

**Village of Greendale
Plan Commission Meeting
April 11, 2018**

Mr. Satula called the meeting to order at 7:00pm informed the Commission that President Birmingham will not be in attendance this evening and needs a motion to appoint a temporary Chair for tonight's meeting.

Commissioner Chadwick motioned, seconded by Commissioner Genz to appoint Commissioner Schroedl as temporary Chair.

Ayes: Chadwick, Genz, Schroedl, Kraemer, Kosarzycki

Nays: None

Motion to Approve: Carried

Chair Schroedl asked for a roll call.

ROLL CALL

Present: Chadwick, Genz, Schroedl, Kraemer, Kosarzycki,

Absent: Davis, Birmingham

Also Present: Scott Satula, Director of Inspection Services & Community Development
Erin Scharf, Permit Clerk
Ben Block, Village Planning Consultant, Graef

Audience: Attorney James Ramseyer, Applicant

MINUTES

Commissioner Kosarzycki motioned, seconded by Commissioner Genz to approve the Plan Commission meeting minutes of March 14, 2018.

Ayes: Chadwick, Genz, Schroedl, Kosarzycki

Abstain: Kraemer

Nays: None

Motion to Approve: Carried

REFERRALS FROM THE VILLAGE BOARD

A. PC 18-05 Consider recommending approval of a request for a Condominium conversion for 5609 and 5611 Azalea Court. (#18-03)

Village Planning Consultant, Ben Block read an overview of his report dated March 16, 2018. The subject property is located at the terminus of Azalea Court, south of Northway. The subject building contains four units, two of which have previously been divided into separate parcels at some time in the past. This Application would convert the remaining two-unit portion of the building into two separate condominiums so that the entire building is comprised of four separate units. The Condominium Plat that was submitted with this Application indicates that each of the newly created 2 condominium units will have delineated "Limited Common Elements" associated with them, in the backyard, in the front

yard, in the garage, and on the shared two-car-wide driveway. The newly created units will have the addresses of 5609 Azalea Court and 5611 Azalea Court.

The following documents were submitted by (Applicant):

1. Application for Plan Commission Review and Special Use Approval (1 page; dated 3/8/18)
2. Condominium Plat (1 page; undated and unsigned)
3. Declaration of Condominium (18 pages; undated and unsigned)

He also confirmed that the proposal complies with Section 17.17 "R-5 General Residence District" and Section 18.03 "Condominium Conversions" of the Village of Greendale Municipal Code. The proposed Condominium Plat is compliant with Section 703.365 "Small Condominiums of the Wisconsin State Statutes.

Chair Schroedl questioned how maintenance with the shared roofline would work. Attorney Ramseyer said that the owners would need to work together for maintenance. Director Satula indicated that the roof has clay tile which should last for some time, potentially needing only minor repairs in the future. The Commission discussed at great length, the "limited common element" as it refers to maintenance, repairs and if it would restrict Unit 2 for building an addition. Attorney Ramseyer explained that the condominium declaration provides that the owner of unit-2 can access their property for purposes maintenance and repair work without special permission but that the condominium association would need to grant approval before an addition could be built on either unit. Director Satula also stated that the condominium owner would have to obtain a Special Use Approval from the Village for an addition.

Commissioner Chadwick motioned, seconded by Commissioner Kraemer to recommend approval to the Village Board of Trustees on PC 18-05

- 1) Request for a condominium conversion for 5609 and 5611 Azalea Court (#18-03) subject to the conditions in the Plan Consultant's report dated March 16, 2018.
- 2) Request for a condominium conversion for 5609 and 5611 Azalea Court (#18-03) specifically the Condominium Plat and Declaration of Condominium subject to the conditions in the Plan Consultant's report dated March 16, 2018 and conditions in the Village Attorney's memo dated March 19, 2018.

Ayes: Chadwick, Davis, Genz, Schroedl, Kraemer, Kosarzycki

Nays: None

Motion to Approve: Carried

ADJOURNMENT

Commissioner Chadwick motioned, seconded by Commissioner Kraemer to adjourn.

Ayes: Chadwick, Genz, Schroedl, Kramer, Kosarzycki

Nays: None

Motion to Approve: Carried

The Plan Commission meeting adjourned at 7:27 p.m.

Respectively submitted,

Erin Scharf
Permit Clerk