

**JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY, MAY 20, 2019
7:00 PM
BOARD ROOM
MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Present: Jeff Pfannerstill, David deCourcy-Bower, Ann Wallschlager, Tim Fenner, Tim Hallquist, and Jeff Bierman.

Others Present: Interim Administrator Bailey, Building Inspector Hussinger, Ryan Antmann and Deputy Clerk Bush y.

Excused: James Schneeberger

Call to Order-

1. Consideration of a motion to approve the Jt. Architectural Board/Plan Commission Minutes of April 15, 2019.

Motion (deCourcy-Bower/Hallquist) to approve the Jt. Architectural Board/Plan Commission minutes for April 15, 2019. Carried (6-0).

2. Architectural Board review and consideration review of fa ade improvements for Heartfelt Properties, LLC, 111 E. Capitol Drive.

Wallschlager asked if the owner of the business Tabi's also owned the building and Hussinger said he didn't know if they owned the property. He said BID did approve of the fa ade improvements. Wallschlager asked if they planned on painting the area above the windows and Pfannerstill said he didn't know.

Motion (deCourcy-Bower/Hallquist) to approve the fa ade improvements for Heartfelt Properties, LLC, 111 E. Capitol Drive. Carried (6-0).

3. Architectural Board review and consideration of an application for signs for Keller Williams Realty, 200 E. Capitol Drive.

Hussinger said the BID have reviewed and approved the signs for Keller Williams Realty.

Motion (deCourcy-Bower/Fenner) to approve the application for signs for Keller Williams Realty, 200 E. Capitol Drive. Carried (6-0).

4. Architectural Board and Plan Commission review and consideration of a plan for an expanded entertainment area in Bristlecone Pines.

Hussinger said they have asked to be withdrawn from the agenda at this time. He said they plan on bringing it back next month as they might submit slightly different material. There was discussion on whether to table it.

Motion (Pfannerstill/Hallquist) to withdraw this item from the agenda. Carried (6-0).

5. Architectural Board and Plan Commission review and consideration of a request for a Conditional Use for the operation of a daycare at Harland South, 651 E. Imperial Drive.

a. Preliminary consideration of plans for the proposed Conditional Use in the I-1 district.

Steve Hogan from Hartland South was present and explained they would like to offer the community and staff quality daycare. He said it would approximately 40 children with up to 16 of them being staff's children. They are asking for 4500 sq. feet of the school to be approved for daycare. Hussinger said the zoning is I1 and a daycare in I1 is only allowed as a Conditional Use. Fenner asked if they are just taking an existing area in the school and converting it into a daycare and Mr. Hogan said yes.

b. Motion to set a Public Hearing to be held during the regular Plan Commission meeting on June 17, 2019.

Motion (Fenner/deCourcy-Bower) to hold a Public Hearing during the regular Plan Commission meeting on June 17, 2019. Carried (6-0).

c. Consideration of plans for a parking lot expansion for Hartland South, 651 E. Imperial Drive.

Hussinger asked if they just adding on to the existing asphalt, and Mr. Hogan said they are looking to create some new spaces by the Daycare entrance, along with adding some LED lights as the daycare will be operating from 6am-6pm.

Pfannerstill questioned about cars being able to turn around in the area they want to add 7 parking spaces. Mr. Hogan said there is more room there than it appears and the cars could do Y turns to turn around. deCourcy-Bower said it seems like a nightmare for 7 spaces.

Fenner said the traffic flow is a concern. Pfannerstill asked more questions about parents dropping children off & walking in the area that cars would be turning around in. Interim Administrator Bailey asked if the new proposed parking spaces marked in blue would be for staff, and Mr. Hogan said no.

Fenner felt that the dead-end with the turnaround is going to create gridlock. Pfannerstill asked if there would be problems if they just went with the added spaces marked in red and Mr. Hogan said per state code the daycare has to have a separate entrance along with the doors being locked.

Pfannerstill asked the reason was that they want the 4 new stalls marked in blue and Mr. Hogan said for convenience. Mr. Hogan said they will leave it as it is and focus on the proposed spots marked in red. Wallschlager asked if there would be any handicap parking there and Hussinger said they may need to have a handicap spot for the daycare.

Motion (Pfannerstill/Wallschlager) to table the parking lot expansion until next month for an updated site plan review. Carried (6-0).

6. Plan Commission review and consideration of a Certified Survey Map to divide the Zion Evangelical Lutheran Church property located at 415 W. Capitol Drive into two parcels and to consider a petition to rezone the property to the RS-5 Single Family Residential Estate District.

Dave Van Slett was present and explained that after 2 yrs. of long discussion that in 2018 the church decided to sell the building on 415 W. Capitol along with the parsonage. He said they are going to relocate everything to the school. He said they had various clients come through over the last 7 months and it became apparent to them that the best way to dispose of the property is to divide the property and sell off the residence since most churches these day don't provide a residence for their clergy. Fenner asked it is currently 1 property now, and Mr. Van Slett said yes.

Hussinger said there are utilities issues with this property. He said part of the water supply going to the church is coming from the house service. He said they are going to abandon and reinstall some sewer and water utilities.

Mr. Van Slett read from Mr. Antmanns letter regarding the water issue. Hussinger said they are going to have to reroute the water service and cap off the existing water service. While they are doing that we are encouraging them to do the same with their sanitary sewer if possible that way they can eliminate that easement. Hussinger said they decided to play it by ear to make sure the depth of the sewer. Pfannerstill said if they can do it with the easements in place however they are working with the village if they end up capping it off and routing it in a more appropriate fashion, the easement stays in place until that's done. Hussinger said it is important that these utilities get rerouted and addressed.

There was discussion on how they could resolve the issue. Hussinger said once they are split each property will have 1 water and 1 sewer. There was discussion on easements.

Motion (deCourcy-Bower/Hallquist) to approve the Certified Survey Map, the preference being that the sanitary sewer easement will be eliminated. Carried (6-0).

7. Plan Commission consideration of an Extraterritorial Certified Survey Map to combine seven parcels in the Town of Delafield on Franciscan Road and Oakwood Grove Road into one parcel.

John Sommers Jr was present and said he brought some copies of final home designs that will fit on that lot. They would like to fix the 6 cottage homes on the property, his customer bought all the properties and the homes on the properties are in dire distress of coming down. He said his customer is in the process of having the homes looked at for hazmat before they do the demolition.

deCourcy-Bower asked if the easements and right of way would remain the same. He said 20 ft row has been there for about 100 yrs., and it will be maintained.

Pfannerstill asked if they were any part of Harland as he wanted it for the record and Hussinger said no it is not. Pfannerstill briefly explained about the extraterritorial rights. Hussinger said sometimes it is important because for example on Merton there are some parcels in the town that the likely hood is that it could become part of Hartland but not in this case as it is pretty far away.

Fenner asked if Delafield approved of it yet, and Mr. Sommers said yes. Fenner then asked what about Waukesha County and Mr. Sommers said he can't answer that.

Dean Dahlman the owner of an adjacent property commented on the easement.

Tony Kozich of W296 N3004 Franciscan Road commented that he spoke to someone at the Town and was told that their meeting will be on June 4th.

Motion (Fenner/Pfannerstill) to give approval for the Certified Survey Map for combining of 7 parcels into one in the Town of Delafield on Franciscan Road and Oakwood Grove Road.

Carried (6-0).

8. Adjourn

Motion (Bierman/Wallschlager) to adjourn. Carried (6-0). Meeting adjourned at 8:07 PM.

Respectfully submitted by
Recording Secretary,

Deidre Bushéy, Deputy Clerk