

# NOTICE OF MEETING

## VILLAGE OF FOX POINT PLAN COMMISSION

SCHWEMER HALL - MUNICIPAL BLDG.  
7200 N. SANTA MONICA BLVD  
FOX POINT, WI 53217

**Monday**  
June 2, 2025  
5:45 P.M.

**NOTE: the Plan Commission will be meeting in person at Village Hall, with a remote attendance option, per the hybrid meeting procedures further described in section 19-32 d. Of the Village code. This meeting is open to all citizens in person at Village Hall, or through the Zoom participant information shown below, subject to the following: no assurance is provided to those Plan Commission members and citizens intending to attend remotely that the technology will perform sufficiently to allow for their participation and the meeting will proceed regardless. Public officials and citizens wishing to ensure they can participate are encouraged to attend in person. Citizens are encouraged to submit any comments in writing in advance of the meeting to the Village Manager at [sbotcher@villageoffoxpoint.com](mailto:sbotcher@villageoffoxpoint.com)**

Zoom Participant Information  
<https://us02web.zoom.us/j/89048465030>  
Dial: (312) 626-6799  
Meeting ID: 890 4846 5030

### AGENDA

1. Roll Call.
2. Approval of the minutes of the April 7, 2025 Plan Commission meeting.
3. Consideration of Conditional Use Permit Application for Sias Alterations, 333 W Brown Deer Road, Suite H.

The Plan Commission will consider the referral of a conditional use permit application for Sias Alterations, 333 W Brown Deer Rd, Suite H, as required per Village Code Sections 745-18.

4. Consideration of Conditional Use Permit Application for Marek Landscaping, 8035 N Port Washington Road.

The Plan Commission will consider the referral of a conditional use permit application for Marek Landscaping, 8035 N Port Washington Road, as required per Village Code Sections 745-18.

5. Adjourn.

**NEXT PLAN COMMISSION MEETING:**

**Monday, July 7, 2025**

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aids. For additional information or to request these services, contact the Village Clerk at 351-8900. It is possible that members of, and possibly a quorum of members of, other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Published and Posted May 30, 2025

**VILLAGE OF FOX POINT  
PLAN COMMISSION MEETING MINUTES  
April 7, 2025**

A meeting of the Fox Point Plan Commission was held on Monday, April 7, 2025. President Symchych called the meeting to order at 5:45 p.m. and noted there was a quorum of Plan Commission members present.

The Plan Commission roll call was taken by Village Manager Scott Botcher:

Plan Commission:       President Christine Symchych, Chairman  
                              Eric Fonstad, Commissioner  
                              Robert Smith, Commissioner  
                              Ted Durant, Commissioner  
                              Jay Craig, Commissioner  
                              William Langhoff, Commissioner  
                              Jake Wilson, Commissioner

Staff present included Village Manager Scott Botcher.

Notice of the meeting was provided to the North Shore Now as necessary, and to all others as required by State open meetings laws and posted on the official bulletin board at 7200 N Santa Monica Boulevard, as well as the village website at [www.villageoffoxpoint.com](http://www.villageoffoxpoint.com), as per 2015 Wisconsin Act 79 and as described in Village Ordinance Chapter 116-2, 116-2(C).

**Approval of the Minutes of the March 3, 2025 Plan Commission Meeting**

*Motion by President Symchych, seconded by Commissioner Smith, and carried unanimously with a roll call vote 7-0, the Commission approved the minutes of the March 3, 2025 Plan Commission meeting.*

**Consideration of Conditional Use Permit Application for Rice Bowl, 8673 N Port Washington Road**

*Motion by Commissioner Fonstad, seconded by Commissioner Craig and carried unanimously by roll call vote 7-0, the Commission recommends approval of the Conditional Use Permit Application for an ownership change at Rice Bowl (former Peking Chef), 8673 N Port Washington Road.*

**Adjourn**

*On motion of Commissioner Fonstad, seconded by President Symchych and carried unanimously by roll call vote 7-0 the Plan Commission meeting adjourned at 5:48 PM.*

VILLAGE OF FOX POINT  
PLAN COMMISSION MEETING MINUTES  
April 7, 2025

Respectfully,

Teri Repins  
Deputy Clerk

Published and Posted:

DRAFT



## VILLAGE OF FOX POINT

MILWAUKEE COUNTY

WISCONSIN

VILLAGE HALL

7200 N. SANTA MONICA BLVD.

FOX POINT WI 53217-3505

414-351-8900

FAX 414-351-8909

**To:** Plan Commission  
**From:** Kevin Ausman, Assistant Village Manager  
**CC:** Scott Botcher, Village Manager  
**Date:** June 2, 2025  
**Re:** Sia's Alterations - CUP

---

### Overview

Long Yang has applied for conditional use approval to establish Sia's Alterations, in an existing tenant space within the Audubon Court shopping center, located at 333 W Brown Deer Road, Suite H. The application under Section 745-18D(1)(i) would allow a clothing-alteration service in the D Business District.

### Background

The proposed tenant space is partially located within the villages of both Fox Point and Bayside. The front of the tenant space is located within Bayside, and the rear of the space where alterations would occur, are in Fox Point. Interior modifications are proposed only in the Bayside portion of the tenant space.

### Request

The applicant proposes:

- Interior build-out: Install partition wall to create two fitting rooms (on Bayside portion of tenant space)
- Fixtures & equipment: Sewing machines, iron, cutting/measuring tables
- Hours of Operation: Tuesday through Saturday, 10AM – 6PM

No exterior modifications to the building façade or site are proposed.

The Village DPW Director has reviewed the application and determined sufficient parking within the Audubon Court shopping center to accommodate patrons. The Village's Building Inspector had no concerns with the application.

### Recommendation

Staff recommends that the Plan Commission recommend that the Village Board approve the conditional use request following a mandatory public hearing.

**NOTICE**

PLEASE BE ADVISED: Chapter 67, Article III of the Village of Fox Point Village Code is attached hereto and incorporated herein. Pursuant to this Ordinance, the Village of Fox Point Village Board has determined that whenever the services of the Village Attorney, Village Engineer, Village Forester or any other of the Village's professional staff (internal or independently contracted) results in a charge to the Village for that professional's time and services and such service is not a service supplied to the Village as a whole, the Village Treasurer shall charge the property owner for the fees incurred by the Village. Also be advised that pursuant to the Village of Fox Point Municipal Code certain other fees, costs and charges are the responsibility of the property owner making application to the Village.

I, the undersigned, have been advised that, pursuant to the Village Fox Point Village Code, if the Village Attorney, Village Engineer, Village Forester or any other Village professional (internal or independently contracted) provides services to the Village as a result of my activities, whether at my request or at the request of the Village, I shall be responsible for the fees incurred by the Village. Also I have been advised that pursuant to the Village of Fox Point Village code certain other fees, costs and charges are my responsibility.

Dated this 19 day of May, 2025

Sheila S. Sander, Agent for Owner  
Signature of Property Owner

North Shore Center Partner  
Sheila S. Sander, Asset Manager  
Name of Property Owner - PRINTED

Mailing Address of Property Owner:

C/O Midland Management  
555 W Brown Deer Rd #220  
Milwaukee WI 53217

Tax Key No. of Property:

053-8990-001

Address of Property:

333 W Brown Deer Rd

Fox Point, WI 53217

<p><b>For Village Use Only:</b></p> <p><input type="checkbox"/> Original kept on file with Village Clerk.</p> <p><input type="checkbox"/> Copy provided to Property Owner.</p> <p>Signature: _____</p>
--



## VILLAGE OF FOX POINT APPLICATION FOR CONDITIONAL USE PERMIT

### Section 1

Trade Name of Business Sia's Alterations	Phone # (414) 708-8472	Name of former tenant (if known) Long Yang
Fox Point Business Address 333 W Brown Deer Rd., Suite H, Bayside, WI 53217		
Email longchingyang01@gmail.com	Contact Person Long Yang	

*If the business is a limited liability corporation (LLC) or corporation, complete the following section. If not, skip to next section.*

### Section 2

Legal name of corporation or LLC	Corporate email
Corporate headquarters address	Corporate phone #
Name and addresses of all corporate officers	
Name of corporate agent	Address of corporate agent

*If applicant(s) is a sole proprietorship (individual) or partnership, please complete the following section.*

### Section 3

List the name, home address, business address, and phone numbers of all applicants and owners.			
Name	Home address	Business address	Phone #
Long Yang	2109 N 38th St. Milwaukee, WI 53208	333 W Brown Deer Rd., Suite H, Bayside, WI 53217	(414) 708-8472

*All applicants must complete the following section.*


**Section 4**

Applicant's specific interest in site Alterations business		
Describe in detail the business activity that will take place on site including products & services  Sia's Alterations is a small, family-owned business providing clothing alteration services to customers.		
Describe all <b>owned</b> fixtures, furniture, and equipment to be used on site  Sewing machines, iron, cutting/measuring tables		
Describe all <b>leased</b> fixtures, furniture, and equipment to be used on site  N/A		
Describe any alterations planned for the site <b>and</b> estimated cost of renovation Adding a partition wall and creating two fitting rooms estimated to be \$2,000-\$2,500		
Person responsible for obtaining building permit (if required) Long Yang		
Square footage of site 795	# of employees 2	# of parking spaces to be used 1
Days & hours of operation Sun-Mon Closed, Tue-Sat 10am-6pm	Proposed date of occupancy July 1, 2025	

Attach a site plan to this application (see Directions for Conditional Use Permit). Site plan must include a layout of the inside of the store.

This application must be fully completed to be considered by the Village.

**Fee: \$300.00 (non-refundable)**

	Long Yang	5/9/2025
Business Owner Signature	Printed Name	Date

# Midland Management, LLC

555 W. Brown Deer Road, Suite 220, Milwaukee, Wisconsin 53217

May 19, 2025

Village Plan Commission  
Village of Fox Point  
7200 N. Santa Monica Boulevard  
Fox Point, WI 53217

Plan Commission Members:

The purpose of this correspondence is to indicate our intent to rent space at Audubon Court to Sia's Alterations.

Sia's Alterations will be leasing 795 square feet previously occupied by Skirts Shirts Shoes & Stuff, located at 333H West Brown Deer Road.

If there are any questions regarding this matter or Midland Management's intent to lease space to this tenant, please direct them to our office.

Thank you for your kind consideration of this matter.



Sheila S. Sanders  
Asset Manager  
Midland Management, LLC  
Managing Agent to North Shore Centers Partners

## **PROJECT SUMMARY: Sia's Alterations**

Monday May 19th, 2025

### **Overview:**

This project involves the operational establishment and enhancement of a small, family-owned alterations business, Sia's Alterations, located at 333 W Brown Deer Rd., Suite H, Bayside, Wisconsin 53217. The business will provide high-quality custom alterations to fit all customer needs for every occasion. It will operate with two primary staff members: owner/tailor and assistant seamstress/front desk manager in a 795 sq. ft. commercial storefront at Audubon Court Shopping Center owned by North Shore Centers Partners. Existing equipment includes 6-8 industrial Juki sewing machines and a steam press along with other miscellaneous materials necessary for business operations. The project also includes a minor renovation project to create a partition wall that separates the working space from the customer service and guest waiting areas. Two fitting rooms will be created and flooring in the customer service area will be upgraded from carpet to luxury vinyl flooring. The renovation project goal is to improve the existing facility, optimize workflow, and create an efficient and welcoming space while maintaining the personalized service the business is known for.

### **Operational Information:**

- **Business Name:** Sia's Alterations
- **Location:** 333 W Brown Deer Rd., Suite H, Bayside, WI 53217
- **Hours:**
  - Tuesday-Saturday: 10AM-6PM
  - Sunday-Monday: Closed
- **Owner(s):** Long Yang
- **Day to Day operations:**
  - Measuring garments for custom alterations
    - Pants, shirts, dresses, skirts, jackets, suits, etc.,
    - Other: Curtains, blankets, linens, etc.,

- Cutting, hemming, sewing, pressing of garments
- Processing and handling of payments for services
- Occasional loading and delivery of packages for business operations
- **Equipment and tools:**
  - Industrial sewing machines
  - Steam pressers
  - Custom cutting tables
  - Scissors, blades, thread, needles, hangers, etc.,
- **Staffing and Workflow**
  - 2 managers, full-time
  - Occasional team of 2-3 additional staff members
  - 10-30 customers daily

### **Renovation Project:**

- Interior build of a partition wall and two fitting rooms
- Installation of new vinyl flooring
- All interior work will be completed by owner
- Exterior improvements:
  - New signage
    - 1 store front sign face, single sided
    - 1 walkway bracket sign, double sided
    - 1 multi-tenant monument sign, single sided
  - Signage will be commissioned by a vendor with landlord approval

### **Building Schedule:**

- **Design & Permitting:** May 2025 – September 2025
- **Construction Start:** June 2025 (or when Board approval is granted)
- **Final Inspections:** July 2025 (or when work is completed)
- **Grand Opening:** July 2025 (or when inspections are completed)

### **Estimated Project Value:**

- **Total Project Cost: ~\$13,000**
  - **Interior Renovations:** ~\$3,000 (framing, flooring, drywall, paint, supplies)
  - **Site Improvements:** ~\$2,000 (signage)
  - **Equipment & Furnishings:** ~\$8,000 (machines, workstations, seating)

**Business Impact:**

The addition of Sia's Alterations to the Audubon Court Shopping Center will add to the portfolio of the center, increasing the varying goods and services it offers to the community. The improvements to the commercial space will enhance operational efficiency, allowing the business to serve more customers while maintaining high-quality craftsmanship. Moreover, the modernized space will improve guest experience, leading to increased repeat business and a more competitive alterations business.

**Conclusion:**

Sia's Alterations is positioned to meet growing demands, elevate the customer experience, and solidify its reputation as a trusted local tailor. The investment in both infrastructure and equipment ensures the business remains competitive while preserving its family-owned charm. This project aligns with Sia's Alteration's commitment to quality craftsmanship and community service, paving the way for future growth and potential expansion opportunities.

**Prepared by:** Long Yang

**Date:** Monday, May 19, 2025

## **Sia's Alterations**

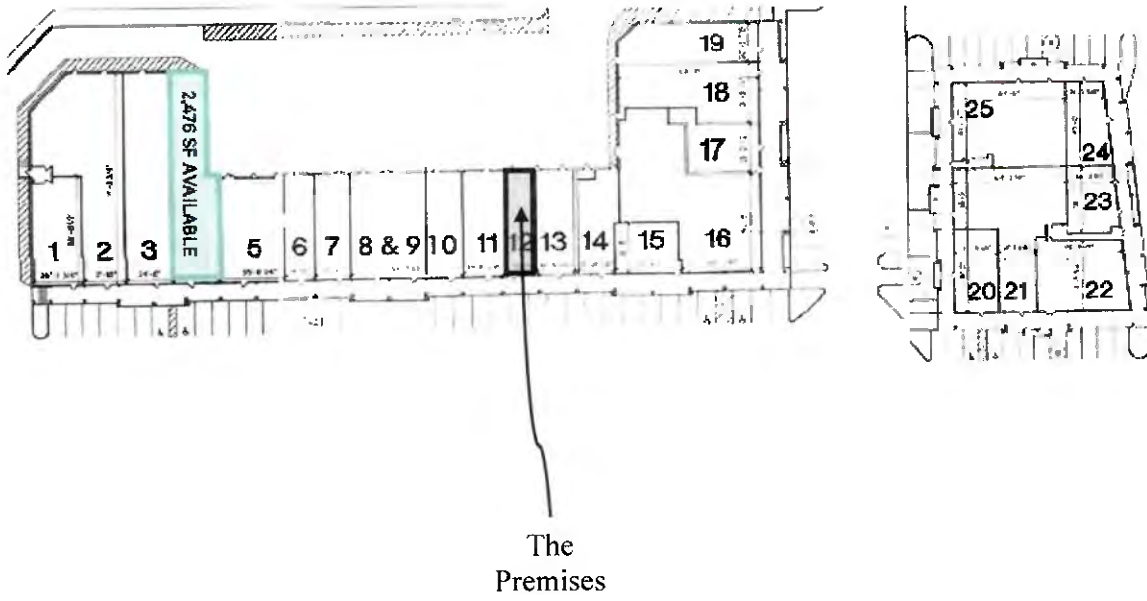
333 W Brown Deer Rd. Suite H  
Bayside, WI 53217  
(262) 321-8639

### List of Materials Required

1. 2x4 Studs
2. ½ inch Drywall
3. ½ inch Plywood
4. Drywall Compound
5. Drywall Tape
6. Drywall Bead
7. 1 ½ inch Drywall Screws
8. 3 inch Construction Screws
9. 2 ½ inch Drive Pins with Washers
10. Underlayment for Vinyl Flooring
11. Vinyl Flooring (Click & Lock)
12. 1 inch Trim
13. Paint

**EXHIBIT A**

**SITE PLAN**



T-3 Group, Ltd. accepts no responsibility associated with the use of this drawing. Tenant spaces must be field verified.

Front of Property  
Store signage in  
Bayside

Back of Property/  
Employee parking  
Loading zone

Sia's Alterations

BROWN DEER ROAD

NORTH PORT WASHINGTON DRIVE



WORLDWIDE COMMERCIAL REAL ESTATE SERVICES

PAGE 1 OF 4

Retail Office Industrial Investment Property Management  
Appraisal Services International Services Mortgage Bank & Brokerage Services Facilities Management Services Research Services Institutional Investment Advisory Services

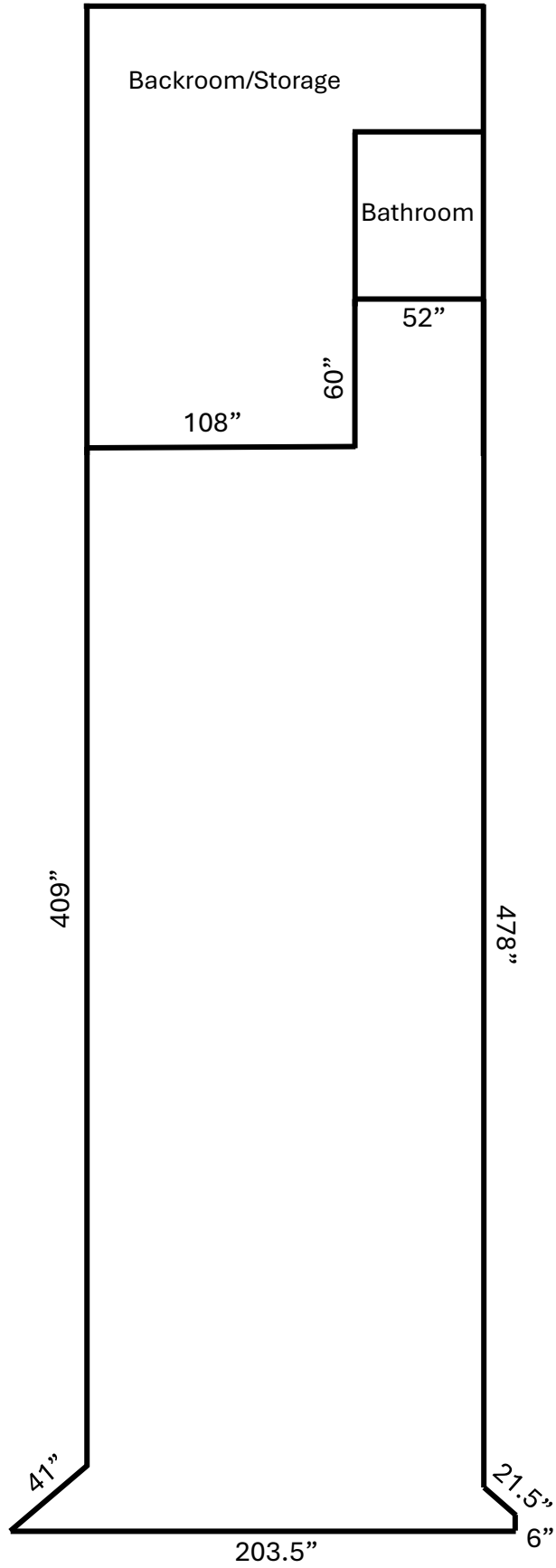
### AUDOBON COURT

333 - 383 WEST BROWN DEER ROAD  
FOX POINT / BAYSIDE

SCALE: T=80'-0"

DATE: 11/16/00

# Original Floorplan



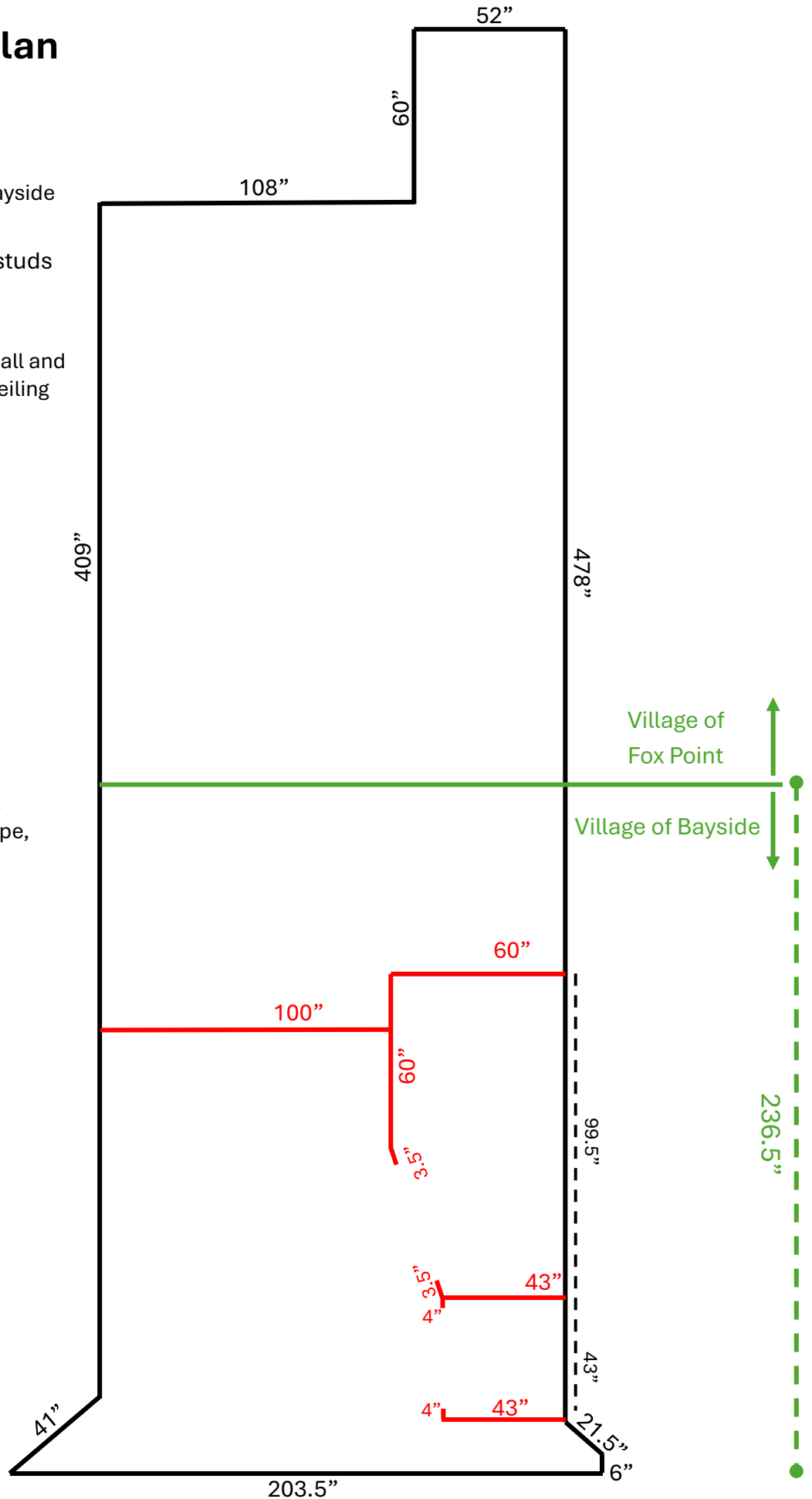
# Updated Floorplan

**— Municipal Line**

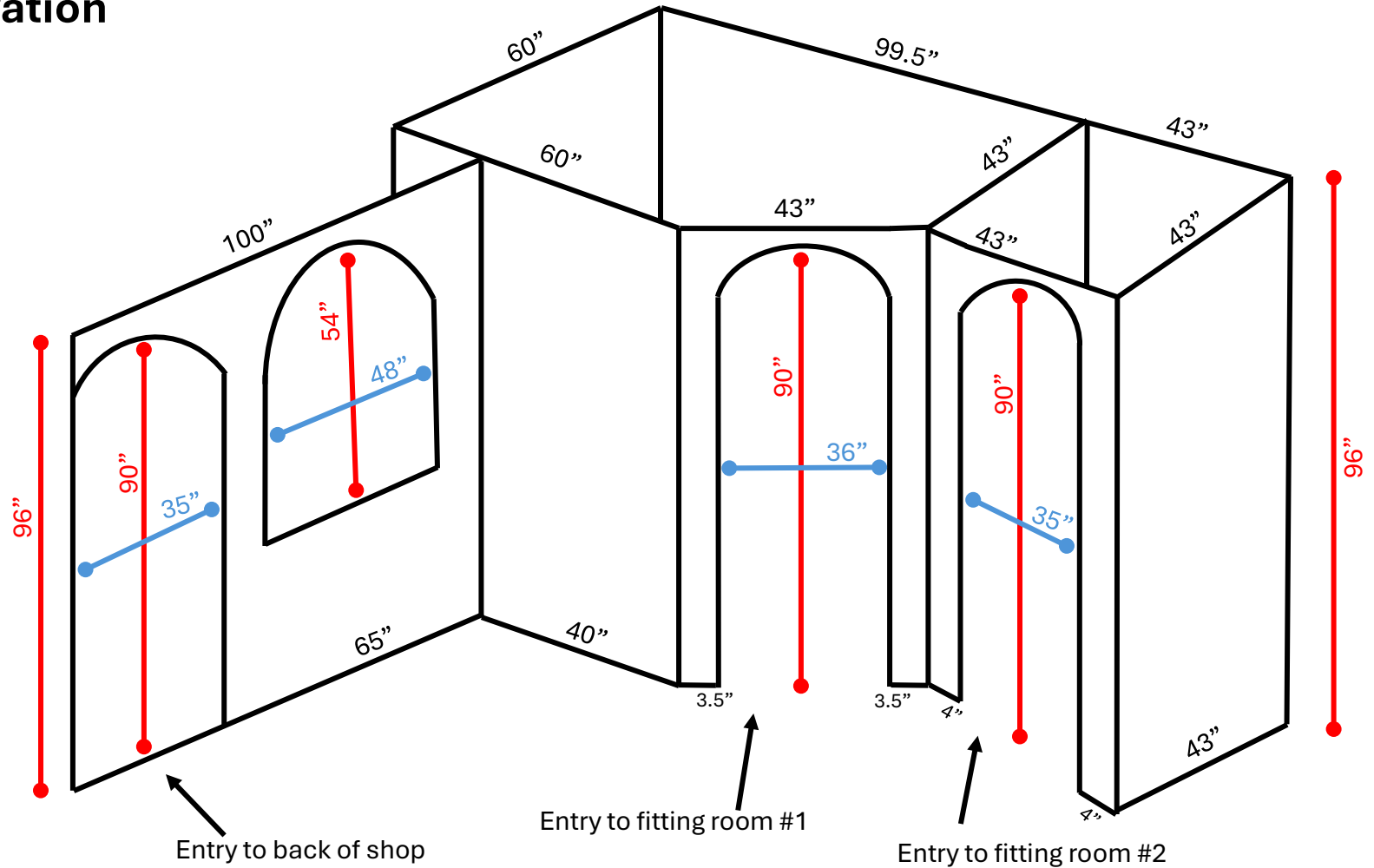
- All planned updates to the commercial space will occur exclusively in the Village of Bayside

**— walls framed with 2x4 studs**

- Includes two fitting rooms
- Framed walls will be 96 in. tall and fitting rooms will not have a ceiling
- Fitting rooms do not have a door; curtains will be used instead
- 2x4 studs will be attached to existing structure with 3 in. construction screws
- 2x4 studs will be attached to subfloor using 2 ½ in. drive pins
- 2x4 studs will have ½ in. drywall attached using 1 ¼ in. drywall screws, paper joint tape, and joint compound



# Elevation



— Height

○ 96" height is lower than the actual height of the commercial space (>167")

— Width

- Arches will be framed using ½ in. plywood
- All entryways will be covered using curtains

**NOTICE OF PUBLIC HEARING**

---

In the matter of a request for a Conditional Use Permit for Sia's Alterations at 333 W. Brown Deer Road, Suite H for a clothing alterations business.

---

**PLEASE TAKE NOTICE** that a public hearing will be held before the Plan Commission of the Village of Bayside on June 11, 2025, at 5:00 p.m. at the Village Hall, 9075 N. Regent Road, Bayside, WI 53217. The purpose of the public hearing is to consider:

The request for a Conditional Use Permit for Sia's Alterations at 333 W. Brown Deer Road, Suite H for a clothing alterations business.

**PLEASE TAKE FURTHER NOTICE** that at such time and place, all interested parties will be heard.

**DATED** this twenty-second day of May, 2025.

Nicole Maurer  
Deputy Clerk/Treasurer



## VILLAGE OF FOX POINT

MILWAUKEE COUNTY

WISCONSIN

VILLAGE HALL

7200 N. SANTA MONICA BLVD.

FOX POINT WI 53217-3505

414-351-8900

FAX 414-351-8909

**To:** Plan Commission

**From:** Kevin Ausman, Assistant Village Manager

**CC:** Scott Botcher, Village Manager; Scott Brandmeier, DPW Director

**Date:** June 2, 2025

**Re:** Marek Landscaping - CUP

---

### Overview

Marek Landscaping has applied for conditional use approval to establish a landscape architecture professional office and storage space located at 8035 N Port Washington Road (former Logan Productions building). The application under Section 745-18 would allow for professional landscape architecture and associated activities in the D Business District.

### Background

The Logan Productions building has been vacant and for sale for some time. The D Business District, Section 745-18, allows for both permitted and conditional uses within the boundaries of the district.

### Request

The applicant is proposing professional office space, classroom and laboratory space, and the storage of landscaping materials and equipment. As part of the request, Marek is proposing additional landscaping and screening elements. Village DPW Director has determined that the lighting plan meets code.

Under Section 745-18(C)(4), “professional office” of licensed professionals is considered a permitted use by right within the D Business District and the indoor storage of field materials/equipment may be accessory to that permitted use. However, conditional use approval is required for the following uses:

- Classroom space qualifies as a conditional use under Section 745-18(D)(1)(j).
- Laboratory use is not explicitly listed, but may be considered “substantially similar” under §745-18(D)(1)(o), provided that it is used in direct support of the firm's permitted landscape architecture work (ex: soil, plant, water analysis).
- Outdoor Storage of bulk materials, equipment, and vehicles is generally discouraged but may be allowed under Sections 745-18(F)(6) and 745-18(F)(1)(c) provided that the Plan Commission and Village Board determine that the outdoor storage is essential to business use and is properly screened.

### Plan Commission Review

Staff recommends that the Plan Commission discuss the outdoor storage component with the applicant.

Details of materials, storage location, manner of storage, and security were requested of the applicant but not received. Considerations for Plan Commission to ask of the applicant:

- What materials will be stored and where? Site plan submittals state “Bulk Bins” in the location of three parking spaces without description.
  - Applicant proposes shou sugi ban fencing, screening vegetation, and architectural planters to address aesthetic and visibility concerns.
- How will materials be stored? Size of storage area? Dedicated bays or piles of open cold storage?
- How will outdoor materials be secured after-hours?
- Is the proposed screening of fencing and plantings sufficient under Sections 745-18(F)(6) and 745-18(F)(1)(c)?
  - Unenclosed storage of merchandise, cartons, equipment, refuse or any other item which **might detract from cleanliness, neatness and general attractiveness of the surrounding area**
  - **No articles, goods, material, finished or unfinished product, incinerators, storage tanks, refuse containers, or like equipment should be kept outdoors, exposed to public view, or exposed to view from adjacent buildings and property.** Garbage and refuse containers should be screened from the street and from neighboring facilities. The Village Board may permit the outdoor display of product or merchandise upon finding that such display is **essential to a business use.**

Staff also recommends that the Plan Commission discuss proposed operations with the applicant:

- Residential compatibility: There are residential properties to the west behind the property.
  - Confirm hours of operation for the CUP so that noise from deliveries and work vehicles do not disrupt nearby properties.
  - Confirm that deliveries can be received on the site with appropriate vehicle turning radii. Port Washington Road is a County Highway and the Village does not have authority to allow trucks to stop on the street.
  - Lab Use: Confirm the activities of the proposed lab and the security measures for chemicals.

The Village DPW Director has reviewed the application and determined that 30 parking spaces are required per Section 745-18(F)(7). The applicant is proposing 16 spaces. Staff recommends that the Plan Commission discuss justifications for reduction in parking with the applicant (number of employees, visitors, work vehicles, etc). Staff recommends a parking reduction, should the Plan Commission agree with applicant justification.

## **Recommendation**

Should the Plan Commission feel comfortable with the proposed use, Staff recommends that the Plan Commission recommend that the Village Board approve the conditional use request (following a mandatory public hearing) subject to the following conditions:

1. All outdoor storage areas shall be screened per the submitted site plan and maintained to prevent visibility from both adjacent properties and rights-of-way.
2. Hours of operation limited to 7 AM – 5 PM, Monday through Thursday.
3. All laboratory operations shall be accessory to the professional office use and involve no hazardous chemical processing.
4. Outdoor material storage limited to the area described on the site plan and may be reviewed for compliance by the Building Inspector.
5. A parking reduction from 30 stalls shall be allowed. Any overflow or future demand must be met on the site.

### NOTICE

PLEASE BE ADVISED: Chapter 67, Article III of the Village of Fox Point Village Code is attached hereto and incorporated herein. Pursuant to this Ordinance, the Village of Fox Point Village Board has determined that whenever the services of the Village Attorney, Village Engineer, Village Forester or any other of the Village's professional staff (internal or independently contracted) results in a charge to the Village for that professional's time and services and such service is not a service supplied to the Village as a whole, the Village Treasurer shall charge the property owner for the fees incurred by the Village. Also be advised that pursuant to the Village of Fox Point Municipal Code certain other fees, costs and charges are the responsibility of the property owner making application to the Village.

I, the undersigned, have been advised that, pursuant to the Village Fox Point Village Code, if the Village Attorney, Village Engineer, Village Forester or any other Village professional (internal or independently contracted) provides services to the Village as a result of my activities, whether at my request or at the request of the Village, I shall be responsible for the fees incurred by the Village. Also I have been advised that pursuant to the Village of Fox Point Village code certain other fees, costs and charges are my responsibility.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

	Jim and Beth Logan
Signature of Property Owner	Name of Property Owner - PRINTED

Mailing Address of Property Owner:	Jim and Beth Logan
	7015 N Milwaukee River Pkwy
	Glendale, WI 53209

Tax Key No. of Property:	0609983000
--------------------------	------------

Address of Property:	8035 N PORT WASHINGTON RD
	Fox Point, WI 53217

**For Village Use Only:**

Original kept on file with Village Clerk.

Copy provided to Property Owner.

Signature: \_\_\_\_\_



## VILLAGE OF FOX POINT APPLICATION FOR CONDITIONAL USE PERMIT

### Section 1

Trade Name of Business Marek Landscaping LLC	Phone # 414-272-0242	Name of former tenant (if known) Logan Productions
Fox Point Business Address 8035 N Port Washington Rd, Fox Point, WI 53217		
Email mike@mareklandscaping.com	Contact Person Mike Marek	

*If the business is a limited liability corporation (LLC) or corporation, complete the following section. If not, skip to next section.*

### Section 2

Legal name of corporation or LLC Marek Landscaping LLC	Corporate email mike@mareklandscaping.com
Corporate headquarters address 125 W Melvina St Suite 1, Milwaukee, WI 53212	Corporate phone # 414-272-0242
Name and addresses of all corporate officers Michael Marek 3136 N Fratney Street, Milwaukee, WI 53212	
Name of corporate agent	Address of corporate agent

*If applicant(s) is a sole proprietorship (individual) or partnership, please complete the following section.*

### Section 3

List the name, home address, business address, and phone numbers of all applicants and owners.			
Name	Home address	Business address	Phone #
Mike Marek	3136 N Fratney Street, Milwaukee, WI 53212	125 W Melvina St Suite 1, Milwaukee, WI 53212	414-305-6565

*All applicants must complete the following section.*

## Section 4

<p><b>Applicant's specific interest in site</b></p> <p>Relocate professional offices of Landscape Architecture &amp; ecological restoration firm. This site is ideal with the existing office space and warehouse building for our staff, offices, laboratory, classroom, material &amp; equipment storage.</p>		
<p><b>Describe in detail the business activity that will take place on site including products &amp; services</b></p> <p>Marek is a design-build landscape architecture and ecological restoration company founded in 1996, blending the fields of restoration ecology and Landscape Architecture. Our team, comprised of Landscape Architects, Ecologists, and Builders, works collaboratively to cultivate spaces that contribute to the well-being of both human and natural environments.</p> <p>All design and administrative work will be conducted within the primary office building located on-site. The separate warehouse is proposed to securely house materials &amp; construction equipment used in business field operations. Additionally, a limited amount of landscaping materials will be proposed to be neatly stored outdoors, in an area located behind a proposed screening fence. The shou sugi ban wood fence, pergola and large architectural planters are intended to provide visual buffering in accordance with local zoning and aesthetic requirements, ensuring minimal impact to surrounding properties. We are going to demonstrate active water stewardship at every opportunity. Please see attached renderings.</p>		
<p><b>Describe all <b>owned</b> fixtures, furniture, and equipment to be used on site</b></p> <p>We have a full suite of office furniture, printers, computers, classroom, lab equipment and fixtures. Our shop space includes shelving, palette racking, industrial cabinets and support equipment. We have 7 pickup trucks, 2 trailers, compact construction equipment and bulk storage bins. Marek currently owns all equipment &amp; furnishings. We maintain a tidy, well furnished shop and office.</p>		
<p><b>Describe all <b>leased</b> fixtures, furniture, and equipment to be used on site</b></p> <p>We do not for see having any leased fixtures, furniture or equipment at this site.</p>		
<p><b>Describe any alterations planned for the site <b>and</b> estimated cost of renovation</b></p> <p>Along with updating furnishings and office space, we are proposing an outdoor meeting space under the wooden pergola, contemporary signage, bio infiltration/stormwater treatment areas, screens, planters, privacy plantings and architectural lighting. Current estimates are of retail value of \$150,000, Marek will be self performing the design and construction of these elements.</p>		
<p><b>Person responsible for obtaining building permit (if required)</b></p> <p style="text-align: center;">Mike Marek</p>		
<p>Square footage of site</p> <p>38,811 square feet</p>	<p># of employees</p> <p>11</p>	<p># of parking spaces to be used</p> <p>16 spaces</p>
<p>Days &amp; hours of operation</p> <p>Monday thru Thursday, 7 am - 5 pm</p>	<p>Proposed date of occupancy</p> <p>July 1, 2025</p>	

Attach a site plan to this application (see Directions for Conditional Use Permit). Site plan must include a layout of the inside of the store.

This application must be fully completed to be considered by the Village.

**Fee: \$300.00 (non-refundable)**

\_\_\_\_\_  
Business Owner Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

## Description of the project.

8035 N Port Washington Rd  
Fox Point, WI 53217

Marek is a design-build and ecological restoration company founded in 1996, blending the fields of restoration ecology and landscape architecture. Our team, comprised of Landscape Architects, Ecologists, and Builders, works collaboratively to cultivate spaces that contribute to the well-being of both human and natural environments.

All design and administrative work will be conducted within the primary office building located on-site. The separate warehouse is proposed to securely house materials & construction equipment used in business field operations. Additionally, a limited amount of landscaping materials will be proposed to be neatly stored outdoors, in an area located behind a proposed screening fence. The shou sugi ban wood fence, pergola and large architectural planters are intended to provide visual buffering in accordance with local zoning and aesthetic requirements, ensuring minimal impact to surrounding properties. We are going to demonstrate active water storage at every opportunity. Please see attached renderings.

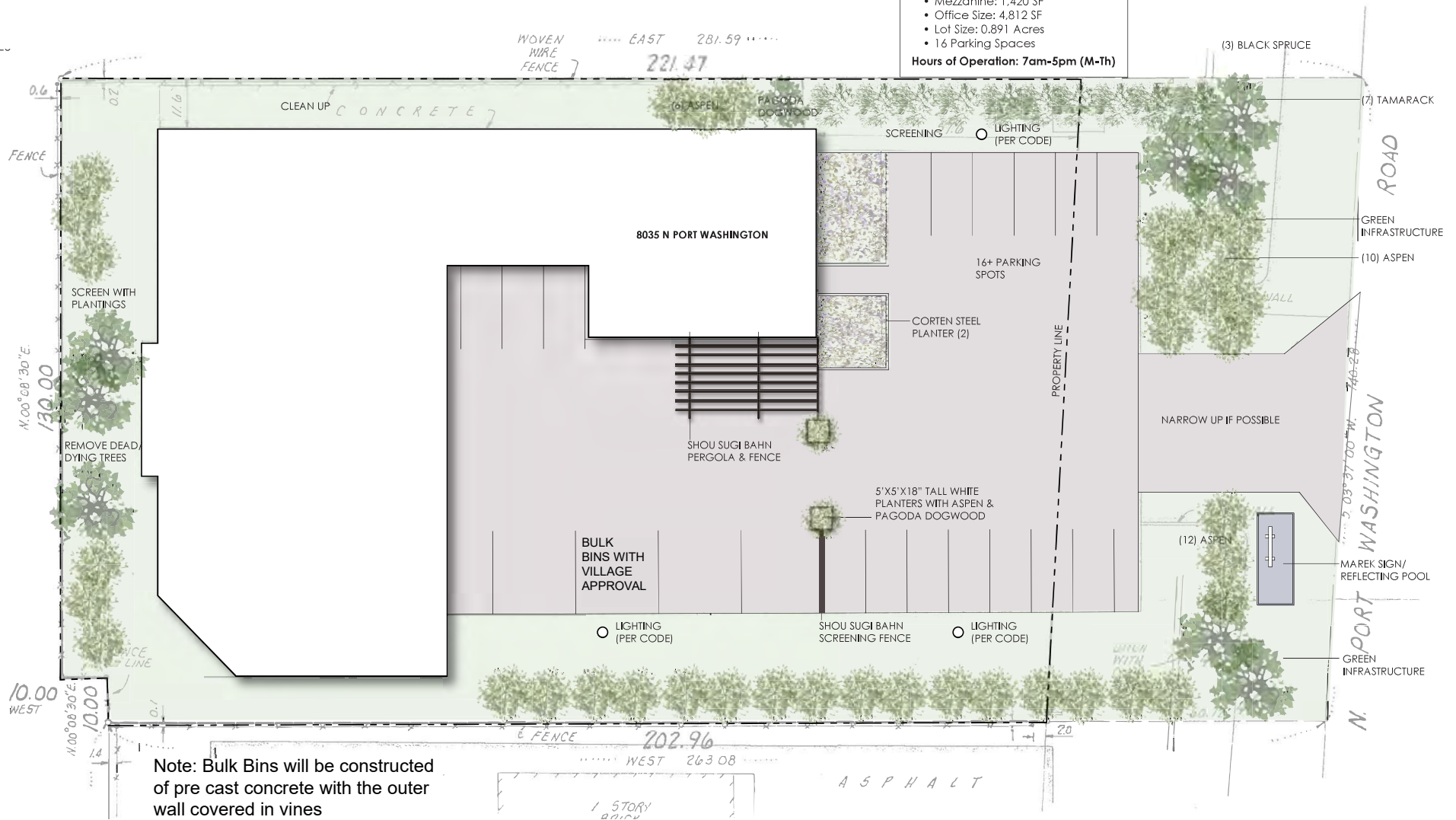
# Landscape Plan

8035 N Port Washington Rd  
 Fox Point, WI 53217

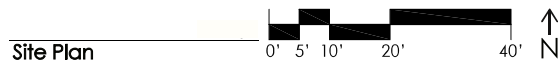
**Building Statistics:**

- Building Size: 14,512 SF
- Warehouse Size: 8,280 SF
- Mezzanine: 1,420 SF
- Office Size: 4,812 SF
- Lot Size: 0.891 Acres
- 16 Parking Spaces

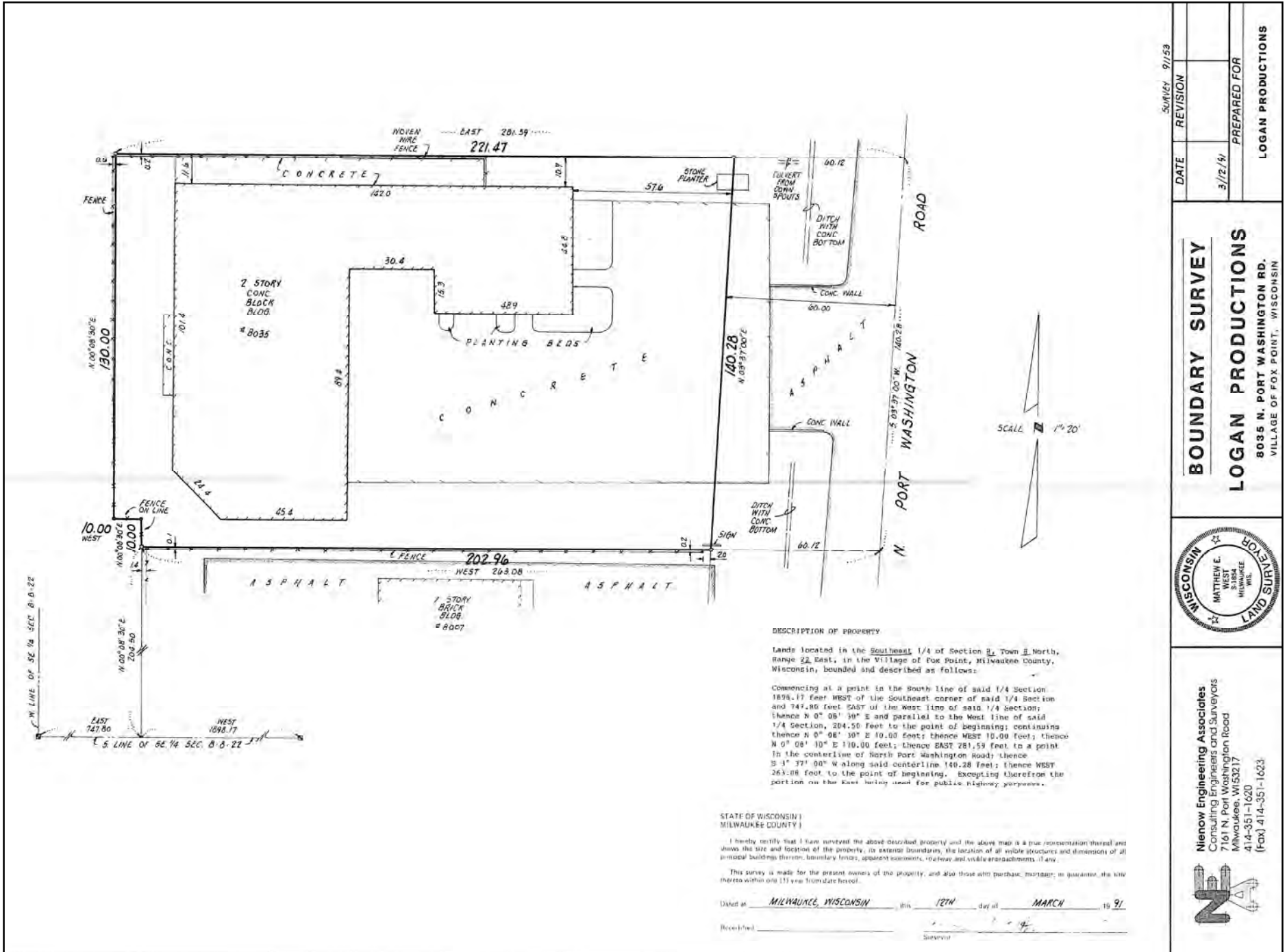
**Hours of Operation: 7am-5pm (M-Th)**



Note: Bulk Bins will be constructed of pre cast concrete with the outer wall covered in vines



Plat of Survey



DATE SURVEY 9/1/53

DATE	REVISION
3/12/51	PREPARED FOR
	LOGAN PRODUCTIONS

**BOUNDARY SURVEY**  
**LOGAN PRODUCTIONS**  
 8035 N. PORT WASHINGTON RD.  
 VILLAGE OF FOX POINT, WISCONSIN



**Nienow Engineering Associates**  
 Consulting Engineers and Surveyors  
 7161 N. Port Washington Road  
 Milwaukee, WI 53217  
 414-351-1620  
 (Fax) 414-351-1623

**DESCRIPTION OF PROPERTY**

Land located in the Southeast 1/4 of Section 8, Town E North, Range 22 East, in the Village of Fox Point, Milwaukee County, Wisconsin, bounded and described as follows:

Commencing at a point in the south line of said 1/4 Section 1898.17 feet WEST of the Southeast corner of said 1/4 Section and 747.80 feet EAST of the West line of said 1/4 Section; thence N 0° 08' 30" E and parallel to the West line of said 1/4 Section, 204.50 feet to the point of beginning; continuing thence N 0° 08' 30" E 10.00 feet; thence WEST 10.00 feet; thence N 0° 08' 10" E 110.00 feet; thence EAST 281.53 feet to a point in the centerline of North Port Washington Road; thence S 1° 37' 00" W along said centerline 140.28 feet; thence WEST 263.08 feet to the point of beginning, excepting therefrom the portion on the East being used for public highway purposes.

STATE OF WISCONSIN )  
 MILWAUKEE COUNTY )

I hereby certify that I have surveyed the above described property and the above map is a true representation thereof and shows the size and location of the property, its external boundaries, the location of all visible structures and dimensions of all principal buildings thereon, boundary lines, adjacent owners, ditches and visible encroachments, if any.

This survey is made for the present owners of the property, and also those who purchase, mortgage, or guarantee the title thereto within one (1) year from date hereof.

Dated at MILWAUKEE, WISCONSIN this 12TH day of MARCH, 19 51

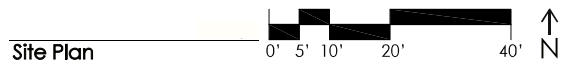
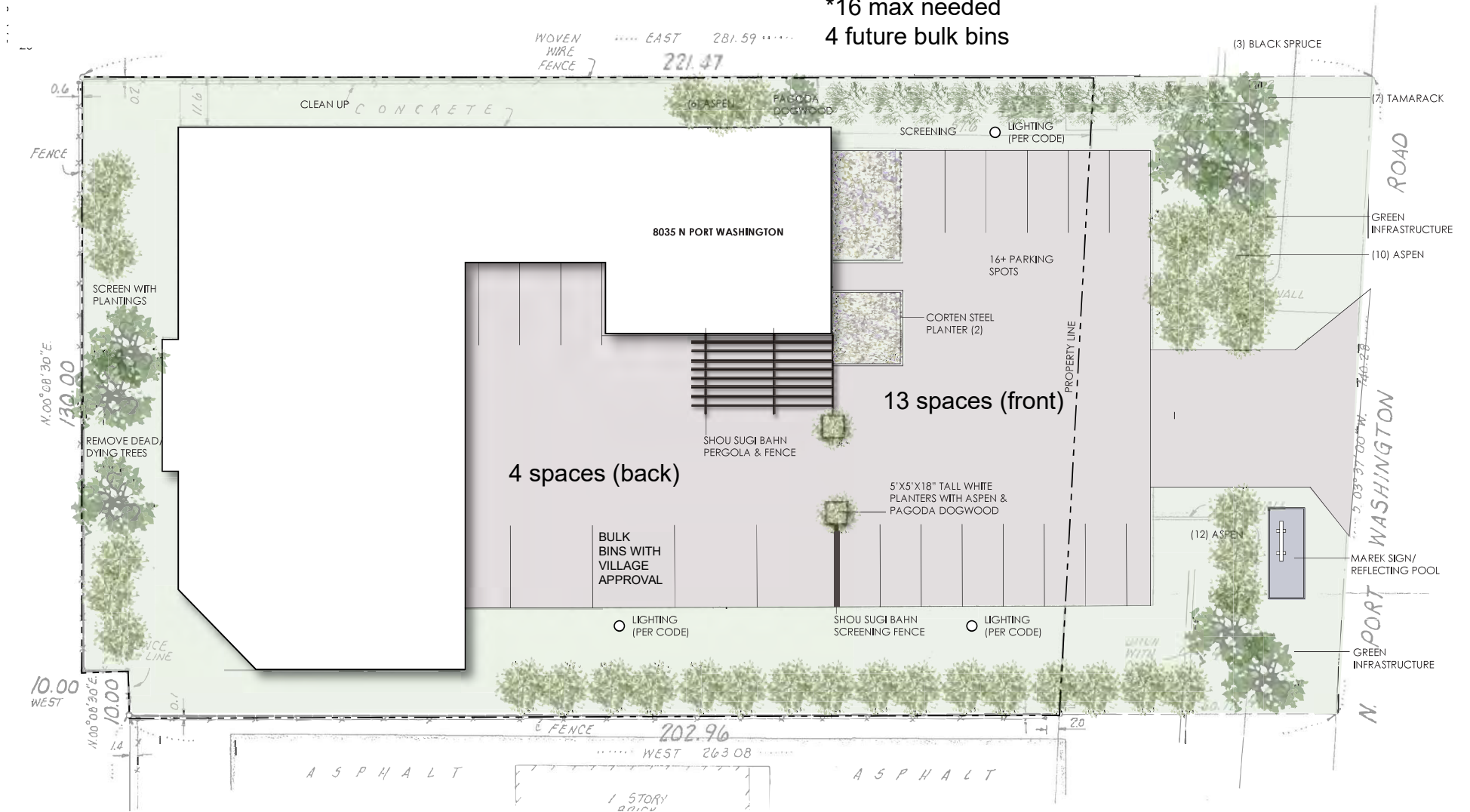
Received \_\_\_\_\_  
 Surveyor



# Parking Plan

8035 N Port Washington Rd  
 Fox Point, WI 53217

Total Office Square feet-6,232  
 5 spaces / 1000 sqft  
 30 spaces per code  
 17 parking spaces  
 \*16 max needed  
 4 future bulk bins



# Drainage Plan

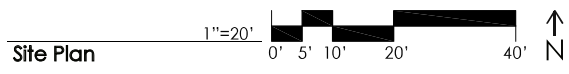
8035 N Port Washington Rd  
Fox Point, WI 53217

## Stormwater Calculations

Parking Lot	Sqft	Unit Detention Volume*	Total Gallons in 1" Rain Event
Asphalt parking lot	11,639.93		7,245.86
Building Roof	10,676.57		6,646.16
Green Roof on Building	2,185.06	1	1,360.20
Permeable pavement		3	0.00
Bio Swale (around building)	9,881.78	4.4	27,066.20
Bio Retention	1,424.60	4.4	3,901.98
Trees	58	25	902.63
Native Landscaping	608.92	0.4	151.62
Rain Barrel (bulk tank)	3	330	616.28
<b>Stormwater for 1" Rainfall</b>			<b>13,892.02</b>
<b>Stormwater Gal collected</b>			<b>33,998.90</b>

\*MMSD unit detention volume numbers

Proposed  
Bio Retention



# Lighting Plan & Photometric Layout

8035 N Port Washington Rd  
Fox Point, WI 53217

## General Notes:

- Lighting Fixtures will only be operational during business hours(7 am to 5 pm) per code.
- Lighting fixtures will be max of 12' in height, per code.



## Photometric Layout

### Photometric

## FOX POINT, WI

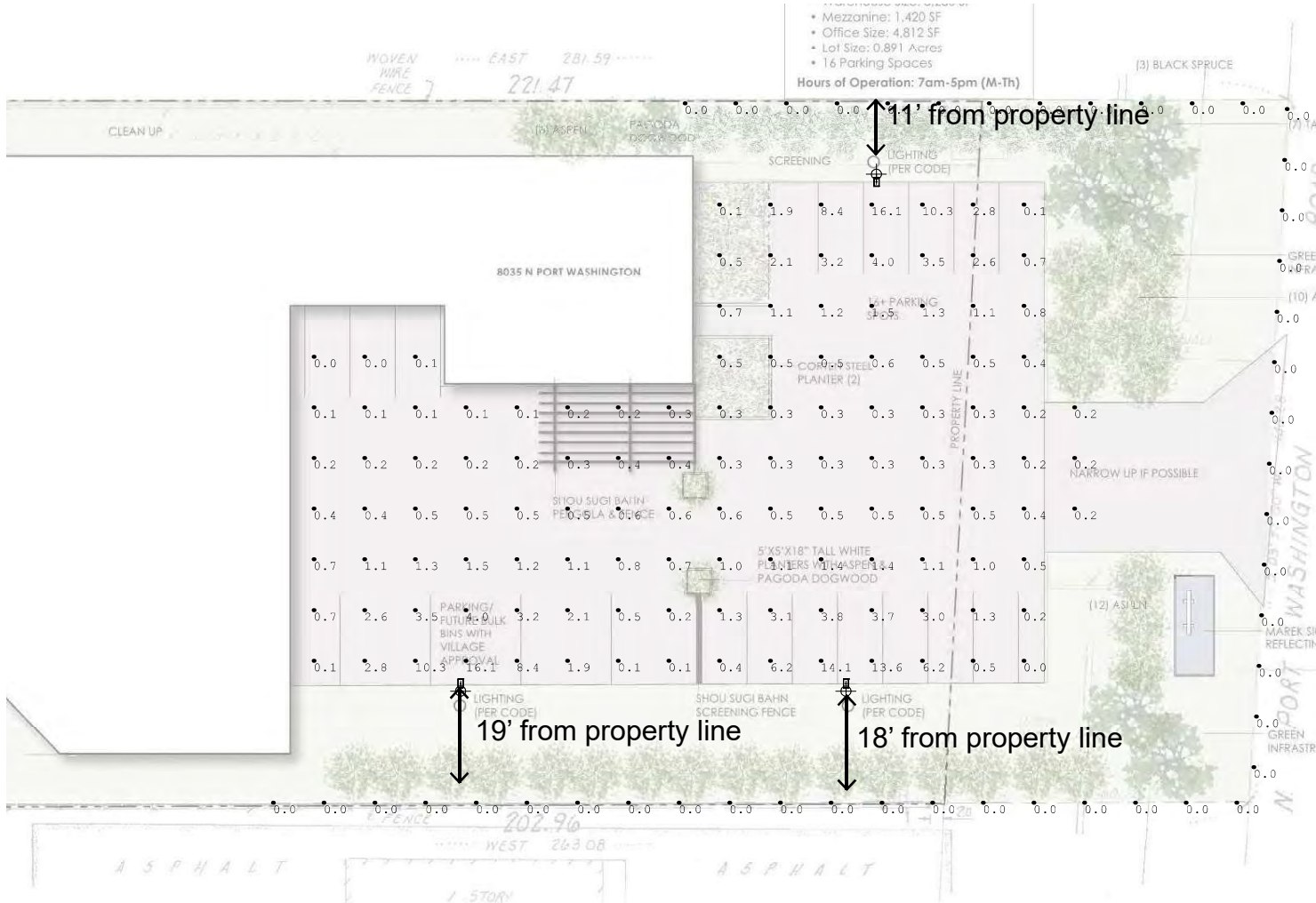
### Parking Lot

105326

05/14/2025 V: 1.0

### Notes:

- 12' Poles
- 100W SLS



\*Luminaire testing data is based on Illuminating Engineering Society (IES) standards under simulated and laboratory conditions. This design is based on information supplied by others, and individual field measurements may vary from computer-simulated calculations due to variable field characteristics. Typical field foot candle measurements may vary +/- 10%. For sports lighting field measurements should be taken in accordance with IESNA Handbook. Conformance to local and state codes is the responsibility of the owner and their representatives. This layout may not meet CA Title 24 and/or other local energy codes. If specific compliance is required, those details must be provided to your facility design representative.

\*\*Manufacture performance and safe use of LED sports lighting fixtures is dependent upon light poles, trusses, arches and other structural components being of adequate design and condition. The total combined Effective Projected Area (EPA) and weight of all fixtures, brackets and attachments mounting to a light pole cannot exceed the EPA and design rating for a specified pole. For sports lighting benefits applications, it is the customer's responsibility to have a qualified inspector and/or engineer confirm the structural adequacy of the existing light poles assemblies. We are happy to quote new light poles and brackets if you have concrete about your existing materials/bundled.

Specifications subject to change without notice.

# Lighting Fixture

8035 N Port Washington Rd  
Fox Point, WI 53217

## Qty Product

- 3 [PART#] NF-SLS-100-50-MV-4M-BK-6R-HSS  
[DESCRIPTION] 100W, NAFCO® SLS Slim LED Light Fixture, 10500+ Lumens, 5000K, 120-277V Input VAC, Type 4 Medium Distribution  
[COMMENTS] [Black Finish] [6" Mounting Arm] [House Side Shield]
- 3 [PART#] NP-RSAA-12-4040-C-AB-SB-FP-BK-D1  
[DESCRIPTION] 12' Tall x 4.0" OD x 0.125" Wall Thickness, Round Straight Aluminum, Anchor Base Light Pole, Wiring Hand Hole & Cover, Standard Fixture Mounting & Finish Color, USA Engineered & Manufactured (Standard Base Includes 5/8" Anchor Bolts)  
[COMMENTS] [Black Finish] [Single Side Drilled]

## WILL NAFCO® Aluminum Round Straight Anchor Base

### NAFCO® ROUND STRAIGHT ALUMINUM LIGHT POLES (ANCHOR BASE)



Catalog # \_\_\_\_\_

Project \_\_\_\_\_

Comments \_\_\_\_\_

Proudly engineered and manufactured in the American Midwest – our NAFCO® family of professional-grade light pole and fixture products combines 50+ years of manufacturing expertise and top-notch Midwestern workmanship. Like all WILL products, NAFCO® products come supported by our unmatched design, engineering, and project support capabilities.

#### Highlights

- Single source manufacturing to ensure poles, bases, arms, and fixtures fit together and ship complete.
- Designed, engineered, and manufactured in Wisconsin, USA
- Performance coatings and custom color matching of RAL codes and architectural colors
- Custom products, configurations, options, and accessories available
- Meets Buy American and BABAA standards

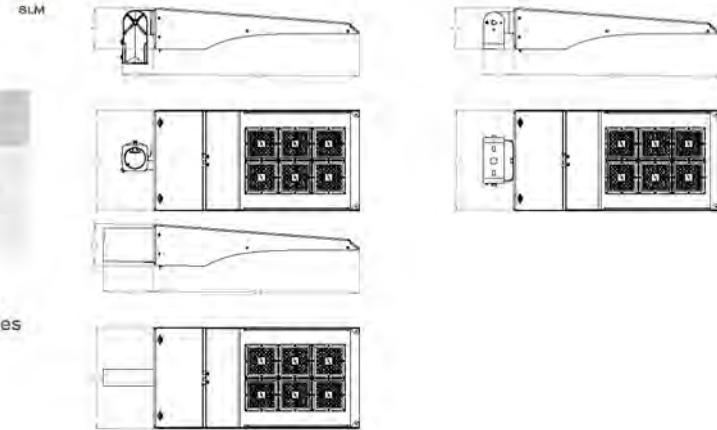
#### Light Poles

- Pole shaft is extruded from seamless 6063-T6 aluminum and anchor base is cast from 356 alloy aluminum
- Completed pole/base assembly is heat treated to T6 temper after welding and machining operations (for anchor base poles 16' and above)
- 2" x 4" oval hand hole with grounding provision, cover, and hardware are provided
- Supplied with an aluminum two-piece base cover
- Anchor bolts conform to ASTM F1554 Grade 55 and are provided with two hex nuts and two flat washers; bolts have an 1" bend on one end and are galvanized a minimum of 12" on the threaded end
- All structural fasteners are galvanized high strength carbon steel, non-structural fasteners are galvanized or zinc-plated carbon steel or stainless steel
- Architectural grade painted or anodized finish and custom color matching of RAL codes and architectural colors
- See loading tables below for design criteria and EPA loading
- Local specifying engineer recommended for product selection and local compliance, connect with WILL support for guidance



## WILL NAFCO® LIGHTING LAB

## Area & Flood



## WILL NAFCO® LIGHTING LAB

## Area & Flood

### Ordering Information

Ex: NF-SLM-230-50-MV-5M-BK-6S

Product Family	Design	Lumen Output (Model + Nominal Lumens)	Color Temp.	Voltage	Distribution	Finish Color
NF = NAFCO®	SLS = Small Housing	45 = 5,127	30 = 3000K, 70 CRI	MV = 120-277V	1S = Type I Short	BK = Black
	SLM = Medium Housing	150 = 10,527	40 = 4000K, 70 CRI	HV = 277-480V	2M = Type II Medium	DB = Dark Bronze
	SLL = Large Housing	160 = 19,162	50 = 5000K, 70 CRI	CV = Custom	3M = Type III Medium	WH = White
		185 = 23,917	PCA = PC Amber (592 nm)		3W = Type III Wide	NA = Nat Alum Silver
		210 = 26,236	TA = True Amber (593 nm)		4W = Type IV Medium	LG = Light Gray
		230 = 33,300	CT = Custom		5W = 150° Type V Square	SG = Slate Gray
		320 = 44,351			5M = 90° Type V Medium	DG = Dark Green
		CW = Custom			5N = 70° Type V Narrow	DP = Dark Platinum
					5WN = 30° Type V Very Narrow	DM = Graphite Metallic
					CD = Custom	RAL = Custom RAL Match

Mounting	Options	Options & Accessories (Add as Suffix)	Accessories
6S = 6" Arm (Square Pole)	WHP3NP = 2" Cord w/o Plug, Stripped Pigtail	SRQ27710 = 10MA Surge Suppressor (Field Replaceable), 120-277V	TLPC1 = TwistLock Photocell, 120-277V (Not Installed)
6R = 6" Arm (Round Pole)	WHP7NP = 6" Cord w/o Plug, Stripped Pigtail	SRG48010 = 10MA Surge Suppressor (Field Replaceable), 347-480V	TLPC4 = TwistLock Photocell, 347/480V (Not Installed)
12S = 12" Arm (Square Pole)	WHF11NP = 10" Cord w/o Plug, Stripped Pigtail	BPC1 = Button Photocontrol, 120-277V	HSSGLX = SLX House Side Shield (Installed)
12R = 12" Arm (Round Pole)	90D = 90° Optics Rotation	BPC3 = Button Photocontrol, 347V	TCAA = Tennis Court Davit Adapter (Not Installed)
SF = 2.38" OD Slipfitter		BPC4 = Button Photocontrol, 480V	AFW = Area/Flood Wall Bracket (Black Finish) (Not Installed)
TR = Trunion Yoke		NSP = NEMA Spin TwistLock Receptacle	GFX = Wireless DMX Lighting Control System (Consult Factory)
CM = Custom		MPS = Programmable Motion Sensor w/ ON/OFF + Dimming + Photocontrol, Bluetooth Settings Adjustable, Maximum Coverage 98' Diameter From 48' Mounting Height	GFM = Wireless Mesh Lighting Control System (Consult Factory)
		EB121 = 1500 Im 90 min Emergency Battery Backup, 0°C to 40°C Ambient Operating Temp, 120-277V Models Only (Consult Factory)	
		EB131C = 1500 Im 90 min Cold Weather Emergency Battery Backup, -20°C to 40°C Ambient Operating Temp, 120-277V Models Only (Consult Factory)	

Note: Custom products, configurations, options, and accessories available from factory. Note: Products are designed and built to accepted industry safety standards, and standard products are certified by Intertek to UL safety standards. Custom configurations may not have formal ETL marks. Note: Visit [designlights.org](http://designlights.org) for DLC qualified configurations.



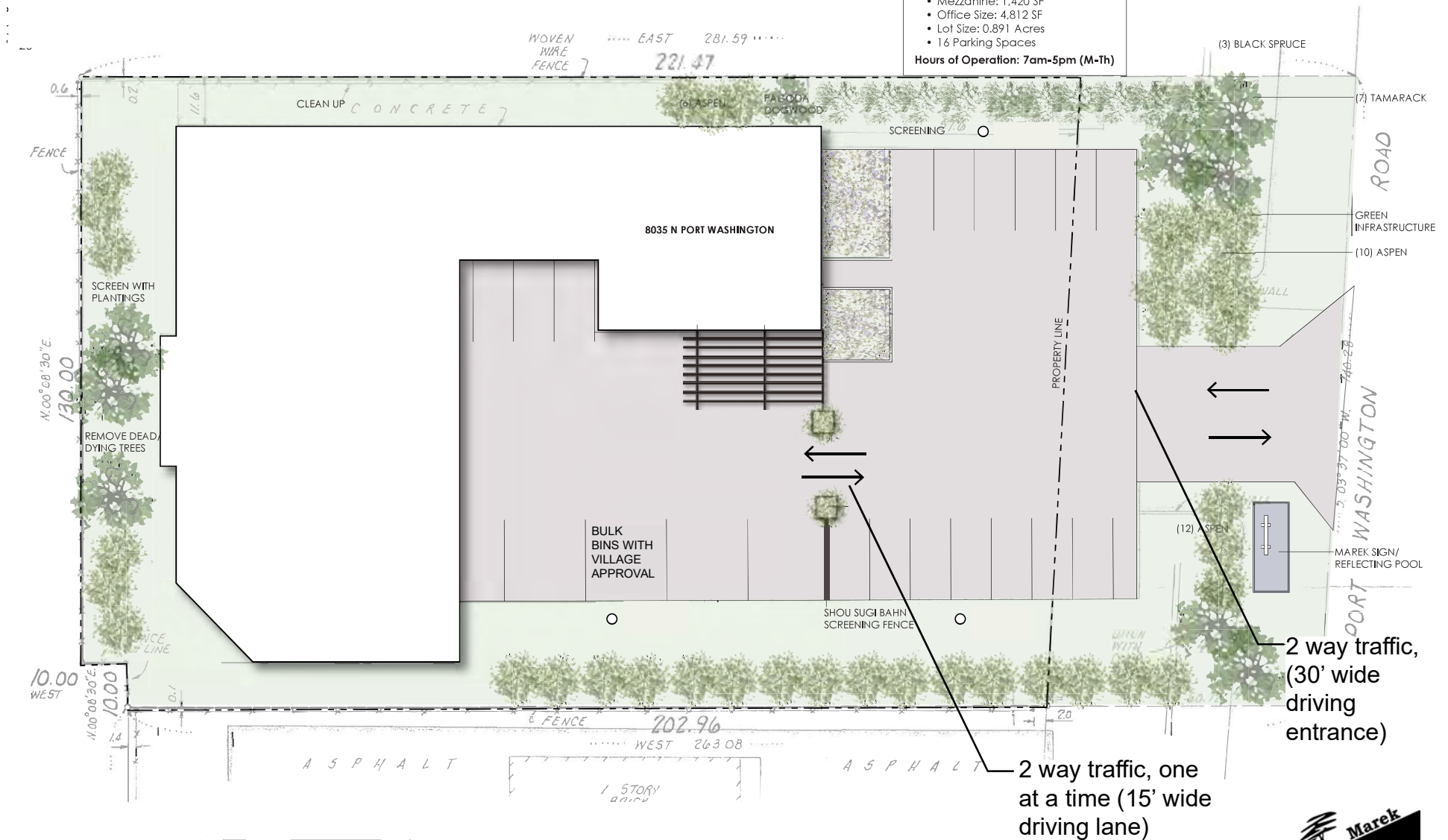
# Traffic Plan

8035 N Port Washington Rd  
 Fox Point, WI 53217

**Building Statistics:**

- Building Size: 14,512 SF
- Warehouse Size: 8,280 SF
- Mezzanine: 1,420 SF
- Office Size: 4,812 SF
- Lot Size: 0.891 Acres
- 16 Parking Spaces

**Hours of Operation: 7am-5pm (M-Th)**



Site Plan

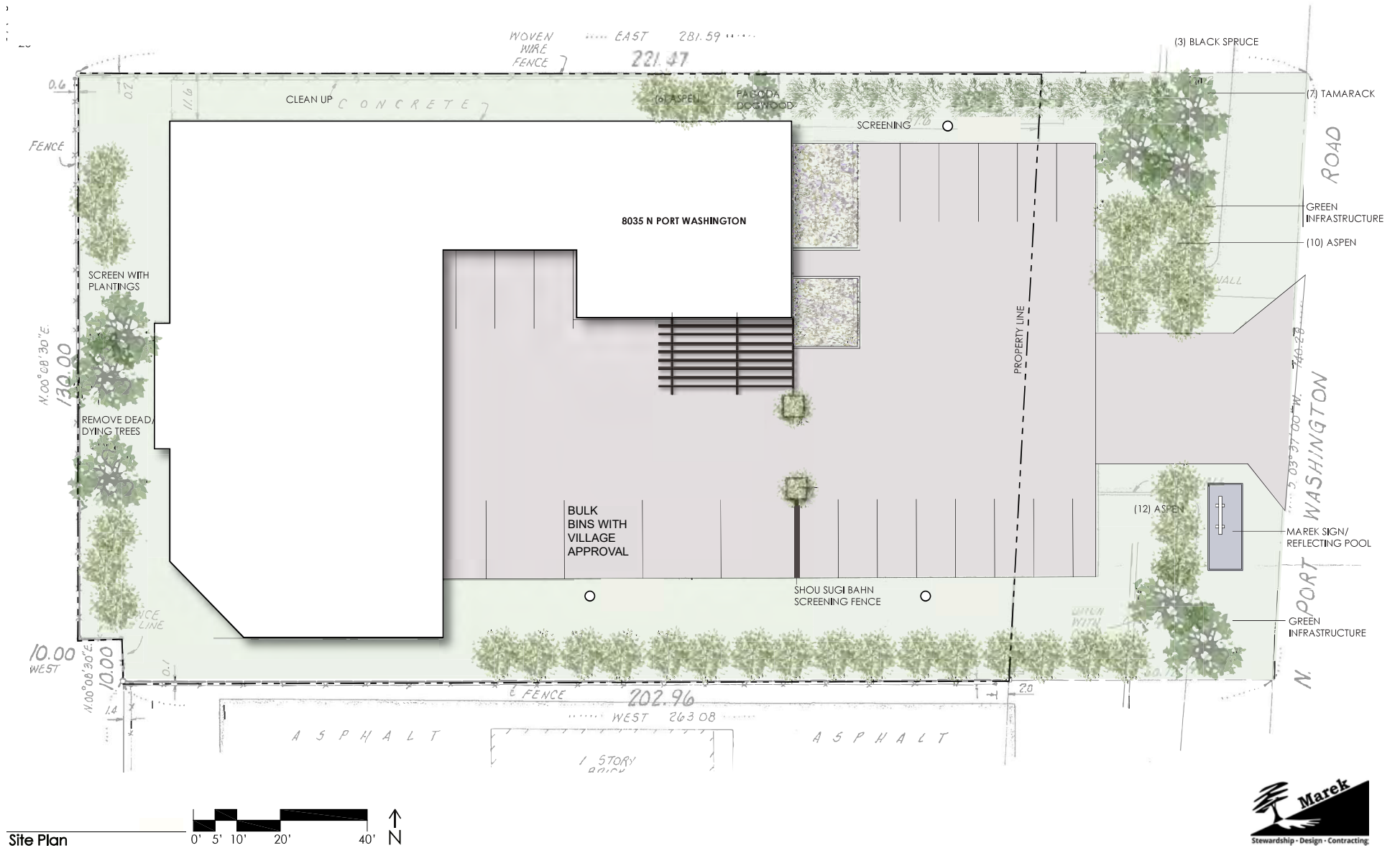


# Proposed location and connections to sanitary sewer and water mains

8035 N Port Washington Rd  
 Fox Point, WI 53217

## General Notes:

- No proposed modifications to the sanitary or watermain.
- Utilize existing water and sewer connections



Existing Elevations

8035 N Port Washington Rd  
Fox Point, WI 53217



Proposed Front Elevation

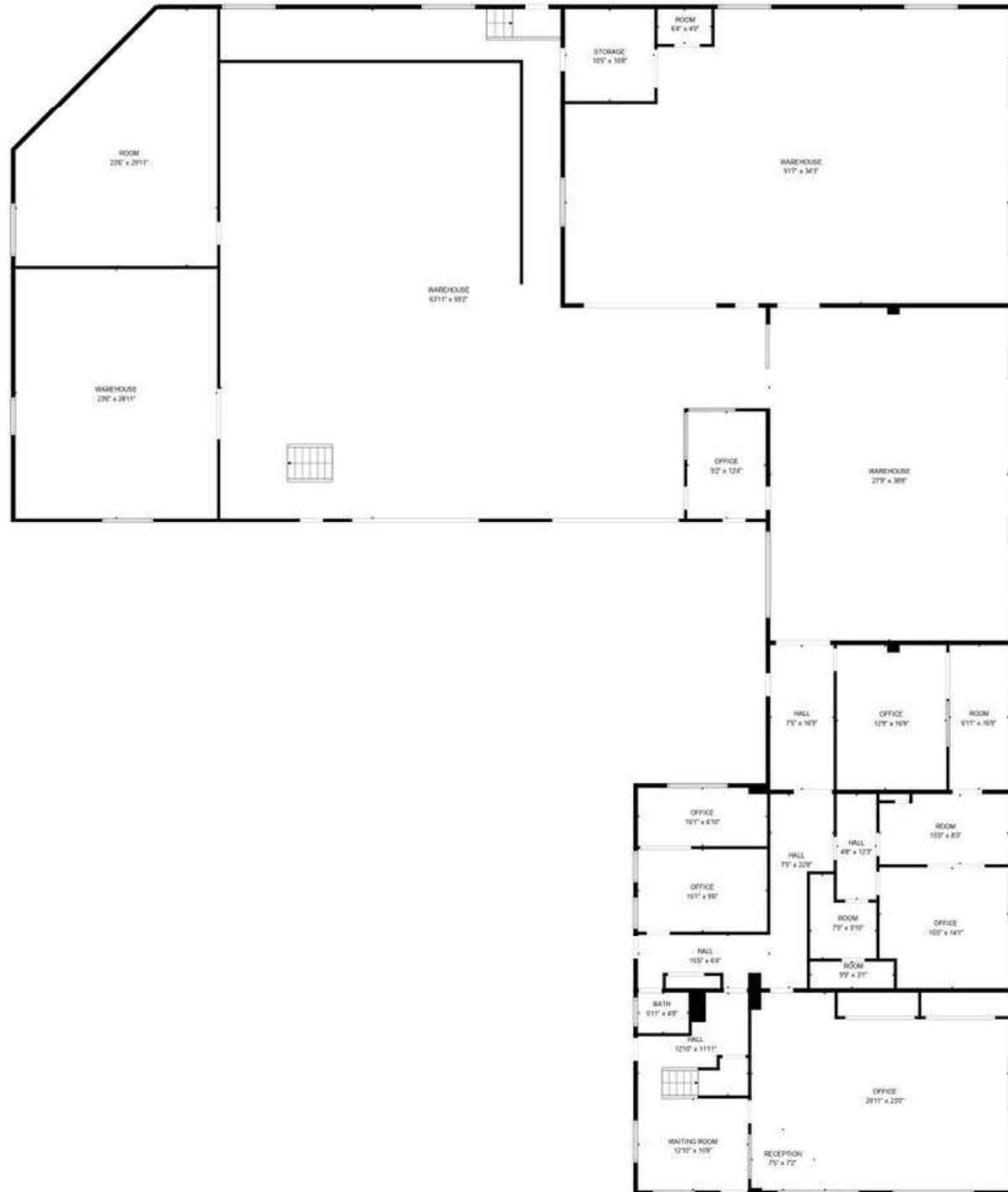
8035 N Port Washington Rd  
Fox Point, WI 53217



# Existing Floor Plan

8035 N Port Washington Rd  
Fox Point, WI 53217

## First Floor



# Existing Floor Plan

8035 N Port Washington Rd  
Fox Point, WI 53217

## Second Floor

