

**JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES**  
**MONDAY AUGUST 19, 2024**  
**6:30 PM**  
**BOARD ROOM**  
**MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Present: Tim Hallquist, Jeff Bierman, Chip Schneeberger, Jeff Pfannerstill and David DeCourcy-Bower.  
Others Present: John Ford, Ryan Bailey, Scott Hussinger, Ryan Amtmann, and Deputy Clerk Bushey.  
Excused: Ann Wallschlager.  
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 approve the Jt. Architectural Board/Plan Commission minutes of June 17, 2024, and July 15, 2024.**

Motion (Hallquist/Schneeberger) to approve the Jt. Architectural Board/Plan Commission minutes of June 17, 2024, and July 15, 2024. Carried. (5-0).

**2. Architectural Board review and consideration of an application for signage for Wisconsin Dance Theatre, 509 Cottonwood Ave.**

Paul Butler, the representative for Wisconsin Dance Theatre was present via Zoom to explain the signage. Pfannerstill asked Building Inspector Hussinger if he had any issues with the proposed signage. Hussinger said no, he said it is not too big and will be internally illuminated which is allowed.

Motion (Hallquist/ DeCourcy-Bower) to approve the signage for Wisconsin Dance Theatre. (5-0).

**Motion (Hallquist/DeCourcy-Bower) to suspend rules. Carried 5-0.**

**Motion (Hallquist/DeCourcy-Bower) to discuss agenda item #4 for Lake Country players next. Carried 5-0.**

**3. Plan Commission conceptual review of proposed accessory building for Lake Country Players, Inc., 221 E. Capitol Drive, for storage and workspace.**

Audrea Lindley from MSI General was present to explain the concept. Lake Country Players would like to add a small addition to the back for storage and workspace. The addition would be 2-story with a workshop on the lower level. Building Inspector Hussinger asked if it would be an addition, or a free-standing building and Ms. Lindley said an addition. Hallquist asked if there were any issues with the alley and Hussinger said no, and he reminded everyone that this is a concept only.

Motion (Hallquist/Schneeberger) to approve the concept for addition to move forward for Lake Country Players. Carried. (5-0).

- 4. The Plan Commission will conduct its second 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 and consider:**
- a. Proposed preliminary site and building plans for senior living development (approx. 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.**
  - f. Referral to Village Board for initial review.**

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 118 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. 78 units of Independent Living
2. 20 units of Assisted Living
3. 20 Units of Memory

Mr. Ford explained the latest layout. The building will be 2-4 stories. There will be 144,000 sq ft. of space, 39,000 sq. ft of indoor parking, for a total of 183,000 sq ft. The common area will be 1 ½ story and at the entrance will be a bistro, chapel, salon, spa, restaurant, bar, outdoor decks, and a patio.

Soil tests are proven to support the project. A 3-D model video was presented, and the layout explained.

The biggest change since the last time is the wing that goes towards Campus Dr. to the north, has dropped from a 4-story wing to a mostly 2-story wing. He said from Campus Drive it will have a 2 story feel for the building. Another change made was a fire access lane will be provided along the eastern portion of the site, which will loop around the building providing full access to the fire department in case of emergency. Also, a crosswalk will be added at the north entrance. From an operational standpoint, they are working with a well-known senior living operator, and there will be 36-40 full-time employees with 20-24 during any one shift. They are looking to break ground by the end of this year and expect completion in spring of 2026.

Village Manager Bailey gave a breakdown of the upcoming meetings and dates:

August 26<sup>th</sup> – Village Board review and to set Public Hearing.

October 14<sup>th</sup> – Village Board for second reading and hold Public Hearing.

October 21<sup>st</sup> – come back to the Plan Commission.

October 28<sup>th</sup> – Village Board for final approval.

Ryan Amtmann and said he thinks they have made a lot of progress in the last couple of weeks. He said he has a list of items that can be addressed in the PUD agreement. He said there is one item, the crosswalk and he recommended the high school makes the connection with the crosswalk. Hussinger said he wants to make sure everyone understands the development is on 2 lots and they have to be tied together in the PUD to support the lot.

DeCourcy-Bower commented on the stormwater. Discussion on walking path and driveway path around the building for fire equipment.

Schneeberger said the projects look nice and will fit into the area really well. DeCourcy-Bower commented that he likes the overall aesthetic of the building. Hallquist commented that he likes the project and thinks the path creates connectivity. Bierman commented on fire access and if paving system is designed well enough and strong enough.

Motion (Hallquist/Schneeberger) recommend agenda items A, B, C, D & E to the Village Board for initial review. Carried. (6-0).

**5. Announcements -**

None at this time.

**6. Adjourn**

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

Adjourned at 7:10 pm.

Respectfully submitted by

Recording Secretary,  
Deidre Bush y, Deputy Clerk