

**CITY OF MEQUON  
WISCONSIN  
PLANNING COMMISSION MINUTES  
July 20, 2015**

Commissioners present: Mayor Dan Abendroth, Ald. Pam Adams, Becky Schaefer, John Stoker, Pat Marchese, John Mason, David Fuchs, LeRoy Bessler

Staff members present: Kim Tollefson, Director of Community Development  
Jac Zader, Asst. Director of Community Development  
James Keegan, Engineering Services Manager

Minutes of the meeting held on Monday, July 20, 2015 at 7:00 p.m. in the Common Council Chambers, Mequon City Hall, 11333 N. Cedarburg Road. [Note: Planning Commission meeting was audiotaped.]

1. a. Call to Order, Roll Call
- b. Approval of the June 8, 2015 Planning Commission meeting minutes.

**Action:**

Commissioner Becky Schaefer moved to approve the June 8, 2015 minutes.  
Commissioner Bessler seconded the motion to approve the minutes.

*A voice vote was called. All voted aye, 8-0.*

**Consent**  
**Regular Business**

Commissioner Fuchs made a motion to remove items #3 and #4 from the consent agenda.  
Commissioner Marchese seconded the motion.

**2. Glenn Wiechman**

Address: southwest corner of Horns Corners and Pioneer Road in the Town of Cedarburg

**Request:**

1. Certified Survey Map

**Briefing:** The applicant is certified survey map approval for a 3-lot land certified survey map located at southwest corner of Horns Corners and Pioneer Road in the Town of Cedarburg.

**3. Mequon-Thiensville School District (Homestead High School)**

Address: 5000 W. Mequon Road      Tax Key: #14-023-14-00.000      District: #2      Zoning: IPS

**Request:**

1. Fill permit in excess of 1,000 cubic yards

**Briefing:** The applicant is seeking a fill permit in excess of 1,000 cubic yards for improvements to the outdoor athletic facilities at Homestead High School located at 5000 W. Mequon Rd.

#### **4. Highlander Estates**

Address: Wauwatosa Road and Knightsbridge Drive      Tax Key: #14-028-03-005.00      District #4  
Zoning: B-3/CGO

**Request:**

1. Fill Permit in excess of 1,000 cubic yards

**Briefing:** The applicant is seeking a fill permit in excess of 1,000 cubic yards for to property located at Wauwatosa Road and Knightsbridge Drive to allow for the grading of the Highlander Estates subdivision.

**Action:**

Commissioner moved to approve the consent items.  
Commissioner seconded the motion

**Action:**

*A voice vote was called. All voted aye, 8-0.*

#### **5. Deep River Partners for Sardas & Trevorrow**

Address: 10299 N. Wildwood Court      Tax Key: #15-180-0003.000      District: #8      Zoning: R-3

**Request:**

1. Fill Permit in excess of 1,000 cubic yards

**Briefing:** The applicant is seeking a fill permit in excess of 1,000 cubic yards for grading requirements for the property located at 10299 N. Wildwood Court.

#### **6. D&H Land Survey for Kasten Family Trust**

Address: southeast corner of Pioneer Road and Davis Road      Tax Key: #15-020-11-003.00      District: #5  
Zoning: R-1/OA, C-2/OA

**Request:**

1. Certified Survey Map

**Briefing:** The applicant is seeking approval for a 3-lot certified survey map at the southwest corner of Pioneer Road and Davis Road.

**Action:**

Commissioner Stoker moved to adopt the three consent agenda items #2, #5, and #6.  
Commissioner Mason seconded the motion.

**Discussion:**

Commissioner B. Schaefer asked about item #5 and any additional concerns with having a fill permit due to existing concerns in this area.

Asst. Dir. Zader answered that the parcel is located on the west side of the road and the fill is being brought in to bring the grading up to the approved grading plan.

*A voice vote was called. All voted aye, 8-0. The three consent items adopted.*

### **Item # 3, Homestead High School**

Bob Walenstein, 4707 W. Parkview Drive read an email from Dan Collins. Mr. Walenstein is opposed to the fill because of potential impact of water flow run off from the nearby creek and the hazard to his home.

Mr. James Keegan, Engineering Services Manager, stated that the reason it was not stated in the postcard that the threshold was 30,000 cubic yards is because any fill permit in excess of 1,000 cubic yards goes before PC. 1,000 is the requirement. Mr. Keegan addressed questions from Mr. Collins.

#### **Action:**

Commissioner Marchese moved to adopt consent item #3.

Commissioner Stoker seconded the motion.

Commissioner Marchese stated that storm water management is very technical and is sensitive to residents. He complimented staff on the rigorous and well done job working with the storm management process.

Commissioner Bessler stated that he agrees with Mr. Collins that the notification should state the exact amount of volume the fill is requesting as it would be a more genuine number and it would be helpful to give an accurate amount of fill required.

Mr. Keegan stated that anything over 1,000 cubic yards goes to PC and that is how the notification cards are written. He also added that the engineering department is evaluating the fill permit process to see if there may be changes to make it a better process.

Commissioner Fuchs agreed with the extent of fill would be helpful to the PC in judging the individual projects.

*A voice vote was called. All voted aye, 8-0.*

*Item # 3 adopted*

### **Item # 4, Highland Estates**

Susan Black, 11016 N. Knightsbridge Drive, would like there to be an alternate route for the construction traffic. She would like a Swan Rd access to be used. She is concerned about additional traffic through the subdivision because children are riding bikes and pedestrians are walking their dogs. She also worries about the mud and dirt that may be dragged through the subdivision. She says these neighbors will have to endure this for many years.

Asst. Dir. Zader stated that the preliminary plat and development agreement was approved months ago. The phasing for the project starts off Wauwatosa Rd and goes west towards Swan Rd. The primary route off of Wauwatosa Rd has been established as part of the development agreement at this point. This fill permit request does comply with the grading plan.

Mr. Keegan stated the amount of fill needed is 30,100 cubic yards. This will be used not only to build the site up but also for trench back fill for utilities and the roadway base for the roadways. He also explained that the developer is required to post a road bond which secures a financial guarantee for any damage to city owned streets from construction traffic. There will also be an erosion control permit issued that will be administered through the engineering department which allows city staff to fine them for any excessive road dust or anything that would be a nuisance to the adjacent subdivision. The stone pad that is used as the access pad to the subdivision is supposed to clean the treads of the trucks going in and out of the site. This will require constant maintenance by the contractors to ensure that it is working properly. WisDOT deemed this the preferred access point; as they have jurisdiction over State Hwy 181. This fill is for the first phase only. A haul route has been established with the contractor; they will not be driving through Knightsbridge Estates.

Commissioner Fuchs asked for an estimated number of truckloads needed for the amount of required fill.

Mr. Keegan answered that each truck load carries about 10 cubic yards. The distance from accessing off Swan Rd vs. Wauwatosa Road is a big factor. The utility and sanitary systems must start east of the development. A Swan Rd. access could be considered for the last phase of the project.

Commissioners Fuchs and Bessler stated their concerns for the residents of Knightsbridge Estates and the amount of trucks passing through.

Mr. Keegan stated that contractors can do many things to help with dust by watering down the access roads which do have a big impact. He stated this is simply how all infrastructures in the area were constructed.

Ald. Adams asked if there could be a temporary access during construction. She would like this issue to be pursued with WisDOT by staff.

Mr. Keegan stated that staff would reach out to WisDOT again and ask for a temporary access.

Commissioner Marchese asked about a construction access plan being put into place for the multi-phase, multi-year projects during the process of review. For example; different access points for different phases of the project.

Mr. Keegan stated the engineering department is in the process of updating the standard specifications and this would be an idea to include and take into consideration.

Commissioner Becky Schaefer asked how the developer is informed about these concerns. She inquired whether there is an opportunity to have something to them in writing.

Mr. Keegan stated that the engineering staff will work with the developer to address the residents concerns.

Asst. Dir. Zader re-stated that the Phase I Development Agreement is done. The preliminary plat for all three phases has been approved. There will be a review of the development agreements for phases II and III, and if there are issues from phase I, they can be addressed at that time.

Mr. Keegan reiterated that he will contact WisDOT again to initiate a conversation regarding another construction access point that is not through the Knightsbridge subdivision.

Ald. Adams suggested using safety of children in the area as an issue to WisDOT. She asked about the road being replaced after the trucks use it.

Mr. Keegan explained that the road is videotaped before and after each phase to record a road rating and assess any impact/deterioration from the construction traffic on the road.

Commissioner Marchese reiterated a general feeling from the PC that staff have a comprehensive conversation with WisDOT so that they understand the overall impact to the neighbors; the scope of the entire project. He also encouraged staff to work with each developer to formulate an integrated construction access plan for each new project.

Commissioner Stoker stated that this work is during the first 60-90 days and it is not years of trucks rolling in. Roads will be developed and it will not be a continual nuisance for the neighbors.

**Action:**

*A voice vote was called, passed 6-2 (no vote: Bessler, Fuchs)*

*Item #4 adopted*

**Regular Business**

## **7. Rockwell Automation Corp**

Address: 6400 W. Enterprise Drive. Tax Key: #14-027-13-018.00 District: #4 Zoning: R-1/OA, C-2/OA

**Request:** 1. Building/Site Plan Amendment

**Briefing:** The applicant is seeking building/site plan amendment approval for a ground mounted solar array at the Rockwell Automation manufacturing facility located at 6400 W. Enterprise Drive.

### **Discussion:**

Asst. Dir. Zader stated this is a request for a solar array at Rockwell. There will be six rows running east-west, facing south. At peak demand it will supply about 20% of the power for Rockwell. Based on state statute, the city is somewhat limited on what can be approved and denied. There are bullet points in the staff report about regulating alternative energy systems; the efficiency of the system cannot be decreased, the cost cannot be increased, it needs to preserve and protect the public health and any condition would have to allow for an alternative system of comparable cost and efficiency.

The array will be located about 60 feet from Industrial Drive in the corporate park. It is about 140 feet north from an existing driveway that enters the Rockwell facility. The panels are about 10 feet in height. They have additional equipment associated with them which will be located closer to the existing parking lot. One issue is the lack of a proposed additional landscaping plan. Staff feels that there is an opportunity for landscaping along Industrial Rd property line and curve it along that driveway to shield the arrays from public view. The applicant informed staff the trees there need to grow in the 8-10 foot range so as not to decrease the efficiency of that system. The City Forester recommended specific species. Staff recommends approval with the conditions of additional plantings along Industrial Drive.

The applicant, Gussie was in attendance.

He explained that economic savings as well as learning about opportunities for that Midwest are the driving factors behind the solar arrays being installed. They have partnered with another company and this is part of an educational and marketing endeavor for both companies. The major factor is for the monetary savings for the manufacturing plant.

### **Action:**

Commissioner Marchese moved to approve the motion.

Commissioner Fuchs seconded the motion.

*A voice vote was taken, all voted aye, passed 8-0*

## **8. Novation Group Consulting for River Barn Park**

Address: 9808 N. Cedarburg Rd Tax Key: #14-050-13-01-002 District: #4 Zoning: P-1

**Request:** 1. Building/Site Amendment

**Briefing:** The applicant is seeking building/site plan amendment approval for a cell tower at the River Barn Park located at 9808 N. Cedarburg Road.

### **Discussion:**

The applicant, Graham Packer from Novation Consulting Group was representing SBC wireless. He stated they are seeking to build a new cellular communication tower in River Barn Park. He stated the lease terms are mostly agreed to by the city.

Asst. Dir. Zader stated that the requested cell tower in River Barn Park is roughly 120 ft. in height. It is being proposed to be located on the south portion of the River Barn parking lot. It is adjacent to the parking lot so there will not be any additional driveway needed to the enclosure. The city attorney and the city assistant administrator have been working on the lease which will be approved by CC. It is located roughly 60 feet from the south property line and 90 feet on an angle to the tower. In October, 2014, the Park Board looked at this issue and this is their preferred location. They did not want any additional disturbance to the park further away from the parking lot. Location is also limited by the amount of floodway where the structure cannot be placed. They also requested that staff work with the applicant on the look and design of the enclosure. The enclosure has a fieldstone look of the building, almost a barn foundation look, the gates will be painted to match the color of the existing pavilion and it will be softened with some arborvitae around the structure. The tower is a 120 foot model pole; it is typical of most of the cell towers located in Mequon.

Asst. Dir Zader talked about the language in the changes to the state law that limits the city from enforcing regulations on a potential cell tower location. The CC has the ultimate authority to approve or deny the lease agreement.

James Angresano, 9734 N. Cedarburg Road – is opposed because the proposed site for the cell tower is 60 feet from his property line and approximately 130 feet from his house. He would like the site for the tower to be changed. The closer to the tower is to his house, he feels the more it adversely affects the property value of his home.

Marleen Sobczak, 9740 N. Riverside Road –is opposed to the placement of the tower and her overall feeling that the tower is not compatible to the park. She feels the tower diminishes the enjoyment of the park for the kids to play in and the park being a place to enjoy a natural surrounding. Her other concern is safety. She worries kids may try to climb the enclosure to the tower.

Debra Scott, 4651 W. Willow Road – is opposed to the tower being placed in the park. She questioned how many towers are sufficient. She stated there are 19 towers and 106 antennas in a 3mile radius from her address. She handed out a sheet to the PC that showed these locations. She would like to know if this additional cell tower is necessary.

Mayor Abendroth stated that the state government gives the city no authority to deny the placement of a cell tower.

The applicant stated that unfortunately the current towers are not covering all the demand. The demand is usually driven by consumers having problems with dropped calls and poor coverage.

Commissioner Becky Schaefer asked what PC is supposed to discuss due to most issues not being allowed as valid concerns.

The city's perspective is that this cell tower is going somewhere and would like some control over where it goes. PC's role is to review the application and make a recommendation. PC can pass along their concerns to CC.

Ald. Adams questioned whether the city would have money in reserve in case the tower would need to be taken down. She also suggested moving the tower 150 feet back away from the resident's property because it is so close to his home.

Commissioner Bessler stated that the adverse affect to the neighboring residents is crucial and the location picked for the tower should be based on mitigating the impact to these residents.

Mayor Abendroth suggested sending this back to the Park Board for further review.

**Action:**

Commissioner Bessler moved to deny the request and refer the item to the Park Board to further review and to find a site further away from adjacent resident property owners.

Commissioner Fuchs seconded the motion.

Ald. Adams commented that she would rather table this to further discuss this and not deny the request.

Mayor Abendroth suggested that PC approve this item subject to staff recommendations, that the specific location of

the tower in the park will be referred back to the Park and the CC to review the specific location as part of the lease agreement. This allows the applicant to proceed while also receiving further review. It cannot be denied.

Commissioner Bessler and Commissioner Fuchs withdrew the motion and the second of the motion.

Ald. Adams asked that public courtesy cards be sent from the Park Board when they have their meeting.

Commissioner Mason seconded the Mayor Abednroth's motion.

*A voice vote was taken, all voted aye, passed 8-0*

## **9. Richmond Investment Group**

Address: vacant property immediately west of 7606 W. Mequon Rd      Tax Key: #14-051-02-01-000  
District: #3      Zoning: R -3

**Request:**      1. Rezoning Recommendation

**Briefing:** The applicant is requesting a rezoning recommendation from R-3 to B-3 (office) for the parcel west of 7606 W. Mequon Road, next to Worzella Photography.

### **Discussion:**

Ms. Tollefson stated that the applicant is seeking a rezoning recommendation for the vacant parcel just west of Worzella Photography. It is currently zoned single-family residential. Richmond Investment Group is proposing a one story 5,000 sq. ft. building. They will be the principle user with possibly two additional tenant spaces that would be related to the work of The Richmond Group. In June the applicant was before the PC for a consultation and at that time they shared three different site plan options and also heard some testimony from the neighborhood. The requested rezoning will need to be approved by CC. If the applicant receives approval from CC, then a conditional use grant will be required and building/site plan approval will need to be approved by PC. Some of the concerns expressed by the neighbors at the consultation related to traffic flow, traffic entering the neighborhood northbound on Solar Avenue as well as the general encroachment of commercial uses beyond the current intersection of uses as they are today. Staff looks at a certain set of findings when making a recommendation and doing the analysis on zoning and land use changes, which helps keep consistency in doing analysis. There are a mix of uses in the neighborhood which reflect the mix of zoning and the mix of land use classifications in the area. Staff feels that the low impact use of the office building is compatible with that area. Regarding the concerns of the traffic ingress and egress, the applicant is interested in achieving a cross access with the existing commercial use. There have been many changes to this area in recent years. There was general consensus that "option C" was the preferred rendering which pushes the building and the parking lot access to the east of the parcel. It creates a substantial green space buffer to the residents to the west of about 85 feet and achieves 73% open space.

Staff does support the rezoning recommendation upon CC action but staff also made a suggestion that the rezoning not take effect until PC would approve the specific use under the CUG and building & site plan review. The CUG is required in this situation because the lot size is below the minimum required per the zoning district. If there are changes or modifications proposed in the future all the changes would be required to have a CUG amendment; there would be public notification and staff review.

Don Sommer, Sommers Automotive, 7211 W. Mequon Rd is supportive of this project. He knows both Matt and John Richmond professionally and personally as well as the architect John Mikkelson. He feels that they would be a great asset to that corner and the fact the building will be 60% owner occupied is important.

Delores & Leo St. Onge, 11427 N. Solar Ave. are opposed and do not wish to speak.

Alice Kelech, 11375 N. Solar Ave. is opposed to a business on that parcel and does not wish to speak.

Tina Schwantes, Executive Director of the Mequon – Thiensville Chamber of Commerce, 6331 W. Mequon Rd. is supportive of the thoughtful economic development proposed. It is an established business that is extremely

community-minded.

John Moore, 7816 W. Mequon Rd. is supportive of this project but does not wish to speak.

Jake Miller, 7273 W. Concord Creek supports this project. He feels it is important to support small businesses in our community.

Kathleen Schilling, Executive Director of the Ozaukee Economic Development. They are supportive of this vibrant, quality family business. They feel that this high quality office building with low traffic volume as a great buffer between the residential and business to the east.

Harry Sutton, 11316 N. Solar Ave. is opposed. He stated that he is representing 11 residents. He said when this was first proposed at the meeting at the Worzella it was proposed as a single occupancy business, which has now been changed. He is concerned about more businesses being located on the south side of the street moving west and the negative effect on the property values.

Robert Pentler, 11430 N. Solar Ave. is opposed to this project because of the spot zoning moving west. He feels that property values are reduced with the commercial sites near the residential areas. He stated that there may be deed restrictions from when the Worzella building was approved that stated there was not to be commercial building to the west. He is also concerned about the structure of the road and changes that may be made to the curb cut there.

Ted Kosinski, 7285 W. Concord Creek Drive is supportive of this project because of the low impact business and high quality building they are proposing. He knows the Richmond's both personally and professionally and supports this new endeavor.

The applicants Matt and John Richmond and the architect John Mikkelson were present. John Richmond stated that they had researched many different properties and locations for 18 months. This site is an ideal location for their low impact business and small building they are proposing. They will strive to be great neighbors and they will continue to contribute to the community. They are proposing a prairie roof design and they will preserve as many of the trees and vegetation as possible. B-3 zoning is being requested because the nature of the business is such a low impact. Their building plan allows 73% of that 2.5 acre space to be let open green space. The building process will be less of an impact and a distraction than that of a residential home as it is only one story and there is not a basement. The parking area will be access sharing with the current businesses to the east. The lighting proposed will be down lights to prevent any light spill to other properties. Their typical workday is 8:00a.m. to 4:30p.m. weekdays only. All activity will be inside the building and the only waste they produce is shredded paper.

Commissioner Becky Schaefer stated that the rendering proposed is beautiful. She clarified whether there are any deed restrictions or conversations that happened when the original Worzella was built as stated by Mr. Pentler.

Ms. Tollefson stated that there are not any deed restrictions on the property. At the CC level there have been conversations and it has been a general policy to not make drastic changes to Mequon Road and not have it overwhelmed by commercial growth. This is not specific to all intersections and not to that corridor.

Commissioner Stoker stated that he feels this project could actually increase property values in the area. He feels that it is a great buffer and that other development to the west of this property is not the issue being decided tonight. He stated strong support for this project.

Commissioner Fuchs stated that the current zoning is less desirable than what is being proposed. He likes the feel and look of a residential property. He feels that it is a great transition building and he supports this project.

Commissioner Bessler stated that he also supports this project and that the building looks much more residential than commercial. He feels that it is a big improvement on a long time vacant lot. He asked about the purpose of the proposed detached garage.

Mr. John Richmond answered that due to resident concerns regarding trash in an open area, they are willing to put all their refuse in an enclosed structure so that nothing will be located outside the building.

Ald. Adams stated that she likes the garage because it feels more residential. She feels it is a beautiful building and she hopes there will be minimal signage. She feels that it is important to acknowledge all the support from the business community that spoke on their behalf.

**Action:**

Commissioner Mason moved to approve the motion as documented by staff.  
Commissioner Stoker seconded the motion.

Mayor Abendroth stated that the rezoning will be effective upon the CUG and the building/site plan being approved.

*A voice vote was taken, all voted aye, passed 8-0*

**10. Dave Leszczynski for River Club Estates**

Address: southeast corner of Freistadt an Oak Shore Roads  
Zoning: R -3 District: #1

Tax Key: #14-013-16-002.00

**Request:** 1. Final Plat

**Cancelled**

**Briefing:** The applicant is seeking final plat approval for a five lot subdivision at the southeast corner of Freistadt and Oak Shore Roads.

**11. Policy – City of Mequon**

The City of Mequon seeking a text amendment to Chapter 58 of the Zoning Code, relating to the rental of single-family homes.

Ms. Tollefson stated that PC tabled this issue in June after some discussion and that CC had a first reading of this. The consensus from the CC is not looking to prohibit short term single family rentals but as this becomes more of a trend and increases in frequency in the city, CC does want ways to regulate it. Staff is aware of a few of these uses and have dealt with three over the past year and on occasion have dealt with a few issues or concerns in neighborhoods regarding short term rentals. Staff feels that it is important to establish some standards and regulations at this point and this item can always be brought back before PC and CC for review if changes need to be made. This text amendment is being sponsored by the Mayor. Staff's goal is to preserve the stability of single family neighborhoods. This is done by controlling density, traffic, by the amount of unenclosed parking, noise, safety and congestion. Staff has done research and has found that many municipalities across the country are also looking to regulate short term rentals. The city already regulates how owners use single family homes. The city requires a CUG for guest houses and mother-in-law suites; both of which require a non-rental component to it. Bed and breakfast require a CUG and are only allowed in rural areas. Home occupations are regulated by permit and limit services or products for sale from the property. Staff is recommending the creation of a definition of short term rentals of dwellings. It must be an "accessory" short term rental. The word "accessory" is important because it does give legal weight that it is an accessory to the use of the structure which is occupied by the owner and that is its principal use. The definition talks about the number of guests, the number of bedrooms and the time frame on an annual basis in which it can be rented. The "principal" long term rental of dwellings is a standard rental agreement that anyone can take advantage of currently. The term "principle" suggests that it is the main use of a particular property. Staff is recommending the draft language being presented tonight as a recommended starting point and is open to feedback. This will move forward with CC at their August meeting.

Alice Matthews, 131348 N. West Shoreland Drive, is opposed to the restrictions being proposed by the city. She stated that she rents out a room in her home during the summer months which provides her with additional income. She feels the proposed text amendment is too restrictive. She stated that AirB&B has a strict screening process that ranks the host and the guests.

James Jodie, 13349 N. Lakewood, is opposed to the text amendment. He stated this is additional income for his family and they enjoy meeting people from other places. He is opposed to the language in the text amendment. He feels that

the language limits the number of visitors to the City of Mequon and the use of the services in the city.

Stan Wrzeski, 3104 W. Bonniwell Road, is opposed to the text amendment. He travels half of the year away from home and rents out his home in the summer to help with costs. He feels that this issue and the communication he has received from city staff has not been handled well by the city. He does not feel there are enough facts to support this issue.

Mayor Abendroth stated that the residential homes are being used for commercial use and residents do not like the idea of a commercial use next door to them. He stated that he did receive complaints from neighbors in his neighborhood and due to this concern it was important for the city to address this issue.

Ms. Tollefson stated that no specific issues or operations have been mentioned. When staff is made aware of uses or an increase of incidents is reported, administratively these policies are addressed and amended as necessary. The public benefit of preserving the stability of single family neighborhoods is the goal. Single family residential zoning districts are already regulated in terms of the types of commercial activity permitted there and there is also a public statement regarding the review authority by the city in terms of rental. It specifically talks about guest houses, mother-in-law suites and bed and breakfasts as uses in single family residential areas and the process for which these are handled are through a CUG. She feels that establishing some criteria to allow for these operations is outside the public policy intent established in the past.

Commissioner Fuchs asked about the process for these CUGs, how many would come before PC and how often the home owner would need to apply for a CUG. He stated that the liability continues to fall on the home owner and notification would be sent to adjacent neighbors to acknowledge permitted activity. He feels this should not be overly complex. He feels that more flexibility should be granted in terms of the amount of days allowed for overnight rentals

Ms. Tollefson suggested that a tier system could be established as what the threshold of impact is; how many nights require a CUG as opposed to a permit from staff (9 nights).

Ald. Adams stated that she feels comfortable with 8 or 9 nights being permitted with neighbor notification.

**Action:**

Ald. Adams moved to approve the text amendment as is presented.

Commissioner Stoker seconded the motion.

*A voice vote was taken, passed 7-1 (No: Fuchs)*

**12. Announcements**

Development Inquiry

The next meeting is August 31, 2015 at 7:00 pm

**13. Adjourn** - the meeting concluded at 10:30 pm

Commissioner Mason moved to adjourn.

Commissioner Stoker seconded the motion.

**All voted Aye.**