

**JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY, JANUARY 20, 2020
6:30 PM
BOARD ROOM
MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

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

Others Present: Administrator Rhode, Building Inspector Hussinger, Ryan Amtmann and Deputy Clerk Bushey.

Call to Order-

1. Consideration of a motion to approve the Jt. Architectural Board/Plan Commission Minutes of December 16, 2019.

Motion (deCourcy-Bower/Schneeberger) to approve the Jt. Architectural Board/Plan Commission minutes for December 16, 2019, with the correction of Wallschlager being present. Carried (7-0).

2. Architectural Board review and consideration of a sign for Wisconsin Athletic Club, 560 S. Industrial Drive.

Hussinger said the applicant was not present but said it is a simple replacement, equal size and is non-illuminated.

Motion (deCourcy-Bower/Schneeberger) to approve the sign for Wisconsin Athletic Club, 560 S. Industrial Drive. Carried (7-0).

3. Architectural Board review and consideration of a sign for Overlook Trails Condominiums, Overlook Drive and Hwy K/Lisbon Road.

Bryan Lindstrom from Neumann Development was present and explained they are proposing 2 monument signs at the entrance of Overlook Trails. Schneeberger asked about the sight line. Amtmann and Lindstrom both said it should be fine. Hussinger asked if there would be low grow plantings and Lindstrom said yes.

Motion (Fenner/Schneeberger) to approve the sign for Overlook Trails Condominiums, Overlook Drive and Hwy K/Lisbon. Carried (7-0).

4. Architectural Board and Plan Commission review and consideration of a request for a Conditional Use for the operation of an automotive insurance repair business for Mander Collision, 705 Cardinal Lane.

a. Preliminary consideration of plans for the proposed Conditional Use.

Hussinger commented that the true nuts and bolts of this will take place next month. Pfannerstill asked if the property previously had a Conditional Use and Hussinger said yes. Pfannerstill asked if this one replicates the previous one and Hussinger commented that the previous one is not on file because it was back from the 1960's. Hussinger said this process will generate a formal document. Randy McPherson was present and explained that they have an automotive repair business and would like to open a location in Hartland. Mr. McPherson commented that they would like to be a good neighbor and wants to earn trust in the community. He went on to say they will replace the sign with their own, remove old vehicles and do a general cleanup of the property. deCourcy-Bower asked about outside storage. Hussinger said this is an important part of the proposed Conditional Use. Mr. McPherson said he has no problem with keeping vehicles in the fenced in area. Hussinger pointed out the signage is not part of this and will be separate from this. Biermann asked about fire sprinklers in the building. Hussinger said the building is grandfathered in and it does not require sprinklers. Keith Egan from Car Craft said there are sprinklers in the mixing room.

b. Motion to set Public Hearing to held during the regular Plan Commission meeting on February 17, 2020.

Motion (deCourcy-Bower/Hallquist) to set Public Hearing during regular Plan Commission meeting on February 17, 2020. Carried (6-0). Wallschlager abstained.

5. Architectural Board review and consideration of plans for construction of a new church facility for St. Charles Church, 313 Circle Drive.

Pfannerstill commented that the concept went to the Village Board and there have been several concept meetings. Representatives from Zimmerman were present and the following items were discussed: Parking, height, lighting, new road, fencing, and stormwater management. Mr. Seubert said more parking had been added to the plan and they are working with Ryan Amtmann regarding the stormwater management. He also stated the Site Plan hasn't changed too much. Administrator Rhode asked Building Inspector Hussinger to talk about the parking. Hussinger asked in regards to the parking and offsite parking if they had given any thought to modifying the schedule or adding services to reduce the number of cars. Mr. Seubert said they didn't talk about adding but they did talk about spacing the services out. Hussinger said they meet the parking requirements but would like to see plans for if parking overwhelms the neighborhood. Ryan Amtmann asked if they could add parking westerly if needed and Mr. Seubert said yes.

Fenner asked about the current parking situation. Pfannerstill said on holiday's the parking lot is packed with some parking taking place on the street but other than that there is plenty of parking. Hussinger said if the parking were to increase substantially they would need to come back to address it and Fenner commented that it could be put in a memorandum of understanding if the parking becomes an issue. Fenner also asked about the building height. Hussinger said code says 35 ft., however a large portion of the proposed building is 50 ft. and the building is substantially larger. There was brief discussion on the lighting, if it would be timed and the color of the lighting. Fenner commented that the existing school and church would act as a buffer. Fenner also said he felt they would need to go the 50 ft. in order for the building to be in proportion.

Ryan Amtmann from Ruekert & Mielke explained the storm water management plan. He said there will be an infiltration basin as well as a storm maintenance agreement. He said the village has an interest in it because there will be a connection from Renson Road which will help accommodate the flow from the Village storm water system. He went on to explain the storm water basin will be a dry basin. Hallquist asked if the parking needs to be expanded would the basin need to be expanded. Mr. Seubert said there is room if it needs to be but didn't think it needs to be.

A staff member from Hartland North Elementary was present and expressed concern about the road St. Charles is proposing to put in to the west side of the property and asked if a fence could be put up. She said she is also concerned about safety during outdoor classroom time well as the aesthetics.

deCourcy-Bower said his first concern is to provide a safe barrier between the road and the woods. Hallquist commented about locking the gates that will be on the road. There was brief discussion on moving the road a little to the east. Amtmann asked if there would be a fence around the basin. There was brief discussion on the egress and deCourcy-Bower expressed his concern. Hussinger said St. Charles had talked about 2 way traffic on the new road but said there would be stacking if they made it 2 way. Administrator Rhode said let Amtmann and his team work on it. He said they felt it would be worse if it was 2 way. After some discussion Hussinger asked how to resolve this problem. Fenner said it could be resolved as part of the Plan of Operation. Fenner said he would like to see it in Narrative form. Doug Barnes from Zimmerman Architects provided color samples of the building.

Pfannerstill said he hopes they take into consideration of the fence and suggested they reach out to Hartland North regarding the fence. He asked if they would be doing the parking extension first and BS said some of it. BS gave a brief rundown of the timeline.

There was brief discussion on the color of the lighting that would be used. There was also brief discussion on the roof shielding. Fenner said he would like to see a draft memorandum of understanding. Hussinger said he will get the cut sheets out to everyone.

This will be carried over to next month.

6. Announcements-

Comments on seating and Administrator memorandums.

7. Adjourn-

Motion (Bierman/Schneeberger) to adjourn. Carried (7-0).

Meeting adjourned at 7:56 pm.

Respectfully submitted by

Recording Secretary,

Deidre Bush y, Deputy Clerk