

**VILLAGE OF HARTLAND
JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY, JANUARY 19, 2015
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Present: Ryan Amtmann, David deCourcy-Bower, Tim Hallquist, Dave Lamerand, Randy Swenson and Jack Wenstrom. Commissioner Connie Casper resigned as of this meeting and there is one open position.

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

Roll Call

1. Motion (Swenson/Wenstrom) to approve the Jt. Architectural Board/Plan Commission Minutes of December 15, 2014. Carried (6-0).
2. Architectural Board consideration of an application for a sign permit for Board & Brush LLC, 110 W Capitol Drive

Applicant: Julie Selby, 800 N Blue Spruce Circle, Hartland, WI 53029

The Business Improvement District Board has approved the sign as submitted.

Motion (Hallquist/deCourcy-Bower) to approve an application for a sign permit for Board & Brush LLC, 110 W Capitol Drive. Carried (6-0).

3. Architectural Board consideration of an application for a sign permit for SunWest Mortgage Company, 140 North Ave.

Applicant: Jim Liebert, 140 North Ave., Hartland, WI 53029

Contractor: Creative Sign, 505 Lawrence Dr., Depere, WI 54115

The application is for wall, multi-tenant and window signs. The BID has approved these signs.

Motion (Hallquist/Swenson) to approve an application for a sign permit for SunWest Mortgage Company, 140 North Ave. Carried (6-0).

Item No. 5 was discussed prior to No. 4

5. Items related to proposed development of the Four Winds West Subdivision:
 - a. Consideration of a Petition to annex property from the Town of Merton owned by Clark and Joy Vilter (53 acres)
 - b. Discussion of Land Use Plan Amendment
 - c. Consideration of a conceptual plat for Four Winds West

Applicant: Jim Sileno, SCI Real Estate, 5429 N 118th Court, Milwaukee, WI 53225

Property Owner: Clark/Joy Vilter, N56W30020 Highway K, Hartland, WI 53029

Joint Architectural Board/Plan Commission Minutes
Monday, January 19, 2015
Page 2

a., b. and c. were discussed together.

George Erwin presented the proposed development. This is the same developer that created the Four Winds Subdivision.

Joy and Clark Vilter are retaining a small piece of property for a new home and barn. They are developing 53 acres into 49 lots with the RS-1 zoning. There is 1.1 acre per unit or about 22,000 s.f., with 110 ft. frontage. The annexation application has been submitted to the Department of Administration. The applicants are hoping to develop in the spring or summer. The project will have 3 areas of open space and a landscape buffer area between the subdivision and Arrowhead school district property to the south. The subdivision is anticipated to be served by water and sewer.

The deed restrictions will be similar to Four Winds Subdivision to the east. The lots are slightly larger and will be more of a high end development. Jim Sileno arrived at the meeting.

The properties to the north of this development will be a homestead for Joy and Clark Vilter consisting of a home, a barn for livestock and the surrounding acreage.

Administrator Cox asked the Commission how they would want to extend the Land Use designation? The suggestion was that it carry across in the same way as Four Winds – a low density cluster that relies on some buffering and some open space.

The applicants stated that their concept for pedestrians will be to have sidewalks in the subdivision that will lead out to CTH E. They were instrumental in putting sidewalk on the east side of CTH E which connects Four Winds Subdivision to Swallow School. The sidewalk system gives access to the Bark River and the Ice Age Trail.

To address the fact that there is a longer cul de sac, the plan shows north of Lot 38 and adjacent to the west and south sides of outlots 3 and 4 there is a paved access path that would be useable as an access route for emergency vehicles in the event that there was a situation that required that.

The Arrowhead property is planned to have athletic fields (i.e. Lacrosse fields) and parking. Mr. Sileno stated that the purchase agreement with Arrowhead is for them to construct a berm with plantings. They are also restricted to have any lighting diffused onto the subdivision property. Arrowhead is aware of this proposed subdivision. The purchase agreement stated that, if possible, the subdivision would accommodate some of the stormwater as well. Arrowhead plans on a parking lot with a small concession stand and bathrooms. The land is in the Town of Merton, but there is sewer and water available if they need it. The high school's property is approximately 40 acres.

The annexation will hold until the February 23 Village Board Meeting which will be a Public Hearing and the Land Use Plan could be considered as well. The Plan Commission will see this all again in February. The annexation, the Land Use Plan and the full preliminary plat will be in February as well and then again in March. We are in that three month review process and the Village Board will do various processes in between.

For the Land Use Plan Amendment, the Plan Commission will recommend to the Village Board that they schedule a Public Hearing and that Public Hearing Notice will indicate that the Plan Commission will make comments and consider the matter at the Plan Commission's February Meeting and the Village Board at the Public Hearing on February 23.

Motion (Hallquist/Wenstrom) to set a Public Hearing at the February 16, 2015 Plan Commission Meeting. Carried (6-0).

It was suggested that a through street be designated between lots 3 and 4 (the intersection of Joy Court and Four Winds Court would be a four way intersection). Mr. Erwin and Mr. Sileno did not agree, as they felt that it would be a road to nowhere, since no development is planned to the north and Settlers Lane is a private road.

There was a consensus that the preliminary plat is agreeable to the Plan Commission. However, they would like to see the right-of-way as a four way intersection at Joy Court and Four Winds Court.

4. Plan Commission and Architectural Board review and consideration of Site and Building Plans for Hartland Riverwalk Apartments at 208 E. Capitol Dr. (between E. Capitol Drive and Lawn Street)

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

Mr. McCormick presented the new site and landscape plan for the Riverwalk Apartments. There will be 50 one bedroom and 27 two bedroom units, 133 Parking stalls, 74 of which are underground. Four trees on the site can be saved. The path from Lawn Street to the south side of the development will be 10 feet wide in order to accommodate a sewer maintenance truck. The path is straightened out from what was shown on past proposals. A bridge across the Bark River will connect to the municipal parking area. There will be a centrally located pergola with a grilling area, chairs and a retaining wall.

It was suggested that some kind of barrier or bollard be placed at each end of the 10 foot path so that cars are not able to enter the path.

Mr. McCormick is still entertaining the idea of working out a cross-easement with the bank for possible shared parking on their property -- the north parking row to the west.

The east side of the Riverwalk lot line will have an 8 foot solid cedar fence, taking care not to cut down any of the adjacent property owners trees.

Part of this development will include 400 feet of 8 inch watermain on Lawn Street. The 8 inch sewer main will be connected under E. Capitol Drive to create a loop.

Mr. McCormick showed the lighting plan with the foot candle levels at code. The light fixtures in the parking lot will be 15 foot LED facing down and toward the apartment buildings.

The elevations of the apartment building on Lawn Street and the commercial building fronting E. Capitol Drive have not changed from the last meeting.

There will be lights on all night at the entrances. There will be a need for lighting on the pathways between the buildings – bollard lighting was recommended. As the project moves forward, lighting for the bridge will need to be discussed, perhaps as a Village responsibility.

Mr. McCormick was asked if he had a design for the Lawn Street intersection. He thought we should wait and see if the traffic warrants a need for redesigning. Mr. deCourcy-Bower thought there may be no need to change the intersection. He compared it to The Sanctuary development off of Maple Avenue. No additional intersection reconfiguration was deemed necessary for about the same amount of additional traffic.

There was discussion regarding stop signs for the Lawn Street intersection. There might be a need for a stop sign for left turning traffic on westbound Lawn Street. A free right turn is possible. We have contemplated a stop sign going south on Lawn. People exiting the underground parking will have a stop sign. It was suggested that a stop sign all ways would be less confusing to drivers. Current residents would like to see stop signs at the intersection, in view of the fact that the high school students like to use the street as a thoroughfare and drive too fast – morning and afternoon.

The thoroughfare affect from E. Capitol Drive through to Lawn Street will need two traffic calming devices. The plan shows one plateau that separates the commercial parking from the apartment parking. It was also decided that an additional device should be placed between the trees about half way through the parking lot.

Is it not planned to have the apartment parking lot signed designating apartment parking only.

Snow storage will go along the fence line and on two small islands. For larger snow storms, snow will have to be hauled away. The distance between the 8 foot high fence and the parking lot is seven feet. The plants for these areas are hardy in that they are salt tolerant and can be buried in snow.

Mr. McCormick has not planned on placing any benches, vegetation or lights offsite.

He is hoping to start building in June or July.

Motion (deCourcy-Bower/Swenson) to recommend to the Village Board Approval of Site and Building Plans for Hartland Riverwalk Apartments at 208 E. Capitol Dr. (between E. Capitol Drive and Lawn Street). Carried (6-0).

Joint Architectural Board/Plan Commission Minutes

Monday, January 19, 2015

Page 5

5. Adjourn

Motion (Amtmann/Wenstrom) to adjourn. Carried (6-0). Meeting adjourned at 8:15 PM.

Respectfully submitted by
Recording Secretary,

Lynn Meyer
Deputy Clerk