



Virtual Meeting  
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Department of Community Development  
Taped and Televised

**PLANNING COMMISSION  
Regular Meeting  
Monday, November 23, 2020  
6:00 PM  
Virtual Meeting**

**Minutes**

**1) Call to Order, Roll Call**

**Present:**

Chair John Wirth  
Alderman Andrew Nerbun  
Commissioner Martin Choren  
Commissioner Dan Gentges  
Commissioner Rick Lemke  
Commissioner Rebecca Schaefer  
Commissioner James Schaefer  
Commissioner John Stoker  
Alternate Greg Bach  
Alternate Stephanie Hawley - **Absent**

Mayor Wirth called the meeting to order at 6:00 p.m. and he reviewed the teleconference protocols.

a) Approval of Minutes from October 26, 2020

**Action**

Commissioner Stoker made a motion to approve the October 26, 2020 minutes.  
Commissioner Becky Schaefer seconded the motion.  
*A voice vote was taken; vote passed (8-0)*

**2) Public Hearing**

- a) Terrence & Gina Wright for Korner-Q's. The applicant is seeking conditional use grant and sign waiver approval to allow for a projecting sign for a proposed 2,344 sq. ft. eatery bar and grill for the property located at 10631 W. Freistadt Road (Korner-Q's).

**Action**

Commissioner Stoker made a motion to open a public hearing

Commissioner Becky Schaefer seconded the motion.

*A voice vote was taken; vote passed (8-0)*

No one registered to speak.

**Action**

Commissioner Stoker made a motion to close the public hearing

Commissioner Becky Schaefer seconded the motion.

*A voice vote was taken; vote passed (8-0)*

Mayor Wirth stated that staff received an email from a resident questioning the sign waiver request and he explained that the request is to reformat the existing projecting sign, it is not a request for a new type of sign to be installed.

**Action**

Commissioner Stoker made a motion to approve the conditional use grant.

Commissioner Lemke seconded the motion.

*A voice vote was taken; vote passed (8-0)*

Planner Vang stated that there is a correction regarding the operating hours, and the hours should reflect 11:00 a.m. – 11:00 p.m. Sunday-Thursday and 11:00 a.m. – 2:00 a.m. on Friday and Saturday.

Commissioner Stoker accepted this change as a friendly amendment.

Commissioner Lemke seconded the friendly amendment.

Mayor Wirth made a friendly amendment to include language to include “odors and smoke” to 9(e) of the conditions listed in the conditional use grant.

Commissioner Stoker accepted this change as a friendly amendment.

Commissioner Lemke seconded the friendly amendment.

The Commissioner voted on the motion to approve the conditional use grant including the change to the operating hours and the friendly amendment.

|                  |                                                                         |
|------------------|-------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED WITH CONDITIONS [8 TO 0]</b>                                |
| <b>MOVER:</b>    | John Stoker, Commissioner                                               |
| <b>SECONDER:</b> | Rick Lemke, Commissioner                                                |
| <b>AYES:</b>     | Wirth, Nerbun, Choren, Gentges, Lemke, J. Schaefer, R. Schaefer, Stoker |

### 3) Regular Business

- a) Mequon Medical. The applicant is seeking building and site plan and specimen tree removal approval for a 29,500 sq. ft. +/- outpatient medical clinic for the property located at the northwest corner of Highland Road and Port Washington Road.

Asst. Dir. Zader stated that there have been some changes made to the site plan since it was last in front of the Commission in July. The Common Council did approve the rezoning request in November, so the applicant is back for building and site plan approvals. There will be one more approval request for the Development Agreement at a later date.

Asst. Dir. Zader stated that the changes to the site plan include:

- The access points have flipped; now there is a full access off Port Washington Road and a right in/right out on Highland Road. This is what the county will allow.
- Berms and landscaping have been added along the outer edge of the development to protect from future residential development to the west.

The site has 131 parking stalls which complies with the code for a medical office building. The plan meets all the requirements of the Neighbor Commercial zoning district; which are included in the report, except the dumpster enclosure. Because it is considered a structure, it must have a 30-foot offset from the property line. Staff will work with the applicant to find a new location for the dumpster that meets the setback requirement. There is an outlot located in the front of the site which the city and applicant are working to partner together to determine what will go in that area. The plan shows the proposed path, which runs from property line to property line, which was a condition of the PUD. There is an alternative landscaping plan which the city would like to see; this item will be addressed in the development agreement. Due to feedback from the Council that the building should be more traditional looking with a residential feel; the proposed 1-story building; includes more earth tones, brick and gable roof elements. Staff is supportive of the design.

The landscape consultant recommends additional street trees along both Port Washington Road and Highland Road. This requirement will be included in the development agreement along with the lighting requirements. Staff is also requesting additional year-round plantings along the west side of the development to help screen any lighting from traffic for the neighbors across the street. The lighting plan proposed is compliant with the code. If wall packs or additional lighting is requested, it will need to be approved by staff as a conditional of approval.

There are two specimen trees on site. Resident Dan Abendroth sent correspondence regarding this issue. There is a 14" Sugar Maple and a 16" White Pine. The City Forester recommendation is to remove both trees. There has been discussion regarding the Sugar Maple, but due to the tree reaching the overhead power lines and being topped off several times already, he feels that it has lost its natural shape and that it is worthy of being removed. His recommendation is to allow removal of the two specimen trees in accordance with the Tree Preservation Guidelines.

Asst. Dir. Zader stated that staff recommends approval of the requests in accordance with the conditions in the staff report.

The applicant, John Ford from Mequon Medical, stated that the design was modified to better match the surrounding residential architecture. The proposed building includes all masonry

features of brick, stone, roof gables and is a four-sided architecture overall. Due to feedback in July regarding additional landscaping buffering on the north and west property lines; the plan was modified to include not only those two elevations but also modifications along Port Washington and Highland Roads; including the addition of approximately 67 trees and over 600 shrubs and perennials.

Mr. Ford explained that the out lot is approximately 0.4-acres and it will be donated to the city. The out lot requires an 8-foot wide asphalt pathway which will be installed as part of the development along with the landscaping. The landowner has also offered the city the opportunity to install a sign wall in the future if desired.

He also stated that the access on Highland Road has been relocated to the east based on feedback from the July meeting over concern about headlights affecting the residential home to the west of the Highland House.

Once the access points were swapped out, the applicant had TADI conduct another traffic analysis which was recently submitted to city staff for review.

It was discussed that the paths will be extended to each of the property lines for future connectivity. Per the policy discussions about the Ulao Creek neighborhood, the ability to have interconnectivity and a path at least on one side of the public roads is required. There was also some discussion regarding the access points.

There was mixed feedback from the Commission regarding the design of the building. Some are supportive of it while others commented that they are disappointed in the architecture; the gables feel too heavy; especially on the small wing on the east side of the building. There was clarification about the masonry proposed. It was suggested that this portion be tabled and that the two Commission architects have the opportunity to meet with staff and the applicant to discuss possible architectural changes.

Feedback regarding the specimen trees is that the White Pine should be removed but many Commissioners commented that they feel the Sugar Maple is a beautiful tree and it adds beauty to that corner and they wish to preserve the Sugar Maple. It was suggested that the tree be moved to the north and west of its current location in an effort to save the tree.

### **Action**

Commissioner Choren made a motion to table the building plan to allow the Commission architects time to meet with staff and the applicant. The site plan, lighting plan, landscape plan, specimen tree removal requests should be approved subject to conditions in the staff report. Commissioner Jim Schaefer seconded the motion.

Commissioner Becky Schaefer made a friendly amendment to preserve or relocate the Sugar Maple.

Commissioner Choren and Commissioner Jim Schaefer accepted the friendly amendment.

Discussion regarding the Sugar Maple concluded that the preference is to relocate the tree to an unobstructed location.

### **Action**

Commissioner Choren restated his motion to table the building plan to allow the Commission architects time to meet with staff and the applicant. The site plan, lighting plan and landscape plan to be approved subject to conditions in the staff report. The Sugar Maple specimen tree is to remain where it is and if it does not survive, it will be removed as originally recommended. Commissioner Jim Schaefer seconded the motion.

### **Action**

Ald. Nerbun made an amendment to relocate the Sugar Maple to the north and west portion of the corner; exact location to be approved by staff.

Commissioner Choren seconded the amendment.

*A roll call was taken, vote passed (8-0)*

The Commission then voted on the original motion made by Commissioner Choren with the accepted and approved motion regarding the relocation of the Sugar Maple specimen tree.

*A roll vote was taken, vote passed (8-0)*

|                  |                                                                               |
|------------------|-------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED WITH CONDITIONS [9 TO 0]</b>                                      |
| <b>MOVER:</b>    | Martin Choren, Commissioner                                                   |
| <b>SECONDER:</b> | James Schaefer, Commissioner                                                  |
| <b>AYES:</b>     | Wirth, Nerbun, Bach, Choren, Gentges, Lemke, J. Schaefer, R. Schaefer, Stoker |

## **4) Announcements**

The next meeting is Monday, December 14, 2020 at 6:00 p.m.

## **5) Adjourn**

### **Action**

Commissioner Stoker made a motion adjourn.

Commissioner Lemke seconded the motion.

*A voice vote was taken; vote passed (8-0)*

The meeting concluded at 6:42 p.m.

Respectfully Submitted,

*Jac Zader*