

**VILLAGE OF HARTLAND  
JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES  
MONDAY, APRIL 20, 2015  
7:00 PM  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Present: Ryan Amtmann, David deCourcy-Bower, Tim Hallquist, Dave Lamerand (Chairperson), Jim Schneeberger, Randy Swenson and Jack Wenstrom.

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

Roll Call

1. Motion (deCourcy-Bower/Hallquist) to approve the Jt. Architectural Board/Plan Commission Minutes of March 16, 2015. Carried (7-0).
2. Architectural Board consideration of an application for a sign permit for Premier Real Estate Hartland, LLC, 621 W. Capitol Drive.

Contractor: Nicolet Lumber, 4050 Nicolet Dr., Green Bay, WI 54311

The non-illuminated monument sign will be constructed with brick that matches the buildings. It meets all Village requirements. There will be landscaping at the base. The name of the complex is Arbor Valley Estates Apartment Homes.

Motion (deCourcy-Bower/Hallquist) to approve an application for a sign permit for Premier Real Estate Hartland, LLC, 621 W. Capitol Drive. Carried (7-0).

3. Architectural Board consideration of an application for a sign permit for Hartland Village Mart, Inc., 301 E. Capitol Drive.

Contractor: Bauer Sign Company, 2500 South 170<sup>th</sup> Street, New Berlin, WI 53151

Mike Bedani would like to upgrade his business sign so that he can market his diesel fuel and also use the electronic message center feature to promote business products and community events. The sign will be mounted on a single pole. The message will have their open business hours which are Monday – Saturday 5 AM – 10 PM, Sunday 6 AM – 9 PM. The message will be color LED lighting.

Scott Hussinger stated that gas stations have always been allotted more square footage for their signs because of a State Statute (Scott needs to confirm this) that says they have to display prices. All of the Village's gas station signs exceed the 35 square feet maximum.

The Board questioned the brightness of the sign, the scrolling message, the duration of the message, the flashing and the changing. It was thought that this could be a distraction.

Mr. Bedani said he will keep the distraction of the drivers to a minimum and keep the messages simple. He will input three to four messages, no more.

Mr. Bedani was asked if the lighting for the message is dimmable, however, he did not know. He does plan on shutting the message off at 10 PM each night. He may use a static time/temp display.

If the duration of the message is too quick, it's a distraction. The Village should have a minimum standard and it can always be modified in 30 days or so.

David deCourcy-Bower was concerned if other businesses on E. Capitol Drive would want to put up similar signs. Visually, he felt that would not fit with what we have planned for the downtown area. This type of sign is fine for HWY 16 or HWY 83. Mr. deCourcy-Bower was not opposed to the additional diesel price information on the sign.

Chairperson Lamerand stated that the Village would look at each sign application individually if that should come up in the future. This area used to have banners announcing Village activities. We don't allow the banners anymore but this could replace that in an acceptable way.

Studies on these types of signs have shown that for safety purposes, the messages should not scroll, should not flash, and they should remain visible for a long enough time that the driver can decide when to read it. Administrator Cox said that a 20 – 30 second duration seems reasonable. If that duration seems excessive, the Commission can modify it at a later date.

Motion (Wenstrom/Swenson) to approve an application for a sign permit for Hartland Village Mart, Inc., 301 E. Capitol Drive, contingent upon staff's recommendations and control over the brightness and duration of the messages. Carried (6-1). deCourcy-Bower – No.

4. Architectural Board consideration of an application for the construction of an 8' x 14' porch addition to a single-family residence at 242 Hill Street.

Applicant: Karen Booth, 242 Hill Street, Hartland, WI 53029

Contractor: Mark Oberst, N43 W32831 Rasmus Rd., Nashotah, WI 53058

Karen Booth stated that the contractor will regrade the driveway to help water flow. An 8' x 14' porch will be added to the front of the home, creating a new entrance that is at least 7 inches above grade. The doorway will also be moved. The proposed addition meets the setback requirements.

Motion (deCourcy-Bower/Wenstrom) to approve the construction of an 8' x 14' porch addition to a single-family residence at 242 Hill Street. Carried (7-0).

5. Architectural Board consideration of an application for exterior updates for HL Salon, 140 Cottonwood Ave.

Applicant: Heidi Lindemann, N627 S Hickory Hills Dr., Oconomowoc, WI 53066  
Contractor: Scott Watson Construction, 929 N. Astor, Unit 1206, Milwaukee, WI 53202

Heidi Lindemann gave an overview of the project. There will be new windows, new signs, dormers over the doors, scalloped shingles and stone work. The building will be painted blue. The Business Improvement District Board has seen the plans and approves the project.

The building front improvements will include scalloped shingles at the top, a dormer over the front door, and new shingles on the front small roof area. The old cinderblock brick will be removed and stone veneer will be installed on the lower front of the building. The upper windows have previously been replaced. The two lower windows will stay and are in good condition. The planter boxes on the upper windows will be taken down.

The BID Board suggested some decorative grid-work on the two front windows; however, the two windows are not the same dimension. The top windows have a white grid that makes a "T" and the BID Board thought the same should be done with the two larger windows at the bottom. The applicant will try the grids to see how they look. There will be white horizontal blinds on the windows.

The north side of the building will have the same sign as on the front. Two windows will be added to help cross ventilation and lighting.

At the back side of the building, the large tree has been taken down because it was infested with bugs and it was a nuisance to the building. The gutters will be replaced on the building. The same scallops and dormer will be added over the back door, as in the front. A sign will also be added. There will be three signs total that are all the same size.

Motion (Hallquist/deCourcy-Bower) to approve the application for exterior updates for HL Salon, 140 Cottonwood Avenue and also for the signs. Carried (7-0).

6. Items related to Architectural Board and Plan Commission consideration of a proposed 32-bed Memory Care CBRF and related Land Use Plan Amendment, RM-1 Zoning and Conditional Use Permit for the properties located at 430, 438 and 444 Merton Ave.
  - a. **PUBLIC HEARING** for the consideration of a Conditional Use Permit request to allow a community living arrangement with a capacity of greater than 16 (32

unit memory care facility) – MOTION to continue the Public Hearing to the May 18, 2015 meeting.

The continuation of the Public Hearing to the May meeting is due to the fact that a full set of plans was not available for the public to review prior to the April meeting.

Jackie & Bryan Lufter of 405 Hill N Dale Circle were present. Their property lies south and east of the planned development. They wanted to know where the planned building would be positioned in relation to their property. The Board pointed out the layout. There was discussion regarding a wooded area that belonged to the previous property owner that was not taken care of. In the past, the Lufters have tried to take care of it. The quality of trees is not the best and many are dead.

At this point the developer has not done a thorough review of that woods. The applicant was present and stated that he would go through and clean up that wooded area.

The cyclone fence between the commercial property and the applicant's property will be taken down and the area will be landscaped.

Motion (deCourcy-Bower/Swenson) to continue the Public Hearing to the May 18, 2015 Meeting. Carried (7-0).

- b. Review of Site and Building Plans, Land Use Plan Amendment, RM-1 Zoning and Conditional Use Permit and MOTION to table the item to the May 18, 2015 meeting.

Applicant: JPS Limited, LLC, 126 E. Prospect Ave., Hartford, WI 53027

Architect: Trio Engineering, 12660 W. North Ave., Brookfield, WI 53005

The tree survey, landscaping and storm water are being worked on and are not yet complete. A draft of the conditional use was in the packets, outlining some of the conditions that staff has mentioned. At the meeting in May, the Board will consider the following: The amendment to the Land Use Plan to designate the area as high density multi-family senior, a recommendation for the zoning to turn this into a multi-family 1 zoning, and a Conditional Use Permit to allow a community living arrangement of this size in the District.

Motion (deCourcy-Bower/Wenstrom) to table this item and carry it over to the May 18, 2015 meeting. Carried (7-0).

7. Items related to Architectural Board and Plan Commission consideration of a 13,400 sq. ft. auto service, auto detail and car wash addition for Hartland Service Car Wash & Detail Building, 400 E. Industrial Drive, Hartland

Applicant: Michael & Deborah Kusch, N65 W30981 Beaver Lake Rd., Hartland, WI 53029

Engineer: MSI General, P.O. Box 7, Oconomowoc, WI 53066

The project was reviewed and initially approved by the Plan Commission at its March meeting. At that time, the Commission was not asked to set a public hearing. However, based on the revised project and the fact that the project was reviewed twice by the Commission, a public hearing was noticed by staff in order to give the Commission the opportunity to evaluate and finalize the project without delay.

- a. **PUBLIC HEARING** for the consideration of a Conditional Use Permit request to allow Automotive Service (Vehicle Wash and Vehicle Service)

There were no comments from the public.

The Commission raised the question asking if the residents across Cottonwood Avenue were notified of tonight's meeting. Administrator Cox replied that all properties within about 400 feet should have received notification by last week Thursday.

The Commission would like to receive a listing of who is notified. Administrator Cox said the Clerk will provide a list in future packets.

The applicant submitted the construction documents. The previous comments received from Ryan Amtmann were addressed. One open item was the discussion on during construction, having access only on Industrial Drive. However, Mike Kusch wants to also use the Cottonwood drive. All construction traffic will use HWY 83 and Industrial Drive.

The project will be substantially complete by October.

The Village wants to make sure that the screening for headlights coming from the car wash is finished before it opens. The applicant said that the 3 foot berm with plantings will be put in place right away. The fill for the berm will come from the retention pond that will be dug. The use of the Cottonwood drive will be needed for these projects.

The current detail center will stay up for as long as it can. Mr. Kusch is hoping to move the equipment from the old building to the new building when that is finished. But, if that doesn't work, he can use the existing shop area for car detailing.

Administrator Cox described the three components of the business operation – the repair shop, the emissions testing station and the car wash. The Conditional

Use will initially be a two year permit. In late 2016, Hartland Service will come back to the Plan Commission and will mostly likely be granted a longer permit.

The outside of the building will be repainted dark gray and light gray, with a blue accent band and the carwash will have a red accent panel. The southeast corner will have a new entryway top. Mr. Kusch is planning on keeping the awning that is currently used for the emissions testing area.

- b. Consideration of a Motion to approve Site and Building Plans.

Motion (Swenson/Hallquist) to recommend to the Village Board approval of Site and Building Plans for a 13,400 sq. ft. auto service, auto detail and car wash addition for Hartland Service Car Wash & Detail Building, 400 E. Industrial Drive, Hartland. Carried (7-0).

- c. Consideration of a Motion to approve a Conditional Use Permit.

The wall mounted lights will be LED. The Village Ordinance is one-half foot candle at the property line and the photometrics show that the lighting will be near zero.

Administrator Cox mentioned that one of the items in the Conditional Use Permit addresses the vehicles that are dropped off at the parking lot. The parked vehicles need to appear to be functional. If a vehicle has been in a wreck, it should be pulled inside the building.

Motion (Hallquist/Swenson) to recommend to the Village Board the approval of a Conditional Use Permit for a 13,400 sq. ft. auto service, auto detail and car wash addition for Hartland Service Car Wash & Detail Building, 400 E. Industrial Drive, Hartland. Carried (7-0).

- 8. Plan Commission consideration of an application for a proposed parking lot expansion for Heraeus Electro-Nite Co., 541 S. Industrial Drive.

Applicant: Heraeus Electro-Nite Co., LLC, 541 S. Industrial Drive, Hartland, WI 53029

Engineer: MSI General, P.O. Box 7, Oconomowoc, WI 53066

Heraeus Electro-Nite Co. is experiencing parking shortages after its recent expansion. The proposed addition will add 23 new spaces to the west side of the property adjacent to STH 83. The storm water plan has been modified and the storm water facilities are able to accommodate the additional parking. New landscaping will be added to the "islands" in the new section of the parking lot. The new parking is generally at the rear of the property as the building and site is orientated toward S. Industrial Drive.

The islands are depressions with boulders around them and trees in the middle. Administrator Cox requested that they mix the variety of deciduous trees that will be planted.

The total number of parking spaces will be 146.

Motion (deCourcy-Bower/Hallquist) to recommend to the Village Board approval of application for a proposed parking lot expansion for Heraeus Electro-Nite Co., 541 S. Industrial Drive. Carried (7-0).

9. Adjourn

Motion (Wenstrom/Swenson) to adjourn. Carried (7-0). Meeting adjourned at 8:00 PM.

Respectfully submitted by  
Recording Secretary,

Lynn Meyer  
Deputy Clerk