

JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY JULY 15, 2024
6:30 PM
BOARD ROOM
MUNICIPAL BUILDING, 210 COTTONWOOD AVE.

Present: Tim Hallquist, Jeff Bierman, Ann Wallschlager, Chip Schneeberger and David DeCourcy-Bower.
Others Present: Ryan Bailey, Scott Hussinger, Ryan Amtmann, and via zoom Deputy Clerk Bushey.
Call to Order- 6:30 pm

Roll Call taken.

Public Comments: Please be advised the Joint Architectural Board/Plan Commission 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 Chairman's discretion.

- No Comments

1. Consideration of a motion to table the Jt. Architectural Board/Plan Commission minutes of June 17, 2024, to the next meeting.

Motion (Hallquist/Wallschlager) to table the Jt. Architectural Board/Plan Commission minutes of June 17, 2024, to the next meeting. Carried. (6-0).

2. Architectural Board review and consideration of an application for signage for Sjoberg, 620 Cardinal Lane-

Josh Holzer was present for Sjoberg. The proposed signage is 48" x 72" and made of aluminum and vinyl and will be illuminated.

Motion (DeCourcy-Bower/Hallquist to approve the signage for Sjoberg, 620 Cardinal Lane (6-0).

3. Architectural Board review and consideration of an application for an addition to the residence at 1213 Sunnyslope Drive-

Richard Lass the owner of the property was present and explained the addition. The sunroom addition will be at the back of the home and will match the existing trim, siding, soffit, and fascia.

Motion (Hallquist/Wallschlager) to approve the addition to the residence at 430 Lindenwood Drive. Carried. (6-0).

4. Architectural Board review and consideration of an application for an addition to the residence at 913 Woods Drive-

- 5. Plan Commission and Architectural Board review and consideration of plans for an addition of a detached garage and food pantry structure on St. Charles Congregation property, 313 Circle Drive-**
The addition will be for the parish consisting of a garage and food pantry. Buildings will be 1 story, wood framed with composite siding, insulation, and electric heat. Discussion on the lighting and food pantry hours. Schneeberger said he thinks it is a great location.

Motion (Hallquist/DeCourcy-Bower) to approve the addition of a detached garage and food pantry structure on the St. Charles property, 313 Circle Drive contingent on staff seeing the new lights and food pantry hours supplied to the Village. Carried. (6-0).

- 6. The Plan Commission will conduct a second review and possible referral to the Village Board of proposed annexation and PUD development (“Project”) whose approval is being sought by Gideon Farms LLC on property tax keys MRTT0396999006 and MRTT039699902 located at N56 W30020 County Road K, Town of Merton. The Plan Commission will review:**
- a. Proposed petition for direct annexation.**
 - b. Proposed temporary rezoning to A1 for the farmland parcel and B-3 for the corner parcel, in conjunction with petition for Planned Unit Development Overlay Zoning.**
 - c. Proposed Comprehensive Land Use Map amendment and Resolution.**

Village Manager Bailey said this is the second review of the project. If the Plan Commission moves this forward, it will go the Village Board on July 22nd, then it will go to the Village Board on July 29th regarding a Public Hearing and then back to the Plan Commission in September. He said phases 3 & 4 are coming out at this point.

Village Engineer Amtmann went through his memo. The applicant is seeking approval of their General Plan Development, and subsequent steps for the applicant are to provide Precise Implementation Plans for the phases as well as the specific PUD agreement. He went through the significant items listed in the memo which are:

1. The phases – phases 3 and 4 are conceptual including future dairy.
2. The prescribed grazing plan – including maximum number of animals. Crop types, and animal waste management.
3. The stormwater- stormwater management plan will be included in the PUD agreement.
4. Pedestrian/Trail access
5. Outdoor events –
6. Waukesha County Highway Connections (CTH E and CTH K)

There was lengthy discussion regarding paths. DeCourcy-Bower would like paths on B-3 property on south edge & north/northeast. Contingencies will be public access easement along Hwy K for paths, as well as items listed in Amtmann’s memo and all staff’s concerns addressed.

Bailey commented that the sewer for this property will go to a different connector station. He said staff will review over the next several week.

7. The Plan Commission conduct an initial review for proposed PUD development (“Project”) whose approval is being sought by Three Leaf Development on property tax key HAV 0423981056 located on Campus Drive. The Plan Commission and Architectural Board will review:

- a. Proposed preliminary site and building plans for senior living development (120 units);**
- b. Proposed preliminary certified survey map;**
- c. Proposed rezoning to RM-1 in conjunction with a PUD Agreement for the Project;**
- d. Proposed petition for a Planned Unit Development**
- e. Proposed land use amendment and Resolution**

Bailey said this already went through the concept, so this is the initial review. He then went through the dates:

August 19th – will come back to Plan Commission.

August 26th – Village Board to set Public Hearing.

October 14th – Village Board for second reading and hold Public Hearing.

October 21st – back to the Plan Commission.

October 28th – Village Board for final approval.

John Ford from Three Leaf was present to explain the project. The property is currently vacant land. The applicant intends to develop a 4-story building, approximately 120 units with underground parking of continuum of care Senior Care Development to include a combination of independent living, assisted living and Memory Care. Demand for Senior Care remains strong as documented in a recent market study authorized by the Developer. Waukesha County is expected to grow approximately 1907 per year over the next 5 years. Senior housing options in the 8-mile radius of Hartland currently have a vacant rate of just 4.8 %. The closest competitor, Heritage Lake Country, was reported at 100% occupancy with a waiting list. Lake Country Lutheran Association’s vision for this land when it was initially developed was a cradle to grave type concept. There will also be collaborations and activities between Lake Country Lutheran students and the Senior Living Development.

The development of will have:

1. 60-70 units of Independent Living
2. 30-40 units of Assisted Living
3. 20 Units of Memory

The Project will feature lower-level parking for residents. There will be approximately 70 parking spaces inside and an additional 47 surface parking spaces for a total of 117 spaces. The parking ratio is well above the required code.

Three Leaf met with Village of Hartland staff on 6/ 28 to review the project, answer any questions and get feedback.

Village Manager went over the 4 comments by Fire Department Chief Jambretz which are the

- Access to all sides of the building, extend 24-foot paved access.
- Additional hydrant on South side by delivery entrance.
- Locations of refuge inside with phone access to summon help.
- Large EMS elevator to allow the cot to fit without having to make it smaller.

Bierman commented on a left-hand turn lane. Schneeberger said the projects look nice and will fit into the area really well.

Bailey told the Plan Commissioners this is coming back in a month so think of any questions or comments you may have.

8. Announcements -

Chamber of Commerce Street Dance is coming up.

9. Adjourn

Motion (Hallquist/Schneeberger) to adjourn. Carried (6-0).

Adjourned at 8:25 pm.

Respectfully submitted by

Recording Secretary,
Deidre Bushéy, Deputy Clerk