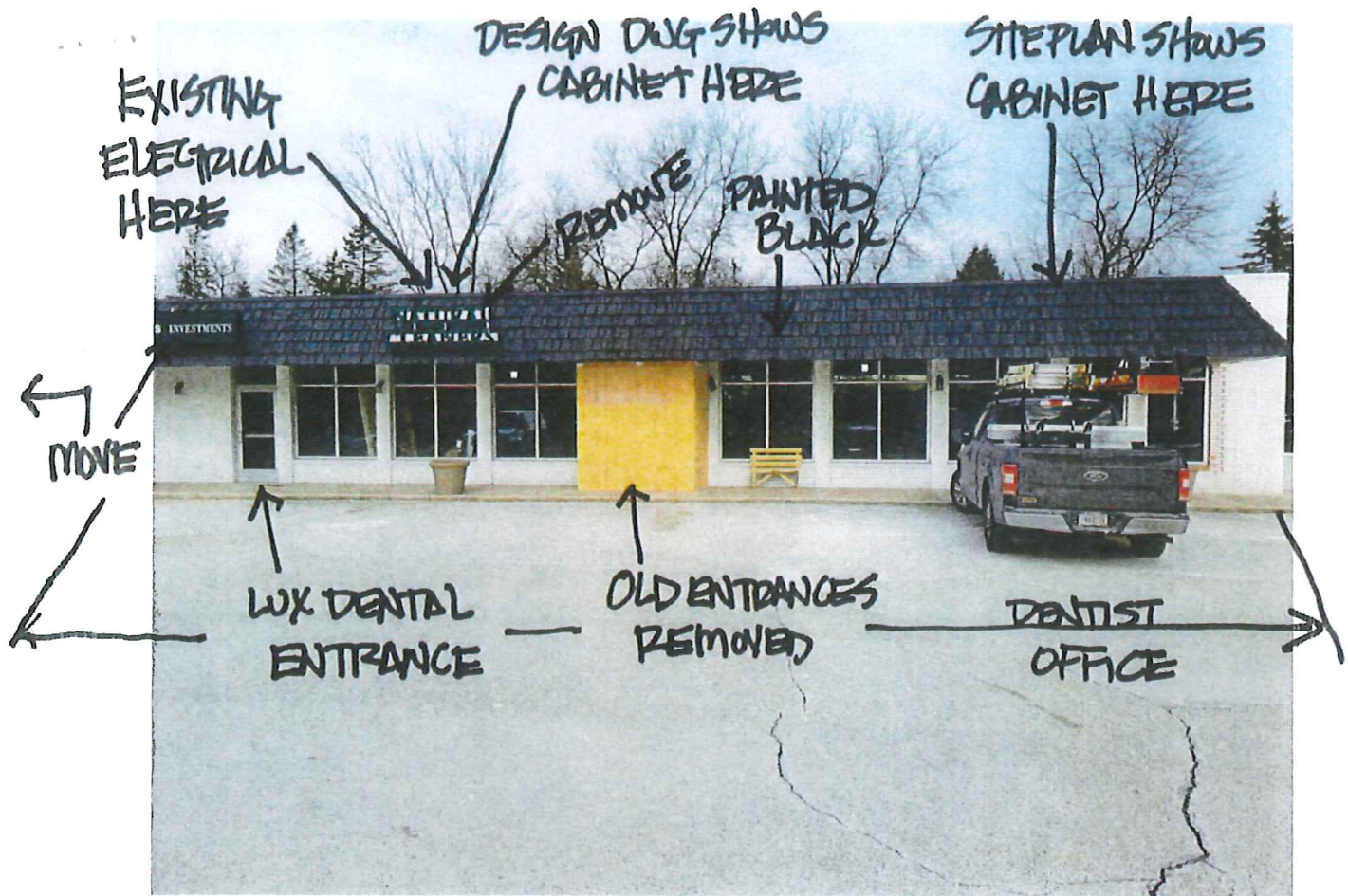
RW-01
Rework
Sign Type

92668
J01
Design
GPP - Project - Job No.



Remove Existing Sign & Move 15'-0" to the Left





Greetings Villagers!

First, I wanted to thank you for your continued support in our efforts to keep Daily Taco alive and thriving! Having the tent available during the winter has allowed us to weather the storm with respect to COVID and our very limited seating indoors, thus allowing us to have a larger customer-base available along with being able to host pop-up events, etc. throughout the winter months. As we near the end of our conditional approval, we are again coming to you to ask for an extension for the tent space. Many of our "cheel" customers have requested that we do several more pop-ups in our space at Daily Taco leading up to the reopening of cheel – and with the unpredictable weather patterns, limited indoor seating, etc. – we really can't support doing these events without assurance we'll have space for 60+ (inside and out, inside only really seats 35 or so...) people and risk weather nuances that could hinder our ability to proceed with these events. As we near the start of construction of the new cheel, we know how important it is for us to "stay relevant" in our community – to keep the brand, concept, etc. in front of our loyal customer-base and keep them eager to visit us once the construction is finalized.

While we understand that not everyone is keen on having "tents" in our community, specifically in the historical district – we understand that there is a level of "community feel" that everyone wants to maintain, but also keep in mind that this whole district will be turning into a giant construction zone – and the tent will be the smallest of eyesores in our community even though we feel it adds to the appeal of the space. We purchased the tent and have ownership of it – and the flexibility it provides us is paramount to both Taco and cheel success and we hope that you'll consider an extension for us.

If approved, we'll plan to remove the hay bales and surround the tent with beautiful flowers, potters, etc. – you are all aware of the level of care and beautification that our family has provided for this community – and I hope that you'll take that into consideration for our extension.

In addition, we are talking with the owners of the Daily Taco building about possibly adding to the building a small event/dining space similar to the tent concept size that could house 30-40 people, but those discussions are just starting to happen – and we are unsure if our landlords will be willing to make that investment in their property. We are also exploring other areas of our community wherein we can get a larger customer base inside and will be looking to present a proposal for the TIF district across the street as well.

With Much Respect,



Jesse & Barkha Daily

Owner(s), the cheel

414.241.1013 | info@thecheel.com | www.thecheel.com

105 S. Main St. Thiensville, WI 53092

Plan Commission Minutes

June 8, 2021

Page two of four

B. Review and action regarding 10' x 10' Shed, William Treis, 312 Sunny Lane

William Treis shared that the proposed shed will be placed on top of landscape rock. The shed is manufactured from Home Depot and will be located on the back of the lot as indicated on the submitted survey.

Planner Censky noted the proposed shed fully complies with setbacks and other specifications.

MOTION by Commissioner Hughes, **SECONDED** by Commissioner Kucharski to approve 10' x 10' Shed, William Treis, 312 Sunny Lane. **MOTION CARRIED UNANIMOUSLY.**

C. Review and action regarding 20' x 20' Temporary Tent, Daily Taco + Cantina, Jesse Daily, 105 West Freistadt Road

Jesse Daily proposed a 20' x 20' tent to provide additional outdoor seating at Daily Taco when there is inclement weather. The tent would be located just off the northwest side of the building. Planner Censky noted a decision regarding a temporary tent is up to the Commissioners.

Mr. Daily added the tent will be firmly anchored to the asphalt, will have walls similar to the tent that had been used at the cheel and will be located inside the lane to the pickup window. The tent will accommodate four or five tables.

Commissioner Kucharski noted the Plan Commission approved a 20' x 20' tent for the summer season for glaze. There is no reason there should be a problem with this one as long as the logistics work out. In both cases, the tent should be removed at the end of summer. Commissioners engaged in a discussion about whether tents should be removed on the last day of summer or allowed into the fall. Commissioners agreed to allow the tent to remain up until October 31, 2021. The same date will apply to other similar tent requests, including the one for glaze which was approved at the May meeting.

MOTION by Commissioner Chimenti, **SECONDED** by Commissioner Dyer to approve 20' x 20' Temporary Tent, Daily Taco + Cantina, Jesse Daily, 105 West Freistadt Road, Tent must be Removed by October 31, 2021. **MOTION CARRIED UNANIMOUSLY.**

D. Review and action regarding 30' x 40' Temporary Tent, Shully's Across the Street, Scott and Beth Shully, 143 Green Bay Road

The applicants were not in attendance. No action.

E. Review and action regarding Building Update, Becker Design, Neil and Amy Becker, 137 Green Bay Road

Neil Becker shared with Commissioners they have occupied the building for about two years and want to clean up its appearance. They want the design to embrace the appearance of the surrounding buildings. Planner Censky noted that the proposal looks nice and asked how far the front awning will extend. Mr. Becker noted the awning will not come out further than the existing awning.

Commissioner Hughes commended Mr. Becker for proposing the upgrade and hopes this inspires other nearby businesses to clean up their facades.

Commissioner Chimenti noted that the plans will be considered by the Historic Preservation Commission on June 22, 2021. Director LaFond shared that approval by the Plan Commission should be made contingent on approval by the Historic Preservation Commission.

DAILY TACO + CANTINA TEMPORARY TENT

To: Thiensville Plan Commission

By: Jon Censky, Village Planner

Agenda Item: **IV.C.**

Date: June 8, 2021

General Information

Applicant:

Jesse Daily - Daily Taco

Status of Applicant:

Owner

Location:

105 West Friestadt Road

Requested Action:

Temporary Tent Approval

Existing Zoning:

B-4 Highway Business District

Lot Size:

Existing Land Use:

Restaurant

Report:

This item is before you in response to the new policy as discussed in the enclosed letter by Administration Assistant, Gary Achterberg. Mr. Daily is seeking approval of a temporary 20'X20' tent to be located off the northwest corner of the Daily Taco + Cantina restaurant, inside the drive-thru lane at 105 West Friestadt Road. While Mr. Daily has only provided a picture of the proposed tent and dimensions, the actual tent may be completely different as the picture shows a typical recreational tent and the actual tent will be of a commercial grade.

Accordingly, since we only have general information for this tent, the applicant will need to provide better details at the meeting or Commissioners should withhold action on this request.

Village of Thiensville
250 Elm Street
Thiensville, WI 53092-1602

TEMPORARY TENT APPLICATION

APPLICANT INFORMATION:

Name: JESSE DAILY
Address: _____ Phone #: 414-241-1013

TENT INFORMATION:

Address where tent will be placed: 105 W. FREISTADT RD.
Date to be installed: 5/1/21 or SOONER Date to be removed: END OF SEASON
Size: 30 X 20 Total Square Feet: 600 SF
Will the tent have any advertising - specify: POSSIBLY BANNER
Where on building of site will it be installed: WEST PARKING LOT
CANOPIES
Details of Tent Installation and Owner: (Use reverse side if necessary)

Signature of Applicant: [Signature] Date: 3/25/21

VILLAGE USE ONLY

Application approved X, denied _____
Comments: Approved by Plan Comm 6/8/21
Village Administrator: [Signature] Date: 6/16/2021
Police Department Notification Date: 6/16/21

Village of Thiensville - Amy Langlois

To: Jesse Daily
Subject: RE: Tent Request

Thank you, Jesse.

From: Jesse Daily <jesse@core-usa.com>
Sent: Monday, May 24, 2021 1:37 PM
To: Village of Thiensville - Amy Langlois <alanglois@village.thiensville.wi.us>; Jonathan Censky <6954jpc@sbcglobal.net>
Subject: Re: Tent Request

CAUTION: This email originated from outside of the organization. Do not click links, open attachments, or reply unless you recognize the sender and know the content is safe.

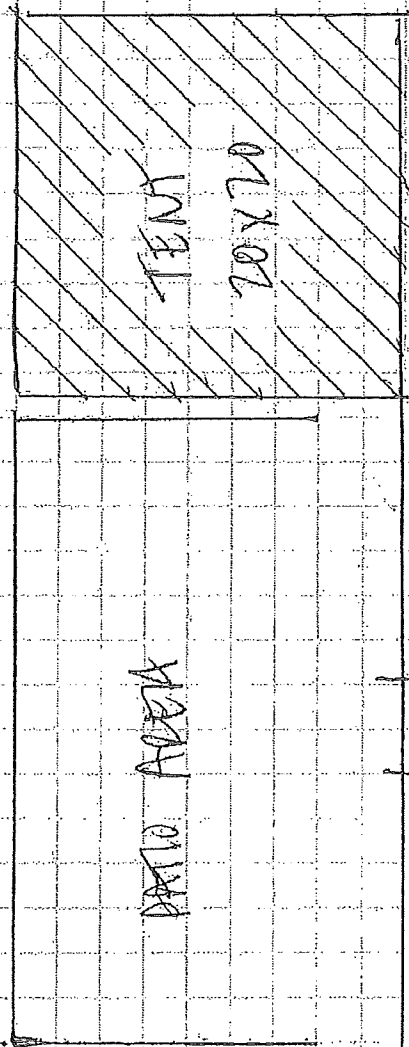
Hi Amy / Jon -

It will look similar to this, albeit commercial construction. Attached is the layout. We are going to put it as close to our building as possible - and along the fence line on the North-side. It'll be at least 20' away from the sidewalk/planting bed. With respect to the banner - it'll just be along the west side of the tent.

Let me know if you have further questions.



N



S

ENTRANCE

DAILY TACO, LLC

ENTRANCE

E

**VILLAGE OF THIENSVILLE
COMMITTEE OF THE WHOLE
MINUTES**

DATE: Monday, October 11, 2021

LOCATION: 250 Elm Street
Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

President Mobley called the meeting to order at 6:02 PM.

II. ROLL CALL

President:	Van Mobley	
Trustees:	Jennifer Abraham	Rob Holyoke
	Angelina Apostolos	Ken Kucharski
	Kristina Eckert	David Lange
Administrator:	Colleen Landisch-Hansen	
Staff:	Police Chief Curt Kleppin	
	Fire Chief Brian Reiels	
	Director of Community Services/Public Works	Andy LaFond
	Village Clerk/Deputy Treasurer	Amy Langlois

III. CITIZENS TO BE HEARD

Open to any resident or taxpayer on items not subject to a public hearing: Please be advised per §19.84(2), information will be received from the public. Village policy limits a three (3) minute time period per person, with time extension by the presiding official's discretion or a vote of 2/3 of the Board or Committee; be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments. Written comments on agenda items are encouraged to be sent and addressed to the intended body by noon on the day of the meeting. Comments received timely will be forwarded to all members of the body. If you wish to speak, you **must** pre-register by emailing the Village Clerk at alanglois@village.thiensville.wi.us by 4:00 PM on the day of the meeting or by signing in immediately prior to the meeting.

There were no citizens to be heard or correspondence received.

IV. BUSINESS

- A.** Review and recommendation regarding Appointing New Fire Department Member:
1. Gavin J. Olig

MOTION by Trustee Lange, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve Appointment of Gavin J. Olig as a New Fire Department Member. **MOTION CARRIED UNANIMOUSLY.**

- B.** Review and recommendation regarding Resolution 2021-08 A Resolution Adopting an Updated Mid-Moraine Municipal Court Bond Schedule for Village Ordinance Citations

Chief Kleppin shared that the proposed Bond Schedule has increased approximately \$25. This increase is county-wide, and it has been many years since there has been an increase in fees.

MOTION by Trustee Holyoke, **SECONDED** by Trustee Kucharski to recommend to the Village Board to approve Resolution 2021-08 A Resolution Adopting an Updated Mid-Moraine Municipal Court Bond Schedule for Village Ordinance Citations. **MOTION CARRIED UNANIMOUSLY.**

C. Review and recommendation regarding Ordinance 2021-10 An Ordinance Creating Section 30-88(7) Regarding Limitations on Uses of All Off-Street Parking Areas

Director LaFond shared that this is a new Ordinance and would limit one commercial vehicle per dwelling, max of 21' in length and no more than 10,000 pounds. The Ordinance also limits the parking of construction equipment and also addressed the parking of this type of equipment in the commercial district. Parking equipment in the commercial district would need to be approved and a site plan approved by the Plan Commission. The main intent of this Ordinance is to limit the amount of commercial vehicles that can be parked in a driveway.

The Village does have an Ordinance that states that vehicles parked in a driveway must be in working condition, licensed and may not be parked more than 72 hours in an inoperable condition.

Trustee Kucharski inquired about a box truck that has been in a driveway for some time. Director LaFond will look into this and consult with the Village Attorney about adding to this Ordinance. Enforcement generally occurs when there is a complaint by a neighbor or if noticed by a staff member.

There is an existing Ordinance for cars that are junk and sitting on a property.

MOTION by Trustee Lange, **SECONDED** by Trustee Eckert to recommend to the Village Board to approve Ordinance 2021-10 An Ordinance Creating Section 30-88(7) Regarding Limitations on Uses of All Off-Street Parking Areas With the Addition of Addressing Commercial Trucks Parked In Driveways Not Driven After Consulting with the Village Attorney. **MOTION CARRIED UNANIMOUSLY.**

D. Update regarding Garbage Truck

The purchase of a new garbage truck and garbage receptacles was budgeted in 2021. Director LaFond shared that the type of truck and type of process are being looked into. Parts for the cushion's that are used now to pick up garbage are not available any longer. Now garbage pick-up is labor intensive – garbage is picked up with 4 vehicles. The only other models available for trash pick-up is automated-type collection. Director LaFond is looking for the best type of automation that allows the Village to provide the same level of service now offered to Village residents. Many of the automated trucks cannot be used to pick up a couch or mattress; and with the arm off the side of the truck, dumpsters cannot be picked up.

Director LaFond had a demo earlier in the year of one brand and would like to see a demo of one other model, however, the demo truck is not available until November of this year. Shortly after this demo in November, Director LaFond will come before the Board with a recommendation to purchase. The demo truck is in Michigan at the moment.

The garbage bins that will be used with the new truck are 96 gallon bins (this is the same size as the recycle bins). There are just over 930 residential customers so between having cans for the buildings and residents, Director LaFond suggested purchasing 1,000 bins. The garbage bins are \$50 each for a total of \$50,000.

Another item to consider is if the new garbage truck will fit in the building or will the Village need to budget to do some modifications to the doors at Public Works or be stored outside. Purchasing the correct vehicle is important because equipment is kept for many years.

There is \$324,000 in reserves for the truck; \$100,000 for garbage cans. The body is \$190,000, the chaise is \$190,000 and the automated pick-up device is \$40,000 totaling \$420,000 for the vehicle and then another \$50,000 is needed for the bins. Dumpsters will also need to be purchased which total about \$10,000. This all equates to about \$480,000.

If a truck was ordered now, it would be available in February or March.

Using the one truck would take the same amount of man hours as it does currently, however, would only require one employee. This would free up three other employees to do other Village projects. Trustee Holyoke noted that using the truck also helps with manual pick up and prevent injuries. Now all garbage is lifted by hand by the DPW staff.

Trustee Eckert inquired if the cost of the garbage bin could be charged to each resident. It had been discussed regarding charging each resident for the entire amount of the bin, half of the cost or for the Village to purchase them. Trustee Lange shared that there may be concerns about the size of the new garbage bins in regards to storage and pulling them to the curb for pick-up. Director LaFond noted that trash pick-up is not a voluntary service and questioned what if a resident does not pay. President Mobley supports the Village paying for the garbage bins.

Director LaFond suggested a consideration for having scheduled days for special pick-ups i.e. mattresses, couches.

Trustee Holyoke inquired if it were less expensive to purchase smaller bins (32 gallons). Director LaFond will look into this cost and stated that there are far more residents that ask for a second recycle bin instead of a smaller one. Trustee Abraham suggested the Village purchase the first bin and the second one is purchased by the resident.

Trustee Kucharski inquired about the possibility of leasing a garbage truck. Director LaFond is not aware of this option. Trustee Apostolos asked if there may be a used truck to purchase. Director LaFond shared that other municipalities also keep their trucks for a long time and that maybe a demo unit would be an opportunity to save.

Director LaFond is hoping to have this before the Board for approval in November with acquisition in the spring of 2022.

E. Discussion regarding COVID Temporary Business Measures

Director LaFond shared that back in April all businesses were sent a letter stating that the year prior certain regulations were relaxed through a staff approval process for things like tents and temporary breezeways and that starting in April of 2021 the Plan Commission required those requests to be approved individually. From this process came three tent requests. When the first one was approved, the Plan Commission put an expiration date of October 31, 2021. At tomorrow's Plan Commission meeting there is a request to extend that deadline for Daily Taco. Director LaFond asked the Board for their thoughts regarding any future requests regarding tents or covering their porch this winter.

Trustee Holyoke suggested that the Plan Commission act on each request on a case-by-case basis. Trustee Apostolos agreed and stated the impact of COVID is still here. Review by the Village Planner may incur fees for Plan Commission applicants for any requests not allowed by Code.

Trustee Kucharski shared that decisions of the Plan Commission should be universal and inquired of Chief Reiels about heaters under tents. Chief Reiels shared that there are some concerns and that open flames are not allowed and would like to consult with anyone using heaters under tents and shared that usually when working with a legitimate tent contractor, appropriate heating devices are used.

F. Discussion regarding Bike Path Intersection (Trustee Lange)

Trustee Lange has concern regarding the safety at the intersection at the bike paths and that the state statute is unclear as to if vehicles or pedestrians/bikers are required to stop. There are stop signs on the bike path. Concern is when cars stop for pedestrians/bikers one way and opposite traffic does not. Chief Kleppin shared that the flashing lights like those at the cross-walks are a good idea and has spoken with other Chiefs about their cross-walks who are also having the same concerns. The flashing lights stop the cars allowing the pedestrians to proceed. Trustee Holyoke shared that most bikers would prefer for cars not to stop for them and that it is easier for a biker to cross when it is safe.

Trustee Holyoke referenced a law in Idaho called the Idaho Stop. The State of Idaho passed a law that bicyclists treat stop signs as yield signs and stop lights as stop signs. There are plans for rerouting the bike path over Mequon Road to make it safer for crossing.

An advantage in the Village is that it is only two lanes crossing the bike path at 25 miles per hour. Director LaFond shared that the flashing lights are most effective on smaller roads at 25 miles per hour and noted that consistency throughout the county would be helpful. Sample signage was shared. Director LaFond suggested that at least in the short-term to add more of a traditional crossing sign and then to discuss at budget time the flashing lights. The solar powered lights cost about \$8,000-\$10,000 per intersection. Currently, the signs are placed far back, and Director LaFond would move the sign closer to the road like a traditional stop sign with some educational signage along the trail.

G. Discussion regarding Adding Information to Village Voice (Trustee Lange)

In an effort to share more information with residents, Trustee Lange had spoken to Director LaFond regarding getting more information in Village Voice. Director LaFond has updated the format of Village Voice to include links to meetings, events, agendas and minutes on the Village website. Trustee Lange inquired if there was any other input from the Board for any changes. Village Voice is shared with those that subscribe which is also shared through Twitter and Facebook.

NEXT RESOLUTION NUMBER:	2021-10
NEXT ORDINANCE NUMBER:	2021-11

V. MISCELLANEOUS BUSINESS BY TRUSTEES AS MAY PROPERLY BE BROUGHT BEFORE THE BOARD

- A. Acceptance/Report of Gifts Received:
- B. Review meeting date schedule:
 - October 13, 2021 – Employee and Volunteer Recognition Dinner at 6:00 PM
 - October 18, 2021 – Board of Trustees at 6:00 PM
 - November 1, 2021 – Budget Public Hearing at 6:00 PM
 - November 1, 2021 – Committee of the Whole to Follow Budget Public Hearing
 - November 15, 2021 – Board of Trustees at 6:00 PM

It was confirmed that no electioneering may occur within 100 feet of a polling place on Election Day, however, candidates may be on public property. Any campaign sign in the public right-of-way is not allowed and can be removed.

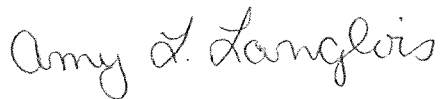
Trustee Holyoke had received a letter from a resident regarding the volume of the music at an area establishments and inquired if a decibel reader had been purchased by the Police Department. Administrator Landisch-Hansen confirmed that a decibel meter was purchased. Other Board members had received the same letter as well. Trustee Eckert had responded to the concerned resident after looking into this. There is an Ordinance that regulates noise.

The December Committee of the Whole and Board of Trustees meeting will be combined and held on Monday, December 13, 2021.

VI. ADJOURNMENT

MOTION by Trustee Eckert, **SECONDED** by Trustee Kucharski to adjourn the meeting at 6:59 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

A handwritten signature in cursive script that reads "Amy L. Langlois".

Amy L. Langlois
Village Clerk

**VILLAGE OF THIENSVILLE
PLAN COMMISSION
MINUTES**

DATE: Tuesday, October 12, 2021

LOCATION: Village of Thiensville
250 Elm Street

TIME: 6:00 PM

I. CALL TO ORDER

Chair Mobley called the meeting to order at 6:00 PM.

II. ROLL CALL

Chairman:	Van Mobley	
Commissioners:	Douglas Chimenti	Carol Gengler
	Mike Dyer	Sarah Hughes
	Rick Gattoni (absent)	Ken Kucharski
Planner:	Jon Censky	
Director of Community		
Services/Public Works:	Andy LaFond	

III. CITIZENS TO BE HEARD

Open to any resident or taxpayer on items not subject to a public hearing: Please be advised per §19.84(2), information will be received from the public. Village policy limits a three (3) minute time period per person, with time extension by the presiding official's discretion or a vote of 2/3 of the Board or Committee; be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments. Written comments on agenda items are encouraged to be sent and addressed to the intended body by noon on the day of the meeting. Comments received timely will be forwarded to all members of the body. If you wish to speak, you **must** pre-register by emailing the Village Clerk at alanglois@village.thiensville.wi.us by 4:00 PM on the day of the meeting or by signing in immediately prior to the meeting.

There were no citizens present to be heard or correspondence received.

IV. BUSINESS

All applicants or their contractors must be present for any approvals.

- A. Approval of Minutes
 - 1. September 14, 2021

MOTION by Commissioner Chimenti, **SECONDED** by Commissioner Dyer to approve the September 14, 2021, Minutes. **MOTION CARRIED UNANIMOUSLY.**

- B. Review and action regarding Request from Daily Taco + Cantina, Jesse Daily, 105 West Freistadt Road for Extension to October 31, 2021 Deadline to Remove Temporary Tent

Jesse and Barkha Daily were present and shared that the tent is necessary for survival of the business. Having enough space to support customer demand is critical. The tent area will be maintained through the winter.

Plan Commission Minutes
October 12, 2021
Page two of four

Commissioner Hughes has no objections to the request. Commissioner Chimenti noted that the Plan Commission put restrictions on two other businesses with the same date to remove a temporary tent. Three businesses agreed to the date of October 31st to remove their tent. Commissioner Gengler inquired if the other businesses who were originally given a similar deadline are able to keep their tents up without coming to the Plan Commission that had a similar request. Director LaFond stated that these were each individual approvals and would need to make separate requests to keep their tent up past the October 31st deadline. Commissioner Kucharski has no objection to this request. The Village does have an Ordinance and at some point businesses will be required to comply with the Code. Mrs. Daily does not want to keep the tent up when the weather gets nicer.

Mr. Daily noted there are several restaurants in Cedarburg that are continuing to have seating in tents for their customers all winter long. Planner Censky noted that Cedarburg allows temporary tents and that, subject to staff approval, are allowed until the end of the year. After that point, businesses must obtain Plan Commission approval and Fire Inspector review. If a tent is heated, it should be reviewed and approved by a Fire Inspector.

Chair Mobley questioned if it is safe to eat outside in winter in a tent and does not want requests for tents to be just to provide more seating.

Commissioner Kucharski noted there was discussion yesterday at the Village Board meeting. Two concerns that came up were concerns regarding heavy snow and if the tent would be heated and vented properly. Fire Chief Reiels noted that any type of heating of the tent would have to be approved by the Fire Department. Mrs. Daily agreed about Fire Department approval and added that they will consult with the Fire Chief.

Commissioner Chimenti noted that when this tent was initially applied for, that it was for four or five tables; they now are requesting 10 tables. Mr. Daily noted there are currently six tables in the tent. Some of the additional tables would be seating for two customers. Commissioner Chimenti noted he has skied all over the United States, including large resorts in Colorado and has never seen a tent for outdoor dining. Mr. Daily suspects many of those venues are serving food that guests grab and go and their customers are a different demographic and dressed differently.

Commissioner Dyer views this as a permanent, flexible structure. Commissioner Kucharski noted he would favor approval if there is an expiration date set.

MOTION by Commissioner Hughes, **SECONDED** by Commissioner Gengler to approve Request from Daily Taco + Cantina, Jesse Daily, 105 West Freistadt Road for Extension to October 31, 2021 Deadline to Remove Temporary Tent, Deadline Extended to March 20, 2022, Contingent on Fire Inspection.

Ayes: Commissioners Gengler, Hughes and Kucharski and Chair Mobley

Naes: Commissioners Dyer and Chimenti.

MOTION CARRIED.

- C. Review and action regarding Architectural, Site, Landscaping, Exterior Lighting Plans Approval, Hawthorne Square, NexJenn Real Estate, LLC, 286-266 North Main Street & 217-227 Green Bay Road

Trish Ullrich, NexJenn Real Estate, and T.J. Moore, Eppstein Uhen Architects were present. The proposed project includes three buildings that will be located between Walgreens and the existing apartments to the east on Green Bay Road. There will be two retail buildings along North Main Street and a three-story multi-family residential building in the center with surface and below-grade parking. The retail buildings along North Main Street will have a pedestrian-friendly design compatible with Thiensville's historic character. Mr. Moore displayed and discussed the stone, shingles, paneling and other exterior products.

Plan Commission Minutes
October 12, 2021
Page three of four

Commissioner Gengler inquired what the back side of the retail buildings would look like. Mr. Moore noted the appearance will be similar to the front. There will be parking on the back sides of the buildings.

Chair Mobley asked Mr. Moore to review the trees that will be planted as part of the landscaping plan. The parking area will consist predominantly of locust trees with some flowering trees. The trees will be relatively substantial when planted; some of the maples could grow to be 40 to 60 feet tall.

Mr. Moore noted there will be 104 stalls of underground parking for the 89 apartment units.

Director LaFond noted several changes that have occurred since the initial design of the project. There are walk-outs on either end from the townhomes, stone walls have been added along Freistadt Road (an architectural element that buffers the development from the street), part of the courtyards are designed to accommodate stormwater with infiltration ponds for the roof drains and there will be a large-capacity storage for stormwater under the parking lot.

Mr. Moore noted that the plans are intended to integrate the development with the wider plans for improvements along North Main Street.

Commissioner Kucharski likes the looks of the project and that there appears to be adequate parking.

Ms. Ullrich shared that there is a marketing plan for the commercial space that will be pursued after plans are approved.

MOTION by Commissioner Chimenti, **SECONDED** by Commissioner Dyer to approve Architectural, Site, Landscaping, Exterior Lighting Plans Approval, Hawthorne Square, NexJenn Real Estate, LLC, 286-266 North Main Street & 217-227 Green Bay Road, Approval is Contingent on Complying with all Staff Recommendations in Planner Censky's Report: the building will need to be equipped with a sprinkler system approved by the Fire Department, the applicant will need to meet with the Fire Department to discuss location of fire protection equipment and to verify that the driveway has sufficient turning radius for fire trucks, the light structures being reduced to a height of 20', the applicant shall correct any problems with light glare should a problem arise and be verified once installed and approval should be contingent on the execution of the Development Agreement. **MOTION CARRIED UNANIMOUSLY.**

D. Review and action regarding Architectural and Landscape Plan Approvals, Two Hundred Green, Lakeside Development Co., 200 Green Bay Road

Director LaFond shared that this development has already received rezoning and a PDO that set the number of structures as well as setbacks and deviations from Village Code. This is a review of detailed architectural and landscape plans. The initial proposal included four individual house elevations; there are now eight options. The plans now include recognition of the historic nature of the parcel and corner that will include the cornerstone, a historic plaque, a bench and some other hardscaping on the corner. The developer is requesting approval of all 16 house styles at one time.

Tom Zabjek of Lakeside Development Co. noted that the first five homes now being built in the Foxtown development in Mequon are similar. There has been great interest in those homes and are getting numerous phone calls from individuals interested in the Two Hundred Green development in Thiensville.

Director LaFond noted that the Developer's Agreement calls for four distinct designs and requires that similar homes and similar paint schemes cannot be next to each other.

Plan Commission Minutes
October 12, 2021
Page four of four

Mr. Zabjek noted that Lakeside Development has been using engineered wood with a coating that has worked better than cement board.

Commissioner Chimenti inquired if the homes will be pre-constructed spec homes or if the Developer is selling a lot and the buyer gets to choose the elevation. Mr. Zabjek noted it will be a combination. The plan is to build the house and install the drywall. The interior work, including cabinetry and flooring, can be selected by the buyer. Jill Ridley from Lakeside Development shared that the experience with the Foxtown Homes is that buyers have included upgrades that are beyond what was initially anticipated.

Commissioner Hughes noted that some of the shades of green are similar and should not be allowed next to each other even though they are technically different colors. Mr. Zabjek noted that one of the advantages to the Village is that Lakeside Development is building all of the homes and will have control over details such as this. The colors of the homes will complement each other.

Director LaFond shared that the homes facing Riverview Drive will have bay windows and there will be trellis-type structures along Riverview Drive to buffer the development.

Director LaFond noted that Commissioners are considering a landscape plan for the common areas of the site – the area adjacent to Riverview Drive as well as the eastern and northern sides of the property. There will be a homeowner's association agreement that requires all landscaping to be done by one vendor so it will be cohesive and maintained. Mr. Zabjek added there is a maintenance easement between each home.

Planner Censky believes this will be a beautiful project for Thiensville and fully complies with the PDO.

Commissioner Hughes inquired about the timeline for groundbreaking. Mr. Zabjek shared that the plan is to take the ground-up concrete and use it for the road base and use the ground-up asphalt as the binder course for the road. The plan for home construction is to start from the north and work to the south.

MOTION by Commissioner Chimenti, **SECONDED** by Commissioner Dyer to approve Architectural and Landscape Plan Approvals, Two Hundred Green, Lakeside Development Co., 200 Green Bay Road. **MOTION CARRIED UNANIMOUSLY.**

V. STAFF REPORT

Director LaFond noted there were no staff-approved projects in the prior month. There are four code-enforcement activities that were shared. Commissioner Kucharski and Director LaFond discussed Village Board consideration of a proposed ordinance that will limit parking at a home to one commercial vehicle no longer than 21 feet and 10,000 pounds gross vehicle weight. This received initial consideration at the Village Board meeting and will receive final action at November's Board meeting. Director LaFond also encouraged Commissioners to look at the Thrive in Thiensville materials related to the Tax Incremental District now on the Village website.

VI. ADJOURNMENT

MOTION by Commissioner Dyer, **SECONDED** by Commissioner Kucharski to adjourn the Meeting at 7:33 PM. **MOTION CARRIED UNANIMOUSLY.**

Prepared by,

Submitted by,

Gary Achterberg
Administrative Assistant

Amy L. Langlois
Village Clerk/Deputy Treasurer

Thiensville Plan Commission Staff Report

Staff Approved Projects February 2022

Date	Address	Applicant	Project	Staff Approval	ZBOA	Approved	Denied
NONE							

Code Compliance February 2022

Community Services

Address	Owner	Complaint	Action
130 Green Bay Rd	Clark	Unpermitted carport and fence	Follow up email sent

Police Department

Date	Location	Complaint
2/14/2022	417 N. Main Street	Signs taken by police and tossed by officers
2/18/2022	301 Madero Drive	Too many vehicles parked on the roadway. Asked to remove by officers