

**JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY, JUNE 17, 2019
7:00 PM
BOARD ROOM
MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

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

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

Call to Order-

1. Consideration of a motion to approve the Jt. Architectural Board/Plan Commission Minutes of May 20, 2019.

Motion (Hallquist/deCourcy-Bower) to approve the Jt. Architectural Board/Plan Commission minutes for May 20, 2019. Carried (7-0).

2. Architectural Board review and consideration of an application for an addition on the Matz residence, 176 E. Park Ave.

Building Inspector Hussinger said the addition will be off the front of the house. He said there is an existing front porch foundation which is slightly raised and they will be building on top of that. He said the setback requirements are within the limits.

Motion (Hallquist/Schneeberger) to approve the addition on the Matz residence, 176 E. Park Ave. Carried (7-0).

3. Architectural Board review and consideration of an application for a sign for Tailor Made, 725 Industrial Court.

Hussinger said the application is for 2 signs that are non-illuminated and both signs meet the size limitation & sign code. Fenner asked if this property isn't in the BID jurisdiction and Hussinger said no.

Motion (deCourcy-Bower/Halquist) to approve the application for signs for Tailor Made, 725 Industrial Court. Carried (7-0).

4. Architectural Board and Plan Commission review and consideration for fa ade maintenance and improvements for Bravo Company, 635 Cardinal Lane.

A representative from Bravo Company was present and said during a weekly walk through of the property they discovered that plaster was not securely fastened to the masonry block. He said that it was discovered that water had gotten inside the plaster and deteriorated it. He said a plaster company will be redoing the plaster. They will have chip faced block in the SW corner. They will also repainting the block.

Motion (Fenner/deCourcy-Bower) to approve the façade maintenance and improvements for Bravo Company, 635 Cardinal Lane. Carried (7-0).

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

a. PUBLIC HEARING to hear comments on the request for a Conditional Use-

Pfannerstill opened the Public Hearing at 7:11 pm for comments. There were no comments so he closed the Public Hearing at 7:12 pm.

b. Consideration of plans for the proposed Conditional Use in the I-1 district-

Fenner said the conditions of the CUP are for the benefit of the academy, it is limited to daycare, it has to conform to the CUP and Site Plan operations, and an amendment if there will be any changes.

Motion (Fenner/deCourcy-Bower) to recommend approval to the Village Board with the following added conditions:

1. Contingent on acquiring the required State licensing.
2. Approval of signage.
3. No parking in the back by the door.

Carried (7-0).

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

Hussinger recapped what happened at the last month: he said they had proposed an addition to the parking and the Plan Commission asked them to revise it and come back. Mr. Hogan said there will be no driving back to the area by the door, they will be adding a few stalls in the red area. Mr. Hogan pointed out that emergency vehicles will be able to get back to that back area. Pfannerstill asked if there would be any other parking than the parking spots marked in red and if there would be no parking allowed by the door, and Mr. Hogan said that was correct. Wallschlager asked if there would be handicap parking and Mr. Hogan said the 1st spot closest to the door would be handicap. Pfannerstill asked if there would be any parking on the concrete pad and Mr. Hogan said no, it is designated as a no

parking area. Fenner asked about signage and Mr. Hogan said they are working on it and will have to come back for the signage. Fenner asked about their timing and Mr. Hogan said they had the 1st review from the technical consultant as far as daycares go and it was positive. He said they need to apply at the State licensing board and are expecting early August for approval, with the opening hopefully occurring late August at the start of the school year.

Motion (Fenner/deCourcy-Bower) to approve the parking lot extension as proposed. Carried (7-0).

6. Architectural Board and Plan Commission review and consideration of a Corridor Compact Review of site, building and business plans for a new accessory building at 2215 Hwy 83 in the City of Delafield.

Brian Becker the owner of the property and the business was present. He gave a brief history of his business. He said he received his CU permit in 1998 and he currently uses a dairy barn from 1928. Mr. Becker said the business has grown, they have a lot of bulk shipping material and they are running out of space. He said only 1 neighbor will be able to see the proposed building but in 1 year it won't be seen due to the trees. Fenner asked where he is at in Delafield approval process. He said their Plan Commission approved it and it has to go to the City Council. Schneeberger asked how the Hwy 83 expansion will affect him: he said he will lose his house and he is thinking it will be 60 ft. away from the proposed accessory building. Village Engineer Amtmann asked if he will be relocating his house. Mr. Becker said he doesn't know, he is in negotiation with the state and it is dependent on that.

Motion (deCourcy-Bower/Schneeberger) to recommend approval of the new accessory building at 2215 Hwy 83 to the Village Board. Carried (7-0).

7. 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 for the Zion Evangelical Lutheran Church. Hussinger asked Mr. Van Slett if they are closer to resolving which way to run the sanitary sewer. He said no, hopefully in July. He said the person they use said he can get it within 2 ft. and Mr. Van Slett said he didn't know if the Village would accept that. Mr. Van Slett said that the person they use, Marvin said the north is too low for gravity feed, there was brief discussion on gravity feed. Hussinger said the question he has is, would the board consider not approving this if they continue to use the sanitary sewer directed to the east through the residential property. Mr. Van Slett said he knows the village prefers the easement not be there on this new parcel and if the gravity feed is possible Zion's approach is that would make sense. And if the gravity feed is not possible and only a lift station or brand new sewer line is the only option then their position is that is not feasible for them to do that.

Hussinger asked can the village complete this process and get this proposed CSM and proposed rezoning fully approved with the Village's final signature so that we can worry about the sewer later and the answer was they believe so.

Hussinger said if it is possible to go gravity to the south that is the Village's expectations and if they can't, they would continue using the current one and that would be documented with the village. Fenner said a lift station has been mentioned and he asked are we talking about a grinder pump. Hussinger said it would be a grinder and Fenner asked why is that so objectionable. Hussinger said because it is mechanical and if you can go gravity you should. Hussinger said what if you lose power and mechanical things fail.

** Inaudible **

There was discussion on a grinder station and gravity.

Pfannerstill said to eliminate the easement it is feasible to say it will go off the gravity feed otherwise what would have to happen. Fenner said if they aren't going to put in the grinder pump then the easement, the gravity to the east would remain. Pfannerstill said if we want to eliminate that easement as long as it works on gravity everything is fine but there could be the stipulation that they need a grinder pump.

Motion (Fenner/deCourcy-Bower) to approve the Certified Survey Map as presented subject to the owner satisfying the conditions of Amtmann's letter with the exception that if the relocated sewer is not economically feasible it can remain at the present location and with the condition that the Rezone is approved. Carried (7-0).

Motion (Fenner/deCourcy-Bower) to recommend the rezone to the Village Board. Carried (7-0).

Pfannerstill said he would like announcements added to future Architectural Board and Plan Commission agendas before Adjournment. He also said that when developers come to the Village in the past it would always come to the Arch/Plan Commission first, he said in the future it will go before the Village Board first as a concept and then come to the Arch/Plan Commission. deCourcy-Bower said the Comprehensive Plan is now online and there are some changes that will impact the future of the Village so he encouraged everyone to look at it.

8. Adjourn

Motion (Bierman/Fenner) to adjourn. Carried (7-0). Meeting adjourned at 7:44 PM.

Respectfully submitted by
Recording Secretary,

Deidre Bush  y, Deputy Clerk