



**VILLAGE OF WHITEFISH BAY
PLAN COMMISSION AGENDA**

November 15, 2016 – 6:00pm
Whitefish Bay Village Hall
5300 N. Marlborough Dr., Whitefish Bay, WI 53217

1. Call to Order.
2. Approval of the Minutes of the Regular Meeting of September 20, 2016.
3. **NEW BUSINESS**
 - a. Review and recommendation to Village Board on Certified Survey Map to combine the existing lots at 530/600 E. Carlisle Avenue into a single parcel.
4. Adjournment

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. Contact Village Hall at (414) 962-6690. It is possible that members of and possibly a quorum of members of other Boards, Commissions, or Committees of the Village including in particular the Architectural Review Commission may be in attendance in the above stated meeting to gather information; no action will be taken by any other Boards, Commissions, or Committees of the Village except by the Board, Commission, or Committee noticed above. Agendas and minutes are available on the Village website (www.wfbvillage.org)

Dated: November 10, 2016, Paul Boening – Assistant Village Manager

**VILLAGE OF WHITEFISH BAY
PLAN COMMISSION MINUTES**

**September 20, 2016 – 7:00pm
Whitefish Bay Village Hall
5300 N. Marlborough Dr., Whitefish Bay, WI 53217**

1. Call to Order.

President Siegel called the meeting to order at 7:00pm. Present: Commissioners Helfer, Moore, Sauer, Roth and Siegel. Commissioner Serebin arrived at 7:02pm. Also Present: Assistant Manager Paul Boening and Village Attorney Chris Jaekels.

2. Approval of the Minutes of the Regular Meeting of August 23, 2016.

Commissioner Sauer moved, seconded by Commissioner Helfer to approve the minutes of the regular meeting of August 23, 2016. Motion Carried, 5-0.

3. **PUBLIC HEARINGS**

- a. On Conditional Use Grant Application for *Empower Yoga* (Yoga Studio) – 155 E. Silver Spring Dr.

There were no public comments. President Siegel closed the public hearing at 7:01pm.

- b. On Conditional Use Grant Application for *Verizon Wireless* (requesting approval to install cellular antennas on a WE Energies utility pole) – 100 block of Birch Avenue in the public right-of-way.

Public hearing not required – see Item 4b for details.

4. **NEW BUSINESS**

- a. Review and action on Conditional Use Grant Application for *Empower Yoga* (Yoga Studio) – 155 E. Silver Spring Dr.

Business owner Suzy Weyenberg explained that *Empower Yoga* would offer daily classes (yoga and wellness) as well as occasional workshops in an affordable studio. Discussion followed regarding hours, other locations and target demographic. Commissioner Moore moved, seconded by Commissioner Roth to approve the Conditional Use Application as submitted with the maximum hours of operation as permitted by Code. Motion Carried, 6-0.

- b. Review and action on Conditional Use Grant Application for *Verizon Wireless* (requesting approval to install cellular antennas on a WE Energies utility pole) – 100 block of Birch Avenue in the public right-of-way.

Village Attorney Chris Jaekels informed the Commission that following a recent review of State law along with consultation with the League of Wisconsin Municipalities, he determined that Verizon's request did not require Plan Commission review. Due to the proposed location within Village right-of-way, the applicant would only need to obtain approval from the Director of Public Works and a Right-of-Way Permit in order to proceed with the installation. Discussion followed – no action taken.

5. Adjournment

Commissioner Serebin moved, seconded by Commissioner Moore to adjourn the meeting at 7:17pm. Motion Carried, 7-0.

Respectfully Submitted,
Paul Boening – Assistant Village Manager

DRAFT

Memo

DATE: November 9, 2016

TO: Paul Boening, Assistant Village Manager, Whitefish Bay

FR: Tim Barbeau, PE, PLS

RE: Novak Certified Survey Map (CSM)
530 E. Carlisle Avenue

I have reviewed the CSM and find that it is technically acceptable subject to resolution of the following conditions:

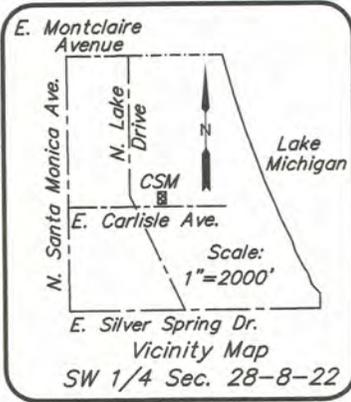
1. The CSM shows two homes on one parcel. In accordance with Chapter 16.04 (1)(a), no more than one home is allowed on a lot. It is my understanding that one of the homes will be or has been removed. The CSM should reflect the condition of the property at the time that the document is recorded. If the house has not been removed prior to recording the CSM, I strongly recommend that the Village hold a cash bond or letter of credit to make the sure the second home gets removed.
2. Section 236.15(1)(d) requires monuments at all corners of the lot. The CSM does not show any monumentation for the two front lot corners. Section 236.15 (1)(g) allows for the Department of Administration (DOA) to make other reasonable requirements when strict compliance with setting monumentation would be unduly difficult or will not provide adequate monuments. It is common to allow chiseled crosses in sidewalk if they cannot install a pipe due to the location of a building or driveway; however, by State Statute, the surveyor should request a waiver from the DOA.

Should you have any questions, please feel free to contact me.

Plan Commission Review - The proposed lot combination complies with all requirements of the Village's Zoning Code. Staff recommends the following motion: To recommend that the Village Board approve the Certified Survey Map subject to conditions #1 and #2 above (Consultant Engineer's Memo dated 11/9/16).

Certified Survey Map No. _____

The West 10 feet of Lot 30, Lot 31, Lot 32, and the East 20 feet of Lot 33, in Block 2, along with the South 1/2 of Vacated alley adjoining said Lots on the North in Continuation Of Lawndale, being a subdivision part of the Southwest 1/4 of the Southwest 1/4 of Section 28, Township 8 North, Range 22 East, in the Village of Whitefish Bay, Milwaukee County, Wisconsin.



Legend

- = Found Iron Pipe
- ⊕ = Set Cross In Concrete Walk @ 5' Offset
- ⊙ = Power Pole
- = Overhead Wires (East) = Bearing Per Plat

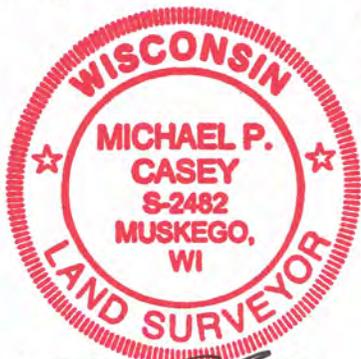
East 25' Lot 47, And The West 35' Of Lot 48, Block 2, And 1/2 Vacated Alley Continuation Of Lawndale (East)

East 5' Lot 48, Lot 49, And The West 15' Of Lot 50, Block 2, And 1/2 Vacated Alley Continuation Of Lawndale

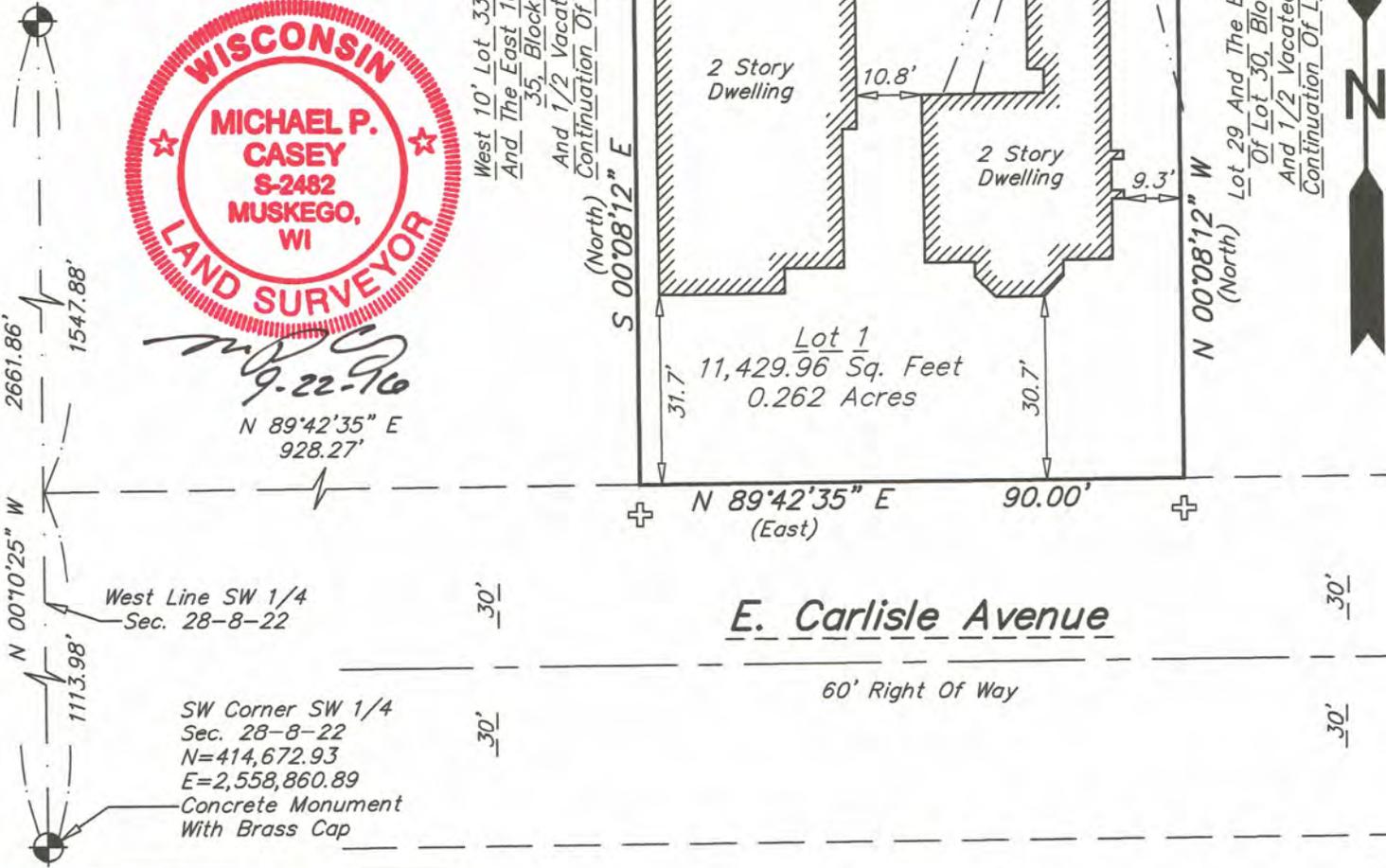
East 25' Lot 50, And Lot 51, Block 2, And 1/2 Vacated Alley Continuation Of Lawndale

Utility Easement Note: Apparent easement along the North line of property does not appear on Title Commitment

NW Corner SW 1/4 Sec. 28-8-22
 N=417,344.55
 E=2,558,852.83
 Concrete Monument With Brass Cap



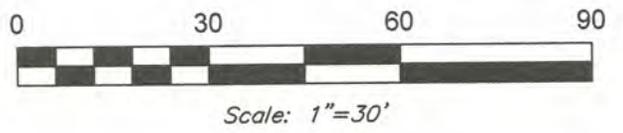
9-22-16
 N 89°42'35" E
 928.27'



Southeast Survey LLC

Registered Land Surveyors
 W207S8240 Hillendale Drive
 Muskego, WI 53150
 Phone: 414-429-4862
 Email: Mike@surveyse.com
 Website: surveyse.com

Prepared For:
 Steven & Christina Novak
 530 E. Carlisle Ave.
 Whitefish Bay, WI 53217
 Prepared By:
 Michael P. Casey, P.L.S. #2482
 Southeast Survey
 W207S8240 Hillendale Drive
 Muskego, WI 53150



Bearings Referenced To The Wisconsin State Plane Coordinate System, South Zone

CERTIFIED SURVEY MAP NO. _____

The West 10 feet of Lot 30, Lot 31, and the East 20 feet of Lot 33, in Block 2, along with the South 1/2 of vacated alley adjoining said Lots on the North in Continuation Of Lawndale, being a subdivision of the Southwest 1/4 of the Southwest 1/4 of Section 28, Township 8 North, Range 22 East, in the Village of Whitefish Bay, Milwaukee County, Wisconsin.

Surveyor's Certificate

STATE OF WISCONSIN)
WAUKESHA COUNTY) SS

I, Michael P. Casey, Professional Land Surveyor, do hereby certify:

That I have surveyed, divided and mapped The West 10 feet of Lot 30, Lot 31, and the East 20 feet of Lot 33, in Block 2, along with the South 1/2 of vacated alley adjoining said Lots on the North in Continuation Of Lawndale, being a subdivision of the Southwest 1/4 of the Southwest 1/4 of Section 28, Township 8 North, Range 22 East, in the Village of Whitefish Bay, Milwaukee County, Wisconsin, bounded and described as follows:

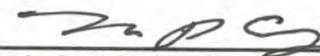
Commencing at the Southwest corner of the Southwest 1/4 of said Section 28; thence N 00°10'25" W along the West line of the Southwest 1/4 of said Section 28, 1113.98 feet; thence N 89°42'35" E, 928.27 feet to the point of beginning of lands to be described; thence continuing N 89°42'35" E, 90.00 feet; thence N 00°08'12" W, 127.00 feet; thence S 89°42'35" W, 90.00 feet; thence S 00°08'12" E, 127.00 feet to the point of beginning. Said lands containing 11,429.96 square feet (0.262 acres).

That I have made such survey, land division and map by the direction of Steven and Christina Novak, owners of said land.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin State Statutes and and the Land Division and Ordinances of the Village of Whitefish Bay in surveying, dividing and mapping the same.

9-22-16
Date



Michael P. Casey
Professional Land Surveyor S-2482



CERTIFIED SURVEY MAP NO. _____

The West 10 feet of Lot 30, Lot 31, and the East 20 feet of Lot 33, in Block 2, along with the South 1/2 of vacated alley adjoining said Lots on the North in Continuation Of Lawndale, being a subdivision of the Southwest 1/4 of the Southwest 1/4 of Section 28, Township 8 North, Range 22 East, in the Village of Whitefish Bay, Milwaukee County, Wisconsin.

Owner's Certificate

We Steven and Christina Novak hereby certify that we have caused the land described on this map to be surveyed, divided, mapped and dedicated as represented on this map.

In witness whereof, Steven and Christina Novak, owners, have caused these presents to be signed by, on this ___ day of _____, 20__.

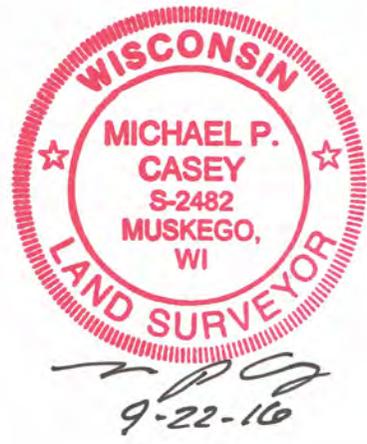
Steven Novak

Christina Novak

STATE OF WISCONSIN)
_____ COUNTY) SS

PERSONALLY came before me this _____ day of _____, 20__, Steven and Christina Novak, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public
State of Wisconsin
My Commission Expires: _____



This instrument was drafted by Michael P. Casey, Professional Land Surveyor S-2482

CERTIFIED SURVEY MAP NO. _____

The West 10 feet of Lot 30, Lot 31, and the East 20 feet of Lot 33, in Block 2, along with the South 1/2 of vacated alley adjoining said Lots on the North in Continuation Of Lawndale, being a subdivision of the Southwest 1/4 of the Southwest 1/4 of Section 28, Township 8 North, Range 22 East, in the Village of Whitefish Bay, Milwaukee County, Wisconsin.

Plan Commission Approval

Approved by the Plan Commission of the Village of Whitefish Bay on this _____ day of _____ 20____.

Julie Siegel
Plan Commission Chairperson

Paul Boening
Plan Commission Secretary

Village Board Approval

Approved by the Village Board of the Village of Whitefish Bay on this _____ day of _____ 20____.

Julie Siegel
Village Board President

Jennifer Amerell
Village Board Clerk

This instrument was drafted by
Michael P. Casey, Professional
Land Surveyor S-2482



Michael P. Casey
9-22-16
REV. 10-10-16