



**Plan Commission  
Meeting Minutes  
September 22, 2020**

3930 N. Murray Ave. Village of Shorewood, WI 53211

**1. Call to order.**

The meeting was called to order at 6:35 p.m.

President Allison Rozek	No
Trustee Kathy Stokebrand	Aye
Eric Couto	Aye
Therese Klein	Aye
Barbara Kiely Miller	Aye
Sangeeta Patel	Aye
Daniel Wycklendt	Aye

Others present were Planning Director Bart Griepentrog and Planning Administrative Clerk Crystal Kopydlowski.

Mr. Griepentrog informed the Commission that the Village Board adopted the ordinance amendment at last night's meeting that lowers the required number of commissioners to seven. This will make establishing a quorum easier as that requires four members now.

**2. Approval of August 25, 2020 meeting minutes.**

Ms. Kiely Miller moved to approve the minutes, seconded by Mr. Couto. Vote 6-0 to approve.

**3. Public Hearing: Consideration of Conditional Use Permit application for a proposed carryout and delivery sandwich shop to be located at commercial property 4473 N. Oakland Avenue in the Village of Shorewood, Milwaukee County, Wisconsin. TAX ID 236-0002-001. CANCELLED**

Planning Director Bart Griepentrog explained this is the space previously occupied by Curves and stated the item was canceled as the business plan that was proposed did not work and is being modified. The building inspector and health sanitarian have been working with the business owner on the modifications required for the space. The item will likely be on the next meeting agenda in October.

**4. Review of draft Utilities and Community Facilities chapter of the Comprehensive Plan Update.**

Mr. Griepentrog introduced the chapter and gave an overview of the sections. He gave a brief update on the comprehensive plan process. He informed the Commission that the topic of a village-wide parking ordinance is still being discussed at the Village Board level and that because of that the Comprehensive Plan schedule may be pushed back because of the amount of work parking is requiring. There is no penalty if the Comprehensive Plan is not adopted by January 2021 but that has always been the goal.

Commissioners discussed the Utilities and Community Facilities Chapter.

Mr. Griepentrog said that during stakeholder interviews there was a general theme to maximize the use of existing facilities.

Trustee Stokebrand asked if the stakeholder input section (Section 4.2.1) will be rewritten and questioned the wording that stated “*minimal direct input related to community facilities and utilities may relate to a general comfort or lack of awareness with existing conditions.*” Mr. Griepentrog said this chapter is an update and there is no specific Village initiative that specifically addressed this topic so there was minimal input. More input could be added via a survey at the open house. Trustee Stokebrand wanted to ensure the high impact updates at the school district were included. Mr. Griepentrog will review the section.

Trustee Stokebrand asked if information on the Lange bequest (\$5 million) to the library should be included (Section 4.3.6). Mr. Griepentrog said that is accurate to include if it is intended for capital improvements to the library.

Trustee Stokebrand asked about the signage pertaining to the Shorewood Historical Society on the north side of the Village Hall facility. Ms. Kopydlowski stated it was for storage purposes. Mr. Griepentrog said he would add mention of it under the Village Hall section.

Ms. Kiely Miller said the nature preserve should be mentioned in Section 4.3.7. Trustee Stokebrand added to also include details on the canoe/kayak launch that is going through approval and the river trail in Hubbard Park.

Ms. Patel asked if fiber optic network updates are looked at in this chapter. Mr. Griepentrog said there is a section regarding telecommunications and he will update and confirm that information with the village inspector and the DPW.

Trustee Stokebrand said that Kingo Lutheran Church operated a private pre-school at their facility prior to the pandemic and suggested it be included.

Trustee Stokebrand asked if a brief outline of future sewer projects should be added. Mr. Griepentrog said they could be but he is hesitant to provide details because they often change. This is why he referenced the Long Range Financial Plan where those projects are detailed. He will review this section with the Director of Public Works.

Ms. Patel suggested adding details regarding the reconstruction of Lake Drive and utility work pertaining to that.

Ms. Kiely Miller asked if there are any reports regarding updates or renovations that Village Hall would need. Mr. Griepentrog said the only report he was familiar with was an occupancy inspection report that the previous inspector had performed.

Ms. Klein asked if concerns of lead in the water supply should be added. Mr. Griepentrog will confirm information with the Director of Public Works.

Ms. Kiely Miller asked if the downspout disconnection program as required by MMSD (listed in the concepts under Section 4.6) references village owned properties and residential properties. Mr. Griepentrog said it is both village owned and residential. Ms. Kiely Miller suggested adding the language “where feasible” for this program. Mr. Griepentrog said this is required by 2025 and more information will be included. Trustee Stokebrand asked if this was a state requirement or MMSD requirement. Mr. Griepentrog stated it was an MMSD requirement because of the combined sewer area within the village.

## **5. Review of draft Natural and Cultural Resources chapter of the Comprehensive Plan Update.**

Mr. Griepentrog introduced the chapter and gave an overview of the sections.

Commissioners discussed the Natural and Cultural Resources Chapter.

Ms. Kiely Miller suggested rephrasing the second paragraph in the introduction to read "*As immigrants settled in the area, the land was used for agriculture...*"

Trustee Stokebrand asked if it is a state requirement to address farmland/agricultural because later in the chapter it states the village has none. Mr. Griepentrog said yes that has to be added and clarified. He said the closest mention is the farmer's market and its offering of fresh produce. Trustee Stokebrand suggested adding information on beekeeping.

Ms. Klein suggested adding the specific Native Americans that resided in the Village as part of the introduction.

Ms. Klein asked about community gardens in regards to Section 5.3. Ms. Patel said Lake Bluff Elementary and Shorewood High School have gardens. Trustee Stokebrand added Kingo Lutheran Church has a garden too. Mr. Griepentrog said he will research the gardens and add information.

Trustee Stokebrand asked about Section 5.4.6 Lake Bed Grant Program and issues with Atwater Beach. She said that when she and Ms. Patel were involved they were told by the Village that all was contingent on DNR approval. Ms. Patel said that was her understanding and that the lake beds were granted to Milwaukee County but they were hands off and gave the responsibility to the local communities. Ms. Patel said permits are not needed through the DNR. Mr. Griepentrog will confirm with the DNR also. Ms. Patel said this is granted in state statutes.

Ms. Klein asked to clarify the Village's relationship with Estabrook Park and the Village responsibilities. She believed Milwaukee County maintains the park and Shorewood Police patrol the park. Ms. Kiely Miller said it would be worth mentioning Friends of Estabrook Park and the Friends of Atwater Park. Trustee Stokebrand suggested listing some of the park amenities. Mr. Griepentrog suggested possibly a map of the park showing the municipal boundaries.

Trustee Stokebrand suggested changing Atwater Park from a neighborhood park to a different category (County Park or Regional Park). Mr. Griepentrog said the Outdoor Recreation Plan is where the park category should be changed. Ms. Kiely Miller suggested adding a sentence about the parks being owned by the Village but being open to the public and residents from all municipalities use them.

Trustee Stokebrand said that Atwater Elementary has additional striping and a removable net to allow for a pickleball court. Ms. Patel added that Lake Bluff Elementary has tennis courts and futsal. Mr. Griepentrog said he will confirm with the school district the facilities and add them.

Ms. Kiely Miller asked if information should be included on higher lake levels and storms in the last few years and how that has impacted the plans pertaining to the beach area. Mr. Griepentrog said he could add mention to that under the Atwater Park section.

Ms. Kiely Miller suggested removing the third bullet point under goal three (Section 5.7) which stated "*Encourage private investment in private property along the banks of the Milwaukee River.*" She said with the development of Harbor Chase and The Oaks this is irrelevant.

Ms. Kiely Miller commented on the potential concept that stated “*identify opportunities for optimal use of parks and open spaces*” saying that there should remain some undeveloped park space to enjoy nature.

Ms. Kiely Miller suggested including mention that the Lake Michigan shoreline and Estabrook Park are important migratory bird paths for a number of species. Trustee Stokebrand added to include mention of monarch way stations in the village.

Trustee Stokebrand suggested a potential concept (Section 5.9) of continued support of the performing arts in the school district. Ms. Patel disagreed stating it is the Department of Public Instruction determines and dictates what the school can do. She sees a potential conflict making it a village priority. Mr. Couto agreed and said this should be left for the schools. Mr. Griepentrog said there could be a generic goal added for supporting the performing arts.

Ms. Kiely Miller agreed that the listed goal in Section 5.9 needs to be rewritten and emailed a suggested rephrasing in the survey that had been sent to the Plan Commission.

**6. Discuss virtual public engagement meeting date to review draft Comprehensive Plan Update.**

Mr. Griepentrog explained that he needs more time personally and professionally to work on the update and that the mid-October public engagement meeting will likely need to be rescheduled for November. The schedule will be pushed back by a month roughly.

Ms. Kiely Miller said that publication of the public engagement meeting will need to be done as soon as the date is confirmed. Mr. Griepentrog said a village-wide mailing is planned when the date is confirmed.

**7. Future agenda items.**

Mr. Couto asked what is coming after the Comprehensive Plan. Mr. Griepentrog said items on his list are off-street parking regulations in the Zoning Code for new occupancies, special privilege permits and when required. He said that after the Comprehensive Plan is complete updating the Zoning and Land Use Chapter of the Village Code will begin.

**8. Discuss next meeting(s).**

The next meeting will be September 29 with the consultant (VandeWalle & Associates) led chapters being presented for review.

**9. Adjournment.**

Mr. Couto moved to adjourn the meeting at 8:16 p.m., seconded by Ms. Patel. Vote to adjourn 6-0.

Recorded by,



Crystal Kopydlowski  
Planning Department Administrative Clerk