

**VILLAGE OF HARTLAND
JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY, NOVEMBER 17, 2014
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Present: Ryan Amtmann, Connie Casper, David deCourcy-Bower, Tim Hallquist,
Chairperson Dave Lamerand, Randy Swenson and Jack Wenstrom.

Others Present: Scott Hussinger/Building Inspector/Zoning Administrator, David
Cox/Village Administrator and Lynn Meyer/Deputy Clerk.

Roll Call

- Motion (Wenstrom/Swenson) to approve the Jt. Architectural Board/Plan Commission Minutes of October 20, 2014. Carried (7-0).
- Architectural Board consideration of an application for a sign permit for Medline Industries, 700 W North Shore Drive

Contractor: Bauer Sign Company, 2500 S 170th Street, New Berlin, WI 53151

The contractor was present and stated that he will be modifying the existing monument sign, which will have ground lighting. There may eventually be a sub-tenant added in the future.

Motion (Hallquist/Wenstrom) to approve an application for a sign permit for Medline Industries, 700 W North Shore Drive. Carried (7-0).

- Architectural Board consideration of an application for a sign permit for Hartland Family Chiropractic, 365 Cottonwood Ave., Unit A

Contractor: Sign Pro Web, 1288 Summit Ave, Suite 107-220, Oconomowoc, WI 53066

The contractor was present and stated that the chiropractor would like to have a street sign because it is hard for patrons to find his office. Snap Fitness does not want a street sign. This Great Coffee Place wants to keep their present sign. The landlord wants to keep the address sign.

The new sign will be double face sandblasted HDU foam mounted on the existing posts above the current address sign and This Great Coffee Place sign.

The Architectural Board was concerned with the condition of the existing signs and wondered if they would be refurbished. It is up to the landlord to maintain those signs.

The new sign has not been to the BID board, but will go before them at their next meeting.

It was mentioned that the temporary Snap Fitness sign needs to be taken down.

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The board was concerned with the condition of the existing signs and the applicant will ask Dr. Halaska to contact the landlord about cleaning up the signs and painting the side posts in spring.

There was some apprehension regarding the new sign looking much different than the existing signs. The applicant suggested making the background color more gray rather than tan so it would blend with the existing signs.

It was suggested that the side posts be painted beige instead of green and the existing signs be cleaned up. They are still in good condition, but need refurbishing.

Scott Hussinger stated that it might be easier to modify this new sign than to bind the landlord to do something five months from now when the weather improves. What recourse do we have if he doesn't make the improvements?

Motion (Casper/Wenstrom) to approve the sign permit for Hartland Family Chiropractic, 365 Cottonwood Ave., Unit A, contingent upon BID Board approval, and noting that in the spring the existing signs must be cleaned up and the side posts painted beige. Also, the temporary Snap Fitness sign should be removed. Carried (7-0).

- Architectural Board consideration of an application for a sign permit for Lake Country Center, 810 Cardinal Lane.

Contractor: Execu Print, 597 Progress Drive, Hartland WI 53029

The applicant was not present. Scott Hussinger described the multi-tenant sign. It is slightly more than 100 s.f., which is somewhat larger than the maximum allowable for a multi-tenant sign, but the Board has the ability to approve the signs.

The additional sign is for Westbury Bank.

Motion (deCourcy-Bower/Wenstrom) to approve an application for a sign permit for Lake Country Center, 810 Cardinal Lane. Carried (7-0).

- Plan Consideration of a Plan Commission application for a proposed parking lot expansion for Piggly Wiggly, 505-517 Cottonwood Ave.

Applicant: POB Hartland LLC, 12700 Hillcrest, Ste. 158, Dallas TX 75230

Engineer: TDI Associates, Inc., N8W22350 Johnson Dr., B4, Waukesha WI 53186

Rob Williams of TDI was present. In order to for Piggly Wiggly to commit to a long-term lease, they asked for an expansion of 24 parking stalls in the front and 28 additional stalls in the back of the building for employees. The proposal adds 24 parking stalls and the removal of the berm and trees on the east side of the parking lot. The berm will be replaced with a new 4 ft. high retaining wall and vegetation for the parking lot screening. They will be planting 24 inch evergreens that will grow to a three foot height. At the sidewalk level, deciduous plants and grasses will be planted.

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There was discussion about possibly needing to relocate the spring flower hut, due to the planned tree planting in that area. However, it was felt that there will still be room for the flower hut at its usual location.

Some Board members were concerned about the headlights shining out to the Cottonwood Avenue homes. The applicant assured that the evergreen plantings will be solid enough to screen the headlights. There was also a question of the parking lot lights and building lights shining out to Cottonwood Avenue, since the more mature trees will be taken down. Mr. Williams stated that a lighting study could be done.

The project will take place in spring.

Motion (Casper/Swenson) to recommend to the Village Board approval of the parking lot and landscape expansion for Piggly Wiggly, 505-517 Cottonwood Ave. as presented, as long as the evergreens are of substantial size to block headlights, and per staff approval.

Scott Hussinger asked the applicant what it would take to plant 3 ft. evergreens instead of 2 ft. Mr. Williams stated that nursery stock really stops at 24 inches on the salt tolerant junipers. It's a spreading, dense juniper that will block the headlights and grow to three feet high.

Motion carried (5-2). "No" votes by Hallquist and deCourcy-Bower.

- Plan Commission and Architectural Board review and consideration of a Land Use Plan Amendment, Zoning Code Amendment, Rezoning Request, Planned Unit Development Request, Right of Way Vacation (Oak Street) and Site and Building Plans for Hartland River Walk Apartments at 208 E. Capitol Dr. (between E. Capitol Drive and Lawn Street)

Applicant: Joe McCormick, 411 W. Main Street #106, Madison, WI 53703

Mr. McCormick was present and stated that since the last meeting there has been some changes.

The existing commercial space will be demolished and replaced with a 4,000+ s.f. building fronting on E. Capitol Drive, with three apartment units on the second floor. There will be additional landscaping along the east side of the property.

The Lawn Street elevation of Building 1 shows three apartments with stairways and retaining walls. The entrance/exit to the underground parking will also be on Lawn Street.

The parking ratio for this development is now at 1.7 parking spaces, which is up from 1.6 in the previous plan. Total units are now 77, down from 89 units.

The plan shows a path stub that ends at the sewer, which is actually a service road to the sewer.

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Administrator Cox stated that the Village is willing to financially support the current Capitol Plaza businesses to help them either relocate to a new space or come back to a space when the new building is built. We want them to stay in the Village and we want them to come back to that space if they want.

Mr. deCourcy-Bower mentioned the big Oak tree on the property and asked that it be saved. Mr. McCormick agreed that he would save it if at all possible, as well as other significant trees. Mr. deCourcy-Bower also suggested using a geo-grid instead of a paved access to the sewer.

A suggestion regarding working out an agreement with U.S. Bank was mentioned for use as shared parking. After more discussion, it was decided to wait and see if additional parking is needed.

Administrator Cox reviewed with the Plan Commission:

- Land Use Plan Amendment to change from medium density single family to Mixed Use Commercial/Residential for the Village- and Developer-owned northern parcels.

This is an action that would have to be adopted by resolution that would we brought through at the next meeting. The Village Board has already set a public hearing for December 22. The current plan shows those parcels as residential because that was their use in the past. We would be proposing to expand the downtown use (the parking lot and building 2). The other parcels are already zoned B-3, even though the Land Use Plan does not reflect that. This action will be catching up the Land Use plan with the zoning.

- We will be doing a Planned Unit Development process. All uses in a PUD are conditional. The three apartment units on the second floor of the commercial building will be permitted uses. Conditional Uses in the B-3 include mixed compatible uses, which allow a variety of things related to the apartment buildings -- not only referencing the underlying district, but mixed dwelling types and mixed planned unit developments. At the beginning of this process 13 months ago, we reviewed what that plan talked about -- approximately 70 something units in two buildings and a new commercial building at the street level.

The details will be ready for review at the next Plan Commission meeting. It is anticipated that the Board will be ready to recommend to the Village Board to rezone this property to Planned Unit Development Overlay in the B-3 District.

- The right of way vacation is mostly a Village Board activity. However, there is a related activity for the Plan Commission and that is the CSM that would be used as a tool to show what is occurring, as well as the tool that combines these parcels into one. One of the things we talked about at staff is whether to vacate the entire right of way or just a portion of the right of way to cover the buildings. One of the upsides of only vacating a part of the right of way is that we could

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keep a part of the utilities (the sewer lines that are there) underneath the right of way. Then we could simply license the pathway and license the storm structures to be on the right of way. The other way is to vacate the entire right of way and maintain an easement for those structures. Functionally, it's not a huge difference. Staff will look at in the near future.

If the Board has any further comments or concerns, now is the time to bring those up so that they can be worked into the final Planned Unit Development.

David deCourcy-Bower added that regarding the walkway path, there are things to consider like lighting on that path that will get people from the municipal parking lot -- something that will add to the aesthetics.

The path seems to end. Are there any plans to do anything further with that path?

Administrator Cox stated that there is a "kernel" of a plan, having talked to U.S. Bank and their parcel where the west path dead-ends. U.S. Bank knows that we are interested in an easement or some other type of purchase. We are working on getting that contiguous to the Village's right of way to the west of U.S. Bank.

The Plan Commission was comfortable with the new Building 1 elevation on Lawn Street.

Administrator Cox pointed out the drawing of the intersection at Lawn Street and the garage ingress/egress. Administrator Cox, DPW Director Einweck and Mr. McCormick's engineer will need to look at this area to make sure there is a good turning radius for fire trucks.

Scott Hussinger asked Mr. McCormick if the second floor apartments in Building 3 extend in some way to the third story of the building. Mr. McCormick stated that they may. Mr. Cox said that this particular aspect is important for those gables being real. We want them to be real spaces, whether they are cathedral ceilings or lofts, or something else. That also applies to the dormers in Buildings 1 & 2.

There was a question from the public regarding when the tenants in the existing commercial space would need to leave due to the new construction. Administrator Cox stated it is hard to say, but probably into summer 2015. In advance of that, the Village will need to work with them on relocating their businesses. Mr. McCormick stated that if everything goes perfect, he would like to start in May of 2015.

Mr. McCormick will give thought to having a grilling area for apartment residents. Grills are not allowed on decks.

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- Plan Commission review and consideration of a final extraterritorial plat for Summerhill West in the Town of Delafield

The Plan Commission reviewed the preliminary plat about two months ago. This is east of the Neumann Development. The road in this subdivision connects to Woodridge Estates. This is now the final plat.

Motion (Wenstrom/deCourcy-Bower) to recommend to the Village Board the final extraterritorial plat for Summerhill West in the Town of Delafield. Carried (7-0).

- Adjourn

Motion (Casper/Hallquist) to adjourn. Carried (7-0). Meeting adjourned at 8:10 PM.

Respectfully Submitted by
Recording Secretary,

Lynn Meyer
Deputy Clerk