

**JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES  
MONDAY, JULY 16, 2018  
7:00 PM  
BOARD ROOM  
MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Present: Chairman Jeff Pfannerstill, David de Courcy-Bower, James Schneeberger, Tim Hallquist, Jack Wenstrom, Tim Fenner  
Excused: Ann Wallschlager  
Others present: Administrator Cox, Building Inspector Hussinger and Clerk Igl

**1. Consideration of a motion to approve the Jt. Architectural Board/Plan Commission minutes of June 18, 2018.**

Motion (deCourcy-Bower/Hallquist) to approve the Jt. Architectural Board/Plan Commission minutes of June 18, 2018. Wenstrom and Fenner abstained. Carried (4-0).

**2. Architectural Board review and consideration of a sign for First Baptist Church, 780 Tenny Ave.**

Chad Schultz, Innovative Signs, stated that the proposed sign is a replacement for the existing sign. It was clarified that the one-sided sign will be parallel to the street and will not be illuminated. Motion (deCourcy-Bower/Hallquist) to approve a sign for First Baptist Church. Carried (6-0).

**3. Architectural Board review and consideration of revised plans for construction of a detached garage on the Ed Lentz property at 327 Lawn Street.**

Mr. Lentz stated that the garage plans were revised to move it from the east corner of the backyard to the west corner. Additionally, he stated it would be two feet larger than the previous submittal with one additional garage door. deCourcy-Bower inquired whether there would be driveway to the garage and the owner confirmed that there would be none. Building Inspector Hussinger stated that the site plans shows the garage directly behind the house so there would be no room for a driveway. He also confirmed that there are no utility issues. Motion (Fenner/Schneeberger) to approve revised plans for construction of a detached garage on the Lentz property at 327 Lawn Street. Carried (6-0).

**4. Architectural Board reconsideration of plans for a new entry canopy for Capital Equipment and Handling, Inc., 1100 Cottonwood Avenue.**

A representative of Briohn Building Corporation stated that no changes had been from the previous submittal. Building Inspector Hussinger stated that the project had been approved previously but had not been started within 12 months of approval. Motion (Hallquist/Wenstrom) to approve plans for a new entry canopy for Capital Equipment and Handling, Inc., 1100 Cottonwood Ave. Carried (6-0).

**5. Architectural Board and Plan Commission review and consideration of a request for a Conditional Use for concrete crushing and other operations for Lafarge Aggregates/Meyer Material Co., 700 W. Capitol Drive.**

**a. Public Hearing** to hear comments on the request for a Conditional Use

Chairman Pfannerstill opened the Public Hearing at 7:10 p.m. No comments were heard and the Public Hearing was closed at 7:11 p.m.

**b. Consideration of a motion to approve the Conditional Use for Lafarge Aggregates/Meyer Material Co.**

Administrator Cox reviewed the list of conditions that were included in the Conditional Use Permit. It was agreed that crushing activity would be limited to the hours of 7 a.m. to 4 p.m. and agreed that the site could be operated for shipping/receiving activity between 6 a.m. and 10 p.m. There was discussion whether the number of truck visits to the site should be listed in the conditions. Representatives of Lafarge stated that the number of trucks per day may be as high as 45. After discussion, the consensus was that there would be no condition limiting the number of truck visits per day. The consensus was that the limitations related to time of day and direction of travel were sufficient. Building Inspector Hussinger stated that if the business wanted to increase the batch plant operation, Village approval would be necessary. Administrator Cox stated that the term included in the draft CUP is through May 31, 2019. Commissioner deCourcy-Bower asked that the language specific truck traffic rather than all traffic related to direction of travel.

Motion (Hallquist/Schneeberger) to approve the Conditional Use for Lafarge Aggregates/Meyer Material Co.

Commissioner Fenner requested that Lafarge Aggregates provide Administrator Cox with the exact legal property owner name of record to be included in the CUP. Additionally, Fenner asked that condition number one state that the activity "must be" consistent with the applicant's submissions and statements, and that language be included that states the CUP is granted for the sole benefit of Lafarge and is not assignable.

Amended motion (Fenner/Pfannerstill) to recommend approval of the Conditional Use for Lafarge Aggregates/Meyer Material Co. subject to the amendments requested by Commissioner Fenner. Carried (6-0).

**6. Plan Commission consideration of an Extraterritorial CSM for the combining of parcels west of Oakwood Grove Road in the Town of Delafield.**

Property owner Rich Clark stated that he is interested in combining the four parcels that he owns to facilitate the building of an addition and garage. It was stated that this item will be placed on the next Village Board agenda. Motion (Fenner/Wenstrom) to recommend approval of an Extraterritorial CSM for combining parcels west of Oakwood Grove Road in the Town of Delafield. Carried (6-0).

**7. Plan Commission review and consideration of a CSM (lot line adjustment/easements) for two properties on Cardinal Lane at Norton Drive.**

The property owner of Sullivan Precision Plate stated that this lot line adjustment was requested to facilitate the sale of one of the properties. Administrator Cox stated that the front driveway

currently straddles the lot line. The current CSM includes a blanket statement that was requested by the Village which provides cross access for the two properties. Administrator Cox stated that an easement between the two properties will be a private matter. It was confirmed that all utility easements will remain in place, however the existing easement related to the drive will discontinue. Commissioner Fenner inquired whether the setback requirements will be satisfied with the proposed CSM. Building Inspector Hussinger stated that the minimum is 15 feet so the setback of just over 17 feet meets the requirement. Motion (deCourcy-Bower/Hallquist) to recommend approval of a CSM for two properties on Cardinal Lane at Norton Drive. Carried (6-0).

**8. Plan Commission review and consideration of the location for a temporary cellular tower to be located on the Coventry Water Tower site during upcoming tower painting scheduled for fall 2018.**

Administrator Cox stated that it is anticipated that this process will take approximately four months. It was confirmed that the installation and removal of the temporary tower is at no expense to the Village. Administrator Cox stated that the area to be used for the temporary cell tower will likely be along the northwestern side of the site. Motion (Hallquist/Schneeberger) to recommend approval of the location for a temporary cellular tower to be located on the Coventry Water Tower site. Carried (6-0).

9. Adjourn

Motion (Fenner/Wenstrom) to adjourn at 7:43 p.m.

Respectfully submitted,

Darlene Igl  
Village Clerk