



**Village of Shorewood
Board Meeting Minutes
February 6, 2023**

1. Call to Order

Trustee Arndorfer called the meeting to order at 7:30pm.

2. Roll Call

Trustee Arndorfer stated all members of the Village Board were present. President McKaig was present virtually.

3. Statement of Public Notice

Clerk Harrell stated the meeting was properly noticed and posted according to law.

4. Special Order Of Business

a. Consider Public Works Facility site evaluation criteria and associated weighting.

Josh, from Barrientos, reviewed the outcome of the Community Workshop. Norman Barrientos went over the questions from the workshop and provided answers to the Board members. He stated minor adjustments were made to the selection criteria based on the comments during the workshop. Trustee Ircink felt the topic to discuss is the historic preservation of the existing DPW building and gave the existing fire department's reconstruction as an example and asked Norman to give feedback on what it could be architecturally to repurpose its place. Trustee Stokebrand requested criteria item #11 be moved to #9 or #10 given the significance of the need for historic preservation and Trustee Lynn agreed. Trustee Couto noted that the possibility of the existing building could be utilized and agreed to move the historic preservation item up on the criteria list. Trustee Moore Baldauff stated concerns with moving it ahead of environmental justice and feels it should stay where it is on the list. Trustee Arndorfer asked if there was significance to having it moved versus staying as it is on the list. Norman stated he could make it on par with items #9 and #10.

Rosie Bredeck, 4248 N Ardmore Ave, who also emailed (see attached) her comment was present and stated she appreciated the workshop and was happy to see historic preservation on the list. She shared thoughts of other historic buildings in Shorewood and reviewed the timeline involved.

Dawn Blackmore, 4240 N. Ardmore Ave, emailed her comment (see attached).

Mara Suchy, 2601 E Newton Avenue, who appeared virtually, stated she agreed with Rosie's comments.

Trustee Ircink moved to approve the proposed site criteria with the adjustment to criteria #11 making the weight factor #1.2 and the associated weighting system for evaluation of a public works facility. Seconded by Trustee Arndorfer. Motion carried by a roll call vote of 6-1 (Stokebrand).

b. Review of services impacting future Public Works Facility site selection; overview of sites for future review.

Norman Barrientos reviewed the services impacting the site selection process. Director Butschlick reviewed the transfer station operations and the site area within the yard, which are jointly owned by the Village of Shorewood and the Village of Whitefish Bay. Trustee Stokebrand asked if the Village could partner with the Village of Glendale for leaves collection. Trustees Stokebrand and Ircink asked what Whitefish Bay planned to do if the Village doesn't have the transfer station. Trustee Ircink also asked how it would impact the Village if Whitefish Bay were to cancel their transfer station agreement with us and Director Butschlick stated we would be responsible for 100% of the cost. Norman and Josh reviewed how sites the various were selected. Steps two: would be to identify and evaluate potential sites, create site test fits to determine benefits & drawbacks, then utilize site selection criteria matrix to advance three designs to conceptual planning. Steps three: analyze and develop conceptual level plans for engineering design, achieve high level cost estimates, then summarize candidate sites and next steps.

5. Consent Agenda Items

Trustee Moore moved to accept the consent agenda and it was seconded by Lynn. Trustee Stokebrand asked to pull items 5c and 5d. Motion carried by a unanimous vote of 7-0.

6. Items Removed from the Consent Agenda

5c. Consider approval of 4th of July event coordination service agreement.

Stokebrand noted the motion didn't include the cost. Assistant Manager Anderson stated that it's not included because it would be understood the fundraising would cover the cost. Trustee Stokebrand moved to authorize staff to enter into a service agreement with Sarah DeNeve, the 4th of July Service Coordinator, for 2023, 2024, and 2025. Seconded by Trustee Arndorfer. Motion carried by a unanimous vote of 7-0.

5d Consider approval of service agreement with Lakefront Lifeguard Services LLC to provide lifeguard services at Atwater Beach for 2023.

Trustee Stokebrand asked for clarification as to the cost and Assistant Manager Anderson provided clarification. Trustee Stokebrand moved to authorize staff to

enter into a service agreement with Lakefront Lifeguard Services, LLC for the Lifeguard Services at Atwater Beach for 2023 not to exceed \$26,700. Seconded by Trustee Lynn. Motion carried by a unanimous vote of 7-0.

7. Public Hearing(s)

a. Consider Comprehensive Plan Amendment #1 in Relation to the Commercial Zoning Update (Ordinance #3052)

Director Griepentrog reviewed the Comprehensive Plan Amendment and gave an overview of the comprehensive plan proposed amendment: Remove ground-floor occupancy requirements in Central District Future Land Use Subcategories in Land Use element, align with Commercial Zoning Update, and provides greatest flexibility.

Trustee Moore Baldauff asked why the decision was made to strike the language “ground floor nonresidential development, while greatly encouraged, is not required in this area” portion from the Residential Mixed Use portion. Director Griepentrog stated that it was brought before the December Planning Commission meeting, and they chose to remove that phrase.

Daniel Walsh, 4024 N Stowell, asked the impact on the proposed change. Director Griepentrog stated that the language would not be consistent. Mr. Walsh then stated that the proposed changes eliminate the changes to commercial usage and feels this will make a “shoebox” structure with no release and stated if the code was adopted, it would create more of a challenge to build on the commercial space.

David Price, emailed comments (click to view)

Kate Flynn Post, emailed comments (click to view)

b. Consider Commercial Zoning Code Update (Ordinance #3053)

Director Griepentrog stated the purpose of this was to adopt a hybrid form-based zoning. Goals more predictable redevelopment compatibility with existing context and align with community expectations.

Leslie Oberholtzer, a consultant from Codometrics, presented a PowerPoint which reviewed the workshops that were given and walked the Board through the process and structure of the zoning code updates and noted the Village’s codes are a conventional form which primary focus is centered around its use and gave examples of a form-based code which primary focus is the form.

Key points included: new structure, making the with clear intent and purpose statements, uses building types to organize regulations, replaces the design

guidelines phrases “should” with an objective standard language of “shall”, consolidates and clarifies USE regulations for efficient administration, updates and codifies procedure for transparency, and eliminates new PDD’s to ensure greater predictability.

Director Griepentrog highlighted some of the topics of discussion that emerged in the working group meetings.

Public comment:

Jessica Suchy, 2601 E Newton Ave, asked if the 1-story building located on the southwest corner of Capitol and Downer would be allowed to be a 4-story building in the future with the new zoning. Director Griepentrog stated that nothing was being proposed to change because that area allows for 4-story buildings.

Mara Suchy, 2601 E Newton Ave, requested the current height along E Capitol Drive not change and not exceed its developed height because to do so would impact the quality of life for the residents in that area. Director Griepentrog stated the questions being asked were brought up at the working group, at public workshops and in the Planning Commission meeting.

Dan Walsh 4024 N Stowell Ave, voiced that the workshops he attended were not the same as what was presented in the Board meeting and this code does not reflect the requests that were made by the residents in that area.

Barbara Kiley Miller, 4051 N Downer Ave, the gas station property located on the corner of E. Capitol and Downer and the gas station located on Oakland, South of Capitol. With the new zoning code, it would be possible in the years to come, there would be no gas station in those areas and stated it would be a disservice to the residents and visitors in not being able to have one. She recommends those properties be rezoned as CX and the only building type allowed should be CX with a 1-story limit. She also stated that she suggested in the Planning Commission meetings to limit the building heights to 3-stories from Maryland and Downer.

Jeff and Martha Carrigan emailed comments ([click to view](#))

Mark Warhus emailed comments ([click to view](#))

Public hearing closed at 9:55pm.

8. Citizens to be Heard – none

9. New Business

a. **Consider Ordinance #3052 An Ordinance Adopting an Amendment #1 to the Village of Shorewood Comprehensive Plan 2040 in Relation to the Commercial Zoning Update**

Trustee Ircink moved to approve Ordinance #3052, an Ordinance Adopting an Amendment #1 to the Village of Shorewood Comprehensive Plan 2040 in Relation to the Commercial Zoning Update. Seconded by Trustee Lynn. Motion carried by a roll call vote of 6-1 (Couto).

b. **Consider Ordinance #3053 An Ordinance Amendment Implementing the Village's Commercial Zoning Update by Repealing and Replacing Chapter 535 Zoning; and, Associated Changes in Chapter 16 Boards, Commissions and Committees; Section 225-12 Design Review Board; Chapter 319 Article I Food Service; Subsection 326-7 Minimum Space, Use and Location Requirements; Chapter 437 Article II Display of Merchandise in Outdoor Areas; and, Subsection 455-2 Refuse and Collection Service.**

Trustee Moore Baldauff stated appreciation from the public comment and agreed that the commercial zoning update gave concerns that a gas station would be rezoned.

Trustee Couto agreed to Trustee Moore Baldauff's points and stated concerns about not having walkable access to the medical facilities given the age population, the review procedure checks and balances and would like steps to be taken in protecting the Village and the residents in the Village and would like to see the review process strengthened.

Trustee Lynn stated appreciation overall in the process involved with this amendment and felt this is the direction the Village should be going in the future and puts a good system in place for maintaining the desirability of the region and would like to see the gas station to remain in its current zone.

Trustee Stokebrand also expressed thanks for the work involved with this comprehensive plan and the flexibility involved and voiced wanting the gas station to remain in its current zone.

Trustee Ircink also expressed thanks and appreciation to Leslie and Bart for the work involved in this process. He acknowledged the stakeholder's involvement in the workshops and the silent majority that have voiced their concerns not in a public setting. He stated the Village needs to think more progressive beyond where a gas station is zoned because the business in Shorewood is thriving.

Trustee Arndorfer also expressed thanks to the hard and thoughtful work Director Griepentrog, Leslie Oberholtzer, the working group and residents who showed engagement in creating this comprehensive plan. He questioned the status of the gas station on the corner of E. Capitol and Downer. Director Griepentrog stated that the only time that the gas station wouldn't remain in that location is if it were vacant for more than one year. Trustee Arndorfer asked for an update on the structure on Capitol and Stowell and Director Griepentrog provided the specifics.

Trustee Arndorfer reopened the public comment. Dan Walsh voiced concern that the Board wasn't listening to the needs of the residents, therefore the residents are not attending meetings/workshops because they feel as though their opinion isn't relevant.

Jesse Dercks, 4429 N Menlo Ave, voiced confusion on form-based designing from the presentation and Director Griepentrog expounded on the hybrid-based code explanation.

Trustee Ircink moved to approve Ordinance #3053 as drafted. Seconded by Trustee Arndorfer. After discussion by the Board, the motion was carried by a roll call vote of 4-3 (Moore Baldauff, Stokebrand, Couto).

10. Reports of Village Officials (10:44pm)

a. Village President

i. Proclamation for Commercial Zoning Update Working Group

b. Village Trustees

Trustee Ircink acknowledge everyone involved who made Shorewood Chill a success. There was a huge presence from both the Shorewood Police and Fire Department. Ice Captains, the Shorewood Foundation and the Village Trustees and staff.

Trustee Moore Baldauff reminded everyone of the Spring Primary on February 21, 2023.

Trustee Stokebrand thanked Chief Wurth for the PIO training and Clerk Harrell for assisting her with a resident concern about refurbishing the granite countertop in reconstruction project of the clerk department.

c. Village Manager

11. Future Items of Consideration

Trustee Stokebrand asked for an update on the streetlighting process. Trustee Couto stated that an update would be given by the DPW update. Manager Ewald stated an update would be in March or April from Stand

12. Adjournment 10:53

Trustee Ircink moved to adjourn, and it was seconded by Trustee Couto. Motion carried.
Meeting adjourned at 10:53pm.