

**VILLAGE BOARD AGENDA
MONDAY, MARCH 22, 2021
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order
Roll Call

Pledge of Allegiance – Trustee Meyers

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) on the agenda for a three-minute time period per person, with time extensions per the Village President's discretion.

1. Consideration of a motion to approve Village Board minutes of March 8, 2021.
2. Consideration of a motion to approve vouchers for payment.
3. Consideration of actions related to Licenses and Permits.
 - a. Consideration of a motion to approve an Operator's (Bartender) License.
 - b. Consideration of a motion for a street use permit for Beer Snobs Ale & Eats, 122 Cottonwood Ave. for events on June 19, August 21 and September 25.
4. Second reading of a Bill for an Ordinance 08/08/2021 "An Ordinance Amending §46-978 of the Village of Hartland Code of Ordinances Regulating Signs Permitted in All Districts Without a Sign Permit".
5. First reading of Ordinance repealing §10-206 through §10-232 of the Village of Hartland Code of Ordinances regulating Public Dances and Concerts.
6. First reading of Ordinance amending §78-56 through §78-62 of the Village of Hartland Code of Ordinances regulating Street Use Permits.

Items referred from the March 15, 2021 Plan Commission meeting

7. Consideration of a motion to approve Cousin application for site/building modifications for an upgraded drive-thru for Cousin Subs, 525 Cottonwood Ave.

Other Items for Consideration

8. Discussion and consideration of a motion to request a Pay receipt for Nixon Pond Dredging.
9. Discussion and consideration and presentation to approve award of 2021 Paving Program.

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10. Discussion and consideration of Bark River Bash banner over Capitol Drive.
11. Discussion and consideration of Agreement to create a new Village of Hartland Logo.
12. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.
13. Adjournment

Tim Rhode, Village Administrator

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Darlene Igl, Village Clerk, at 262-367-2714. The Municipal Building is handicap accessible.

Individuals attending public meetings in person will be required to **maintain appropriate social distancing**, (i.e., maintain a 6-foot distance) and be **free of symptoms** related to COVID-19.

To participate via Zoom in the Village of Hartland Board meeting, please dial 1 (312) 626-6799. The Meeting ID is 824 0668 7566.

Or participate online:

<https://us02web.zoom.us/j/82406687566?pwd=cTdqZE51ZEZTSUNWOWYrRnhtaU1vUT09>

**VILLAGE BOARD MINUTES
MONDAY, MARCH 8, 2021
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE**

Call to Order
Roll Call

Present: Trustees Anson, Dorau, Meyers, Wallschlager, Ludtke, Conner, President Pfannerstill

Others Present: Administrator Rhode, Utility Operations Supervisor Felkner, Finance Director Bailey, Clerk Igl, Fire Chief Jambretz, Police Chief Misko, Rec Director Yogerst, Tim Hallquist, Jim Muenzenberger.

Pledge of Allegiance – President Pfannerstill

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) on the agenda for a three-minute time period per person, with time extensions per the Village President's discretion.

Jacob Zuehl, 306 Lawn Street, commented on his concerns with the number of trees being removed from along the Bark River and in Nixon Park. Exhibits including questions were distributed to the Board members which he indicated will be emailed to the DPW and Park & Recreation Board as well. He commented that he understands there are valid reasons to remove trees and appreciates the work the village does to keep things clean but would hope that the public would be notified, that alternatives would be explored prior to removal and that trees would be replaced. Mr. Zuehl stated that he looks forward to discussing this issue further with the appropriate boards/committees. President Pfannerstill asked that Mr. Zuehl email him as well.

Courtney Marschalek, 210 Nixon Ave., commented that the area along the river has changed drastically since moving to the Village 10 years ago. She stated that the trees removed does not follow the tree survey which had been conducted which is disappointing. She also shared concerns about the Nixon pond dredging project and killing of frogs, turtles and invertebrates.

Tara Frontera, 875 Rae Drive, also commented about the number of trees and amount of vegetation removed and is concerned about erosion along the banks asking whether the Village is paying attention to the impact on the community and the wildlife.

1. Motion (Meyers/Ludtke) to approve Village Board minutes of February 22, 2021. Carried (7-0).
2. Motion (Wallschlager/Anson) to approve vouchers for payment in the amount of 3,505,897.72. Carried (6-0). Meyers abstained.
3. Consideration of actions related to Licenses and Permits.

- a. Motion (Dorau/Ludtke) to approve an Operator's (Bartender) License. Carried (7-0).
4. Discussion and consideration of a motion to approve a special event for Birch & Banyan which includes the sale of alcoholic beverages on April 16.

Administrator Rhode stated that the event will be similar to the previously approved one and stated that the business owner was unable to attend the meeting. Motion (Anson/Ludtke) to approve a special event for Birch & Banyan which includes the sale of alcoholic beverages on April 16. Carried (7-0).

Items referred from the March 1, 2021 Park & Recreation Board meeting

5. Consideration of a motion to affirm the Park and Recreation Board approval of the use of Nixon Park for Hartland's Bark River Bash on May 1, 2021.

Rec Director Yogerst stated that the event had been approved by the Park & Recreation Board and introduced Jim Muenzenberger to present the event. Mr. Muenzenberger stated that the event is being planned by Kiwanis in coordination with BID. He stated that there will be vendors, food and music at Nixon Park, a rubber duck race, and a canoe/kayak trip down the Bark River. Motion (Meyers/Anson) to affirm the Hartland's Bark River Bash event as presented. Carried (7-0). It was stated that the rental forms were not in the packet. Administrator Rhode stated that the music piece of the event is still unknown.

6. Consideration of a motion to affirm the Park and Recreation Board approval of the use of the Fine Arts Center by Your Choice to Live on June 13, 2021.

Rec Director Yogerst stated that the event had been approved by the Park & Recreation Board and introduced Mike Kaiser, organizer for the event. Mr. Kaiser provided an overview of the plans for the event. Motion (Dorau/Ludtke) to affirm the Your Choice to Live event as presented. Carried (7-0).

Other Items for Consideration

7. Discussion and consideration of a motion to approve a Mutual Aid Agreement for the Major Investigations Unit for the Police Department.

Chief Misko stated that the agreement has been updated to incorporate the most recent state statute language but otherwise nothing has changed operationally in the agreement. Motion (Meyers/Dorau) to approve a Mutual Aid Agreement for the Major Investigations Unit for the Police Department. Carried (7-0).

8. Discussion and consideration of a motion to accept a Request for Proposal for legal services.

Administrator Rhode stated that the Village Board had directed staff to seek proposals for legal services and that three firms had responded. A summary based on hourly rates was provided and it was stated that the Village Board could select a firm or conduct interviews at a future meeting. Trustee Dorau stated that she did not believe they had enough information, should

move ahead with interviews and consider more information. Trustee Anson stated his agreement. Trustee Meyers commented that he felt Attorney de la Mora has done a good job and he commented on others from the firm that had worked with the Village. Trustee Meyers also commented that he was impressed with the professionalism of the attorney that the Village had worked with from Cramer, Multhauf and Hammes previously. He stated that he felt the Board should look deeper at the options. Trustee Ludtke commented that she felt the Board should review the scope of services further.

President Pfannerstill stated that he was happy with services received from Von Briesen, that there have not been many grievances related to services provided and is in favor of staying with the firm. Trustees Anson and Dorau commented that they are not unhappy with services provided. Trustee Ludtke stated for the record that no one had ever brought up age in opting to go out for requests for proposals for legal services.

Motion (Ludtke/Dorau) to move forward with scheduling interviews with all three firms that responded at a future meeting. Carried (6-1) Pfannerstill opposed.

9. Discussion and consideration of a motion to approve the Waukesha County Community Covid-19 Vaccination Clinic Cooperative Agreement.

Administrator Rhode stated that the proposed intergovernmental agreement with Waukesha County is related to the mass vaccination clinic and includes provisions for the fire department to provide staff to work at the clinics. As a way of offsetting the Village's costs to provide staff, the agreement offers \$65 an hour reimbursement. It was stated that this activity will not have an impact on coverage for the Village. Motion (Conner/Ludtke) to approve the Waukesha County Community Covid-19 Vaccination Clinic Cooperative Agreement. Carried (7-0).

10. Discussion and consideration of possible action related to an ordinance change or a new ordinance allowing atv's to be able to legally drive on certain road ways.

President Pfannerstill stated that Trustee Meyers had requested that this item be placed on the agenda. He also stated that he had been contacted by a resident with this request and had discussed with Chief Misko as there seems to be some desire to allow atv's to operate on the roads. It was stated that an ordinance change would be necessary to allow. Trustee Meyers stated that he feels the village should not limit the citizens if this is an available option.

Trustee Anson commented that many rural communities allow this activity but feels that there are roads in the Village that atv's do not belong on such as main thoroughfares. He expressed concerns about them clogging traffic and concerns whether it is safe for children.

Chief Misko commented that it is his preference that atv's not be allowed to operate on the roads in the Village but that it is up to the board to legislate and the police department will enforce ordinances enacted. He stated that he believes the intention of state law to allow atv's on roads in rural areas with trail systems is to provide connectivity. Further, he stated that atv's can be used for snow removal purpose as allowed by existing laws. Chief Misko stated that the residents would need to be educated and while he doesn't believe this would be a high volume

issue, he felt the department would get calls related to noise produced. Additionally, he stated that it would likely be difficult to make a traffic stop of an atv.

Trustee Wallschlager asked whether an atv would need to follow the posted speed limit. Chief Misko stated that they could not exceed speed limits. Trustee Wallschlager asked what the rule is for motorized scooters. Chief Misko responded that the Village doesn't have an ordinance that deals with them and that they are treated like bikes. The Village does not prohibit bikes from operating on the sidewalks.

Trustee Dorau raised concerns about possible noise from the operation of atv's as well as adding more traffic to the roadways along with vehicles and bikes. Trustee Conner stated that he doesn't think its right for the Village and doesn't want to expend resources looking into it. No action taken.

11. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

Chief Misko announced that the civil disturbance unit is being recognized by Waukesha County for a team award. He also stated that the department and Captain Kelsey have been nominated for Kudo's awards.

Chief Jambretz stated that the department had responded to a structure fire on Lisbon Ave. recently which was called in by a passerby. He stated that the fire had been extinguished within 12 minutes and was contained to the garage.

President Pfannerstill reminded residents that in-person absentee voting will be held for the two weeks prior to the April election. Or a request for an absentee ballot may be submitted and the ballot mailed.

12. Adjournment

Motion (Conner/Anson) to adjourn at 7:26 p.m. Carried (7-0).

Respectfully submitted,

Darlene Igl
Village Clerk

TO: Village President & Board of Trustees

FROM: Kelly Shields, Fiscal Clerk

DATE: March 17, 2021

RE: Voucher List

Attached is the voucher list for the March 22, 2021 Village Board meeting.

March 22, 2021 Checks: \$ 134,845.01

Total amount to be approved: \$ 134,845.01

VILLAGE OF HARTLAND
VOUCHER LIST - March 22, 2021

Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
R 101-44300 PERMITS	HARBOR HOMES	REFUND CURB CUTS	\$150.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	WARRANT PAYMENTS-MCNAIR	\$363.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	WARRANT PAYMENTS-HOWER	\$552.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	WARRANT PAYMENT-MCNAIR	\$363.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	WARRANT PAYMENTS-MCNAIR	\$363.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	WARRANT PAYMENTS-STOCK	\$312.60
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	WARRANT PAYMENTS-HOWER	\$552.00
EXPENSE Descr			\$2,655.60
EXPENSE Descr AMBULANCE			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	AIRGAS USA LLC	OXYGEN	\$377.04
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	GLOVES, WIPES, DEFIB PADS, DRESSINGS & C-COLLAR	\$776.26
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	DEFIB, TUBING, TEST STRIPS & CHART PAPER	\$187.05
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	PROHEALTH PHARMACY OCON	FEB EMS SUPPLIES	\$162.78
EXPENSE Descr AMBULANCE			\$1,503.13
EXPENSE Descr DEBT SERVICE			
E 301-58000-305 EXPENSES-OTHER	EHLERS & ASSOCIATES	BOND TRUST SERVICES	\$400.00
EXPENSE Descr DEBT SERVICE			\$400.00
EXPENSE Descr ECONOMIC DEVELOPMENT			
E 804-56700-715 STREETScape PROGRAM	BIEBELS TRUE VALUE	NUTS & BOLTS	\$41.89
E 804-56700-715 STREETScape PROGRAM	BIEBELS TRUE VALUE	NUTS & BOLTS	\$51.28
E 804-56700-715 STREETScape PROGRAM	BIEBELS TRUE VALUE	NUTS & BOLTS	\$11.61
EXPENSE Descr ECONOMIC DEVELOPMENT			\$104.78
EXPENSE Descr ELECTIONS			
E 101-51440-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	HEADPHONES	\$15.60
EXPENSE Descr ELECTIONS			\$15.60
EXPENSE Descr ENVIRONMENTAL SERVICES			
E 201-53635-440 RECYCLING	GFL ENVIRONMENTAL	RECYCLE SERVICE, ENERGY CHARGE, ENVIRO CHARGE	\$309.97
EXPENSE Descr ENVIRONMENTAL SERVICES			\$309.97
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	HRA ADMIN FEES	\$176.99
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE MEDICAL ASSOC	AUDIOGRAM, SCREENING & TESTING	\$29.00
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	RITeway BUSINESS FORMS	A/P CHECKS	\$349.79
EXPENSE Descr FINANCIAL ADMINISTRATION			\$555.78

Account Descr	Search Name	Comments	Amount
EXPENSE Descr FIRE PROTECTION			
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	BATTERY PRODUCTS INC	C INDUSTRIAL	\$45.36
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	CONWAY SHIELDS, PAUL	BRACKETS & PANELS	\$215.02
E 101-52200-220 UTILITY SERVICES	TIME WARNER CABLE (3)	FIRE SERVICE	\$134.98
E 101-52200-220 UTILITY SERVICES	TIME WARNER CABLE (3)	CREDIT	-\$4.01
E 101-52200-255 BLDGS/GROUNDS	WIL-KIL	PEST CONTROL	\$135.00
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	XEROX CORPORATION	PRINTS	\$59.17
EXPENSE Descr FIRE PROTECTION			\$585.52
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-210 LEGAL SERVICES	BUELOW VETTER BUIKEMA OLSON &	FMLA ISSUE DISCUSSION	\$82.50
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	LABELS	\$35.68
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE SERVICES	\$276.40
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE MEDICAL ASSOC	AUDIOGRAM, SCREENING & TESTING	\$29.00
EXPENSE Descr GENERAL ADMINISTRATION			\$423.58
EXPENSE Descr INSPECTION			
E 101-52400-290 OUTSIDE SERVICES/CONTRACTS	WISCONSIN BUILDING INSPECTIONS	FEBRUARY PERMITS	\$25,286.53
EXPENSE Descr INSPECTION			\$25,286.53
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	CENTRAL 1 SECURITY	TRUVISION CAMERA	\$580.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	FIRST RESPONDERS PSYCH SERVICE	INITIAL VISIT-3216J & 6841J	\$300.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	FLEMINGS FIRE 1, INC.	EXTINGUISHER SERVICE	\$58.01
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	CLOTHING ALLOWANCE	\$215.83
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	OIL CHANGE	\$41.40
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	JORGENSEN, MARK	CLOTHING ALLOWANCE & KNIFE	\$177.45
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	LEXISNEXIS	PHONE SEARCHES AND 1 USER	\$135.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	PAPER AND LABELS	\$88.46
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE SERVICES	\$930.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PERSONNEL EVALUATION INC	PEP BILLING \$ TEST FEE	\$30.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE (LAB BILLING)	LEGAL LAB DRAW	\$70.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE MEDICAL ASSOC	LAB MATTHEW SHEA	\$43.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE MEDICAL ASSOC	AUDIOGRAM, SCREENING & TESTING	\$64.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	STREICHER S	GAS MASK	\$375.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	SQUAD MODEMS & DET MIFI	\$266.13
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	HLPD PHONES	\$244.77
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER (515)	INMATE BILLING	\$111.84
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WI CHIEFS OF POLICE ASSOC INC	MEMBERSHIP	\$130.00
EXPENSE Descr LAW ENFORCEMENT			\$3,860.89
EXPENSE Descr LIBRARY			

Account Descr	Search Name	Comments	Amount
E 101-55110-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	ANCHORS	\$27.36
E 101-55110-310 BOOKS & MATERIALS	BLACKSTONE AUDIO INC	BOOKS	\$127.98
E 101-55110-310 BOOKS & MATERIALS	BLACKSTONE AUDIO INC	BOOKS	\$239.89
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	MERKLEIN, PAUL	VIRTUAL PRESENTATION	\$50.00
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	NELSON, JOANNE	WAKE UP THE WRITER WITHIN	\$100.00
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	SERPENTINE	\$23.25
E 101-55110-310 BOOKS & MATERIALS	PENGUIN RANDOM HOUSE LLC	BEYOND ORDER	\$33.75
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	QUILL CORPORATION	DESKPAD	\$7.79
E 101-55110-310 BOOKS & MATERIALS	WAUKESHA CTY TREASURER	CAFÉ CARD COMBOS	\$108.00
E 101-55110-220 UTILITY SERVICES	WE ENERGIES	LIBRARY	\$686.01
EXPENSE Descr LIBRARY			\$1,404.03
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	MATS	\$165.39
E 101-51600-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	NUTS & BOLTS	\$9.58
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	CLEARPATH CONNECTIONS	ONSITE DOOR REPAIR	\$165.00
E 101-51600-255 BLDGS/GROUNDS	MENARDS- PEWAUKEE	SCREWS & BULBS	\$55.49
E 101-51600-355 JANITORIAL SUPPLIES	OFFICE PRO INC	SPEED CHANGE	\$12.21
E 101-51600-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	HAND SANITIZER	\$264.00
E 101-51600-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	PAPER TOWELS, TOILET PAPER, FOLD TOWELS	\$103.00
EXPENSE Descr MUNICIPAL BUILDING			\$774.67
EXPENSE Descr NIXON DREDGING & RESTORATION			
E 401-74035-285 CONSTRUCTION COSTS	C.W. PURPERO INC	NIXON POND DREDGING	\$38,116.50
EXPENSE Descr NIXON DREDGING & RESTORATION			\$38,116.50
EXPENSE Descr PARKS			
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	HARD HAT	\$109.87
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	KIMBALL MIDWEST	SCREWS	\$41.50
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	MENARDS- PEWAUKEE	SLATE, TRIM AND SCREWS	\$2,759.62
EXPENSE Descr PARKS			\$2,910.99
EXPENSE Descr PUBLIC WORKS			
E 101-53000-180 OTHER BENEFITS	BAHR, CORY	WORK BOOTS REIMBURSEMENT	\$200.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	DIESEL NOZZLE	\$174.95
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	CREDIT	-\$37.29
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	FILTERS	\$410.93
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	CREDIT	-\$56.92
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	QUADRANT STD	\$590.03
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	CARWASH & BLUE GREASE	\$266.19
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	CAR WASH	\$18.58
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	BAG OIL	\$53.96
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER HARTLAND	URETHANE	\$20.29

Account Descr	Search Name	Comments	Amount
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	FUEL AND INSPECTION	\$857.04
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	FUEL AND INSPECTION	\$751.97
E 101-53000-360 VEHICLE MAINT/EXPENSE	E.H. WOLF	FUEL AND INSPECTION	\$386.67
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	FLEMINGS FIRE 1, INC.	EXTINGUISHER INSPECTION	\$71.36
E 101-53000-240 CONTRACTED SNOW & ICE CONTROL	HM BRANDT LLC	PLOW W/LOADER	\$118.75
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	HM BRANDT LLC	PLOW W/LOADER	\$237.50
E 101-53000-240 CONTRACTED SNOW & ICE CONTROL	HM BRANDT LLC	PLOW W/LOADER	\$261.25
E 101-53000-240 CONTRACTED SNOW & ICE CONTROL	HM BRANDT LLC	PLOW W/LOADER	\$118.75
E 101-53000-240 CONTRACTED SNOW & ICE CONTROL	HM BRANDT LLC	PLOW W/LOADER	\$142.50
E 101-53000-240 CONTRACTED SNOW & ICE CONTROL	HM BRANDT LLC	PLOW W/LOADER	\$356.25
E 101-53000-240 CONTRACTED SNOW & ICE CONTROL	HM BRANDT LLC	PLOW W/LOADER	\$142.50
E 101-53000-240 CONTRACTED SNOW & ICE CONTROL	HM BRANDT LLC	PLOW W/LOADER	\$142.50
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	DPW LAUNDER SERVICES	\$99.20
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	DPW LAUNDER SERVICES	\$126.20
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	DPW LAUNDER SERVICES	\$126.20
E 101-53000-225 STREET LIGHTING	JD ELECTRIC, INC.	ELECTRICAL ENCLOSURE & BREAKER REPLACEMENT	\$3,690.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	KIMBALL MIDWEST	SCREWS	\$41.50
E 101-53000-360 VEHICLE MAINT/EXPENSE	LF GEORGE, INC	FILTERS AND OIL	\$254.79
E 101-53000-360 VEHICLE MAINT/EXPENSE	LF GEORGE, INC	FUEL FILTER	\$99.63
E 101-53000-360 VEHICLE MAINT/EXPENSE	MACQUEEN EQUIPMENT GROUP	SUCTION HOSE FOR SWEEPER	\$974.32
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	MENARDS- PEWAUKEE	SCREWS & BULBS	\$55.49
E 101-53000-360 VEHICLE MAINT/EXPENSE	MID-STATE EQUIPMENT	WINDOW	\$33.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	MID-STATE EQUIPMENT	RADIATOR	\$320.23
E 101-53000-360 VEHICLE MAINT/EXPENSE	MID-STATE EQUIPMENT	BALL JOINT, BALL JOINT SOCK & NUT	\$181.85
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	CHAIRMAT	\$33.25
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE SERVICES	\$90.00
E 101-53000-430 SNOW & ICE REMOVAL	PIONEER SUPPLY LLC	CALCIUM CHLORIDE	\$273.75
E 101-53000-360 VEHICLE MAINT/EXPENSE	PRICE ENGINEERING	AEROQUIP ELBOWS	\$6.95
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE MEDICAL ASSOC	AUDIOGRAM, SCREENING & TESTING	\$430.00
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	VERIZON WIRELESS	SQUAD MODEMS & DET MIFI	\$72.02
E 101-53000-225 STREET LIGHTING	WE ENERGIES	STREET LIGHT SERVICE	\$409.84
E 101-53000-225 STREET LIGHTING	WE ENERGIES	FEB-MAR STREET LIGHTING	\$4,459.53
EXPENSE Descr PUBLIC WORKS			\$17,005.51
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ONSITE SERVICES	\$120.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE MEDICAL ASSOC	AUDIOGRAM, SCREENING & TESTING	\$29.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE MEDICAL ASSOC	AUDIOGRAM, SCREENING & TESTING	\$29.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SEAT OF THE PANTS PRODUCTIONS	REC CLASSES	\$52.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER (515)	NAGA-WAUKEE ICE ARENA PROGRAM	\$660.00
EXPENSE Descr RECREATION PROGRAMS/EVENTS			\$890.00

Account Descr	Search Name	Comments	Amount
EXPENSE Descr REFUSE & GARBAGE COLLECTION			
E 201-53620-200 GARBAGE COLLECTION FEES	ADVANCED DISPOSAL SERVICES	VILLAGE DISPOSAL AND RECYCLING	\$33,361.35
EXPENSE Descr REFUSE & GARBAGE COLLECTION			\$33,361.35
EXPENSE Descr SEWER SERVICE			
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	HRA ADMIN FEES	\$27.23
EXPENSE Descr SEWER SERVICE			\$27.23
EXPENSE Descr WATER UTILITY			
E 620-53700-632 WATER TREATMENT-SUPPLIES/EXP	BIEBELS TRUE VALUE	TOOL BOX, HOOK & SOCKET	\$23.02
E 620-53700-654 MAINTENANCE OF HYDRANTS	BIEBELS TRUE VALUE	NUTS & BOLTS	\$0.99
E 620-53700-652 MAINTENANCE OF SERVICES	BLACKBURN MFG COMPANY	SOLVENT	\$432.88
E 620-53700-650 MAINT-DIST RESERVE/STANDPIPE	BUMPER TO BUMPER HARTLAND	TRUCK BELT	\$77.98
E 620-53700-923 OUTSIDE SERVICES	CALLIES, MICHAEL R	REIMBURSE PLUMBING	\$490.29
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	HRA ADMIN FEES	\$68.07
E 620-53700-651 MAINTENANCE OF MAINS	FERGUSON WATERWORKS	CLAMP	\$237.61
E 620-53700-631 WATER TREATMENT - CHEMICALS	MARTELLE WATER TREATMENT	SODIUM HYPOCHLORITE, DRUM & HYDROFLUOSILICIC	\$886.75
E 620-53700-651 MAINTENANCE OF MAINS	OKAUCHEE REDI-MIX INC	CONCRETE & CARTAGE	\$481.00
E 620-53700-651 MAINTENANCE OF MAINS	OKAUCHEE REDI-MIX INC	SLURRY & HEATING	\$496.00
E 620-53700-650 MAINT-DIST RESERVE/STANDPIPE	WATER TOWER CLEAN & COAT INC	MEASURE INLETS AND OUTLETS IN RESERVOIR	\$500.00
E 620-53700-622 POWER FOR PUMPING	WE ENERGIES	FEB-MAR PUMPHOUSE	\$932.76
E 620-53700-923 OUTSIDE SERVICES	WI STATE LABORATORY OF HYGIENE	FLUORIDE	\$26.00
EXPENSE Descr WATER UTILITY			\$4,653.35
			\$134,845.01

**VILLAGE OF HARTLAND
LICENSES AND PERMITS
March 22, 2021**

Bartender (Operator's) Licenses

Lucy Lynn Miller
Elizabeth Eaves Sacoman

The applicants have successfully completed the Responsible Beverage Servers Course. The Chief of Police has reviewed the applications and approves them after deeming the requests to be in compliance with Wis. Stats. § 125.04(5).

Street Use Permits

Applicant: Beer Snobs Ale & Eats
Location: 122 Cottonwood Ave.
Date: June 19 (Snob Fest), August 21 (Snob Fair) and September 25 (Oktoberfest)
Time: Noon to midnight



STREET USE PERMIT APPLICATION

Date: 2-9-21
Rec.#: 22480

(For Events Less than 3 Blocks – Residential Neighborhood Events)

\$30.00 FEE (NOT REFUNDABLE)

We, the undersigned residents of the ~~100~~ 100 hundred block(s) of Height Drive Street in the Village of Hartland, hereby consent to the recreational use of this street between the hours of NOON and midnight June, the 19 day of 2021, for the purpose of MUSIC - Snob fest, and do hereby petition the Village of Hartland to grant a Street Use Permit for use of the said portion of said street for said purpose and do hereby agree to abide by such conditions of such use in the Village of Hartland.

Barricades and "Road Closed" sign can be obtained from a traffic control rental vendor or at cost by the DPW, subject to availability and with at least 48 hours notice (262-367-2714).

The responsible person or persons who shall sign an application for a Street Use Permit on our behalf is/are as follows:

NAME(S) Steve Berger

TITLE owner

ADDRESS 122 Cottonwood Ave HARTLAND, WI 53029

PHONE (daytime) 262/367-6627 (evening)

ORGANIZATION/GROUP SPONSORING EVENT Beer Snobs Ale + Eats.

Petitioner(s) Signature	Petitioner(s) Address

Received by [Signature] (Office use only) FEE: \$30.00

Date 2-9-21 Receipt No. _____

Approved this _____ day of _____, 20____

STATE OF WISCONSIN WAUKESHA COUNTY VILLAGE OF HARTLAND
ORDINANCE NO. _____

AN ORDINANCE AMENDING §46-978
OF THE VILLAGE OF HARTLAND CODE OF ORDINANCES
REGULATING SIGNS PERMITTED IN ALL DISTRICTS WITHOUT A SIGN PERMIT

THE VILLAGE BOARD OF THE VILLAGE OF HARTLAND DO ORDAIN AS FOLLOWS:

SECTION 1: §46-978 of the CODE OF ORDINANCES OF THE VILLAGE OF HARTLAND is hereby amended as follows:

Sec. 46-978. - Signs permitted in all districts without a sign permit.

The following signs are permitted in all zoning districts without a permit, subject to the following regulations:

- (1) *Real estate sale or rental sign (temporary).* One real estate sign per premises or street frontage, whichever is greater but no more than two signs, which advertise the sale, rental or lease of the premises upon which it is located provided that the sign area does not exceed eight square feet for residential zoning districts or 35 square feet for business, manufacturing or institutional districts.
- (2) *Personal name and warning signs.* Personal name and warning signs not to exceed a sign area of two square feet located on the premises. Such signs shall not be illuminated.
- (3) *Identification signs.* Names of buildings and date of erection when cut into any masonry surface or when constructed of metal and affixed flat against a structure.
- (4) *Official Governmental signs.* Official Governmental signs such as traffic control, parking restrictions, and public information and notices.
- (5) *Temporary signs.* Temporary signs, only on private property, for a period not to exceed 30 days per special event or activity with signage.
- (6) *Election campaign sign.* Election campaign signs provided that consent shall be obtained from the property owner, renter or lessee. Such signs shall comply with the following requirements:
 - a. Sign area per campaign sign shall not exceed 35 square feet in any nonresidential zoning districts.
 - b. Sign area per campaign sign shall not exceed 16 square feet in any residential zoning districts unless the sign is affixed to a permanent structure and does not extend beyond the perimeter of the structure nor obstruct a window, door, fire escape, ventilation shaft or other area which is required by the Municipal Building Code to remain unobstructed.

SECTION 2: If any section, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of such ordinance.

SECTION 3: This ordinance shall take effect and be in full force from and after its passage and publication.

Passed and approved this 8th day of March, 2021.

VILLAGE OF HARTLAND

By: _____

Jeffrey Pfannerstill, Village President

ATTEST:

Darlene Igl, Village Clerk



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

Committee: Village Board	Date: 3-16-2021
Village Board Item Number: 5 & 6	Date: 3-22-2021
Submitted By: Tim Rhode, Village Administrator	
Subject: Discussion and Consideration of an Ordinance Repealing Code Section 10-206 through 10-232 and Ordinance amending Code Section 78-56 through 78-62.	

Details: The Village Board requested Staff to review the current Permits/License application process for community events in the Village, specifically the public dance applications. The Village Board raised the question differentiating our Dance license vs. other events not requiring to have a license. In February of 2021, the Village Staff received a favorable recommendation from the Village Board to have the Village Attorney make the necessary changes to the Village Code to simplify the application/permit process with a new "Special Event" application to replace several smaller applications.

Our recommended solution is to convert several older and seldom-used applications into a "Special Event" application/permit. The goal of most, if not all, the older permits listed below would be achieved by combining them all into a simplified "Special Event" permit.

Current Applications/permits

New Application/Permit

Major Street Use Permit	Special Event
Minor Street Use Permit "Block Party"	Works good, keep.
Carnivals Festivals and Street Fairs	Special Event
Cabaret License	Keep (only bars/restaurants applicable)
Public Dance	Special Event

The Village Attorney has recommended two Ordinance changes to implement the new "Special Event" permit into the Village Code. Please review both sections 10-206 through 10-232, which will be repealed, and sections 78-56 through 78-62, which will be amended.

Financial Remarks: The Village charges between \$0 -\$400 for different events based on what size, timeframe, and location.

Options & Alternatives: The Village Board should review the Village Attorneys recommended Ordinance changes and discuss. The Village Attorney is not scheduled to attend; however, the Village Attorney could be requested for future readings.

Executive Recommendation: Review and Discuss the Attorney's recommendations. This is only a first reading of the proposed three readings necessary for an Ordinance change.

1 STATE OF WISCONSIN WAUKESHA COUNTY VILLAGE OF HARTLAND

2 ORDINANCE NO. _____

3 AN ORDINANCE REPEALING §10-206 THROUGH §10-232
4 OF THE VILLAGE OF HARTLAND CODE OF ORDINANCES
5 REGULATING PUBLIC DANCES AND CONCERTS
6

7 THE VILLAGE BOARD OF THE VILLAGE OF HARTLAND DO ORDAIN AS FOLLOWS:

8 **SECTION 1:** §10-206 through §10-232 of the CODE OF ORDINANCES OF THE VILLAGE
9 OF HARTLAND are hereby repealed and replaced with the following regulating the issuance of
10 Special Event Permits:

11 **§ 10-206. Preamble.**

12 The Village of Hartland hereby determines that, as it is necessary to protect the health, safety and
13 welfare of persons and property within the Village of Hartland, special events and related
14 activities shall be regulated.

15 **§ 10-207. Definitions.**

16 The following terms are hereby defined:

17 PERSON — Any individual natural human being, partnership, corporation, firm, company,
18 association, limited-liability company, society or group.

19 SPECIAL EVENT — Any activity, which occurs upon public or private property that will affect
20 the standard and ordinary use of public streets, rights-of-way, or sidewalks, and/or which
21 requires extraordinary levels of village services. This may include, but is not limited to, fairs,
22 festivals, sporting events, foot runs, bike-a-thons, markets, parades, exhibitions, auctions, and
23 dances. Events which are approved annually by resolution by the Village Board of Trustees are
24 exempt.

25 **§ 10-208. Permit; when required.**

26 Prior to application, no person shall allow or conduct a special event unless a permit has first
27 been issued.

28 A. Applications for special event permits shall be made to the Village Clerk, on forms provided
29 by the Village of Hartland, and shall include at a minimum all of the following information:

- 30 (1) The name, address and telephone number of the applicant;
- 31 (2) The names, addresses and telephone numbers of all of the partners, if the applicant is
32 a partnership;
- 33 (3) The names, addresses and telephone numbers of all of the officers and directors if the
34 applicant is a corporation, or members if the applicant is a limited-liability company;

70 (8) Proof of insurance, subject to Village Administrator approval, based on potential
71 degree of risks posed by the special event;

72 (9) Signage and proposed location for such signage;

73 (10) Such other information as may be required to process the application.

74 B. Completed applications shall be submitted to the Village Clerk at least 60 days prior to the
75 scheduled date of the special event.

76 C. Notwithstanding the requirements of § 10-208B, the Village Administrator may accept an
77 untimely or inadequately submitted application if the Village Administrator determines that there
78 is reasonably sufficient time to review the application and any supplemental information, and
79 process the application. Said discretion shall apply to applications submitted in accordance with
80 §10-210, Permit reissuance.

81 D. Upon receipt of a completed special event permit application, the Village Clerk shall refer
82 said application to the Village Administrator for his or her review.

83 (1) The Village Administrator shall instruct all potentially affected Village departments
84 to review the completed special event permit application and provide a report with
85 recommendations concerning all phases of the proposed special event.

86 The Village Administrator shall then refer the special event permit application along with
87 any Village department recommendations to the Village Board of Trustees for
88 consideration. At the direction of the Village Board of Trustees, the Village Clerk may
89 issue the special event permit.

90 § 10-209. Permit expiration.

91 All permits approved under this chapter are effective for only the times and dates specified
92 within the application and further shall expire upon the cessation of event activities as identified
93 on the approved special events permit application, unless said permit is reissued under the terms
94 of § 10-210 or terminated under the terms of § 10-211.

95 § 10-210. Permit reissuance.

96 Special event permits previously approved under this chapter may be reissued by the Village
97 Board of Trustees, provided that the proposed special event does not materially differ from the
98 special event previously approved and provided that all requirements of this chapter are met.
99 Requests to reissue special event permits shall be submitted in writing to the Village Clerk on an
100 application form provided by the Village accompanied by the fee or any reimbursement that may
101 be established by the Village Board. Said reissuance application shall be submitted at least 30
102 days prior to the start date of the event.

103 § 10-211. Termination of event permit.

104 A special event permit for an event in progress may be terminated by the Chief of Police, the
105 Fire Chief, or the respective designee of each if public safety is compromised or threatened by

1 STATE OF WISCONSIN WAUKESHA COUNTY VILLAGE OF HARTLAND
2 ORDINANCE NO. _____

3 AN ORDINANCE AMENDING §78-56 THROUGH §78-62
4 OF THE VILLAGE OF HARTLAND CODE OF ORDINANCES
5 REGULATING STREET USE PERMITS
6

7 THE VILLAGE BOARD OF THE VILLAGE OF HARTLAND DO ORDAIN AS FOLLOWS:

8 **SECTION 1:** §78-56 through §78-62 of the CODE OF ORDINANCES OF THE VILLAGE OF
9 HARTLAND is hereby amended by the deletion of the words ~~overstricken~~ and the addition of
10 words underlined:

11 • **ARTICLE III. – NEIGHBORHOOD STREET USE PERMIT**

12 • **Sec. 78-56. - Purpose of article.**

13 The village streets are primarily for the use of the public in the ordinary way. However, under
14 proper circumstances the ~~Vvillage of Hartland board~~ may grant a permit for street use ~~or for a~~
15 ~~parade~~, subject to reasonable municipal regulation and control. The purpose of this article is to
16 regulate and control the use of streets to maintain the health, safety and general welfare of the
17 public and to protect the good order of the village. Permits granted under this article will only be
18 granted for events closing fewer than three blocks within a residential neighborhood.

19 • **Sec. 78-57. - Application.**

20 A written application for a street use permit shall be made to the village ~~board clerk~~ on a form
21 provided by the clerk for consideration by ~~Village staff the board~~ in the ordinary course of
22 business. Such application shall be filed at least two weeks prior to the event date; ~~except if the~~
23 ~~permit is for a parade, application shall be filed at least 60 days prior to the event date.~~ The
24 application shall set forth the following information regarding the proposed street use and such
25 other information as ~~Village staff the board~~ may require, ~~except subsection (6) of this section~~
26 ~~and section 78-58 shall not apply to applications for the purpose of conducting a parade.~~

27 (1) The name, address and telephone number of the applicant.

28 ~~(2) If the proposed street use is to be conducted for, on behalf of or by an organization, the name,~~
29 ~~address and telephone number of the headquarters of the organization and of the authorizing~~
30 ~~responsible heads of such organization.~~

31 ~~(3)~~ (2) The name, address and telephone number of the person who will be responsible for conducting
32 the proposed use of the street.

33 ~~(34)~~ (4) The date and duration of time for which the requested use of the street is proposed to occur.

- 34 (45) An accurate description of that portion of the street proposed to be used.
- 35 (56) The number of persons for whom use of the proposed street area is requested.
- 36 (67) The proposed use, described in detail, for which the street use permit is requested.

37 • **Sec. 78-58. - Fee and petition.**

38 The application for the permit shall be accompanied by the payment of a fee as prescribed in
39 appendix A of this Code and a petition designating the proposed area of the street to be used and
40 time for such proposed use. Such petition shall be signed by not less than 75 percent of the residents
41 over 18 years of age residing along that portion of the street designated for the proposed use. Such
42 petition shall be verified and shall be submitted in substantially the following form:

43 PETITION FOR NEIGHBORHOOD STREET USE PERMIT

44 We, the undersigned residents of the ____ hundred block of _____ Street in the village,
45 hereby consent to the _____recreational use of this street between the hours of ____ and ____
46 on _____, the ____ day of _____, 20 __, for the purpose of _____ and do hereby
47 petition the Village of Hartland board to grant a street Uuse Ppermit for us to use of the said
48 portion of such-said street for such-said purpose and do hereby agree to abide by such conditions
49 of such use as-in the Village of Hartland board of the village shall attach to the granting of the
50 requested street use permit.

51 We designate _____ as the responsible person who shall sign an application for a street use
52 permit on our behalf.

53 • **Sec. 78-59. - Removal of litter and debris after event.**

54 The applicant shall be responsible for clearing litter and debris from the street after the conclusion
55 of the event.

56 • **Sec. 78-60. - Issuance procedure; denial.**

57 (a) Upon receipt of a street use permit application, the clerk shall immediately forward copies of
58 the application to the president, the public works director, the chief of police and the fire chief to
59 evaluate whether the street use permit application shall be approved-who shall consider the
60 application and make recommendation thereon to the village board. The person or representative
61 of the group making application for a street use permit shall be present when the village board
62 gives consideration to the granting of such street use permit to provide any additional information
63 which the village board finds reasonably necessary to make a fair determination as to whether a
64 permit should be granted.

65 (b) The street use permit application may be denied for any of the following reasons:

66 (1) If it is for a street use that will occupy the street on a workday during hours when and
67 at places where the flow of vehicular or pedestrian traffic will be unusually delayed;

68 (2) If it is for a street use that is to be held between the hours of 8:00 p.m. and 6:00 a.m.;

69 (3) If less than 75 percent of the persons over 18 years of age residing adjacent to that
70 portion of the street for which the proposed street use permit is requested do not sign the
71 petition described in section 78-58;

72 (4) If it is for a proposed street use that is primarily for private or commercial economic
73 gain;

74 (5) If it is for a proposed street use that would involve violation of law or of any applicable
75 village ordinances;

76 (6) If the granting of the street use permit would conflict with another street use permit
77 already granted or for which application is already pending, or if the application does not
78 contain the information required;

79 (7) If reasonably anticipated utilization of public services, including police and fire
80 protection, by the proposed street use will require so large a number of persons and
81 vehicles, including ambulances, as to prevent adequate service of the needs of the rest of
82 the village;

83 (8) If the proposed street use will so substantially hinder the movement of police, fire and
84 other emergency vehicles as to create substantial risk to persons and property;

85 (9) If it appears that the proposed street use is so poorly organized that participants therein
86 are likely to engage in aggressive, destructive or otherwise unlawful activity, or that
87 previous events of this type or sponsored by the same applicant were so poorly organized
88 that police plans for traffic and/or crowd control were impaired;

89 (10) If any part of the area described in such street use permit application includes a through
90 intersection such that the highways cross each other.

91 • **Sec. 78-61. - Revocation.**

92 (a) The police department shall have the power to revoke the permit if noise reaches an
93 unreasonable level so as to disturb the neighbors. The police department may give one warning
94 before revoking the permit.

95 (b) The permit may be revoked if the applicant fails to provide access to the street for emergency
96 vehicles.

97 • ~~Sec. 78-62. - Police report.~~

98 ~~Within 48 hours following the expiration of the permit, the police department shall file a report of~~
99 ~~compliance by the applicant. The report shall include recommendations for future consideration~~
100 ~~by the village board, list of any ordinance violations in the area during the closing hours, and any~~
101 ~~comments pertinent to the condition of the area following the event.~~

102 **SECTION 2:** If any section, sentence, clause, phrase or portion of this ordinance is for any reason
103 held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be
104 deemed a separate, distinct and independent provision, and such holding shall not affect the
105 validity of the remainder of such ordinance.

106 **SECTION 3:** This ordinance shall take effect and be in full force from and after its passage and
107 publication.

108 Passed and approved this ____ day of _____, 2021.

109
110 VILLAGE OF HARTLAND

111 By: _____

112 Jeffrey Pfannerstill, Village President

113 ATTEST:

114 _____

115 Darlene Igl, Village Clerk

116



210 Cottonwood Avenue
 Hartland WI 5302
 262-367-2714 FAX: 262-367-2430
www.villageofhartland.com

SPECIAL EVENT PERMIT APPLICATION

Permit approved	_____	Date	_____
Permit fees paid	_____	Date	_____
Deposit paid	_____	Date	_____
Deposit returned	_____	Date	_____
FEES ARE NON-REFUNDABLE			

APPLICATION AND PERMIT FEE IS DUE 60 DAYS PRIOR TO YOUR EVENT.

ORGANIZATION INFORMATION

Name of Organization			
Street Address	City	State	Zip
Phone Number	Are you a 501(c)3 Organization?		Yes No
Event Contact Person (First & Last Name)			
Address	City	State	Zip
Email	Phone Number	Day of Event Phone Number	

EVENT INFORMATION

Name of Event	Date(s) of Event
Event Start Time	Event End Time
Location of the Event*	
Will your event take place in a Village of Hartland Park?	Yes No

***You MUST attach a detailed map/diagram of your event indicating the specific location, layout for event, the direction of the route, including all turns and the number of traffic lanes to be used.
 *If you are using a Village Park, you must complete the Park Facility Reservation Application and reserve the park facility prior to getting your special event permit approved by the Village Board.***

Generally describe your event and its purpose

Estimated Number of Participants	Spectators	Vendors
----------------------------------	------------	---------

OTHER INFORMATION		
Will alcohol be sold/served? <i>If yes, liquor and bartender licenses are necessary under separate application.</i>	Yes	No
Will you be selling/serving food?	Yes	No
Will you be selling merchandise? <i>If yes, you will need to obtain a Peddler's Permit under separate application.</i>	Yes	No
Does the event involve fireworks? <i>If yes, you will need to obtain a fireworks permit under separate application.</i>	Yes	No
Does the event involve amplified music?	Yes	No
If yes, will the amplified music be a:	Band	DJ
Hours of amplified music:		
Noise is regulated within the Village of Hartland. The Village ordinance states that no person shall make loud noise such as may tend to unreasonably annoy or disturb the peace and quiet of another in the vicinity. It is requested that music end at 11:00 p.m.		
Is street closure requested? If yes, a completed Street Use Application will be required.	Yes	No
Hours of street closure:		
Will you need barricades provided by the Village for your event?	Yes	No
How many barricades needed for your event?		
"Road Closed" signs requested?	Yes	No
Will you be erecting any tents, canopies or other temporary structure(s)? <i>If yes, You will need to provide a plan for their proposed locations and the Department of Public Works will need to inspect these structures prior to the start of your event. Tents over 400 sq. feet will require inspection by the Building Inspector. Circle One.</i>	Yes	No
Will you be providing portable restrooms and wash stations?	Yes	No
<i>If yes, how many will you provide and where will they be located? Also how will solid waste be disposed of?</i>		
Will you provide parking for participants?	Yes	No
<i>If yes, where will parking be available?</i>		
Will you provide a dumpster/clean-up services?	Yes	No
<i>If yes, please describe your clean-up and refuse collection plan.</i>		

OTHER INFORMATION CONTINUED

What other assistance do you foresee needing from the Village (personnel, materials, and/or equipment)?

INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for the event. Proof of this insurance with coverage no less than \$1,000,000 must list the Village of Hartland as an additional insured party and is due no later than 20 days before the event.

Are you able to provide these insurance documents, if required?

Yes

No

DEPOSIT REQUIREMENTS

For events to held in a Village Park: The applicant may be required to submit to the Village a refundable deposit based on number of attendees (see Park Facility Reservation Application). The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event.

TERMINATION OF AN EVENT

The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Hartland Police Department and/or Fire Department and/or there is a violation of Village Ordinances, State Statutes or the terms of the Applicant's permit. The Village Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

By signing this form, the applicant certifies authorization to act on behalf of their organization and hereby agrees to hold the Village, its officers, employees, agents and contractors, harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney's fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval.

Signature of Applicant

Date

For staff use only

Fees collected with application submission:

PERMIT FEES CHARGED _____

Park/Rec. Board approval, if necessary, on:

Village Board approval, if necessary, on:

Application forwarded to:

- Administrator* _____
- Building Inspector* _____
- Fire Chief* _____
- Park & Rec Director* _____
- Police Chief* _____
- Public Works Director* _____

All requirements for this special event have been met.

Village Administrator approval

Date



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

Committee: Village Board	Date: 3-17-2021
Plan Commission Item Number: 7	Date: 3-22-2021
Submitted By: Tim Rhode, Village Administrator	
Subject: Review and consideration of an application for site/building modification for an upgraded drive-thru for Cousins Subs, 525 Cottonwood Ave.	

Details:

Cousins Subs is requesting an upgrade to the drive-thru and additional modification to the building. The upgrade consists of several design features to improve the efficiency of aesthetics of the current drive-thru. In addition to the drive-thru, the building has upgrades to improve safety, efficacy, and aesthetics.

The staff has reviewed the plans and are stratified they meet the Village Code requirements.

One minor error on the plan set. Page A2.1 The "Proposed South Elevation" and "Demolition East Elevation" wording is incorrect. The word South should be East, and the wording of East should be South, just the flip/flopping of the direction.

*** Special note: Plan Commission recommended approval of this plan with larger caliper trees for the Southern median area.

Financial Remarks: N/A

Options & Alternatives:

The Village Board could review the plans proposed and recommend to approve, adjust or deny the proposed improvements.

Executive Recommendation:

Following review and discussion of the Cousins Subs plan set, staff would recommend the Village Board approve the proposed drive-thru upgrade with the increased size caliper trees for the southern median area.



**APPLICATION FOR
PLAN COMMISSION**

\$300 REVIEW FEE DUE AT TIME OF APPLICATION

Project Description <i>SITE / BUILDING MODIFICATIONS FOR UPGRADED DRIVE-THRU</i>			
Proposed Use <i>EXISTING COUSINS SUBS</i>		No. of Employees <i>10-15</i>	
Project Location <i>525 COTTONWOOD AVE</i>			
Project Name <i>COUSINS SUBS</i>			
Owner <i>WANGARD PARTNERS</i>		Phone <i>414-777-1200</i>	
Address <i>1200 N. MAYFAIR RD, STE 310</i>		City <i>WAUWATOSA</i>	State <i>WI</i> Zip <i>53226</i>
Engineer/Architect <i>PERSPECTIVE DESIGN</i>		Phone <i>414-302-1780</i>	FAX <i>414-302-1781</i>
Address <i>11525 W. NORTH AVE</i>		City <i>WAUWATOSA</i>	State <i>WI</i> Zip <i>53226</i>
Contact Person <i>BRAD KROPP</i>	Phone <i>414-302-1780 x202</i>	FAX	E-mail <i>bkropp@pdi-arch.com</i>

The Plan Commission meets on the third Monday of the Month at 7:00 PM in the Village Board Room of the Hartland Municipal Building located at 210 Cottonwood Avenue, Hartland.

The deadline for filing is a minimum of fifteen (15) working days before the meeting.

All of the requested information must be received prior to the deadline in order to be placed on the agenda. Village Plan Review Staff has been directed to delay placement on the Plan Commission Agenda based on incomplete submittals.

Four (4) sets of bound application materials and one (1) electronic copy of all materials must be submitted.

Applications that include site plans must depict the following existing and proposed information:

- Complete dimensions (lot, building, setbacks, parking, drives, etc.)
- Scale and north arrow
- All structures (include building elevations and height)
- Drainage and grades (include design calculations for drainage)
- Storm Water Management Plan
- Utilities and easements (sewer, water, storm etc.)
- Calculation of lot coverage
- Parking stalls (stalls to be minimum 180 s.f., driving lanes minimum 24 ft. wide and 30 ft. maximum at street right-of-way, asphalt to be minimum 3 ft. from lot lines)
- Grading and erosion control
- Landscaping, including a Tree Protection Plan
- Exterior lighting details
- Exterior HVAC equipment location
- Dumpster location (screening required)
- Street right-of-way
- Miscellaneous, 100 year floodplain, wetland boundary, environmental corridor

Additional information may be requested by the Plan Commission or Staff.

All applications for consideration by the Plan Commission are subject to the policies described in this document.

Date Applied:	Date of Meeting:	Return Comments by:
---------------	------------------	---------------------

**Hartland Plan Commission
Application Review Policies**

All applicants and applications are subject to the following policies in order to be considered by the Plan Commission.

1. The deadline for filing any application is a minimum of fifteen (15) working days before the meeting.
2. All applicants are encouraged to communicate with or meet with either the Building and Zoning Official or the Village Administrator prior to submission of an application.
3. All requested or required information, including the application and appropriate fees, must be received prior to the deadline in order to be placed on the agenda. Village Staff has been directed to delay placement on the Plan Commission Agenda based on incomplete submittals.
4. Four (4) sets of bound site plans or application materials and one (1) electronic copy (PDF) of all application materials must be submitted by the deadline.
5. Applications that include site plans must depict the following existing and proposed information plus other information as appropriate or as requested:
 - a. Complete dimensions (lot, building, setbacks, parking, drives, etc.)
 - b. Scale and north arrow
 - c. All structures (include building elevations and height)
 - d. Drainage and grades (include design calculations for drainage)
 - e. Storm Water Management Plan
 - f. Utilities and easements (sewer, water, storm etc.)
 - g. Calculation of lot coverage
 - h. Parking stalls (stalls to be minimum 180 s.f., driving lanes minimum 24 ft. wide and 30 ft. maximum at street right-of-way, asphalt to be minimum 3 ft. from lot lines)
 - i. Grading and erosion control
 - j. Landscaping, including a Tree Protection Plan
 - k. Exterior lighting details
 - l. Exterior HVAC equipment location
 - m. Dumpster location (screening required)
 - n. Street right-of-way
 - o. Miscellaneous items including, but not limited to, 100 year floodplain, wetland boundary, environmental corridor
6. Additional information may be requested by the Plan Commission or Staff.
7. The Applicant must complete and submit the required Professional Services Reimbursement Form along with any required deposit at the time of application.
8. The Applicant or a representative of Applicant able to make representations on behalf of the Applicant shall attend the meeting at which the matter will be discussed. Failure to have representation will result in tabling of the request to the next meeting.



January 20, 2021

Ms. Kim Lesch
Cousins Submarines, Inc.
N83 W13400 Leon Road
Menomonee Falls, WI 53051

Via e-mail: kim.lesch@cousinssubs.com

RE: 525 Cottonwood Avenue, Hartland, Wisconsin Cousins Subs drive-thru lane expansion

Dear Kim:

This letter is in response to your email request dated January 15, 2021, regarding the proposed expansion and modification of the existing Cousins Subs drive-thru lane to accommodate full-service features.

Following review of the proposed plan, included as an exhibit to this letter, Wangard Partners, Inc. as Agent for Owners grants approval to proceed with planning approval with the Village of Hartland.

We request a copy of Village approval once received. In the event additional changes or modifications to the proposed plan are required, further Landlord review is required.

Please contact me should you have any questions via email at sbecker@wangard.com or phone at 414-331-3026.

Sincerely,
Wangard Partners, Inc as Agent for
SW 2017 1, LLC; J.F. Clearcotton LLC; and E.L. Clearcotton LLC

A handwritten signature in black ink, appearing to read 'Shawn B.', written in a cursive style.

Shawn Becker
Commercial Asset Manager

C: File
Enclosure: Proposed Site Plan



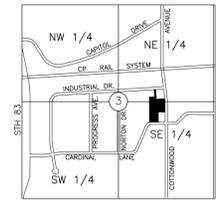
Cousins Subs – Hartland, WI

Full-Service Drive-Thru Plan of Operation

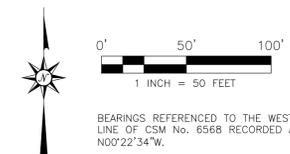
- **Address of premises:** 525 Cottonwood Ave, Hartland, WI 53029
- **Name of business:** Cousins Submarines, Inc
- **Type of business:** Fast Casual Restaurant
- **Detailed description of business:** Fast casual restaurant serving deli fresh and grilled to order sub sandwiches, fries, cheese curds, soups, shakes and cookies. All bread is baked fresh daily.
- **Description of the proposed use:** We are proposing to convert the existing pick up window to a full-service drive-thru where guests can order and wait for their food in the drive-thru.
- **Hours and days of operation:**
 - Monday-Thursday: 9:30AM-9:00 PM
 - Friday-Saturday: 9:30AM-9:30PM
 - Sunday: 10:00AM-8:00PM
- **Number of employees:** Approximately 10-15 employees
- **Number of parking spaces:** Approximately 20
- **Description of who our business serves:** Our business primarily serves our neighbors from Hartland and surrounding communities.



ALTA/NSPS LAND TITLE SURVEY



LOCATION MAP SECTION 3, 17N., R18E. NOT TO SCALE



BEARINGS REFERENCED TO THE WEST LINE OF CSM NO. 6568 RECORDED AS N00°22'34"W.



TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN
CALL DIGGERS HOTLINE
 1-800-242-8511
 TOLL FREE

FAX A LOCATE 1-800-338-3860
 TDD (FOR HEARING IMPAIRED) 1-800-542-2289

(414)259-1181 MILWAUKEE METRO
 WIS. STATUTE 182.0175 (1974)
 REQUIRES MIN. OF 3 WORK DAYS NOTICE BEFORE YOU EXCAVATE.
 TICKET #: 20171611823, 20171611834
 MEMBERS NOTIFIED: WE ENERGIES, TIME WARNER CABLE, AT&T DIST., VILL. OF HARTLAND

LEGAL DESCRIPTION:

PARCEL A:

LOT ONE (1) OF CERTIFIED SURVEY MAP NO. 6568, BEING A REDIVISION OF ALL OF CERTIFIED SURVEY MAP NO. 5651, DOCUMENT NO. 1505368, AND ALSO BEING A REDIVISION OF A PART OF CERTIFIED SURVEY MAP NO. 3846, DOCUMENT NO. 1128682, ALL LOCATED IN THE SOUTHWEST ONE-QUARTER (1/4) OF THE NORTHEAST ONE-QUARTER (1/4) AND IN THE NORTHWEST ONE-QUARTER (1/4) OF THE SOUTHWEST ONE-QUARTER (1/4), ALL IN SECTION THREE (3), IN TOWNSHIP SEVEN (7) NORTH, RANGE EIGHTEEN (18) EAST, IN THE VILLAGE OF HARTLAND, WAUKESHA COUNTY, WISCONSIN, RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR WAUKESHA COUNTY ON OCTOBER 18, 1991 IN VOLUME 54 OF CERTIFIED SURVEY MAPS, PAGES 269 TO 272 INCLUSIVE, AS DOCUMENT NO. 1679804.

PARCEL B:

A NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS, VEHICULAR PARKING, LANDSCAPING AND TRAFFIC SIGNAGE AS SET FORTH IN AN EASEMENT RECORDED ON AUGUST 8, 1997, IN REEL 2486, IMAGE 95, AS DOCUMENT NO. 2235851, AND AMENDED BY AN AMENDMENT TO EASEMENT AGREEMENT RECORDED ON JULY 26, 2010 AS DOCUMENT NO. 3759491.

PARCEL C:

A NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS AS SET FORTH IN EASEMENT AGREEMENT RECORDED ON MARCH 9, 1993 IN REEL 1661, IMAGE 290, AS DOCUMENT NO. 1817255, AND RE-RECORDED ON AUGUST 11, 1993 IN REEL 1761, IMAGE 936, AS DOCUMENT NO. 1869940 AND RE-RECORDED ON AUGUST 8, 1997 IN REEL 2486, IMAGE 706, AS DOCUMENT NO. 2236057.

TAX KEY NO.: HAV 0732-996-006

TABLE A NOTES:

- MONUMENTS PLACED OR FOUND (AS SHOWN)
- ADDRESSES OF THE PROPERTY (AS SHOWN)
- THE PREMISES DOES NOT LIE WITHIN A FLOOD HAZARD ZONE AS SHOWN ON FEMA FIRM MAP NUMBER 55133C0176H. EFFECTIVE DATE: NOVEMBER 5, 2014.
- GROSS LAND AREA (AS SHOWN)
- CURRENT ZONING AS PROVIDED BY A LETTER FROM THE VILLAGE OF HARTLAND ZONING ADMINISTRATOR DATED APRIL 24, 2017. THE PREMISES IS LOCATED IN A B-2 COMMUNITY BUSINESS ZONING DISTRICT UNDER THE APPLICABLE ZONING ORDINANCE OF THE VILLAGE OF HARTLAND. (ARTICLE III, DISTRICTS, DIVISION 15. B-2 COMMUNITY BUSINESS DISTRICT OF THE MUNICIPAL CODES OF THE VILLAGE OF HARTLAND)
 - REAR YARD SETBACK: A MINIMUM OF 25 FEET.
 - SIDE YARD SETBACK: A MINIMUM OF 10 FEET.
 - STREET YARD SETBACK: A MINIMUM OF 30 FEET FROM THE RIGHT-OF-WAY LINE OF ALL PUBLIC STREETS.
 - NO BUILDING OR PARTS OF A BUILDING SHALL EXCEED 45 FEET IN HEIGHT.
 - NO INDIVIDUAL STORE OR SHOP SHALL HAVE A TOTAL FLOOR AREA OF LESS THAN 450 SQUARE FEET.
 - THE SUM TOTAL OF THE FIRST FLOOR AREA OF ALL PRINCIPAL AND ALL ACCESSORY USES SHALL NOT EXCEED 30% OF THE TOTAL LOT AREA.
- EXTERIOR DIMENSIONS OF ALL BUILDING AT GROUND LEVEL (AS SHOWN)
- SUBSTANTIAL VISIBLE FEATURES (AS SHOWN)
- CLEARLY IDENTIFIABLE PARKING SPACES. (AS SHOWN)
- LOCATION OF UTILITIES EXISTING ON OR SERVING THE PROPERTY (AS SHOWN)
- SOURCE INFORMATION FROM PLANS AND MARKINGS WILL BE COMBINED WITH OBSERVED EVIDENCE PURSUANT TO SECTION 5.E.IV. TO DEVELOP A VIEW OF THE UNDERGROUND UTILITIES. HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY, AND RELIABLY DEPICTED. WHERE ADDITIONAL OR MORE DETAILED INFORMATION IS REQUIRED, THE CLIENT IS ADVISED THAT EXCAVATION AND/OR A PRIVATE UTILITY LOCATE REQUEST MAY BE NECESSARY.
- NAMES OF ADJOINING OWNERS (AS SHOWN)
- EVIDENCE OF RECENT EARTH MOVING WORK, BUILDING CONSTRUCTION, OR BUILDING ADDITIONS (NONE OBSERVED)
- PLOTTABLE OFFSITE EASEMENTS OR SERVITUDES (AS SHOWN [EXCEPTION 19, 21]). NO OTHER ADDITIONAL DOCUMENTS PROVIDED TO THE SURVEYOR REGARDING OFFSITE EASEMENTS OR SERVITUDES.

SCHEDULE B-II EXCEPTION NOTES: [N6] Corresponds to exception on the map.

- Not survey related.
- Standard Survey Exceptions.
- Not survey related.
- DELETED.
- Right-of-way granted recorded on February 3, 1987 in Reel 853, Image 330, as Document No. 1401205. (10' WIDE W/ BELL UNDERGROUND EASEMENT, AS SHOWN ON SURVEY)
- Note shown on the recorded plot of Certified Survey Map No. 6568, reciting as follows: "Lots 1 and 2 and lands in CSM 3846 have rights of ingress-egress across respective lands for access to Village Streets" (BLANKET EASEMENT, NOT PLOTTABLE)
- Utility Easement recorded on December 16, 1991 in Reel 1387, Image 828, as Document No. 1691788. (10' WIDE W/PCO UNDERGROUND EASEMENT, AS SHOWN ON SURVEY)
- Distribution Easement Underground recorded on November 22, 2010 as Document No. 3794166. (10' AND 20' WE ENERGIES UNDERGROUND EASEMENT, AS SHOWN ON SURVEY)
- Utility Easement recorded on March 7, 1989 in Reel 1089, Image 335, as Document No. 1525197. (10' WIDE W/ NATURAL GAS CO. EASEMENT, AS SHOWN ON SURVEY)
- Utility Easement recorded on December 16, 1991 in Reel 1387, Image 812, as Document No. 1691783. (15' WIDE W/PCO EASEMENT, AS SHOWN ON SURVEY)
- Terms, provisions and obligations set forth in an Easement recorded on August 8, 1997 in Reel 2486, Image 95, as Document No. 2235851 and amended by an Amendment to Easement Agreement recorded on July 26, 2010 as Document No. 3759491. (53' INGRESS/EGRESS EASEMENT, AS SHOWN ON SURVEY)
- Terms, provisions, easements and obligations set forth in an Access Easement Agreement recorded on January 9, 1997 in Reel 2370, Image 914, as Document No. 2182666. (ACCESS EASEMENT BENEFITS LOT 1 CSM 8066, AS SHOWN ON SURVEY)
- Terms, provisions and obligations set forth in an Easement Agreement recorded on March 9, 1993 in Reel 1661, Image 290, as Document No. 1817255 and re-recorded on August 11, 1993 in Reel 1761, Image 936, as Document No. 1869940 and again re-recorded on August 8, 1997 in Reel 2486, Image 706, as Document No. 2236057. (INGRESS/EGRESS EASEMENT WITH NO DIMENSIONS. GENERAL LOCATION PLOTTED PER RECORDED EXHIBIT AS SHOWN ON SURVEY)
- Terms, provisions, covenant and easement set forth in Easement recorded on January 29, 1993 in Reel 1643, Image 1099, as Document No. 1807880. (INGRESS/EGRESS EASEMENT, AS SHOWN ON SURVEY)
- Terms, provisions, covenant, easement and obligations set forth in Easement Agreement recorded on July 26, 2010 as document no. 3759492. (INGRESS/EGRESS EASEMENT WITH NO DIMENSIONS GIVEN. GENERAL LOCATION PLOTTED PER RECORDED EXHIBIT AS SHOWN ON SURVEY. THIS EASEMENT AMENDS AND SUPERCEDES EXCEPTION 22.)
- Not survey related.

NOTES:

- SURVEY BASED ON CHICAGO TITLE INSURANCE COMPANY COMMITMENT FOR TITLE INSURANCE COMMITMENT NO. 1608T0158 WITH AN EFFECTIVE DATE OF MARCH 15, 2017.
- SURVEY ORDERED BY WANGARD.
- WITH RESPECT TO UTILITIES LOCATED BY FIELD SURVEY OR PER PLANS PROVIDED, THERE IS POTENTIAL FOR UNRECORDED OR PRESCRIPTIVE EASEMENTS ON THE SUBJECT PARCEL AS SHOWN HEREON.

LEGEND

- FOUND 1" IRON PIPE
- ▲ FOUND PK NAIL
- ▼ CULVER PIPE W/ SIZE
- BOLLARD
- ⊙ UTILITY PED
- ⊙ ELECTRIC OUTLET
- ⊙ HYDRANT
- ⊙ SIGN
- ⊙ ELECTRIC TRANSFORMER
- ⊙ MANHOLE/HANDHOLE UNKN.
- ⊙ SANITARY MANHOLE
- ⊙ ROUND INLET
- ⊙ UTILITY POLE
- ⊙ LIGHT POLE
- ⊙ STREET LIGHT
- ⊙ CURB INLET
- OVERHEAD UTILITY
- GAS LINE
- DISTRIBUTION/FIBER OPTIC LINE
- ELECTRIC LINE
- SANITARY LINE
- STORM SEWER
- WATER MAIN/LINE
- UTILITY DRAWN PER PLAN
- [N6] EXCEPTION

SURVEYOR'S CERTIFICATE

- TO:
- CHICAGO TITLE INSURANCE COMPANY
 - TOWN BANK
 - SW 2017 1, LLC
 - J.F. CLEARCOTTON LLC
 - E.L. CLEARCOTTON LLC

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2016 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1-4, 6a, 7-9, 11, 13, 16, & 19 OF TABLE A THEREOF. THE FIELDWORK WAS COMPLETED ON MAY 1, 2017.

DATED THIS 2ND DAY OF MAY, 2017,
 REVISED THIS 1ST DAY OF JUNE, 2017

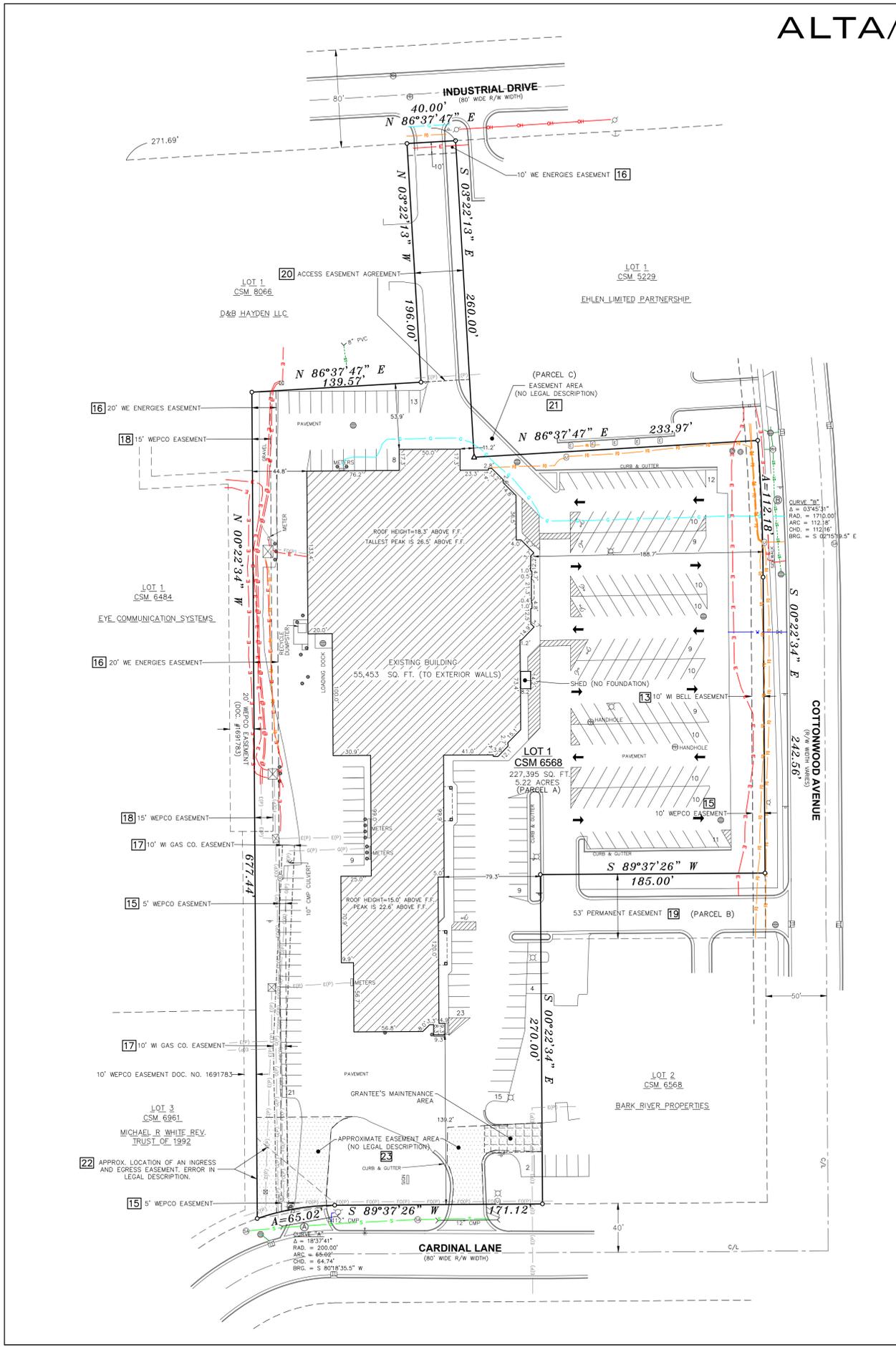
Matthew T. O'Rourke, S-2771

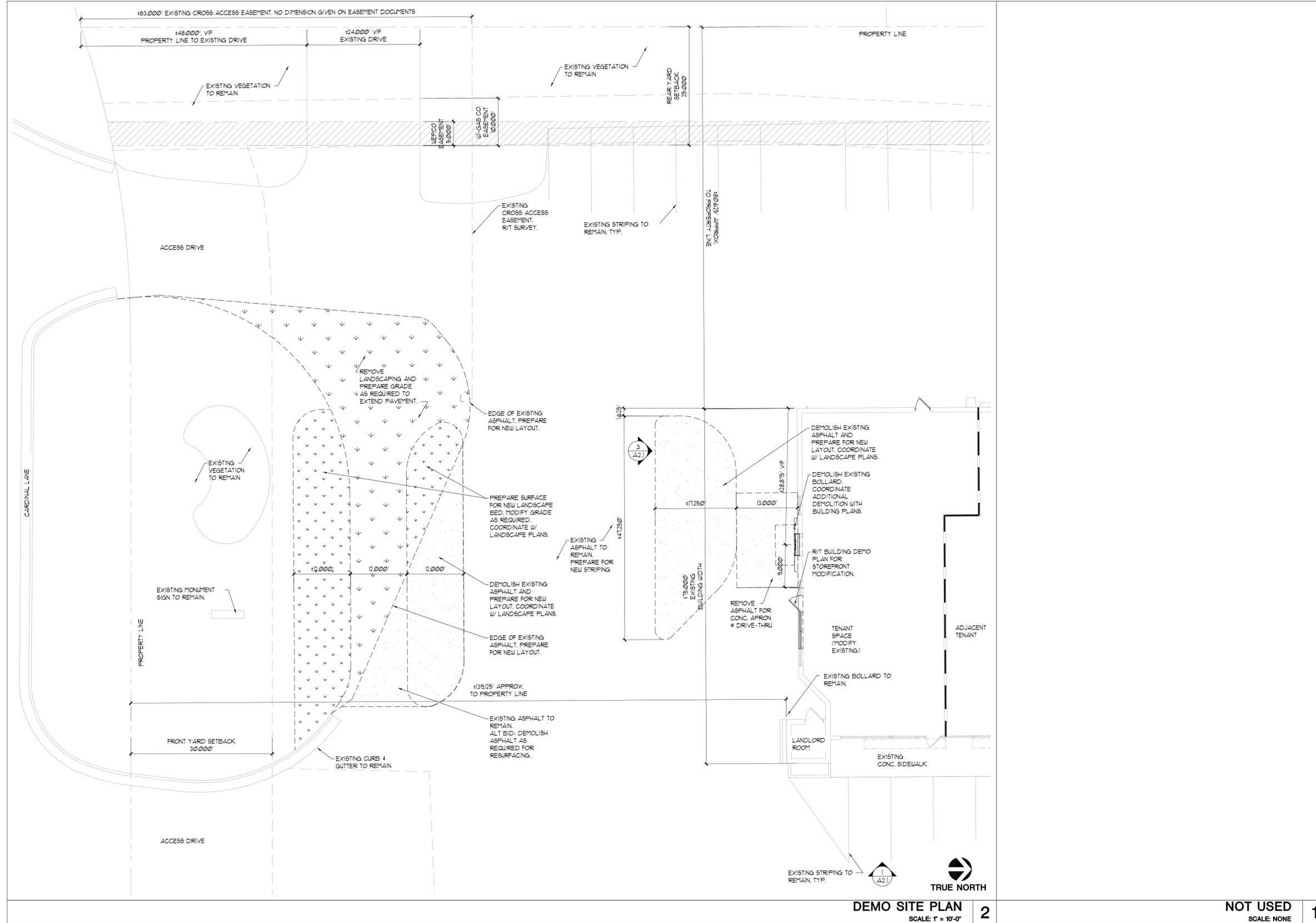


LAND SURVEYING • LAND PLANNING
 P.O. BOX 15, HARTLAND, WI 53029
 WWW.LANDTECHWI.COM
 LANDTECHSURVEYING@GMAIL.COM
 (262) 367-7599

LOCATION: 505-533 COTTONWOOD AVE.
 VILLAGE OF HARTLAND
 WAUKESHA COUNTY, WI

CLIENT:	WANGARD
ALTA/ACSM LAND TITLE SURVEY	
SHEET 1 OF 1	
DATE: 5/2/2017	
REVISED: 6/1/2017	RE:
DRWN: MTO	CHKD: JDD
PROJ. NO: 10025	
FILE NO: 10025_2017_ALTA.DWG	





DEMO SITE PLAN
SCALE: 1" = 10'-0"

NOT USED
SCALE: NONE

FULL SIZE PRINT = 24" x 36" SHEET

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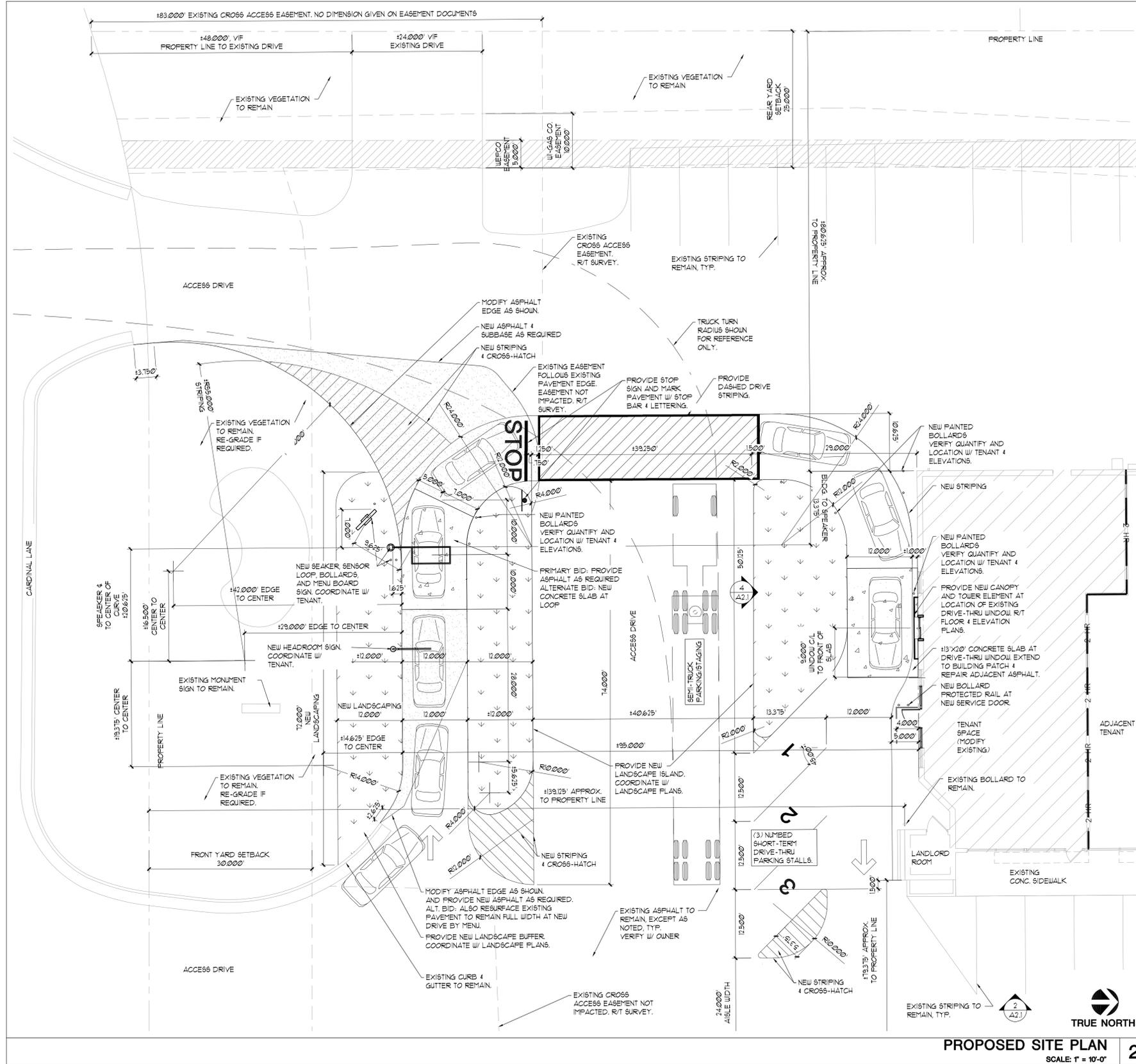
DSP1.1

Date: 02/19/21
Scale: NOTED
Drawn: SJF
Job: TBD

PERSPECTIVE DESIGN, INC.
11525 W. North Avenue
Wauwatosa, WI 53226
Tel (414) 302-1780 Fax (414) 302-1751

Tenant Improvements For:
Cousins Subs
525 Cottonwood Ave.
Hartland, WI 53029

REV. #	REV. DATE	DESCRIPTION	REV. BY:
1	12-22-20	PLANNING COMMISSION	



PROPOSED SITE PLAN SCALE: 1" = 10'-0" 2

SITE PLAN NOTES:

- REFERENCE SURVEY (INCLUDED AS AN ATTACHMENT).
- 505-533 COTTONWOOD AVE. ALTA-NSP# LAND TITLE SURVEY BY LAND TECH SURVEYING DATED 5/2/17, REVISED 6/1/17. - ENLARGED SITE PLAN IS BASED FROM NUMEROUS SOURCES. ANY ITEMS NOT FOUND ON SURVEY ARE APPROXIMATED. FIELD VERIFICATION MAY BE REQUIRED PRIOR TO CONSTRUCTION.

PROJECT SCOPE:

- EXISTING DRIVE-THRU WINDOW TO REMAIN, MODIFY IF REQUIRED.
- PROJECT INCLUDES PROVIDING A NEW DRIVE-THRU MENU (MENU SIGNAGE AND RELATED EQUIPMENT BY OTHERS) WITH A NEW DRIVE-THRU ACCESS AISLE, DRIVE AISLE MAINTAINS EXISTING DRIVE ACCESS.
- DRIVE AISLE ALLOWS FOR (8) CARS TOTAL, OUTSIDE OF EXISTING DRIVE AREAS FOR TRUCKS AND AUTOS.
- (1) AT MENU BOARD, (1) AT PICK-UP WINDOW, (3) BETWEEN WINDOW AND MENU, AND (3) BEYOND MENU.
- ADDITIONALLY, (3) LOADING STALLS HAVE BEEN PROVIDED TO SERVE ANY WAITING DRIVE-THRU CUSTOMERS.
- ALL EXISTING PARKING STALLS TO REMAIN, EXISTING BUILDING PARKING STALL SIZE AND COUNT NOT VERIFIED (R/T SURVEY) PROJECT SCOPE DOES NOT REDUCE NOR INCREASE THE NUMBER OF EXISTING STALLS ON THE LOT NOR DOES IT MODIFY THE BUILDING AREA OR OCCUPANCY OF THE EXISTING BUILDING. THIS PROJECT SHALL BE CONSIDERED TO HAVE NO IMPACT ON PARKING.
- PROJECT INCLUDES (2) WAITING AREAS FOR SEMI-TRAILERS (WHICH CURRENTLY USE THE PROJECT AREA AS A TURN AROUND); PROJECT SCOPE MAINTAINS ACCESS FOR EXISTING TRUCK LOADING AREAS BEHIND THE BUILDING FOR THIS AND OTHER EXISTING TENANTS.

- EXISTING BUILDING ELEVATIONS AND HEIGHTS REMAIN THE SAME (SEE ELEVATION FOR DETAILS)

- REFER TO REFERENCE SURVEY FOR OVERALL PARKING, LANDSCAPING, MISC. ITEMS, UTILITIES, AND EASEMENT LEGAL DESCRIPTIONS.)

- EXISTING GRADES REMAIN THE SAME, EXCEPT IN AREA OF NEW PAVEMENT AND ADJACENT LANDSCAPING. RE-GRADING (WHEN REQUIRED) SHALL BE PROVIDED SIMILAR TO EXISTING AND SHALL BE MINIMIZED TO MAINTAIN EXISTING DRAINAGE PATH. FINAL GRADING TO BE DETERMINED IN THE FIELD.

- DRAINAGE CALCULATIONS HAVE NOT BEEN PERFORMED AS PART OF THIS WORK.

- NO CHANGE IN EXISTING LIGHTING IS ANTICIPATED. IF NEW FIXTURES ARE PROVIDED ON THE TENANT SPACE, THEY SHALL BE SIMILAR TO EXISTING. (VERIFY W/ ELEVATION).

- EXISTING EXTERIOR HVAC EQUIPMENT TO REMAIN. PROJECT DOES NOT ANTICIPATE NEW UNITS ON THE GROUND OR ROOF.

- EXISTING DUMPSTER LOCATION TO REMAIN, AS BOTH THE TENANT AND DUMPSTER AREAS ARE EXISTING, THIS DUMPSTER AREA SHALL REMAIN AS-IS AND IS NOT INCLUDED WITHIN THE PROJECT SCOPE.

NOTE THE FOLLOWING FINAL AREAS OF THE SITE:

APPROX. LOT AREA: 221,424.09 SQ FT (NO CHANGE)

BUILDING AREA: 95,683.2

GRAVEL AREA: 1,728.51 SQ FT. (NO CHANGE)

CONCRETE: 1128.91 SQ FT.

ASPHALT: 122,015.89 SQ FT

TOTAL IMPERVIOUS SURFACES: 187,612.26 SQ FT.

TOTAL PAVEMENT SURFACES INCREASED BY 125% VS. EXISTING

TOTAL IMPERVIOUS SURFACES (INCLUDES BUILDING) INCREASED BY 0.87% VS. EXISTING.

NEW GREEN SPACE AREA = 39,114.95 (18% OF TOTAL LOT)

AREAS OF SITE WORK:

LANDSCAPING, NEW PAVEMENT, AND/OR EXTERIOR WORK = 3,350 SQ FT.

PAVEMENT MARKING ONLY = 5,826 SQ FT.

ZONING INFORMATION:

ZONE: B2

BUSINESS TYPE: DRIVE-THRU RESTAURANT - EXISTING. (PERMITTED BY CONDITIONAL USE)

BUILDING SETBACKS:

30' FRONT YARDS

25' REAR YARDS

10' SIDE YARDS

SITE PLAN NOTES SCALE: NONE 1

FULL SIZE PRINT = 24" x 36" SHEET

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REV. #	REV. DATE	DESCRIPTION
1	12-22-20	PLANNING COMMISSION
Project:		
Tenant Improvements For:		
Cousins Subs		
525 Cottonwood Ave. Hartland, WI 53029		
11525 W. North Avenue Wauwatosa, WI 53226 Tel (414) 302-1750 Fax (414) 302-1751		
Drawing Title:		
PROPOSED ENLARGED PROPOSED SITE PLAN		
Date:	02/19/21	THIS BOX IS 1/2" x 1/2"
Scale:	NOTED	
Drawn:	SJF	
Job:	TBD	
Sheet:	SP1.1	

DESIGN COMPLIANCE: THIS LANDSCAPE PLAN IS ACCURATE AND IN COMPLIANCE WITH THE VILLAGE OF HARTLAND LANDSCAPE REQUIREMENTS SET FORTH IN SECTION 50.204 LANDSCAPING AND SECTION 50.214 PLANS.
CONTRACTOR NOTE: THE LANDSCAPE CONTRACTOR/GENERAL CONTRACTOR ARE RESPONSIBLE TO INSTALL THE LANDSCAPE AS PER THE APPROVED PLAN. IF ANY CHANGES OR DEVIATIONS ARE MADE FROM THE THIS APPROVED PLAN, THE LANDSCAPE CONTRACTOR / GENERAL CONTRACTOR ARE RESPONSIBLE FOR UPDATING THE PLANS ACCORDINGLY AND SUBMITTING THOSE REVISED PLANS FOR APPROVAL AND "SIGN OFF" WITH THE VILLAGE OF HARTLAND. THE LANDSCAPE CONTRACTOR / GENERAL CONTRACTOR ARE ALSO RESPONSIBLE FOR VERIFYING THAT ANY PLANT MATERIAL SUBSTITUTIONS OR MODIFICATIONS THAT ARE MADE TO THE APPROVED LANDSCAPE DESIGN DOCUMENTS WILL NOT CHANGE OR ALTER ANY OF THE REQUIRED SUPPORTING LANDSCAPE REQUIREMENT CALCULATIONS. UPON COMPLETION OF THE CONSTRUCTION PROJECT AND FILE THAT AFFIDAVIT WITH THE VILLAGE OF HARTLAND

LANDSCAPE PLAN GENERAL NOTES

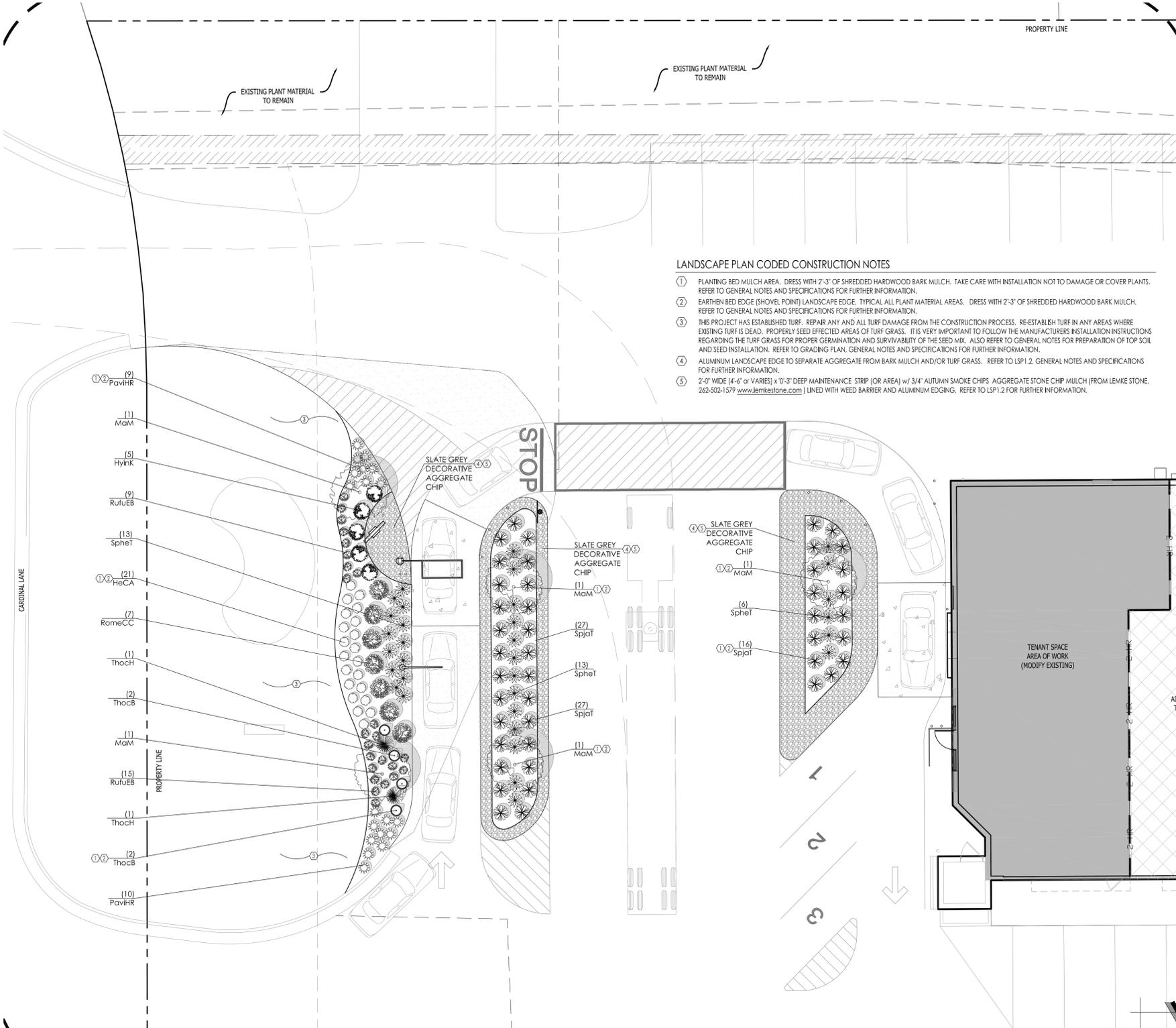
1. AT LEAST SEVENTY-TWO HOURS PRIOR TO ANY EXCAVATION, CONTRACTOR SHALL VERIFY UTILITY LOCATIONS AS GIVEN BY THE ELECTRIC, GAS, TELEPHONE, WATER, SEWER, AND CABLE TELEVISION COMPANIES, UTILITIES OR ENTITIES. REVIEW WITH OWNER'S REPRESENTATIVE SITE MECHANICAL, SITE ELECTRICAL AND LIGHTING, SITE GRADING AND DRAINAGE, SITE IRRIGATION AND ALL OTHER DRAWINGS PERTAINING TO UNDERGROUND UTILITY LOCATIONS. RECORD SET OF INFORMATION THE SAME AS IN POSSESSION OF OWNER'S REPRESENTATIVE. ALSO REVIEW OWNER'S "MARK SETS" OF ALL OF THESE DRAWINGS IN POSSESSION OF THE CONTRACTOR OR OWNER. MARK ALL SUCH UTILITIES ON THE SITE PRIOR TO COMMENCING. COORDINATE WITH OWNER BEFORE AND DURING CONSTRUCTION. REPAIR ANY DAMAGE TO ANY SYSTEM THAT IS CAUSED BY LANDSCAPE CONTRACTOR AT NO COST TO OWNER.
2. ALL PLANTINGS SPECIFIED FOR THE COUSINS SUBS PROJECT PLANTING TABLES SHALL COMPLY WITH STANDARDS AS DESCRIBED IN AMERICAN STANDARD OF NURSERY STOCK ANSI Z60.1 2014 AND ANSI STANDARDS FOR PLANTING 2012.
3. ALL DEVIATIONS FROM THE APPROVED COUSINS SUBS PROJECT PLANS SHALL BE NOTED ON THE RECORD DRAWINGS BY THE CONTRACTOR AND MAY BE EXCLUDED ONLY WITH PRIOR APPROVAL FROM THE LANDSCAPE ARCHITECT AND OWNER'S REPRESENTATIVE. VERBAL AGREEMENTS OR REVISIONS WITHOUT A CHANGE ORDER WILL NOT BE RECOGNIZED BY LANDSCAPE ARCHITECT AND OWNER.
4. ALL PLANTS MUST BE BID AND SELECTED PER THE SPECIES SPECIFIED ON THE PLANS. ANY SPECIES SUBSTITUTIONS MUST BE APPROVED IN WRITING BY LANDSCAPE ARCHITECT. THE SIZES OF PLANT MATERIAL LISTED HEREIN IS A MINIMUM ACCEPTABLE SIZE. ADDITIONALLY, IF EXCESSIVE PRUNING REDUCES THE CROWN THE PLANT SHALL BE REPLACED.
5. PROTECT PUBLIC FROM CONSTRUCTION WITH BARRIERS AND BARRICADES.
6. ALL AREAS THAT WERE DISTURBED DURING CONSTRUCTION AND AREAS NOT COVERED WITH PAVEMENT, BUILDING, PLANTING BEDS, OR TREE PITS ARE TO BE TOPSOILED 3" DEEP (MIN.) AND SHALL BE SODDED/SEEDED WITH SPECIFIED LAWN GRASS. LANDSCAPE CONTRACTOR SHALL INCLUDE COST PER SQUARE YARD FOR ADDITIONAL SEED OPERATIONS AS MAY BE POSSIBLY REQUIRED TO REESTABLISH ADJACENT TURF GRASS AREAS WHICH MAY BECOME DAMAGED DURING THE CONSTRUCTION PROCESS OR TO REPAIR DAMAGE DONE BY OTHERS.
7. CONTRACTOR IS RESPONSIBLE FOR FURNISHING ALL MATERIALS, TOOLS, EQUIPMENT, LABOR, AND PLANTS NECESSARY FOR PROPER PLANTING AND INSTALLATION OF ALL LANDSCAPE MATERIAL.
8. QUANTITIES ON PLANT MATERIALS LIST ARE FOR CONVENIENCE OF BIDDING ONLY. CONTRACTOR IS RESPONSIBLE FOR ALL PLANTS SHOWN ON LANDSCAPE PLANS AND COVERAGE OF ALL AREAS DELINEATED. THE PLANS ARE TO SUPERSEDE THE PLANT LIST IN ALL CASES.
9. CONTRACTOR IS RESPONSIBLE FOR ALL ESTIMATING AND BIDDING, ALL AREAS, QUANTITIES MATERIALS SHOULD BE FIELD VERIFIED WITH SITE CONDITION.
10. WHERE DISCREPANCIES OCCUR BETWEEN THE LANDSCAPE PLANS AND/OR ARCHITECTURAL AND/OR THE CIVIL DRAWINGS (AND ANY OTHER SITE DRAWINGS) THE DISCREPANCIES MUST BE BROUGHT TO THE LANDSCAPE ARCHITECTS ATTENTION FOR COORDINATION AND RESOLUTION.
11. ALL DISEASED, NOXIOUS OR INAPPROPRIATE MATERIALS SHALL BE REMOVED FROM THE PROPOSED SITE PRIOR TO THE START OF CONSTRUCTION AND DURING THE MAINTENANCE PERIOD.
12. GENERAL CONTRACTOR SHALL LEAVE THE SITE FREE OF CONSTRUCTION DEBRIS.
13. ALL LAWN AND PLANTING AREAS SHALL SLOPE TO DRAIN A MINIMUM OF 2% UNLESS NOTED OTHERWISE AND REVIEWED WITH OWNER'S REPRESENTATIVE FOR FINAL APPROVAL.
14. FINISH GRADES FOR SHRUB AND GROUND COVER AREAS SHALL BE HELD 1" BELOW TOP OF ADJACENT PAVEMENTS AND CURBS, UNLESS NOTED OTHERWISE ON THE PLANS. REFER TO LSP1.2 FOR FURTHER INFORMATION.
15. ALL PERENNIAL, ANNUAL AND GROUND COVER AREAS TO RECEIVE A BLEND OF ORGANIC SOIL AMENDMENTS PRIOR TO PLANTING. TILL THE FOLLOWING MATERIALS INTO EXISTING TOPSOIL TO A DEPTH OF APPROXIMATELY 8". A DEPTH OF 12" IN TREE PITS. PROPORTIONS AND QUANTITIES MAY REQUIRE ADJUSTMENT DEPENDING ON THE CONDITION OF EXISTING SOIL. REFER TO LSP1.2 FOR FURTHER INFORMATION.
PER EVERY 100 SQUARE FEET ADD: ONE - 2 CUBIC FOOT BALE OF PEAT MOSS, 2 POUNDS OF 5-10-5 GARDEN FERTILIZER, 1/4 CUBIC YARD OF COMPOSTED MANURE OR OTHER COMPOSTED, ORGANIC MATERIAL.
16. ALL SHRUBS TO BE POCKET PLANTED WITH A 50/50 MIX OF COMPOSTED, ORGANIC MATERIAL AND EXISTING SOIL. INSTALL TOPSOIL INTO ALL BEDS AS NEEDED TO ACHIEVE PROPER GRADE. REMOVE ALL EXCESSIVE GRAVEL, CLAY AND STONES. REFER TO LSP1.2 FOR FURTHER INFORMATION.
17. PLANT ALL TREES SLIGHTLY HIGHER THAN FINISHED GRADE AT ROOT FLARE. BACK FILL HOLE WITH 2/3 EXISTING TOPSOIL AND ORGANIC SOIL AMENDMENTS SPECIFIED IN NOTE 15. AVOID ANY AIR POCKETS. DISCARD ANY GRAVEL CLAY OR STONES. REFER TO LSP1.2 FOR FURTHER INFORMATION.
18. ALL TREES TO BE INSTALLED, STAKED AND GUYED ACCORDING TO DETAILS. REFER TO ANSI STANDARDS FOR PLANTING 2012 AND DETAILS ON LSP1.2 FOR FURTHER INFORMATION.
19. PROVIDE A 4'-0" - 5'-0" DIAMETER MULCH RING AT THE ROOT BALL FLARE OF ALL LAWN TREES.
20. ALL PLANTINGS TO BE WATERED AT THE TIME OF PLANTING, THROUGHOUT CONSTRUCTION AND UPON COMPLETION OF PROJECT AS REQUIRED.
21. WHERE SPECIFIED, ALL PLANT BEDS, PITS AND TREE RINGS ARE TO RECEIVE A MINIMUM OF 2" - 3" DRESSING OF SHREDDED HARDWOOD OAK BARK MULCH SHAVINGS FREE OF GROWTH, WEEDS, FOREIGN MATTER DETRIMENTAL TO PLANT LIFE OR GERMINATION INHIBITING INGREDIENTS. LANDSCAPE CONTRACTOR TO PROVIDE A SAMPLE TO OWNER FOR APPROVAL. CONTRACTOR TO TAKE CARE WITH INSTALLATION NOT TO DAMAGE OR COVER PLANTS. REFER TO LSP1.2 FOR FURTHER INFORMATION.
22. LAWN INSTALLATION: CONTRACTOR TO FURNISH AND PREPARE TOPSOIL (3" MIN) AND SEED BED (REMOVE ALL STONES 1" OR LARGER), APPLY STARTER FERTILIZER AND SEED UNIFORMLY. PROVIDE A MULCH COVERING SUITABLE TO GERMINATE AND ESTABLISH TURF. EROSION CONTROL MESH SHOULD BE USED IN SWALES AND STEEP GRADES WHERE APPLICABLE. METHODS OF INSTALLATION MAY VARY AT THE DISCRETION OF CONTRACTOR. IT IS HIS/HER RESPONSIBILITY TO ESTABLISH AND GUARANTEE A SMOOTH, UNIFORM, QUALITY TURF. IF STRAW MULCH IS USED AS A COVERING, A TACKIFIER MAY BE NECESSARY TO AVOID WIND DAMAGE.
23. **DELUXE 50 GRASS SEED MIX REINDER'S (800) 785-3301**
20% KENTUCKY BLUE GRASS
15% NEWPORT KENTUCKY BLUE GRASS
15% SR 2100 Kentucky Bluegrass
25% Creeping Red Fescue
15% Replicator Perennial Ryegrass
10% Flesta 4 Perennial Ryegrass
APPLY AT A RATE OF 200 POUNDS PER ACRE. REFER TO SUPPLIERS SPECIFICATIONS & INSTALLATION CUT SHEETS FOR FURTHER FORMATION
24. DURING THE INITIAL "30 DAY MAINTENANCE PERIOD" THE LANDSCAPE CONTRACTOR IS REQUIRED TO PROVIDE AND ON-GOING PLEASANT VISUAL ENVIRONMENT WHEREAS ANY PLANT WHICH IS NOT RESPONDING TO TRANSPLANTING OR THRIVING SHALL IMMEDIATELY BE REPLACED. NEW LAWNS SHALL BE WATERED AND REPAIRED AND WEEDS MUST CONSTANTLY BE REMOVED. NO EXCEPTIONS WILL BE GRANTED.
MAINTENANCE NOTE:
MAINTENANCE IS THE RESPONSIBILITY OF THE PROPERTY OWNER TO MAINTAIN REQUIRED LANDSCAPING IN ACCORDANCE WITH THE MUNICIPALITY'S PROPERTY MAINTENANCE CODE AND AN APPROVED MAINTENANCE PLAN. THE MAINTENANCE MUST INCLUDE, AT A MINIMUM, METHODS FOR PROVIDING THE FOLLOWING:
• NECESSARY IRRIGATION (IF REQUIRED)
• INTEGRATED PEST MANAGEMENT,
• PROPER FERTILIZATION
• TREE CARE AND PRUNING, SHRUB TIP CLIPPING AND SHAPING AS REQUIRED
• REPLACEMENT OF LOST VEGETATION, AND ALL DISEASED, DAMAGED, OR DEAD MATERIAL WILL BE REPLACED BY THE END OF THE FOLLOWING PLANTING SEASON IN PERPETUITY.
• WEED MANAGEMENT AND BED CARE.
25. ALL NEWLY PLANTED TREES AND SHRUBS ARE TO RECEIVE AN APPLICATION OF AN ANTI-TRANSPARENT SPRAY THAT WILL EFFECTIVELY REDUCE THE WATER LOSS OF TRANSPIRATION OF PLANT MATERIAL AND REDUCE THE STRESS OF TRANSPLANTATION. IT IS RECOMMENDED AS PART OF THE ONGOING MAINTENANCE THAT ANY BROADLEAF EVERGREEN AND CONIFEROUS TREE AND SHRUBS (EXCLUDING ARBORVITAE) RECEIVE AN APPLICATION OF AN ANTI-DESICCANT SPRAY TO REDUCE THE LOSS OF MOISTURE DUE TO WINTER DESICCATION.
26. MAINTENANCE. THE OWNER SHALL TEND AND MAINTAIN ALL PLANT MATERIALS IN A HEALTHY GROWING CONDITION AS PER THE APPROVED PLAN. PLANTINGS SHALL BE REPLACED WHEN NECESSARY AND KEPT FREE FROM REFUSE & DEBRIS. ALL PLANTING MATERIAL WHICH IS DYING OR DAMAGED BEYOND RECOVERY SHALL BE REPLACED WITHIN SIX (6) MONTHS OR BY THE NEXT PLANTING SEASON, WHICHEVER COMES FIRST.

EXISTING CONDITIONS GENERAL NOTES

1. INFORMATION PERTAINING TO EXISTING CONDITIONS GIVEN ON THESE LANDSCAPE DRAWINGS REPRESENTS TO THE BEST OF OUR KNOWLEDGE THE ACTUAL EXISTING FIELD CONDITIONS. INSITE LANDSCAPE DESIGN, INC. MAKES NO WARRANTY AS TO THEIR ACCURACY. CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS IMPERATIVE TO THEIR NEW WORK. REPORT ANY DISCREPANCIES BETWEEN THE DRAWINGS AND FIELD CONDITIONS TO THE LANDSCAPE ARCHITECT FOR REVIEW. ANY WORK PERFORMED PRIOR TO RESOLUTION OF DISCREPANCIES BY THE LANDSCAPE ARCHITECT IS SUBJECT TO REMOVAL AND REPLACEMENT AT NO ADDITIONAL COST TO THE CONTRACTOR.
2. THE LOCATIONS OF EXISTING UTILITY INSTALLATIONS AS SHOWN ON THIS PLAN ARE APPROXIMATE. THERE MAY BE UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA OF DISTURBANCE THAT ARE NOT SHOWN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE EXISTENCE AND LOCATION OF ALL UNDERGROUND UTILITIES.
3. VERIFY ALL EXISTING CONDITIONS, DIMENSIONS, AND ALIGNMENT OF WALLS. BRING ANY DISCREPANCIES TO THE LANDSCAPE ARCHITECTS ATTENTION PRIOR TO FABRICATION / CONSTRUCTION BEGINS.
4. VERIFY LOCATION OF ACCESS PANELS w/ MECHANICAL AND ELECTRICAL EQUIPMENT FOR ACCESSIBILITY OF MECHANICAL & ELECTRICAL ITEMS. VERIFY LOCATIONS OF ALL BURIED UTILITIES AND STRUCTURES AND LOCATIONS OF ALL OVERHEAD WIRES.
5. VERIFY LOCATION OF ALL EXISTING EASEMENTS.
6. INSITE LANDSCAPE DESIGN, INC. ASSUMES NO RESPONSIBILITY FOR DAMAGES, LIABILITY OR COSTS RESULTING FROM CHANGES OR ALTERATIONS MADE TO THIS PLAN WITHOUT THE EXPRESSED WRITTEN CONSENT OF INSITE LANDSCAPE DESIGN, INC.

LANDSCAPE PLAN CODED CONSTRUCTION NOTES

1. PLANTING BED MULCH AREA. DRESS WITH 2'-3" OF SHREDDED HARDWOOD BARK MULCH. TAKE CARE WITH INSTALLATION NOT TO DAMAGE OR COVER PLANTS. REFER TO GENERAL NOTES AND SPECIFICATIONS FOR FURTHER INFORMATION.
2. EARTHEN BED EDGE (SHOVEL POINT) LANDSCAPE EDGE. TYPICAL ALL PLANT MATERIAL AREAS. DRESS WITH 2'-3" OF SHREDDED HARDWOOD BARK MULCH. REFER TO GENERAL NOTES AND SPECIFICATIONS FOR FURTHER INFORMATION.
3. THIS PROJECT HAS ESTABLISHED TURF. REPAIR ANY AND ALL TURF DAMAGE FROM THE CONSTRUCTION PROCESS. RE-ESTABLISH TURF IN ANY AREAS WHERE EXISTING TURF IS DEAD. PROPERLY SEED EFFECTED AREAS OF TURF GRASS. IT IS VERY IMPORTANT TO FOLLOW THE MANUFACTURERS INSTALLATION INSTRUCTIONS REGARDING THE TURF GRASS FOR PROPER GERMINATION AND SURVIVABILITY OF THE SEED MIX. ALSO REFER TO GENERAL NOTES FOR PREPARATION OF TOP SOIL AND SEED INSTALLATION. REFER TO GRADING PLAN, GENERAL NOTES AND SPECIFICATIONS FOR FURTHER INFORMATION.
4. ALUMINUM LANDSCAPE EDGE TO SEPARATE AGGREGATE FROM BARK MULCH AND/OR TURF GRASS. REFER TO LSP1.2, GENERAL NOTES AND SPECIFICATIONS FOR FURTHER INFORMATION.
5. 2'-0" WIDE (4'-6" OR VARIES) x 0'-3" DEEP MAINTENANCE STRIP (OR AREA) w/ 3/4" ALUMINUM SMOKE CHIPS AGGREGATE STONE CHIP MULCH (FROM LEWKE STONE. 262-502-1579 www.lewkestone.com) LINED WITH WEED BARRIER AND ALUMINUM EDGING. REFER TO LSP1.2 FOR FURTHER INFORMATION.



1 PROPOSED PARTIAL LANDSCAPE PLAN

Proposed Plant Material Table

Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Comments
2	MaM		Malus 'Marilee'	Marilee Flowering Crab	1 1/2' Cal - B&B	1

Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Comments
5	HyinK		Hypericum x inodorum 'Kolors'	FloralBerry Rose St. John's Wort	18" - Cont	3
7	RomeCC		Rosa 'Meiriansis'	Candy Cane Cocktail Rose	18" - Cont	3
43	SpjaT		Spiraea japonica 'Tracy'	Double Play Big Bang Spirea	18" - Cont	3

Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Comments
4	ThoCB		Thuja occidentalis 'Bobazam'	Mr. Bowling Ball Arborvitae	15" - 18" - Cont	3
2	ThoCH		Thuja occidentalis 'Holmstrup'	Holmstrup Dwarf Arborvitae	24" - 30" - B&B	2

Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Comments
19	PavHR		Panicum virgatum 'Hot Rod'	Hot Rod Switch Grass	1-Gal - Cont	4
32	SpheT		Sporobolus heterolepis 'Tara'	Tara Prairie Dropseed	1-Gal - Cont	4

Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Comments
21	HeCA		Hemerocallis x 'Chicago Apache'	Chicago Apache Daylily	4 1/2' pot	4
24	RufUEB		Rudbeckia fulgida 'Early Bird Gold'	Early Bird Gold Gloriosa Daisy	4 1/2' pot	4

Comments

1. Straight central leader, full & even crown. Prune only after planting.
2. Evenly shaped upright tree/shrub with full branching to the ground.
3. Full, well rooted plant, evenly shaped.
4. Full, well rooted plant.

TO OBTAIN LOCATION OF PARTICIPANT'S UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN
DIGGERS HOT LINE
WISCONSIN STATUTE 182.0175 (1974) REQUIRES A MINIMUM OF 3 DAYS NOTICE BEFORE YOU EXCAVATE (NOT INCLUDING SATURDAY, SUNDAY OR LEGAL HOLIDAYS)

UNDERGROUND SEWER AND UTILITY INFORMATION AS SHOWN IS OBTAINED FROM THE RECORDS OF MUNICIPALITY AND LOCAL UTILITY COMPANIES. THE ACCURACY OF WHICH CAN NOT BE GUARANTEED OR CERTIFIED TO. THE LOCATIONS OF EXISTING UTILITY INSTALLATIONS AS SHOWN ON THIS SURVEY ARE APPROXIMATE. THERE MAY BE OTHER UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN.

TO OBTAIN LOCATION OF PARTICIPANT'S UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN CALL THE MILWAUKEE UTILITY ALERT NETWORK (800) 242-9511, (262) 432-7910 (977) 500-9592
www.DiggerHotline.com OR

811
Know what's below. Call before you dig.

Project:
COUSINS SUBS HARTLAND
525 Cottonwood
Hartland, WI 53029

Issuance and Revisions:

Date	Number	Description
02/16/21		Client Review Submittal
02/18/21		Plan Commission Submittal

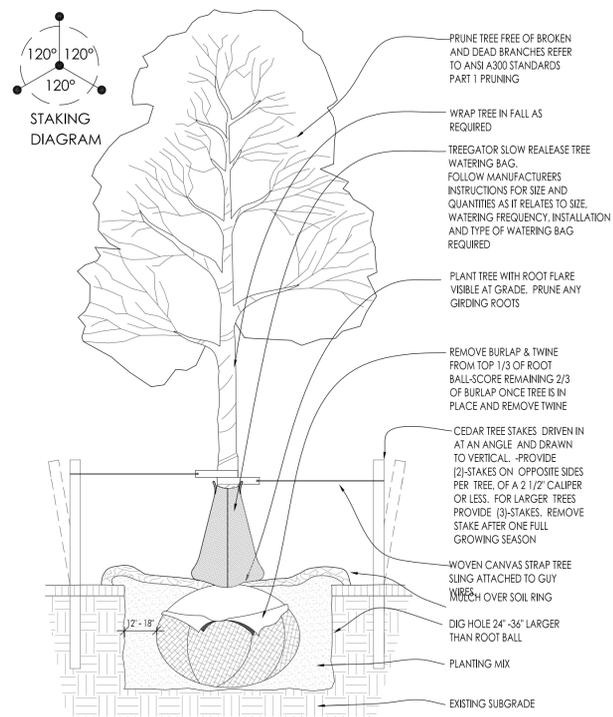
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Sheet Title:
PROPOSED LANDSCAPE PLAN, GENERAL NOTES, AND PLANT MATERIAL TABLE

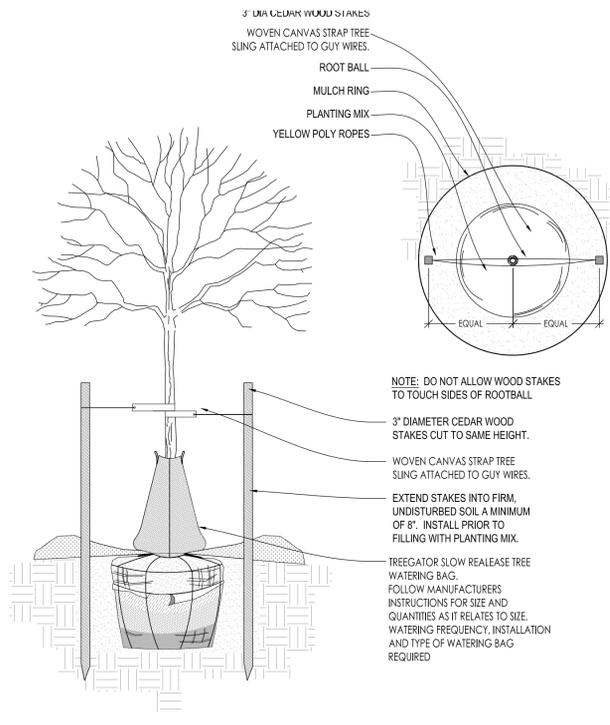
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Drawn By: MCD
Job Number: L21-015
Sheet Number:

LSP1.1

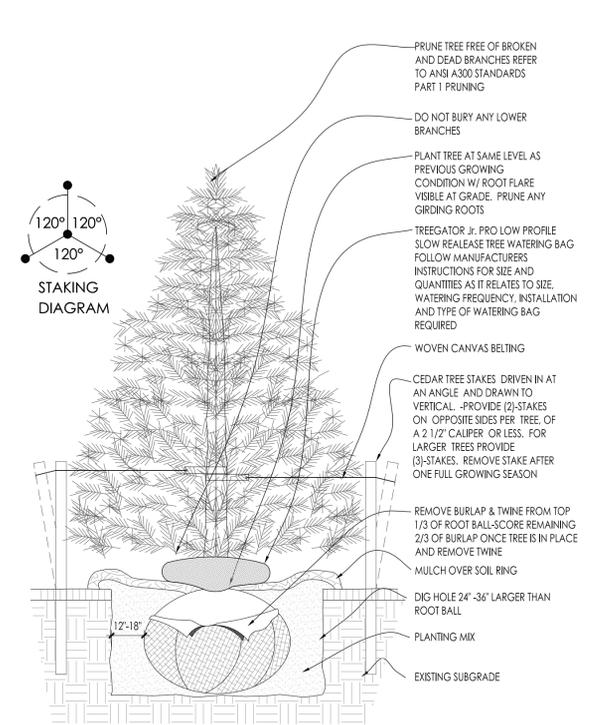
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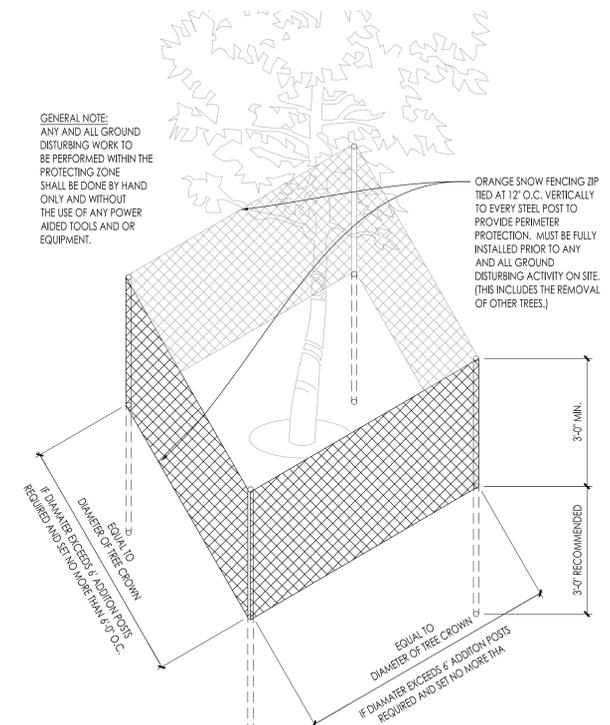
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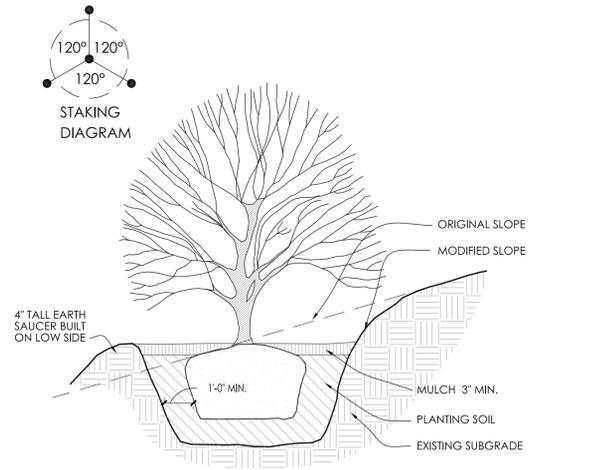
2 DECIDUOUS TREE STAKING PARKING ISLAND/RESTRICTED AREAS SCALE: NONE



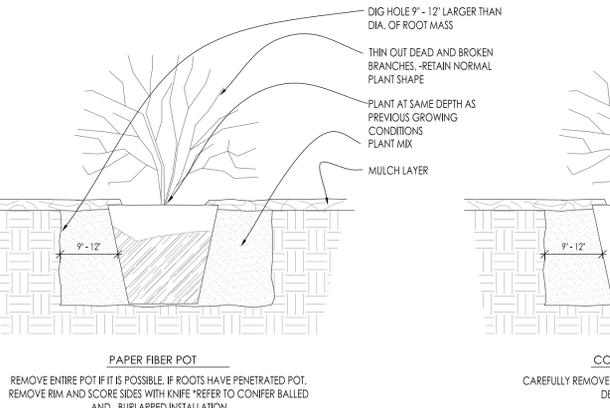
3 CONIFEROUS TREE PLANTING DETAIL SCALE: NONE



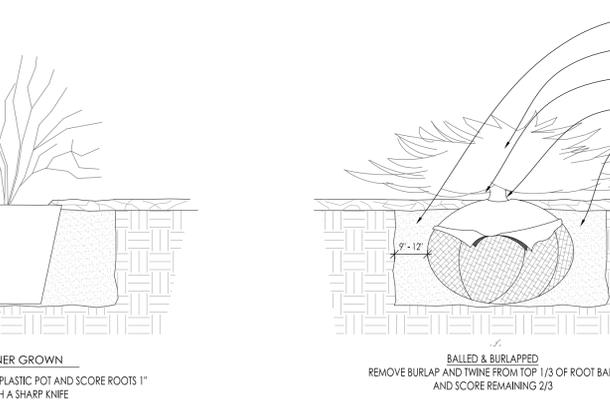
4 EXISTING TREE PROTECTION DETAIL SCALE: NONE



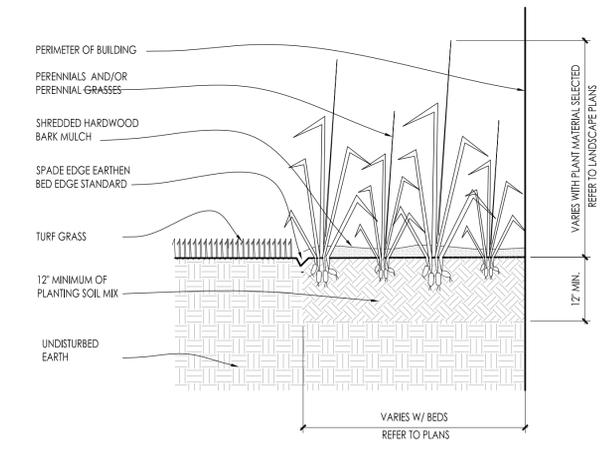
5 SLOPE PLANTING DETAIL SCALE: NONE REFER TO TYPICAL DECIDUOUS TREE DETAIL FOR STAKING



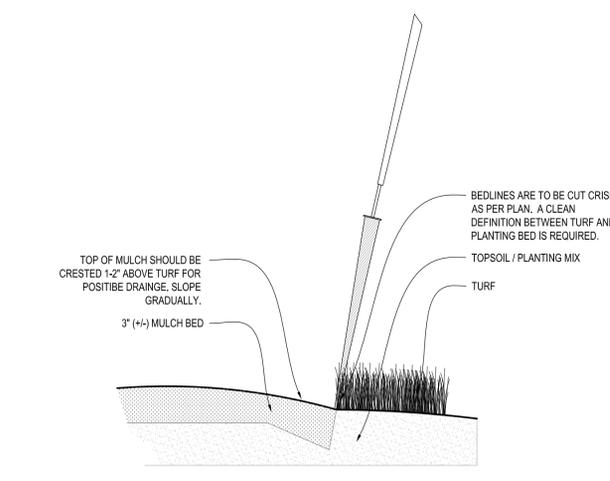
6 DECIDUOUS SHRUB PLANTING DETAIL SCALE: NONE



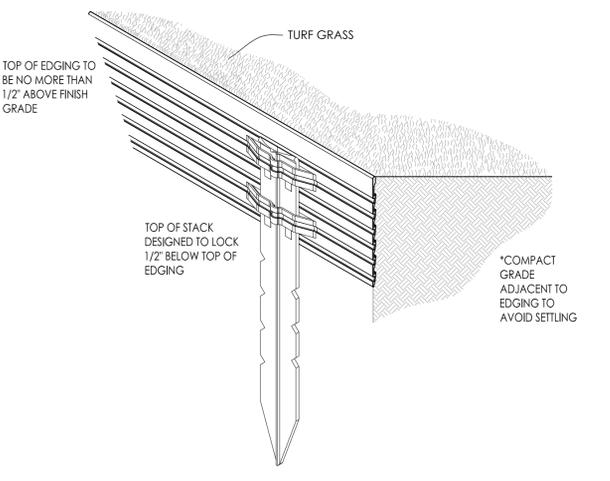
7 CONIFEROUS SHRUB PLANTING DETAIL SCALE: NONE



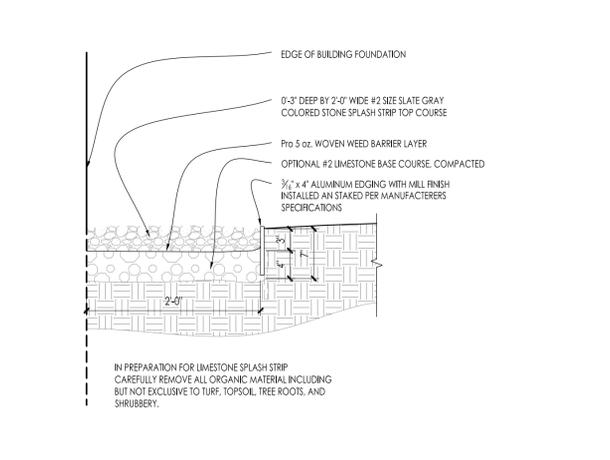
8 PERENNIAL BED PLANTING DETAIL SCALE: NONE



9 SPADE EDGE PLANT BED EDGE DETAIL SCALE: NONE



10 METAL LANDSCAPE EDGING DETAIL SCALE: 1/2\"/>



11 COMPACTED GRAVEL SPLASH STRIP SCALE: 1\"/>

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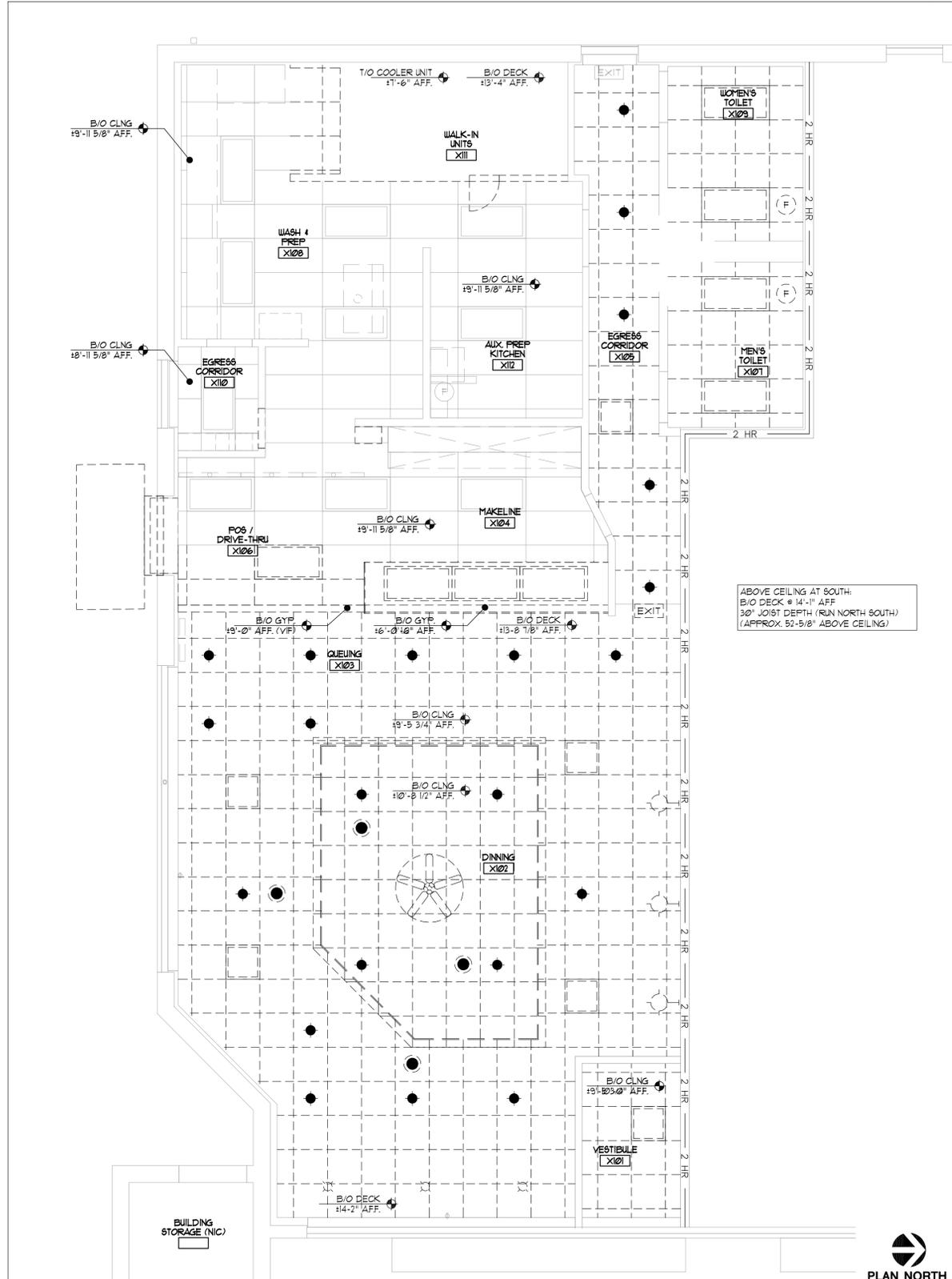
Date	Number	Description
02/16/21		Client Review Submittal
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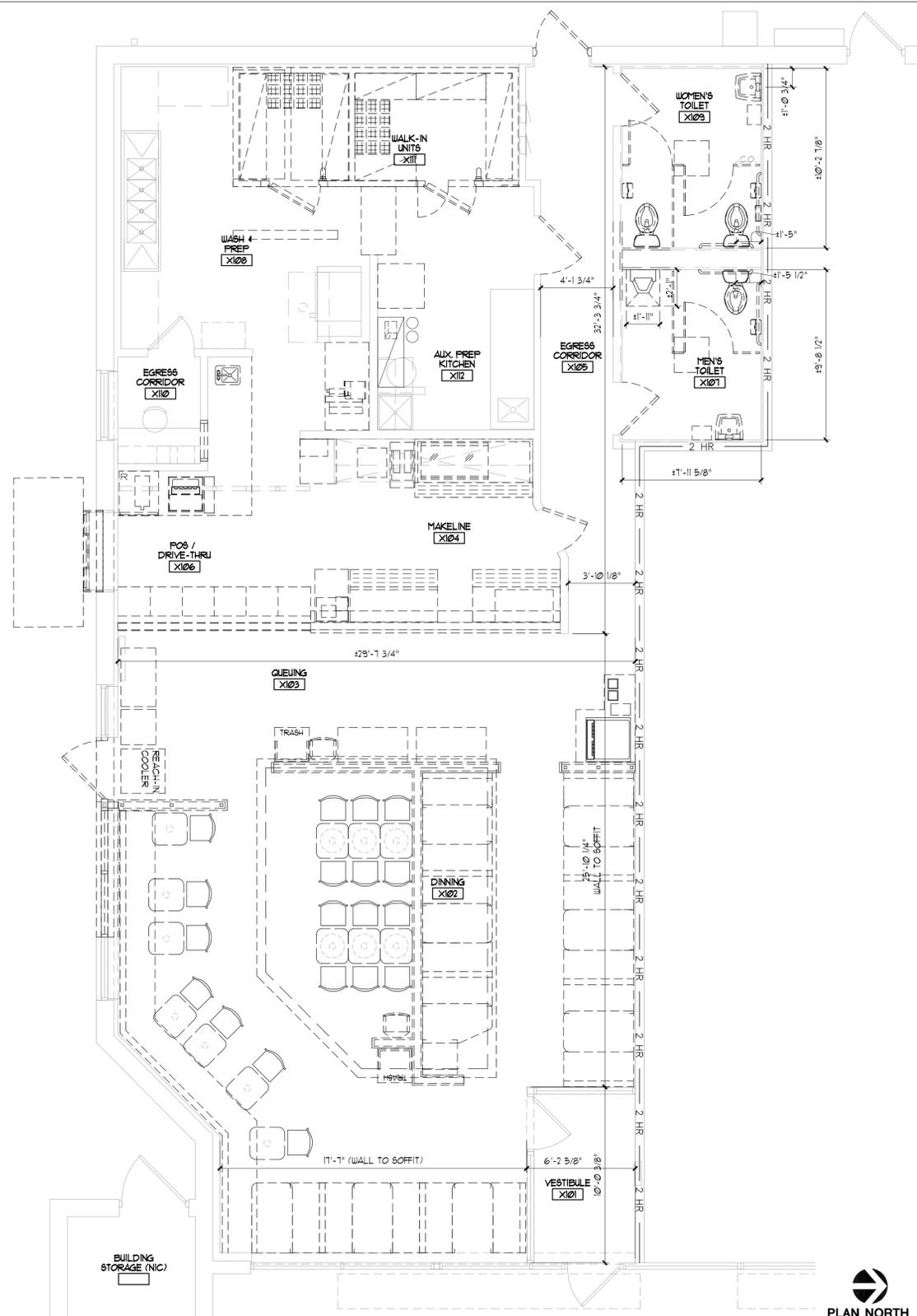
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PROPOSED LANDSCAPE PLAN, PLANTING DETAILS

Date of Drawing: 02/18/21
Scale: As Noted
Drawn By: MCD
Job Number: L21-015
Sheet Number:

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DEMOLITION REFLECTED CEILING PLAN
SCALE: 1/4" = 1'-0" 2



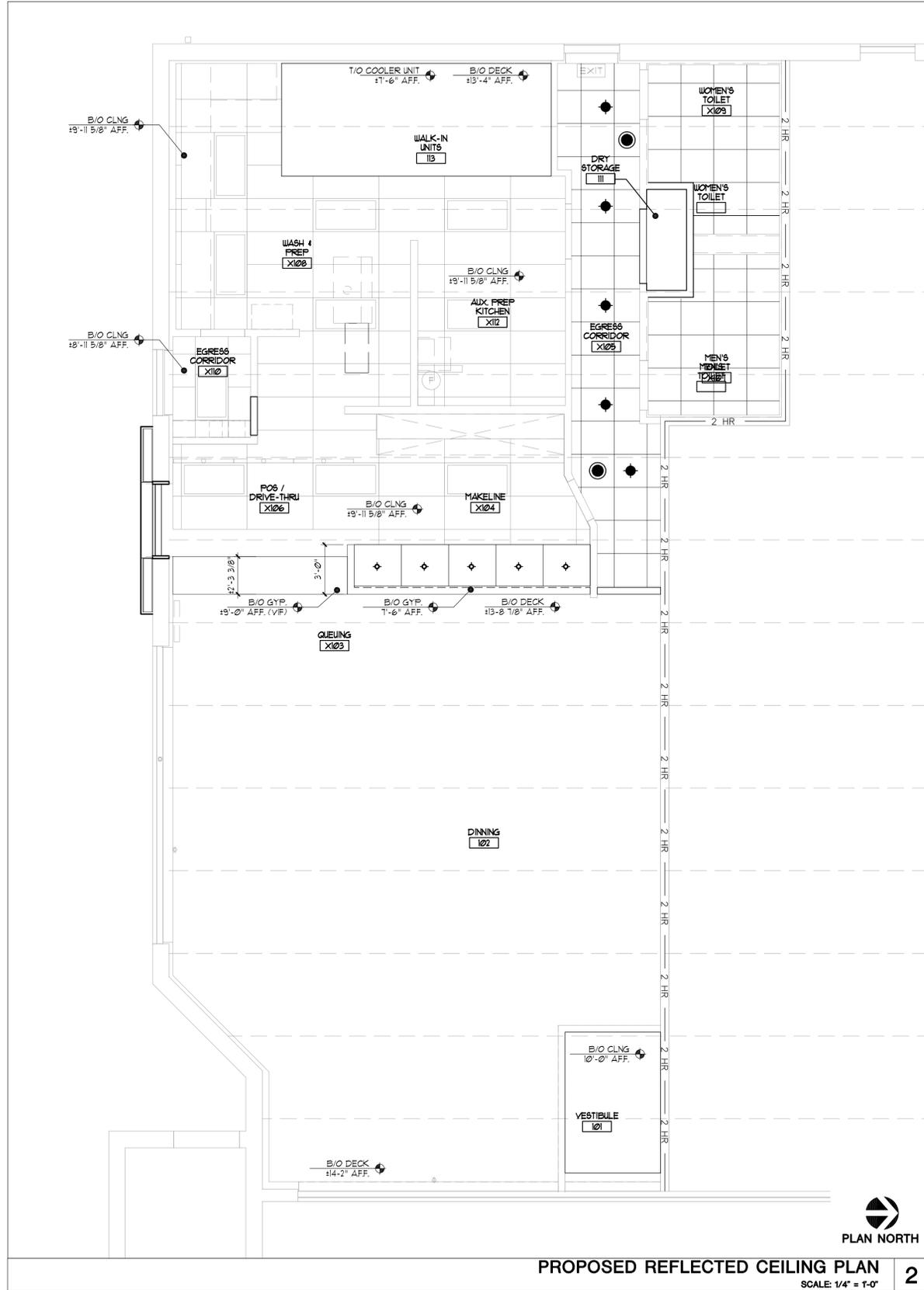
DEMOLITION FLOOR PLAN
SCALE: 1/4" = 1'-0" 1

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1	12-22-20	PLANNING COMMISSION	
Project:			
Tenant Improvements For:		Cousins Subs	
		525 Cottonwood Ave. Hartland, WI 53029	
			
PERSPECTIVE DESIGN, INC. 11525 W. North Avenue Wauwatosa, WI 53226 Tel (414) 302-1780 Fax (414) 302-1751			
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Date:	02/19/21		
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Drawn:	SJF		
Job:	TBD		
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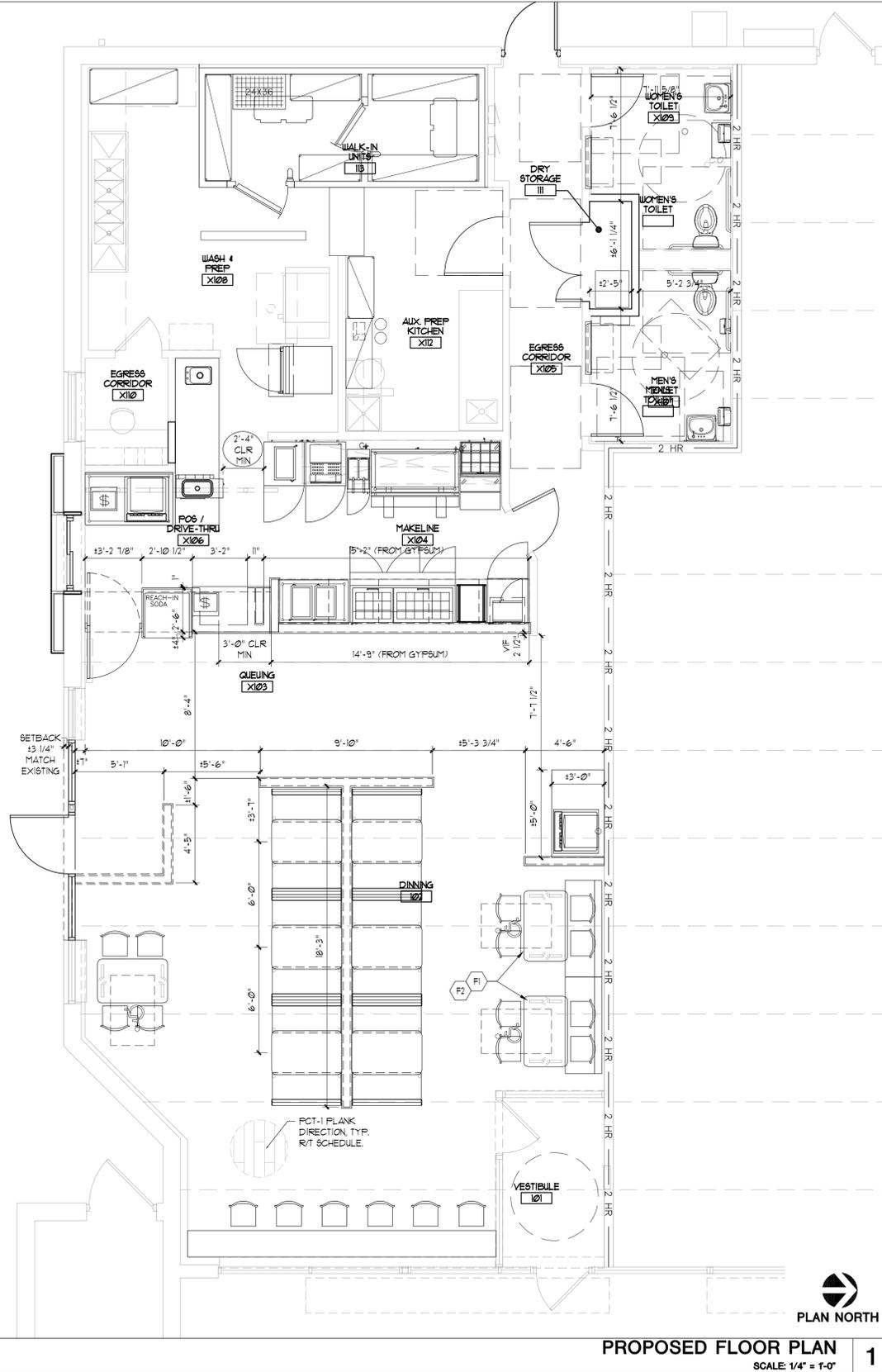
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PROPOSED REFLECTED CEILING PLAN

SCALE: 1/4" = 1'-0"

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PROPOSED FLOOR PLAN

SCALE: 1/4" = 1'-0"

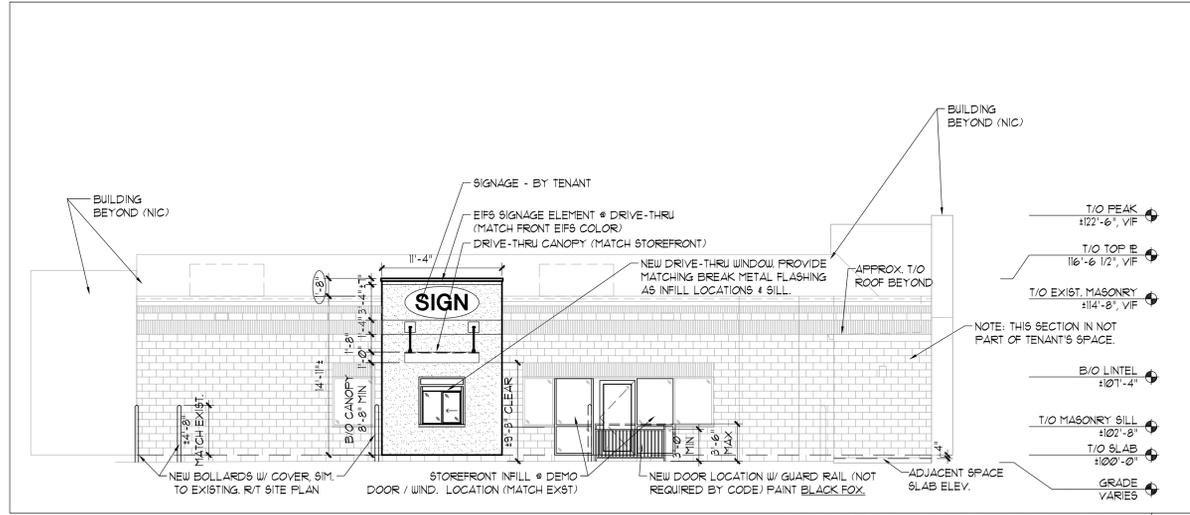
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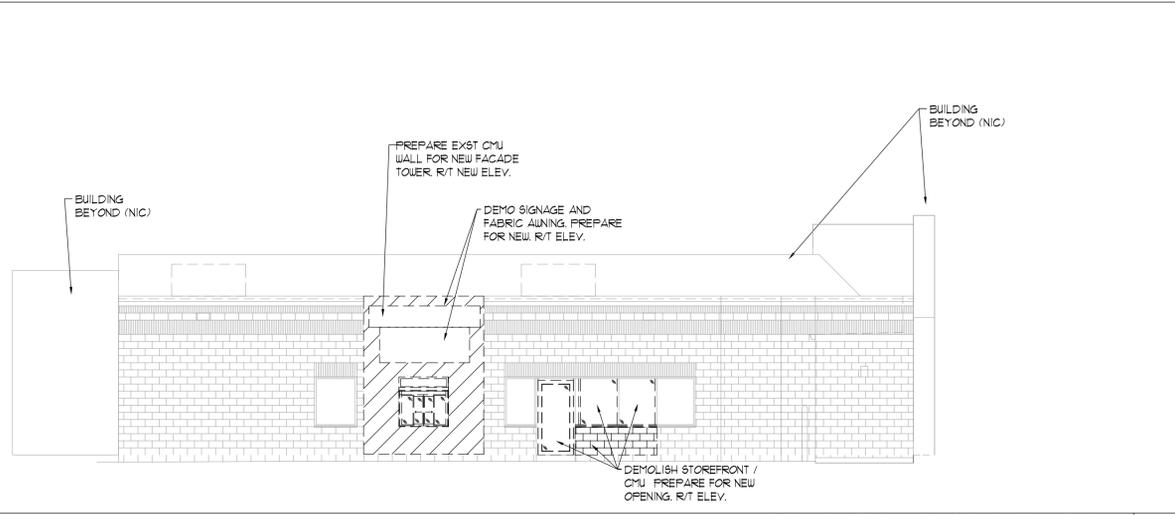
<p>Tenant Improvements For: Cousins Subs 525 Cottonwood Ave. Hartland, WI 53029</p>		<p>Project:</p>
<p>REV. #</p>	<p>REV. DATE</p>	<p>DESCRIPTION</p>
<p>1</p>	<p>12-22-20</p>	<p>PLANNING COMMISSION</p>
<p>PERSPECTIVE DESIGN, INC. 11525 W. North Avenue Wauwatosa, WI 53226 Tel (414) 302-1780 Fax (414) 302-1751</p>		
<p>Drawing Title: PROPOSED FLOOR PLANS</p>		
<p>Date: 02/19/21</p>		
<p>Scale: NOTED</p>		
<p>Drawn: SJF</p>		
<p>Job: TBD</p>		
<p>Sheet:</p>		
<p>A1.1</p>		

THIS BOX IS 1/2" x 1/2"



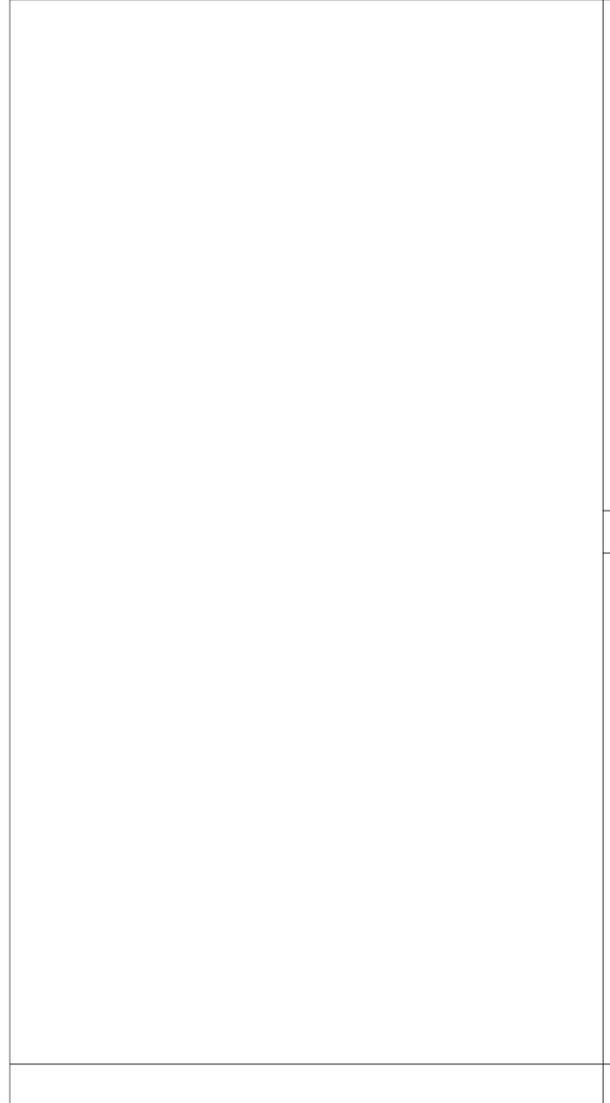
PROPOSED SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

4



DEMOLITION EAST ELEVATION
SCALE: 1/8" = 1'-0"

3



PROPOSED SOUTH ELEVATION - PARTIAL
SCALE: 1/8" = 1'-0"

2



DEMOLITION SOUTH ELEVATION - PARTIAL
SCALE: 1/8" = 1'-0"

1

FULL SIZE PRINT = 24" x 36" SHEET

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REV. #	REV. DATE	DESCRIPTION	REV. BY:
1	12-22-20	PLANNING COMMISSION	
Project:			
Tenant Improvements For: Cousins Subs 525 Cottonwood Ave. Hartland, WI 53029			
PERSPECTIVE DESIGN, INC. 11525 W. North Avenue Wauwatosa, WI 53226 Tel (414) 302-1780 Fax (414) 302-1751			
Drawing Title: PROPOSED & DEMOLITION ELEVATIONS			
Date:	02/19/21	THIS BOX IS 1/2" x 1/2"	
Scale:	NOTED		
Drawn:	SJF		
Job:	TBD		
Sheet:			
A2.1			



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

Committee: Village Board	Date: 3/16/2021
Village Board Item Number:	Date: 3/22/2021
Submitted By: Dave Felkner, Utility Supervisor	
Subject: Nixon Park Pond Dredging Contractor Application for Payment #2	

Details: C.W. Pupero Inc. is seeking a payment application for the sum of \$38,116.50. This payment is for the traffic control, dewatering, excavating and hauling material from the pond.

Financial Remarks: This \$38,116.50 is the second payment for this project and is coming out of account #401-74035-285

Options & Alternatives:

Executive Recommendation: Staff is recommending the payment of \$38,116.50 to C.W. Pupero Inc. for the work completed to date.

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

For (Project): Nixon Pond Dredging								Application Date: 3/8/2021			
Application Period: 1/31/2021 - 2/28/2021								Owner's Contract No.:			
								Engineer's Project No.: 09-10045.200			
A	B	C	D	E	F	G	H	I	J	K	L
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)
1	Mobilization (limited to maximum 5% total bid)	L.S.	1	\$4,000.00	\$ 4,000.00	1.00	\$ 4,000.00		\$ -	1.00	\$ 4,000.00
2	Traffic control, signage and barricades	L.S.	1	\$3,600.00	\$ 3,600.00	0.50	\$ 1,800.00	0.50	\$ 1,800.00	1.00	\$ 3,600.00
3	Tracking Pad	S.F.	900	\$3.00	\$ 2,700.00	1,845.00	\$ 5,535.00		\$ -	1,845.00	\$ 5,535.00
4	Silt fence	L.F.	600	\$3.50	\$ 2,100.00	415.00	\$ 1,452.50	135.00	\$ 472.50	550.00	\$ 1,925.00
5	Inlet protection "Type D"	EA.	2	\$105.00	\$ 210.00		\$ -	1.00	\$ 105.00	1.00	\$ 105.00
6	Sediment logs	L.F.	140	\$10.50	\$ 1,470.00		\$ -		\$ -		\$ -
7	Ditch check (if necessary)	L.F.	20	\$12.00	\$ 240.00		\$ -		\$ -		\$ -
8	Sediment stockpile downstream perimeter control measures	L.F.	100	\$29.00	\$ 2,900.00	105.00	\$ 3,045.00		\$ -	105.00	\$ 3,045.00
9	Pond entrance tracking and protection measures	L.S.	1	\$4,000.00	\$ 4,000.00	0.50	\$ 2,000.00	0.50	\$ 2,000.00	1.00	\$ 4,000.00
10	Pond dewatering system	L.S.	1	\$13,500.00	\$ 13,500.00	0.50	\$ 6,750.00	0.50	\$ 6,750.00	1.00	\$ 13,500.00
11	Sediment sampling	L.S.	1	\$10,500.00	\$ 10,500.00	0.50	\$ 5,250.00	0.50	\$ 5,250.00	1.00	\$ 10,500.00
12	Excavate, haul, and stockpile material	C.Y.	1,750	\$13.50	\$ 23,625.00	300.00	\$ 4,050.00	1,591.00	\$ 21,478.50	1,891.00	\$ 25,528.50
13	Grading deposit area	S.Y.	5,000	\$0.70	\$ 3,500.00		\$ -	1,000.00	\$ 700.00	1,000.00	\$ 700.00
14	Restoration (seed and erosion mat)	S.Y.	5,000	\$2.60	\$ 13,000.00		\$ -		\$ -		\$ -
TOTAL BID ITEMS 1-85						\$ 85,345.00		\$ 33,882.50		\$ 38,556.00	\$ 72,438.50
ADDITIONAL ITEMS											
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
TOTAL ADDITIONAL ITEMS						\$ -		\$ -		\$ -	\$ -
TOTAL ALL ITEMS						\$ 85,345.00		\$ 33,882.50		\$ 38,556.00	\$ 72,438.50



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

Committee: Village Board	Date: 3/17/2021
Village Board Item Number:	Date: 3/22/2021
Submitted By: Dave Felkner, Utility Supervisor	
Subject: Awarding of the 2021 Paving Program	

Details:

The Village of Hartland put the 2021 paving program out for bid. Three companies bid on the our project. Wolf Paving Company Inc. came in low at \$759,832.70. The roads being paved this year are East Capitol Drive, North Avenue, ans South Industrial. Also added to this contract is the walking path off Lawn Street..

Financial Remarks:This \$759,832.70 will come out of the Capitol Improvements Budget.

Options & Alternatives:

Executive Recommendation: Staff recommends awarding the 2021 paving project to Wolf Paving Company Inc. for the sum of \$759,832.70.

March 16, 2021

Mr. Tim Rhode
Village Administrator
Village of Hartland
210 Cottonwood Avenue
Hartland, Wisconsin 53029

RE: 2021 Paving Program

Dear Mr. Rhode:

Bids for the above project were opened on March 16, 2021 at 10:00 a.m. at the Village Hall and were as follows:

	BIDDER	BASE BID
1.	<u>Wolf Paving Co., Inc.</u>	<u>\$759,832.70</u>
2.	<u>Stark Pavement Corp.</u>	<u>\$846,199.30</u>
3.	<u>Payne & Dolan, Inc.</u>	<u>\$1,224,854.10</u>

We reviewed the documentation submitted by the apparent low bidder and found that:

1. The Bid Form has been appropriately completed.
2. We have no objections to the low bidder.
3. Low bidder has successfully completed similar projects.

On these bases, we recommend that Wolf Paving Co., Inc. be awarded the 2021 Paving Program contract, the amount of \$759,832.70. This amount is based on the bid unit prices and estimated quantities. Actual quantities, and therefore the final contract price, may vary.

Our review did not include an evaluation of bidder's current financial condition nor of their permanent safety program.

Should you decide to accept our recommendation, we have prepared the enclosed Notice of Award for your use. After Village Board approval has been received, please have the appropriate official sign where indicated and forward all three signed copies of the Notice of Award to our office. We will then fill in the date at the top of page one and forward it, with contracts for execution, to the Contractor. One fully completed Notice of Award will be returned to you for your records.

Bids remain subject to acceptance until May 15, 2021, unless Bidder agrees to an extension. Please advise us of your award decision, or call if there are any questions.

Respectfully,

RUEKERT & MIELKE, INC.

Peter W. Gesch, E.I.T.
Project Engineer
pgesch@ruekert-mielke.com

PWG:sjs
Encl: Notice of Award
Bid Tabulation

NOTICE OF AWARD

	Date of Issuance:	
Contract: 2021 Paving Program	Owner:	Village of Hartland
Bidder: Wolf Paving Co., Inc.	Engineer:	Ruekert & Mielke, Inc.
Address: 612 North Sawyer Road	Engineer's Project No.:	09-10064.200
Oconomowoc, WI 54066		

TO BIDDER:

You are notified that your Bid dated March 16, 2021 for the above Contract has been accepted by Owner and you are the Successful Bidder and are awarded a Contract for:

2021 Paving Program Base Bid

The Contract Price of your Contract is: \$ 759,832.70

Two (2) copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award, or have been transmitted or made available to Bidder electronically.

Two (2) sets of the Drawings will be delivered separately, or otherwise made available to Bidder electronically.

Bidder must comply with the following conditions precedent within 15 days of the date of issuance of this Notice of Award:

1. Deliver to Engineer one (1) fully executed counterparts of the Contract Documents.
2. Deliver with the executed Agreement the Bid security as specified in the Instructions to Bidders (Article 21), General Conditions (Paragraph 6.01), and Supplementary Conditions (Paragraph SC-6.01).
3. Deliver with the executed Agreement certificates and other evidence of insurance as specified in the General Conditions (Article 6) and the Supplementary Conditions modifying Article 6 of the General Conditions.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Engineer will return to you one fully executed counterpart of the Agreement.

Owner: VILLAGE OF HARTLAND

Signature: _____
Authorized Signature

Title: _____

Date: _____

Copy: Engineer

COST COMPARISON OF BIDDERS

OWNER: Village of Hartland
PROJECT: 2021 Paving Program
BID OPENING DATE: March 16, 2021

BASE BID				Wolf Paving Co., Inc.		Payne & Dolan, Inc.		Stark Pavement Corporation	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
North Avenue									
1	Traffic Control	L.S.	1	\$1,400.00	\$1,400.00	\$3,100.00	\$3,100.00	\$9,200.00	\$9,200.00
2	Erosion Control	L.S.	1	\$820.00	\$820.00	\$1,500.00	\$1,500.00	\$14,500.00	\$14,500.00
3	Mill & Remove 2 1/4-Inches Asphalt	S.Y.	7650	\$1.80	\$13,770.00	\$2.22	\$16,983.00	\$2.50	\$19,125.00
4	30-Inch Concrete Curb & Gutter Remove & Replace (High Early Strength)	L.F.	250	\$50.50	\$12,625.00	\$56.10	\$14,025.00	\$44.60	\$11,150.00
5	4-Inch Concrete Sidewalk/ADA Ramp Replacement (High Early Strength)	S.F.	350	\$9.00	\$3,150.00	\$9.00	\$3,150.00	\$7.00	\$2,450.00
6	Detectable Warning Field	S.F.	10	\$300.00	\$3,000.00	\$300.00	\$3,000.00	\$35.00	\$350.00
7	6-Inch Concrete Drive Approach Remove & Replace (High Early Strength)	S.F.	350	\$9.00	\$3,150.00	\$9.00	\$3,150.00	\$8.20	\$2,870.00
8	Base Patching - Remove and Replace 12-Inch Material (If Necessary)	S.Y.	800	\$19.50	\$15,600.00	\$28.85	\$23,080.00	\$17.00	\$13,600.00
9	Route and Crack Sealing After Partial Depth Milling	L.F.	10,000	\$1.00	\$10,000.00	\$0.66	\$6,600.00	\$1.40	\$14,000.00
10	1-Foot Wide PETROTAC Fabric	S.Y.	500	\$9.50	\$4,750.00	\$22.10	\$11,050.00	\$8.50	\$4,250.00
11	3-Foot Wide PETROTAC Fabric	S.Y.	1,000	\$9.50	\$9,500.00	\$13.70	\$13,700.00	\$8.50	\$8,500.00
12	3-Inch Asphalt Binder, Base Repair (If Necessary)	S.Y.	800	\$12.00	\$9,600.00	\$16.20	\$12,960.00	\$15.00	\$12,000.00
13	2 1/2-Inch Asphalt Surface Course	TON	1,265	\$59.40	\$75,141.00	\$56.70	\$71,725.50	\$60.10	\$76,026.50
14	Remove & Replace Manhole Frame & Cover	EA.	3	\$1,200.00	\$3,600.00	\$1,200.00	\$3,600.00	\$1,000.00	\$3,000.00
15	Remove & Replace 2'x3' Catch Basin, Slurry Backfill	EA.	1	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00
16	Adjust Valve Box	EA.	8	\$500.00	\$4,000.00	\$500.00	\$4,000.00	\$400.00	\$3,200.00
17	Adjust Manhole	EA.	5	\$950.00	\$4,750.00	\$950.00	\$4,750.00	\$950.00	\$4,750.00
18	Adjust Utility Manhole	EA.	3	\$1,500.00	\$4,500.00	\$1,500.00	\$4,500.00	\$1,500.00	\$4,500.00
19	Epoxy Striping - 18-Inch Stop Bar - White	L.F.	45	\$11.75	\$528.75	\$11.75	\$528.75	\$11.75	\$528.75
20	Epoxy Striping - 6-Inch White Crosswalk/Lane Channelization	L.F.	450	\$3.95	\$1,777.50	\$3.95	\$1,777.50	\$3.95	\$1,777.50
21	Epoxy Striping - 4-Inch White/Yellow	L.F.	4,150	\$2.65	\$10,997.50	\$2.65	\$10,997.50	\$2.65	\$10,997.50
22	Epoxy Striping - Symbols & Arrows	EA.	2	\$255.00	\$510.00	\$255.00	\$510.00	\$255.00	\$510.00
23	Restoration - Topsoil & Sod	S.Y.	150	\$16.00	\$2,400.00	\$18.00	\$2,700.00	\$25.00	\$3,750.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 23)					\$200,069.75	\$221,887.25	\$225,535.25		
E. Capitol Drive									
24	Traffic Control	L.S.	1	\$1,400.00	\$1,400.00	\$4,000.00	\$4,000.00	\$9,500.00	\$9,500.00
25	Erosion Control	L.S.	1	\$800.00	\$800.00	\$1,625.00	\$1,625.00	\$10,000.00	\$10,000.00
26	Mill & Remove 2 1/4-Inches Asphalt	S.Y.	6,235	\$2.04	\$12,719.40	\$2.36	\$14,714.60	\$2.75	\$17,146.25
27	30-Inch Concrete Curb & Gutter Remove & Replace (High Early Strength)	L.F.	140	\$50.50	\$7,070.00	\$56.50	\$7,910.00	\$44.60	\$6,244.00
28	6-Inch Concrete Drive Approach Remove & Replace (High Early Strength)	S.F.	75	\$9.00	\$675.00	\$9.00	\$675.00	\$8.20	\$615.00
29	4-Inch Concrete Sidewalk Replacement (High Early Strength)	S.F.	200	\$9.00	\$1,800.00	\$9.00	\$1,800.00	\$7.00	\$1,400.00
30	Base Patching - Remove and Replace 12-Inch Material (If Necessary)	S.Y.	700	\$19.50	\$13,650.00	\$28.85	\$20,195.00	\$17.00	\$11,900.00
31	Route and Crack Sealing After Partial Depth Milling	L.F.	7,000	\$1.00	\$7,000.00	\$0.72	\$5,040.00	\$1.40	\$9,800.00
32	1-Foot Wide PETROTAC Fabric	S.Y.	350	\$9.50	\$3,325.00	\$22.10	\$7,735.00	\$8.50	\$2,975.00
33	3-Foot Wide PETROTAC Fabric	S.Y.	675	\$9.50	\$6,412.50	\$13.70	\$9,247.50	\$8.50	\$5,737.50
34	3-Inch Asphalt Binder, Base Repair (If Necessary)	S.Y.	700	\$12.50	\$8,750.00	\$16.20	\$11,340.00	\$15.00	\$10,500.00
35	2 1/2-Inch Asphalt Surface Course	TON	1,050	\$59.40	\$62,370.00	\$60.00	\$63,000.00	\$63.00	\$66,150.00
36	Repair Sanitary Manhole - Slurry Backfill	V.F.	1.9	\$2,100.00	\$3,990.00	\$2,100.00	\$3,990.00	\$2,100.00	\$3,990.00
37	Repair Storm Inlet - Slurry Backfill	V.F.	0.5	\$1,600.00	\$800.00	\$1,600.00	\$800.00	\$1,600.00	\$800.00
38	Replace Additional Adjusting Rings (Inlet or Manhole)	V.F.	1	\$900.00	\$900.00	\$900.00	\$900.00	\$900.00	\$900.00
39	Remove & Replace Valve Box Top Section (slurry backfill)	EA.	4	\$1,500.00	\$6,000.00	\$1,500.00	\$6,000.00	\$1,500.00	\$6,000.00
40	Adjust Valve Box	EA.	18	\$900.00	\$16,200.00	\$500.00	\$9,000.00	\$400.00	\$7,200.00
41	Adjust Manhole	EA.	13	\$950.00	\$12,350.00	\$950.00	\$12,350.00	\$950.00	\$12,350.00
42	Adjust Utility Manhole	EA.	6	\$1,500.00	\$9,000.00	\$1,500.00	\$9,000.00	\$1,500.00	\$9,000.00
43	Epoxy Striping - 18-Inch Stop Bar - White	L.F.	100	\$11.75	\$1,175.00	\$11.75	\$1,175.00	\$11.75	\$1,175.00
44	Epoxy Striping - 12-Inch Crosswalk w/ Diagonal Hatch	L.F.	530	\$7.95	\$4,213.50	\$7.95	\$4,213.50	\$7.95	\$4,213.50
45	Epoxy Striping - 6-Inch White Crosswalk/Lane Channelization	L.F.	400	\$3.95	\$1,580.00	\$3.95	\$1,580.00	\$3.95	\$1,580.00
46	Epoxy Striping - 4-Inch White/Yellow	L.F.	3,400	\$2.65	\$9,010.00	\$2.65	\$9,010.00	\$2.65	\$9,010.00
47	Epoxy Striping - Symbols & Arrows	EA.	4	\$255.00	\$1,020.00	\$255.00	\$1,020.00	\$255.00	\$1,020.00
48	Restoration - Topsoil & Sod	S.Y.	50	\$20.00	\$1,000.00	\$18.00	\$900.00	\$25.00	\$1,250.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 24 - 48)					\$193,210.40	\$207,220.60	\$210,456.25		

COST COMPARISON OF BIDDERS

OWNER: Village of Hartland
PROJECT: 2021 Paving Program
BID OPENING DATE: March 16, 2021

BASE BID				Wolf Paving Co., Inc.		Payne & Dolan, Inc.		Stark Pavement Corporation	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
S. Industrial Drive									
49	Traffic Control	L.S.	1	\$500.00	\$500.00	\$2,775.00	\$2,775.00	\$5,500.00	\$5,500.00
50	Erosion Control	L.S.	1	\$200.00	\$200.00	\$1,500.00	\$1,500.00	\$5,000.00	\$5,000.00
51	Pulverize & Reshape	S.Y.	6,225	\$1.35	\$8,403.75	\$2.25	\$14,006.25	\$1.50	\$9,337.50
52	Remove Excess Material	S.Y.	6,225	\$1.15	\$7,158.75	\$1.24	\$7,719.00	\$3.50	\$21,787.50
53	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	100	\$50.50	\$5,050.00	\$50.50	\$5,050.00	\$42.60	\$4,260.00
54	30-Inch Concrete Curb & Gutter (E. Industrial)	L.F.	200	\$47.00	\$9,400.00	\$52.60	\$10,520.00	\$34.40	\$6,880.00
55	Construct Concrete Curb Flume (E. Industrial)	EA.	2	\$500.00	\$1,000.00	\$500.00	\$1,000.00	\$1,000.00	\$2,000.00
56	Base Patching (Remove and Replace 12-Inch Material)	S.Y.	4,000	\$19.00	\$76,000.00	\$13.60	\$54,400.00	\$15.00	\$60,000.00
57	3-Inch Asphalt Binder	S.Y.	6,225	\$9.20	\$57,270.00	\$80.00	\$498,000.00 *	\$9.50	\$59,137.50
58	2-Inch Asphalt Surface Course	S.Y.	6,225	\$6.85	\$42,641.25	\$6.50	\$40,462.50	\$7.50	\$46,687.50
59	3-Inch Asphalt Drive Approach Remove & Replace	S.Y.	60	\$6.85	\$411.00	\$18.75	\$1,125.00	\$40.00	\$2,400.00
60	Adjust Valve Box	EA.	6	\$500.00	\$3,000.00	\$500.00	\$3,000.00	\$400.00	\$2,400.00
61	Adjust Manhole	EA.	7	\$950.00	\$6,650.00	\$950.00	\$6,650.00	\$950.00	\$6,650.00
62	Epoxy Striping - 6-Inch White Crosswalk	L.F.	64	\$3.95	\$252.80	\$3.95	\$252.80	\$3.95	\$252.80
63	Epoxy Striping - 4-Inch Yellow	L.F.	200	\$2.65	\$530.00	\$2.65	\$530.00	\$2.65	\$530.00
64	Restoration - Topsoil & Sod	S.Y.	75	\$20.00	\$1,500.00	\$18.00	\$1,350.00	\$25.00	\$1,875.00
65	Shouldering, Crushed Asphalt Millings	TON	175	\$23.00	\$4,025.00	\$20.00	\$3,500.00	\$40.00	\$7,000.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 49 - 65)				\$23.00	\$223,992.55		\$651,840.55		\$241,697.80
Lawn Street Path Realignment									
66	Erosion Control	L.S.	1	\$1,380.00	\$1,380.00	\$525.00	\$525.00	\$1,000.00	\$1,000.00
67	Remove Existing Railing	L.F.	50	\$12.00	\$600.00	\$4.00	\$200.00	\$10.00	\$500.00
68	Remove Existing Asphalt	S.Y.	210	\$8.00	\$1,680.00	\$4.50	\$945.00	\$14.00	\$2,940.00
69	Construct Pathway to Subgrade	L.S.	1	\$2,800.00	\$2,800.00	\$1,534.70	\$1,534.70	\$5,500.00	\$5,500.00
70	6-inch Crushed Aggregate Base Course	TON	70	\$30.00	\$2,100.00	\$27.00	\$1,890.00	\$40.00	\$2,800.00
71	3-Inch Asphalt Trail	S.Y.	200	\$28.00	\$5,600.00	\$15.10	\$3,020.00	\$45.00	\$9,000.00
72	Grade & Match Existing Side Slopes	L.S.	1	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00
73	Restoration - Topsoil, Seed & Erosion Mat	S.Y.	500	\$7.00	\$3,500.00	\$8.50	\$4,250.00	\$6.50	\$3,250.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 66 - 73)					\$19,660.00		\$14,364.70		\$27,490.00
Asphalt Pavement Patching									
74	Asphalt Pavement Patching - Misc. Areas	S.Y.	550	\$65.00	\$35,750.00	\$78.80	\$43,340.00	\$80.00	\$44,000.00
75	Asphalt Pavement Patching - E. Industrial Drive	S.Y.	500	\$65.00	\$32,500.00	\$65.00	\$32,500.00	\$80.00	\$40,000.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 74 - 75)					\$68,250.00		\$75,840.00		\$84,000.00
Common to All Project Areas									
76	Remove and Replace Valve Box Top Section (If needed)	EA.	15	\$1,500.00	\$22,500.00	\$1,500.00	\$22,500.00	\$1,500.00	\$22,500.00
77	Excavation Below Subgrade (EBS) (If needed)	C.Y.	70	\$28.00	\$1,960.00	\$18.30	\$1,281.00	\$40.00	\$2,800.00
78	Geotextile Fabric (If needed)	S.Y.	200	\$1.85	\$370.00	\$1.50	\$300.00	\$5.00	\$1,000.00
79	Excavation Below Subgrade (EBS) Backfill (If needed)	TON	140	\$23.00	\$3,220.00	\$21.00	\$2,940.00	\$18.00	\$2,520.00
80	Crushed Aggregate Base Course (If needed)	TON	80	\$20.00	\$1,600.00	\$21.00	\$1,680.00	\$40.00	\$3,200.00
81	Allowance for Additional Work (If needed)	L.S.	1	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
TOTAL OF ALL ESTIMATED PRICES (ITEMS 76 - 81)					\$54,650.00		\$53,701.00		\$57,020.00
TOTAL OF ALL ESTIMATED PRICES					\$759,832.70		\$1,224,854.10		\$846,199.30

Payne & Dolan, Inc.
Bid Item No. 57, Bid Unit Price should be \$8.00



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

Committee: Village Board	Date: 3-17-21
Village Board Item Number: 10	Meeting Date: 3-22-2021
Submitted By: Tim Rhode, Village Administrator	
Subject: Discussion and Action of Bark River Bash banner over Capitol Drive.	

Details: The Village of Hartland created a Banner Policy for the purpose of allowing advertising on Municipal property for events in Hartland. That Policy is attached.

Specifically, the policy outlines the five events each year, which are eligible for a banner to hang over Capitol Drive after the Village Board approves the design. This is a new event, and the BID is requesting this event be added to the list. The BID is a co-sponsor of the event with the Kiwanis Club. The proposed banner does follow the policy guidelines. However, it is not part of the approved events list and would need Village Board approval.

Financial Remarks:

N/A

Options & Alternatives:

The Village Board could approve or deny the request.

Executive Recommendation:

The Village Board should review and consider the request for the Bark River Bash event. The Village Board should discuss the request to confirm or deny if this event meets the policy's intent.

Bank River



BASE



Food 🦆 Live Music 🦆 Market

Canoe / Kayak River Run

10am-2pm • Saturday, May 1

downtownhartland.com

Not sponsored by and does not necessarily reflect
the views of the municipality.

Village of Hartland Banner Policy

Purpose Statement

The purpose of allowing advertising on municipal property is not to provide a public forum for dissemination, debate or discussion of public issues but to provide organizations an opportunity to draw attention to an event in Hartland. This policy is intended to provide guidelines and standards for banners that will be hung over the streets in downtown Hartland.

Guidelines, Standards and Criteria

The purchaser of the banner will determine all of the artwork and details for the sign with their printer. The Village Board must approve the banner, its design and message before it is displayed on the approved locations. Approval will be determined based upon the purchaser being current on all payments due and owing to the Village of Hartland as well as following of the guidelines and standards in this policy.

The Village of Hartland reserves the right to amend the policy and standards at any time and to later limit or prohibit advertising at any and all locations even though previously allowed.

Approval of the content of the sign will be based on the following criteria:

- No advertisements shall contain information that is false, misleading or deceptive.
- Advertising may not promote unlawful or illegal goods, services or activities, or infringe on any copyright, trade, or service mark, title or slogan.
- Advertising may not be demeaning or disparaging to individuals or groups on the basis of race, color, religion, national origin, ancestry, gender, age, disability, ethnicity, or sexual orientation.
- The advertising shall state a disclaimer on the banner, that the ad is not sponsored by and does not necessarily reflect the views of the municipality.
- Village Board has right of refusal of any banner for any reason

Approved areas:

- Locations will be determined based on approval by the Village Board and WE Energies

The banners must comply with the following standards:

- Banners must be made of vinyl (for all season). No poster board or weather reducing material. Must be 3' tall by 25' long
- Grommets must be placed around the top border of the sign to be hung from wires and two metal grommets in the corners of the bottom border for hanging purposes

Guidelines of the program:

- All banners are temporary and seasonal and may only be up for a maximum of 3 weeks and minimum of 2 weeks.

- The Village of Hartland reserves the right to remove any sign that is in poor condition as it may determine. The user group shall be responsible for the replacement of the sign that is removed
- The Village of Hartland will not be responsible for any damage to the sign. Repairs or replacement of the sign due to damage caused by wear and tear, wind, vandalism theft or damage caused by any other reason will be at the purchaser's sole expense
- The banners will be placed using carabiners.

Horizontal Banners that will hang over the street

1. Organizations must submit banner sketches to Village Board and must be approved by the Village Board.
2. Banners will be hung by the Village of Hartland personnel or contracted out, after Village Board approval, on day banner is requested to be hung
3. Banners will stay up for no longer than 3 weeks time.

The Following Events are eligible to hang banners after Village Board Approval. Any events not on this list that bring people to Hartland may submit a request to the Village Board to be added to this list.

1. Hartland Hometown Celebration – Village of Hartland
2. Hartland Concerts and Movies – Village of Hartland – Recreation Department
3. Holiday Train and Hartland Lights – Village of Hartland and Hartland BID
4. Hartland Neighborhood Night Out – Village of Hartland and Hartland BID
5. Street Dance – Hartland Chamber of Commerce

Vertical Banners and seasonal lighting that will hang on telephone poles in downtown Hartland

1. Hartland BID will be organization allowed to hang these banners.
2. Hartland BID will submit designs to Village Board for approval of banners and lighting
3. Hartland BID must meet with Village of Hartland Department of Public Works to get specifications of what is need to hang banners properly.
4. Banners will be hung by the Department of Public Works, after Village Board, approval on requested date.
5. Banners will be in place until Hartland BID wants them removed.



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

Committee: Village Board	Date: 3-17-2021
Village Board Item Number: 12	Date: 3-22-2021
Submitted By: Tim Rhode, Village Administrator	
Subject: Discussion and Consideration of an agreement to create a new Village of Hartland logo.	

Details: Over the past several months, the BID district has been discussing a new Logo. With the backdrop of the remodeling project of our Board Room, the concept of an updated Village Logo has emerged. The BID district has approached several firms to help with creating a new logo and has approached the Village to see if we would want to split the cost. While the new logo would have similarities, it would not be the same logo. The Village would be able to participate in the process equally to help create the new logo. Based on past logo/branding projects for other communities, the total cost of \$5,500 seemed economical as we would be splitting that cost. The proposal is attached for review.

Financial Remarks: Cost to the Village \$2,750.00, which could come out of the Board Room remodeling budget.

Options & Alternatives:
Approve the agreement, deny the agreement.

Executive Recommendation:
Review the agreement and if the Village Board has interest in a new Village logo, a joint effort with the BID would be a cost-effective way to accomplish the task.