

**JOINT ARCHITECTURAL BOARD/PLAN COMMISSION AGENDA**  
**MONDAY, MARCH 15, 2021**  
**7:00 PM**  
**MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Roll Call

Public Comments: Please be advised the Joint Architectural Board/Plan Commission will receive comments from the public related to any item(s) on the agenda for a three minute time period per person, with time extensions per the Chairman's discretion.

1. Consideration of a motion to approve the Jt. Architectural Board/Plan Commission minutes of the January 18, 2021 meeting.
2. Architectural Board review and consideration of signage for Paradise Trails Single Family Condominiums, Campus Drive.
3. Presentation: Conceptual Plan for Event Center at 415 W. Capitol Drive (Zion Church property).
4. Plan Commission and Architectural Board review and consideration of an application for site/building modifications for an upgraded drive-thru for Cousins Subs, 525 Cottonwood Ave.
5. Plan Commission review and consideration of a sign ordinance amendment change for political signs.
6. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.
7. Adjourn.

Tim Rhode, Village Administrator

A complete packet of meeting materials is normally available by 5:00pm on the Friday before the meeting on the Village website: [www.villageofhartland.com](http://www.villageofhartland.com) (Government/Agendas and Minutes). Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Darlene Igl, WCPC/CMC, Village Clerk, at 262/367-2714. The Municipal Building is handicap accessible.

Joint Architectural Board/Plan Commission Agenda

Monday, March 15, 2021

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Individuals attending public meetings in person will be required to **maintain appropriate social distancing**, (i.e., maintain a 6-foot distance) and be **free of symptoms** related to COVID-19.

To participate in the Village of Hartland "Zoom" meeting with video,

<https://us02web.zoom.us/j/88502544888?pwd=SE84N2oxVUdpSFVVL0Y4MGJGUhNPZz09>

To participate in the Village of Hartland "Zoom" meeting (audio only), please dial 1(312)626-6799.

The Meeting ID is 885 0254 4888 and the passcode is 656506.

**JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES  
MONDAY, JANUARY 18, 2021  
7:00 PM  
BOARD ROOM  
MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Present: Jeff Pfannerstill, James Schneeberger, Tim Hallquist, Ann Wallschlager, Jeff Bierman, David deCourcy-Bower and Dino Xykis attended via Zoom.

Others Present: Administrator Rhode, Ryan Amtmann, Building Inspector Hussinger, Ben Nelson, Justin Miller, Bob Lestina (via Zoom) and Deputy Clerk Bushey.

Call to Order- 7:00 pm.

**1. Consideration of a motion to approve the Architectural Board/Plan Commission minutes from January 18, 2021.**

Motion (Wallschlager/Hallquist) to approve the minutes for the Architectural Board/Plan Commission meeting on November 16, 2020. Carried (6-0) with 1 abstention, deCourcy-Bower.

**2. Architectural Board review and consideration of an application for construction of a detached garage on the Colahan property, 512 E. Capitol Dr.**

Giles Colahan and Karen Siepmann and said they would like to build a newer detached garage that would have more space. The colors and shingles of the new detached garage will match what is on the house.

Motion (Xykis/deCourcy-Bower) to approve the application for construction of a detached garage at 512 E. Capitol Drive. Carried (7-0).

**3. Architectural Board review and consideration of signage for Equipment Depot, 1100 Cottonwood Ave.**

Building Inspector Hussinger said they are proposing 2 signs, 1 wall sign and 1 ground sign. The signs meet the size requirement and do not exceed the max required size. There will be landscape at the base to soften it and they are not internally lite. Hussinger said if they want the signs lit, they will have to be done externally.

Motion (deCourcy-Bower/Wallschlager) to approve the application for signage for Equipment Depot. Carried (7-0).

**4. Architectural Board review and consideration of signage for JWC Building Specialties, 540 Progress Drive.**

Hussinger said they are proposing 4 signs, 1 ground sign, 2 door signs and 1 wall sign. The door signs and wall signs are small. Hussinger commented that he feels the ground sign is too close to the ROW. deCourcy-Bower asked about landscaping and Hussinger commented that landscaping should be a part of every motion.

Motion (Hallquist/Xykis) to approve the application for signage for JWC Building Specialties with the sign being 15 feet from ROW and contingent on approval of landscaping. Carried (7-0).

**5. Plan Commission and Architectural Board review and consideration of an application for a standby generator and enclosure for Bravo Company, 340 Maple Ave.**

Pfannerstill said he would like it in the minutes that the application is for the generator and an enclosure. Representatives were present for Bravo company and explained what they are proposing. Xykis said he liked how detailed the paperwork is for the generator and enclosure. Bob Lestina 469 Park Ct. commented that he looked at the material and for the most part is comfortable with it. He said he wants to make sure what they do, does not go against the aesthetic look. He also requested the planting of conifers.

deCourcy-Bower asked if the generator is surrounded by a brick wall. Justin Miller from Miller Electric were present and explained the enclosure. They said there is an existing bump out and there will be concrete wall with a brick pattern. He said 3 sides will have concrete/brick pattern and the west side will be open.

Xykis said he just wants to make sure there is plenty of air flow and from what he sees in the paperwork it seems as though there is. There was brief discussion on the amps. Hussinger asked when will the generator operate and Justin said once a month for 30-60 minutes on a weekday & then also only when power is lost.

Pfannerstill asked if it could be seen from the park and Justin said no because there are trees.

Lestina the parking lot can be seen from Park Court and asked them to plant a buffer. Pfannerstill said currently there is an old brick wall there and there will be a new brick wall put there. Xykis said aesthetically the new wall will match the building.

Motion (Xykis/deCourcy-Bower) to approve the application for a standby generator and enclosure structure. Motion does not include landscaping and Hussinger asked them to plant something if its possible. Carried (7-0).

**6. Announcements-**

-Sandhill had a progress update meeting on January 18<sup>th</sup>.

-Pfannerstill spoke to someone who is interested in developing some properties in Hartland.

**7. Adjourn**

Motion (deCourcy-Bower/S) to adjourn. Adjourned at 7:41 pm.

Respectfully submitted by  
Recording Secretary,  
Deidre Bush y, Deputy Clerk

**DEPARTMENT OF BUILDING INSPECTION  
APPLICATION FOR SIGN PERMIT**

PERMIT # \_\_\_\_\_

JOB LOCATION Campus Dr. / Scenic Rd TAX KEY # \_\_\_\_\_  
OWNER Paradise Trails, LLC PHONE 262-542-9200  
ADDRESS N27W24023 Paul Ct. Ste. W CITY Penokee STATE WI ZIP 53072  
CONTRACTOR Steve Galt Studios PHONE 414-431-3907  
ADDRESS 11717A W Dearburne Ave CITY Wauwatosa STATE WI ZIP 53226

SIGN TYPE:     WALL         PROJECTING         AWNING, CANOPY         GROUND  
 PORTABLE/TRAINING         REAL ESTATE PERM.         REAL ESTATE TEMP.

WORDS AS THEY WILL APPEAR ON THE SIGN:

"Paradise Trails"

OVERALL DIMENSIONS OF SIGN 10' x 5.5' COLOR OF BACKGROUND Mixed quartz  
SIZE OF LETTERS IN INCHES 2.4" COLOR OF LETTERS black

CONSTRUCTION MATERIALS OF SIGN BACKGROUND (i.e. WOOD, ALUM, ETC.)  
Natural quartz stacked stone, "burnwood" corner posts, powder-coated raised stainless steel

ILLUMINATED?     YES         NO         INTERNALLY         EXTERNALLY

SIGN PLANS MUST BE APPROVED BY ARCHITECTURAL BOARD PRIOR TO PERMIT BEING APPROVED (SEE ARCHITECTURAL BOARD APPLICATION)

ESTIMATED COST OF ABOVE SIGN \$ 10,000 each

**TO THE BUILDING INSPECTOR:** THE UNDERSIGNED HEREBY APPLIES FOR A PERMIT TO DO WORK HEREIN DESCRIBED ACCORDING TO THE PLANS AND SPECIFICATIONS FILED HERewith AND LOCATED AS SHOWN ON THIS APPLICATION. THE UNDERSIGNED AGREES THAT SUCH WORK WILL BE DONE IN ACCORDANCE WITH THE SAID DESCRIPTION, PLANS AND SPECIFICATIONS AND IN COMPLIANCE WITH ZONING ORDINANCE AND ALL OTHER ORDINANCES OF THE VILLAGE OF HARTLAND AND WITH ALL THE LAWS AND ORDERS OF THE STATE OF WISCONSIN APPLICABLE TO SAID PREMISES.

APPLICANT [Signature] DATE 1/12/2021

PLANS APPROVED:        ARCHITECTURAL BOARD \_\_\_\_\_

APPLICATION APPROVED: BUILDING INSPECTOR \_\_\_\_\_ DATE \_\_\_\_\_

TOTAL FEES: \_\_\_\_\_ DATE PAID \_\_\_\_\_ RECEIPT # \_\_\_\_\_



**DEPARTMENT OF BUILDING INSPECTION  
APPLICATION FOR ARCHITECTURAL BOARD**

Job Address <i>Paradise Trails</i>			
Lot <i>---</i>	Block <i>---</i>	Subdivision <i>Paradise Trails Condominium</i>	Key No. HAV <i>0423981001</i>
Owner <i>Paradise Trails, LLC</i>		EMAIL <i>frischmann@paradise-trails.com</i>	Phone <i>262-542-9200</i>
Address <i>N27 W24025 Paul Ct. Ste 100</i>		City <i>Menomonee</i>	State <i>WI</i> Zip <i>53072</i>
Contractor <i>Shne Craft Studios</i>	Phone <i>414-931-3407</i>	FAX <i>---</i>	EMAIL <i>crafter@shnecraftstudios.com</i>
Address <i>11717A W Danbourn Ave</i>		City <i>Wauwatosa</i>	State <i>WI</i> Zip <i>53226</i>

The Architectural Board meets on the **THIRD MONDAY** of the Month at 7:00 p.m. in the Board Room of the Hartland Municipal Building located at 210 Cottonwood Avenue in the Village of Hartland.

The DEADLINE for filing is **FIFTEEN WORKING DAYS PRIOR TO THE MEETING DATE** at 4:30 p.m. All of the following information must be received prior to the deadline in order to be placed on the agenda.

**All applications for consideration by the Architectural Board are subject to the policies described in this document.**

**Commercial/Industrial/Multifamily:**

- Four (4) bound sets of plans and application material and one (1) electronic copy of all submittals.
- Elevations must show all sides of the structure and state the building materials and colors. Additions must be shown with the existing building.

**Signs:**

- Four (4) color renderings of the requested sign(s) and one (1) electronic copy of all submittals. Include colors and material type. Renderings are to be dimensioned and must show placement on building and height.
- Details (color picture) of all existing wall signs on the same building elevation. A photograph of the building with sign location shown is recommended.
- Four (4) site plans with dimensions. Not required for wall signs or other signs attached to the building.
- Four (4) sets of lighting details. Include type, location, number and photometric plan.
- Submit Sign Permit Application

**NOTE:** Approval by the Architectural Board is not permission to begin construction; a building permit must first be obtained.

Date Applied: 1/12/2021 Date of Meeting: \_\_\_\_\_ Item No. \_\_\_\_\_

**Hartland Architectural Board  
Application Review Policies**

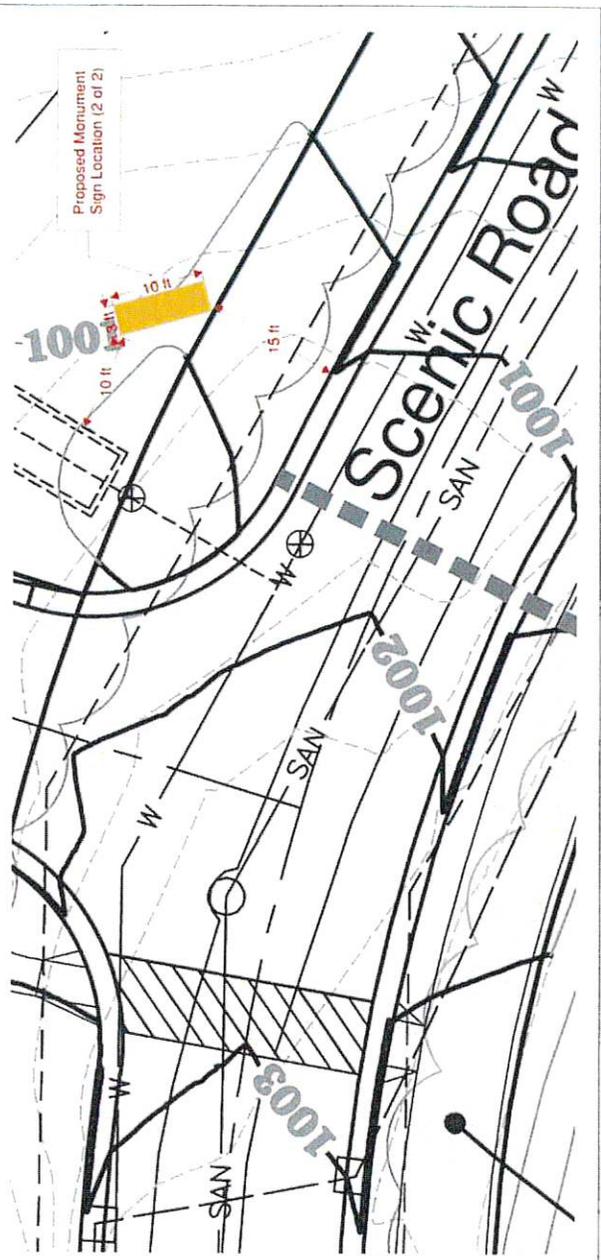
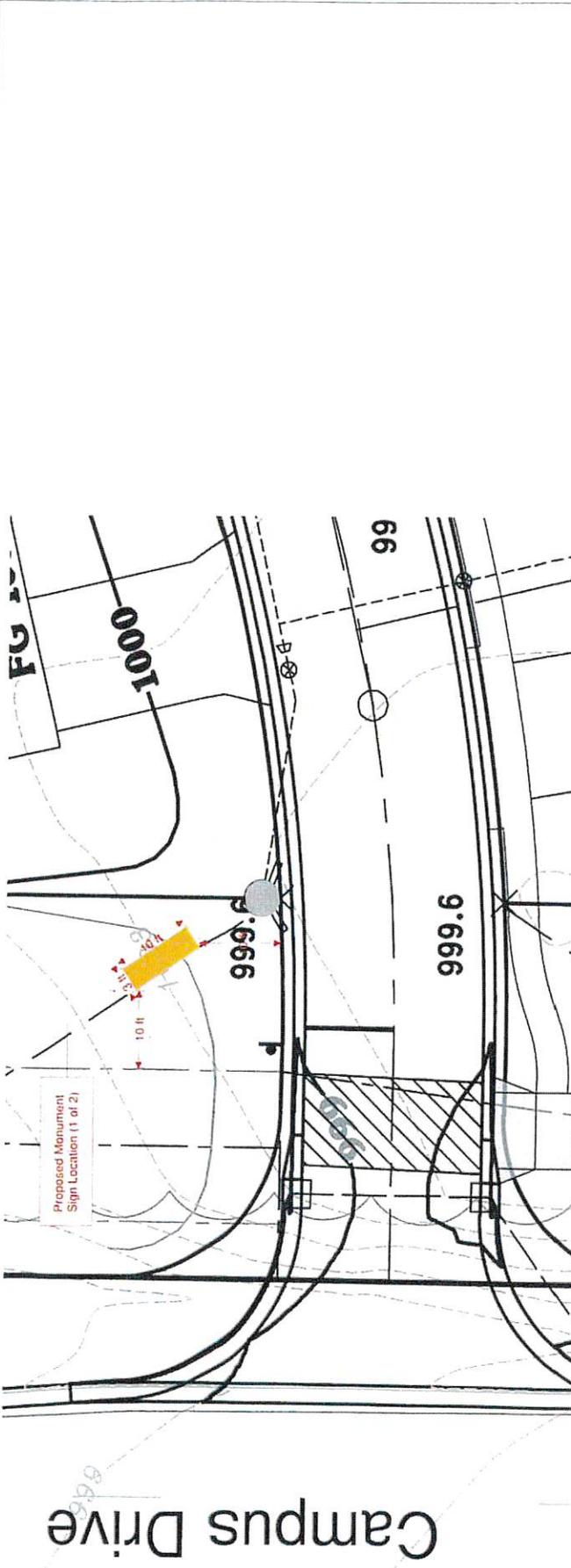
**All applicants and applications are subject to the following policies in order to be considered by the Architectural Board.**

1. The deadline for filing any application is a minimum of fifteen (15) working days before the meeting.
2. All applicants for building renovations are encouraged to communicate with or meet with the Building and Zoning Official and the Village Administrator prior to submission of an application.
3. Applications for signs within the boundaries of the Hartland Downtown Business Improvement District (BID) must be reviewed by the BID prior to the meeting with the Architectural Board.
4. All requested or required information, including the application and appropriate fees, must be received prior to the deadline in order to be placed on the agenda. Village Staff has been directed to delay placement on the Architectural Board Agenda based on incomplete submittals.
5. Applications shall include professional-level drawings of all elevations impacted by the proposed project showing the proposed conditions including location and depiction of requested signage.
6. Applications for signage on existing buildings should include a scale depiction of the sign on a current photograph of the existing building.
7. Four (4) sets of application materials and one (1) electronic copy (PDF) of all application materials must be submitted by the deadline.
8. Applications that include site plans must depict the following existing and proposed information plus other information as appropriate or as requested:
  - a. Complete dimensions (lot, building, setbacks, parking, drives, etc.)
  - b. Scale and north arrow
  - c. All structures (include building elevations and height)
  - d. Drainage and grades (include design calculations for drainage)
  - e. Storm Water Management Plan
  - f. Utilities and easements (sewer, water, storm etc.)
  - g. Calculation of lot coverage
  - h. Parking stalls (stalls to be minimum 180 s.f., driving lanes minimum 24 ft. wide and 30 ft. maximum at street right-of-way, asphalt to be minimum 3 ft. from lot lines)
  - i. Grading and erosion control
  - j. Landscaping, including a Tree Protection Plan
  - k. Exterior lighting details
  - l. Exterior HVAC equipment location
  - m. Dumpster location (screening required)
  - n. Street right-of-way
  - o. Miscellaneous items including, but not limited to, 100 year floodplain, wetland boundary, environmental corridor
9. Additional information may be requested by the Architectural Board or Staff.
10. The Applicant must complete and submit the required Professional Services Reimbursement Form along with any required deposit at the time of application.
11. The Applicant or a representative of Applicant able to make representations on behalf of the Applicant shall attend the meeting at which the matter will be discussed. Failure to have representation will result in tabling of the request to the next meeting.









SCOTT HOSEID AND MARY HOSEID  
294 HICKORY CT  
HARTLAND WI 53029-1306

SURVIVOR'S TRUST  
W307N5276 ANDERSON RD  
HARTLAND WI 53029-1032

TINA M BARSCH  
288 HICKORY CT  
HARTLAND WI 53029

ALAN G STANWICK 2008 LIVING TRUST  
W305N5205 GAIL LN  
HARTLAND WI 53029

BRUCE SINOTTE AND KATHLEEN  
SINOTTE  
302 WILLOW DR  
HARTLAND WI 53029-1316

DANIEL FOGLE AND KATHLEEN FOGLE  
292 HICKORY CT  
HARTLAND WI 53029

CHRISTOPHER & ERIKA HAGLUND  
297 WILLOW DR  
HARTLAND WI 53029

DENNIS A & DARLENE F SSKO  
REVOCABLE LIVING TRUST  
296 HICKORY CT  
HARTLAND WI 53029

JOHN MALONEY AND CHERYL  
MALONEY  
290 HICKORY CT  
HARTLAND WI 53029

KIEFER FARMS LLC  
PO BOX 180621  
DELAFIELD WI 53018-0621

LUTHERAN HIGH SCHOOL ASSOCIATION  
OF GREATER MILW  
10427 W LINCOLN AVE STE 1300  
MILWAUKEE WI 53227-1263

MARGARET BURRUS TRUST DATED  
AUGUST 9 2006  
300 HICKORY CT  
HARTLAND WI 53029

MATTHEW DALE DANIEL AND LYNN  
CHERYL HARTZEL  
400 E CAPITOL DR  
HARTLAND WI 53029-2202

MELANIE M KRAAK  
291 WILLOW DR  
HARTLAND WI 53029

RIC J PANELLA AND DANA A NEARY  
PANELLA  
298 HICKORY CT  
HARTLAND WI 53029



**Village of Hartland  
Administration**

210 Cottonwood Ave, Hartland, WI 53029  
[www.villageofhartland.com](http://www.villageofhartland.com)

<b>Committee:</b> Plan Commission	<b>Date:</b> 3-10-2021
<b>Village Board Agenda Item: 3</b>	<b>Date:</b> 3-15-2021
<b>Submitted By:</b> Tim Rhode, Village Administrator	
<b>Subject:</b> Conceptual Plan for Event Center/Boutique Hotel at 415 W. Capital Drive (Zion Church property)	

**Details:**

The Plan Commission will be presented with a concept development for the Zion Church property located on West Capitol Drive. Developer Miller Marriott Construction Co has included a site plan with this packet with renderings of the proposed project.

Development Plan: Repurpose the existing church into an event center. They are adding a new addition to the current church on to the rear to expand the event center space. Additionally, they plan to remove the existing house to build a new house structure used in conjunction with the event center space. The developer has had several successful projects in the Village. Miller Marriott team will be at the Plan Commission meeting to present and answer any questions.

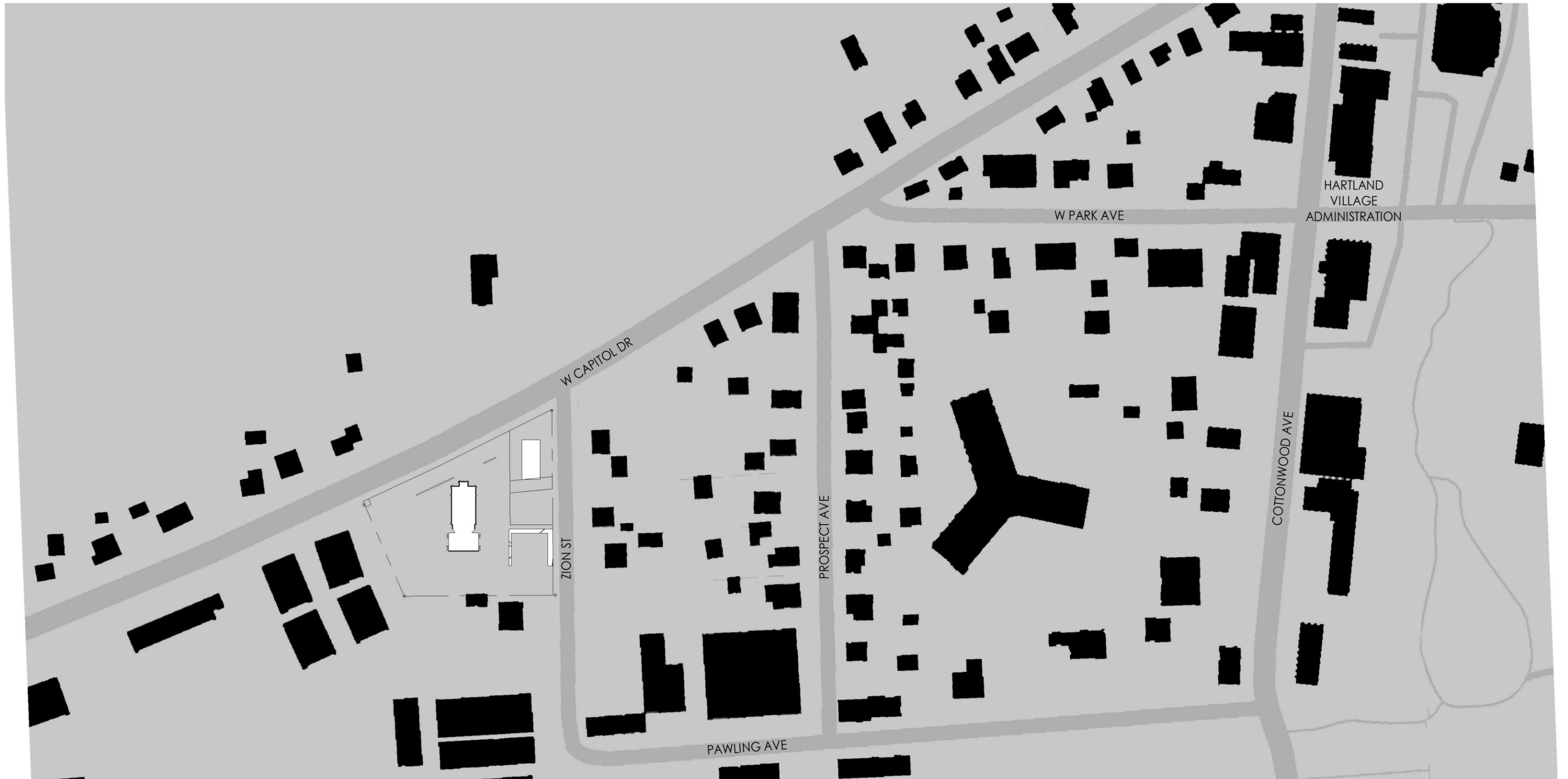
**Financial Remarks:** The development, if approved, would convert a tax-exempt property to taxable property.

**Options & Alternatives:**

Discuss the development site plan.

**Executive Recommendation:**

Provide feedback for Miller Marriott's concept proposal.



**1** **FIGURE GROUND**  
SCALE 1" = 160'-0"

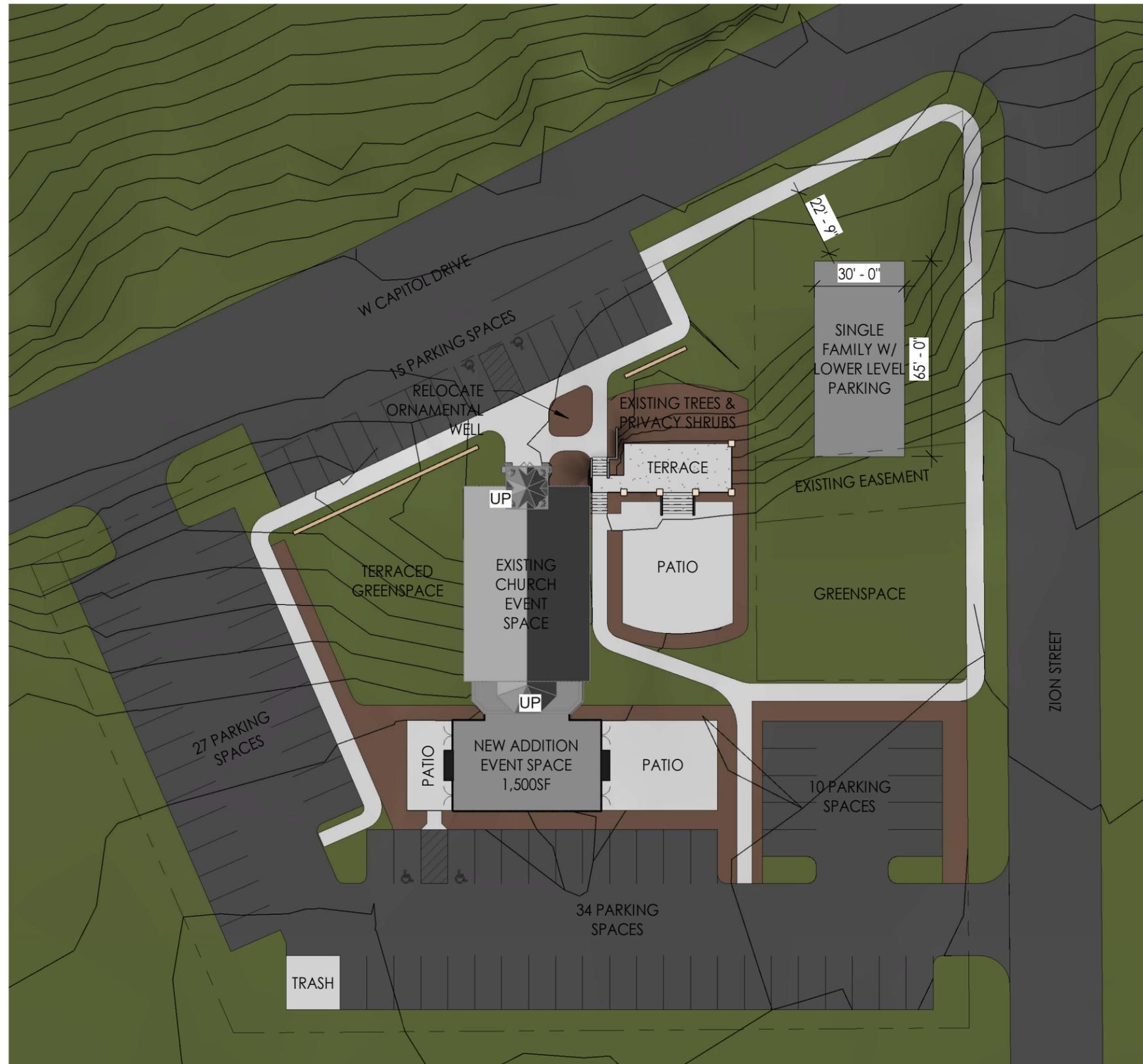


**BUILDING METRICS**

**THE CHURCH**  
GROUND FLR 3,060 SF (OCPT LOAD 31)  
1ST FLOOR 3,060 SF (OCPT LOAD 204)  
MEZZANINE 730 SF (OCPT LOAD 49)  
TOTAL 6,870 SF

**THE SCHOOL**  
1ST FLOOR 1,500 SF (OCPT LOAD 100)

**SITE METRICS**  
SITE AREA 66,464 SF  
PARKING 86 EXTERIOR SPACES



**1 SITE PLAN**  
SCALE 1" = 40'-0"



VIEW LOOKING NORTHWEST TOWARD THE CHURCH AND THE SCHOOL



VIEW LOOKING SOUTHWEST TOWARD THE CHURCH AND THE SCHOOL

THOMAS H BEAUMONT  
310 ZION ST  
HARTLAND WI 53029

ANDREW J SALOMONE  
337 PROSPECT AVE  
HARTLAND WI 53029-2022

DANIEL G ANDERSON AND SALLY J  
ANDERSON  
315 W CAPITOL DR  
HARTLAND WI 53029

DAVE HYLAND AND DAWN HYLAND  
440 W CAPITOL DR  
HARTLAND WI 53029

DAVID PEERS AND ERICA D PEERS  
345 PROSPECT AVE  
HARTLAND WI 53029-2022

DONALD G LUND 2013 LIVING TRUST  
432 W CAPITOL DR  
HARTLAND WI 53029

DOWNING BROTHERS BUILDERS INC  
W267S3742 VELMA CT  
WAUKESHA WI 53188-6609

ELIZABETH ANN CONLEY  
320 ZION ST  
HARTLAND WI 53029-1929

ELMORE MACHINERY CORP  
403 EAST AVE  
EAGLE WI 53119-2109

GEORGE G GARNEAU JR  
330 ZION ST  
HARTLAND WI 53029

HARTLAND SQUARE APARTMENTS LLC  
W312S9003 MOCCASIN TRL  
MUKWONAGO WI 53149

LESLIE A MOATS  
N8331 CARDINAL PASS  
IXONIA WI 53036-9451

MAC HOLDINGS LLC  
PO BOX 102  
DOUSMAN WI 53118-0102

NATHANIEL & JENNIFER APPLETON  
448 W CAPITOL DR  
HARTLAND WI 53029-1921

NORTHPOINT COMMUNITY CHURCH  
400 W CAPITOL DR  
HARTLAND WI 53029-1921

RYAN DUERWACHTER AND LINDSEY  
WURM  
359 PROSPECT AVE  
HARTLAND WI 53029-2022

STEPHANIE & BRADLEY OLSON  
223 HAZEL LN  
HARTLAND WI 53029-1808

STONEWOOD STORAGE ASSOCIATES  
LIMITED PARTNERSHIP  
PO BOX 145  
HARTLAND WI 53029



**Village of Hartland  
Administration**

210 Cottonwood Ave, Hartland, WI 53029  
[www.villageofhartland.com](http://www.villageofhartland.com)

<b>Committee:</b> Plan Commission	<b>Date:</b> 3-8-2021
<b>Plan Commission Item Number: 4</b>	<b>Date:</b> 3-15-2021
<b>Submitted By:</b> Tim Rhode, Village Administrator	
<b>Subject:</b> Review and consideration of an application for site/building modification for an upgraded drive-thru for Cousins Subs, 525 Cottonwood Ave.	

**Details:**

Cousins Subs is requesting an upgrade to the drive-thru and additional modification to the building. The upgrade consists of several design features to improve the efficiency of aesthetics of the current drive-thru. In addition to the drive-thru, the building has upgrades to improve safety, efficacy, and aesthetics.

The staff has reviewed the plans and are stratified they meet the Village Code requirements.

One minor error on the plan set. Page A2.1 The "Proposed South Elevation" and "Demolition East Elevation" wording is incorrect. The word South should be East, and the wording of East should be South, just the flip/flopping of the direction.

**Financial Remarks:** N/A for Plan Commission Meeting

**Options & Alternatives:**  
The Village Plan Commission could review the plans proposed and recommend to approve, adjust or deny the proposed improvements.

**Executive Recommendation:**  
Following review and discussion of the Cousins Subs plan set, staff would recommend a favorable recommendation to the Village Board.



**APPLICATION FOR  
PLAN COMMISSION**

**\$300 REVIEW FEE DUE AT TIME OF APPLICATION**

Project Description <i>SITE / BUILDING MODIFICATIONS FOR UPGRADED DRIVE-THRU</i>			
Proposed Use <i>EXISTING COUSINS SUBS</i>		No. of Employees <i>10-15</i>	
Project Location <i>525 COTTONWOOD AVE</i>			
Project Name <i>COUSINS SUBS</i>			
Owner <i>WANGARD PARTNERS</i>		Phone <i>414-777-1200</i>	
Address <i>1200 N. MAYFAIR RD, STE 310</i>		City <i>WAUWATOSA</i>	State <i>WI</i> Zip <i>53226</i>
Engineer/Architect <i>PERSPECTIVE DESIGN</i>		Phone <i>414-302-1780</i>	FAX <i>414-302-1781</i>
Address <i>11525 W. NORTH AVE</i>		City <i>WAUWATOSA</i>	State <i>WI</i> Zip <i>53226</i>
Contact Person <i>BRAD KROPP</i>	Phone <i>414-302-1780 x202</i>	FAX	E-mail <i>bkropp@pdi-arch.com</i>

The Plan Commission meets on the third Monday of the Month at 7:00 PM in the Village Board Room of the Hartland Municipal Building located at 210 Cottonwood Avenue, Hartland.

The deadline for filing is a minimum of fifteen (15) working days before the meeting.

All of the requested information must be received prior to the deadline in order to be placed on the agenda. Village Plan Review Staff has been directed to delay placement on the Plan Commission Agenda based on incomplete submittals.

Four (4) sets of bound application materials and one (1) electronic copy of all materials must be submitted.

Applications that include site plans must depict the following existing and proposed information:

- Complete dimensions (lot, building, setbacks, parking, drives, etc.)
- Scale and north arrow
- All structures (include building elevations and height)
- Drainage and grades (include design calculations for drainage)
- Storm Water Management Plan
- Utilities and easements (sewer, water, storm etc.)
- Calculation of lot coverage
- Parking stalls (stalls to be minimum 180 s.f., driving lanes minimum 24 ft. wide and 30 ft. maximum at street right-of-way, asphalt to be minimum 3 ft. from lot lines)
- Grading and erosion control
- Landscaping, including a Tree Protection Plan
- Exterior lighting details
- Exterior HVAC equipment location
- Dumpster location (screening required)
- Street right-of-way
- Miscellaneous, 100 year floodplain, wetland boundary, environmental corridor

Additional information may be requested by the Plan Commission or Staff.

All applications for consideration by the Plan Commission are subject to the policies described in this document.

Date Applied:	Date of Meeting:	Return Comments by:
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**Hartland Plan Commission  
Application Review Policies**

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  - o. Miscellaneous items including, but not limited to, 100 year floodplain, wetland boundary, environmental corridor
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7. The Applicant must complete and submit the required Professional Services Reimbursement Form along with any required deposit at the time of application.
8. The Applicant or a representative of Applicant able to make representations on behalf of the Applicant shall attend the meeting at which the matter will be discussed. Failure to have representation will result in tabling of the request to the next meeting.



January 20, 2021

Ms. Kim Lesch  
Cousins Submarines, Inc.  
N83 W13400 Leon Road  
Menomonee Falls, WI 53051

Via e-mail: [kim.lesch@cousinssubs.com](mailto:kim.lesch@cousinssubs.com)

RE: 525 Cottonwood Avenue, Hartland, Wisconsin Cousins Subs drive-thru lane expansion

Dear Kim:

This letter is in response to your email request dated January 15, 2021, regarding the proposed expansion and modification of the existing Cousins Subs drive-thru lane to accommodate full-service features.

Following review of the proposed plan, included as an exhibit to this letter, Wangard Partners, Inc. as Agent for Owners grants approval to proceed with planning approval with the Village of Hartland.

We request a copy of Village approval once received. In the event additional changes or modifications to the proposed plan are required, further Landlord review is required.

Please contact me should you have any questions via email at [sbecker@wangard.com](mailto:sbecker@wangard.com) or phone at 414-331-3026.

Sincerely,  
Wangard Partners, Inc as Agent for  
SW 2017 1, LLC; J.F. Clearcotton LLC; and E.L. Clearcotton LLC

A handwritten signature in black ink, appearing to read 'Shawn B.', written in a cursive style.

Shawn Becker  
Commercial Asset Manager

C: File  
Enclosure: Proposed Site Plan



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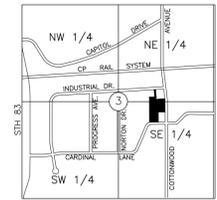
## Cousins Subs – Hartland, WI

### Full-Service Drive-Thru Plan of Operation

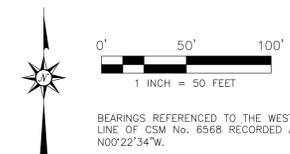
- **Address of premises:** 525 Cottonwood Ave, Hartland, WI 53029
- **Name of business:** Cousins Submarines, Inc
- **Type of business:** Fast Casual Restaurant
- **Detailed description of business:** Fast casual restaurant serving deli fresh and grilled to order sub sandwiches, fries, cheese curds, soups, shakes and cookies. All bread is baked fresh daily.
- **Description of the proposed use:** We are proposing to convert the existing pick up window to a full-service drive-thru where guests can order and wait for their food in the drive-thru.
- **Hours and days of operation:**
  - Monday-Thursday: 9:30AM-9:00 PM
  - Friday-Saturday: 9:30AM-9:30PM
  - Sunday: 10:00AM-8:00PM
- **Number of employees:** Approximately 10-15 employees
- **Number of parking spaces:** Approximately 20
- **Description of who our business serves:** Our business primarily serves our neighbors from Hartland and surrounding communities.



# ALTA/NSPS LAND TITLE SURVEY



LOCATION MAP  
SECTION 3, 17N., R18E.  
NOT TO SCALE



TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN  
**CALL DIGGERS HOTLINE**  
1-800-242-8511  
TOLL FREE

FAX A LOCATE 1-800-338-3860  
TDD (FOR HEARING IMPAIRED) 1-800-542-2289

(414)259-1181 MILWAUKEE METRO  
WIS. STATUTE 182.0175 (1974)  
REQUIRES MIN. OF 3 WORK DAYS  
NOTICE BEFORE YOU EXCAVATE.  
TICKET #: 20171611823, 20171611834  
MEMBERS NOTIFIED: WE ENERGIES, TIME WARNER CABLE, AT&T DIST., VILL. OF HARTLAND

## LEGAL DESCRIPTION:

PARCEL A:

LOT ONE (1) OF CERTIFIED SURVEY MAP NO. 6568, BEING A REDIVISION OF ALL OF CERTIFIED SURVEY MAP NO. 5651, DOCUMENT NO. 1505368, AND ALSO BEING A REDIVISION OF A PART OF CERTIFIED SURVEY MAP NO. 3846, DOCUMENT NO. 112682, ALL LOCATED IN THE SOUTHWEST ONE-QUARTER (1/4) OF THE NORTHEAST ONE-QUARTER (1/4) AND IN THE NORTHWEST ONE-QUARTER (1/4) OF THE SOUTHEAST ONE-QUARTER (1/4), ALL IN SECTION THREE (3), IN TOWNSHIP SEVEN (7) NORTH, RANGE EIGHTEEN (18) EAST, IN THE VILLAGE OF HARTLAND, WAUKESHA COUNTY, WISCONSIN, RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS FOR WAUKESHA COUNTY ON OCTOBER 18, 1991 IN VOLUME 54 OF CERTIFIED SURVEY MAPS, PAGES 269 TO 272 INCLUSIVE, AS DOCUMENT NO. 1679804.

PARCEL B:

A NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS, VEHICULAR PARKING, LANDSCAPING AND TRAFFIC SIGNAGE AS SET FORTH IN AN EASEMENT RECORDED ON AUGUST 8, 1997, IN REEL 2486, IMAGE 95, AS DOCUMENT NO. 2235851, AND AMENDED BY AN AMENDMENT TO EASEMENT AGREEMENT RECORDED ON JULY 26, 2010 AS DOCUMENT NO. 3759491.

PARCEL C:

A NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS AS SET FORTH IN EASEMENT AGREEMENT RECORDED ON MARCH 9, 1993 IN REEL 1661, IMAGE 290, AS DOCUMENT NO. 1817255, AND RE-RECORDED ON AUGUST 11, 1993 IN REEL 1761, IMAGE 936, AS DOCUMENT NO. 1869940 AND RE-RECORDED ON AUGUST 8, 1997 IN REEL 2486, IMAGE 706, AS DOCUMENT NO. 2236057.

TAX KEY NO.: HAV 0732-996-006

## TABLE A NOTES:

- MONUMENTS PLACED OR FOUND (AS SHOWN)
- ADDRESSES OF THE PROPERTY (AS SHOWN)
- THE PREMISES DOES NOT LIE WITHIN A FLOOD HAZARD ZONE AS SHOWN ON FEMA FIRM MAP NUMBER 55133C0176H. EFFECTIVE DATE: NOVEMBER 5, 2014.
- GROSS LAND AREA (AS SHOWN)
- CURRENT ZONING AS PROVIDED BY A LETTER FROM THE VILLAGE OF HARTLAND ZONING ADMINISTRATOR DATED APRIL 24, 2017. THE PREMISES IS LOCATED IN A B-2 COMMUNITY BUSINESS ZONING DISTRICT UNDER THE APPLICABLE ZONING ORDINANCE OF THE VILLAGE OF HARTLAND. (ARTICLE III, DISTRICTS, DIVISION 15. B-2 COMMUNITY BUSINESS DISTRICT OF THE MUNICIPAL CODES OF THE VILLAGE OF HARTLAND)
  - REAR YARD SETBACK: A MINIMUM OF 25 FEET.
  - SIDE YARD SETBACK: A MINIMUM OF 10 FEET.
  - STREET YARD SETBACK: A MINIMUM OF 30 FEET FROM THE RIGHT-OF-WAY LINE OF ALL PUBLIC STREETS.
  - NO BUILDING OR PARTS OF A BUILDING SHALL EXCEED 45 FEET IN HEIGHT.
  - NO INDIVIDUAL STORE OR SHOP SHALL HAVE A TOTAL FLOOR AREA OF LESS THAN 450 SQUARE FEET.
  - THE SUM TOTAL OF THE FIRST FLOOR AREA OF ALL PRINCIPAL AND ALL ACCESSORY USES SHALL NOT EXCEED 30% OF THE TOTAL LOT AREA.
- EXTERIOR DIMENSIONS OF ALL BUILDING AT GROUND LEVEL (AS SHOWN)
- SUBSTANTIAL VISIBLE FEATURES (AS SHOWN)
- CLEARLY IDENTIFIABLE PARKING SPACES. (AS SHOWN)
- LOCATION OF UTILITIES EXISTING ON OR SERVING THE PROPERTY (AS SHOWN)
- SOURCE INFORMATION FROM PLANS AND MARKINGS WILL BE COMBINED WITH OBSERVED EVIDENCE PURSUANT TO SECTION 5.E.IV. TO DEVELOP A VIEW OF THE UNDERGROUND UTILITIES. HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY, AND RELIABLY DEPICTED. WHERE ADDITIONAL OR MORE DETAILED INFORMATION IS REQUIRED, THE CLIENT IS ADVISED THAT EXCAVATION AND/OR A PRIVATE UTILITY LOCATE REQUEST MAY BE NECESSARY.
- NAMES OF ADJOINING OWNERS (AS SHOWN)
- EVIDENCE OF RECENT EARTH MOVING WORK, BUILDING CONSTRUCTION, OR BUILDING ADDITIONS (NONE OBSERVED)
- PLOTTABLE OFFSITE EASEMENTS OR SERVITUDES (AS SHOWN [EXCEPTION 19, 21]). NO OTHER ADDITIONAL DOCUMENTS PROVIDED TO THE SURVEYOR REGARDING OFFSITE EASEMENTS OR SERVITUDES.

## SCHEDULE B-II EXCEPTION NOTES: [N6] Corresponds to exception on the map.

- Not survey related.
- Standard Survey Exceptions.
- Not survey related.
- DELETED.
- Right-of-way granted recorded on February 3, 1987 in Reel 853, Image 330, as Document No. 1401205. (10' WIDE W/ BELL UNDERGROUND EASEMENT, AS SHOWN ON SURVEY)
- Note shown on the recorded plot of Certified Survey Map No. 6568, reciting as follows: "Lots 1 and 2 and lands in CSM 3846 have rights of ingress-egress across respective lands for access to Village Streets" (BLANKET EASEMENT, NOT PLOTTABLE)
- Utility Easement recorded on December 16, 1991 in Reel 1387, Image 828, as Document No. 1691788. (10' WIDE W/PCO UNDERGROUND EASEMENT, AS SHOWN ON SURVEY)
- Distribution Easement Underground recorded on November 22, 2010 as Document No. 3794166. (10' AND 20' WE ENERGIES UNDERGROUND EASEMENT, AS SHOWN ON SURVEY)
- Utility Easement recorded on March 7, 1989 in Reel 1089, Image 335, as Document No. 1525197. (10' WIDE W/ NATURAL GAS CO. EASEMENT, AS SHOWN ON SURVEY)
- Utility Easement recorded on December 16, 1991 in Reel 1387, Image 812, as Document No. 1691783. (15' WIDE W/PCO EASEMENT, AS SHOWN ON SURVEY)
- Terms, provisions and obligations set forth in an Easement recorded on August 8, 1997 in Reel 2486, Image 95, as Document No. 2235851 and amended by an Amendment to Easement Agreement recorded on July 26, 2010 as Document No. 3759491. (53' INGRESS/EGRESS EASEMENT, AS SHOWN ON SURVEY)
- Terms, provisions, easements and obligations set forth in an Access Easement Agreement recorded on January 9, 1997 in Reel 2370, Image 914, as Document No. 2182666. (ACCESS EASEMENT BENEFITS LOT 1 CSM 8066, AS SHOWN ON SURVEY)
- Terms, provisions and obligations set forth in an Easement Agreement recorded on March 9, 1993 in Reel 1661, Image 290, as Document No. 1817255 and re-recorded on August 11, 1993 in Reel 1761, Image 936, as Document No. 1869940 and again re-recorded on August 8, 1997 in Reel 2486, Image 706, as Document No. 2236057. (INGRESS/EGRESS EASEMENT WITH NO DIMENSIONS. GENERAL LOCATION PLOTTED PER RECORDED EXHIBIT AS SHOWN ON SURVEY)
- Terms, provisions, covenant and easement set forth in Easement recorded on January 29, 1993 in Reel 1643, Image 1099, as Document No. 1807880. (INGRESS/EGRESS EASEMENT, AS SHOWN ON SURVEY)
- Terms, provisions, covenant, easement and obligations set forth in Easement Agreement recorded on July 26, 2010 as document no. 3759492. (INGRESS/EGRESS EASEMENT WITH NO DIMENSIONS GIVEN. GENERAL LOCATION PLOTTED PER RECORDED EXHIBIT AS SHOWN ON SURVEY. THIS EASEMENT AMENDS AND SUPERCEDES EXCEPTION 22.)
- Not survey related.

## NOTES:

- SURVEY BASED ON CHICAGO TITLE INSURANCE COMPANY COMMITMENT FOR TITLE INSURANCE COMMITMENT NO. 1608T0158 WITH AN EFFECTIVE DATE OF MARCH 15, 2017.
- SURVEY ORDERED BY WANGARD.
- WITH RESPECT TO UTILITIES LOCATED BY FIELD SURVEY OR PER PLANS PROVIDED, THERE IS POTENTIAL FOR UNRECORDED OR PRESCRIPTIVE EASEMENTS ON THE SUBJECT PARCEL AS SHOWN HEREON.

## LEGEND

- FOUND 1" IRON PIPE
- △ FOUND PK NAIL
- ▽ CULVER PIPE W/ SIZE
- BOLLARD
- ⊙ UTILITY PED
- ⊙ ELECTRIC OUTLET
- ⊙ HYDRANT
- ⊙ SIGN
- ⊙ ELECTRIC TRANSFORMER
- ⊙ MANHOLE/HANDHOLE UNKN.
- ⊙ SANITARY MANHOLE
- ⊙ ROUND INLET
- ⊙ UTILITY POLE
- ⊙ LIGHT POLE
- ⊙ STREET LIGHT
- ⊙ CURB INLET
- OVERHEAD UTILITY
- GAS LINE
- DISTRIBUTION/FIBER OPTIC LINE
- ELECTRIC LINE
- SANITARY LINE
- STORM SEWER
- WATER MAIN/LINE
- UTILITY DRAWN PER PLAN
- [N6] EXCEPTION

## SURVEYOR'S CERTIFICATE

- TO:
- CHICAGO TITLE INSURANCE COMPANY
  - TOWN BANK
  - SW 2017 1, LLC
  - J.F. CLEARCOTTON LLC
  - E.L. CLEARCOTTON LLC

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2016 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1-4, 6a, 7-9, 11, 13, 16, & 19 OF TABLE A THEREOF. THE FIELDWORK WAS COMPLETED ON MAY 1, 2017.

DATED THIS 2ND DAY OF MAY, 2017,  
REVISED THIS 1ST DAY OF JUNE, 2017

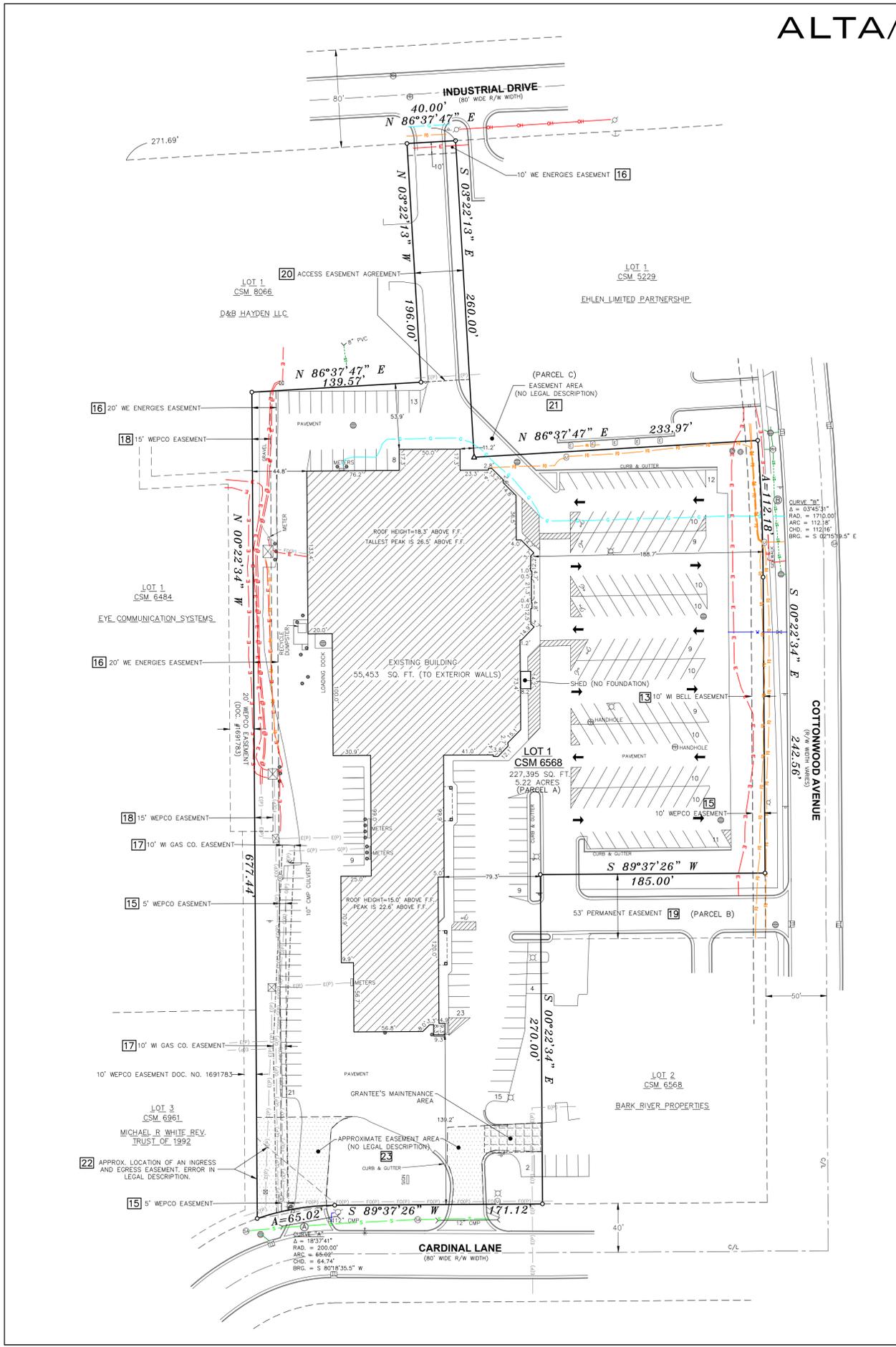
Matthew T. O'Rourke, S-2771



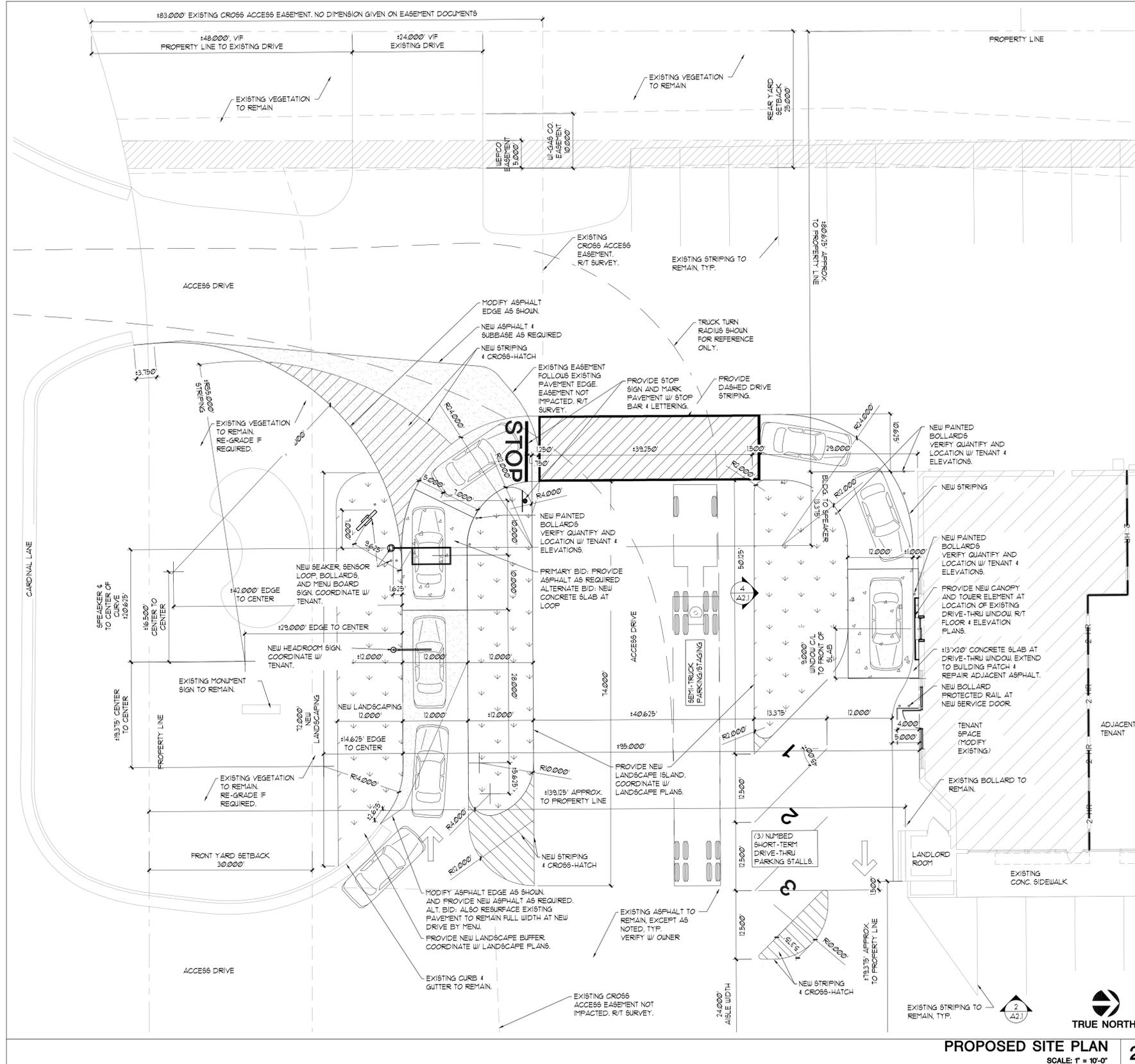
LAND SURVEYING • LAND PLANNING  
P.O. BOX 15, HARTLAND, WI 53029  
WWW.LANDTECHWI.COM  
LANDTECHSURVEYING@GMAIL.COM  
(262) 367-7599

LOCATION: 505-533 COTTONWOOD AVE.  
VILLAGE OF HARTLAND  
WAUKESHA COUNTY, WI

CLIENT:	WANGARD
ALTA/ACSM LAND TITLE SURVEY	
SHEET 1 OF 1	
DATE: 5/2/2017	
REVISED: 6/1/2017	RE:
DRWN: MTO	CHKD: JDD
PROJ. NO: 10025	
FILE NO: 10025_2017_ALTA.DWG	







**PROPOSED SITE PLAN**  
SCALE: 1" = 10'-0"  
2

**SITE PLAN NOTES:**

- REFERENCE SURVEY (INCLUDED AS AN ATTACHMENT).
- 505-533 COTTONWOOD AVE. ALTA-NSP# LAND TITLE SURVEY BY LAND TECH SURVEYING DATED 5/2/17, REVISED 6/1/17. - ENLARGED SITE PLAN IS BASED FROM NUMEROUS SOURCES. ANY ITEMS NOT FOUND ON SURVEY ARE APPROXIMATED. FIELD VERIFICATION MAY BE REQUIRED PRIOR TO CONSTRUCTION.

**PROJECT SCOPE**

- EXISTING DRIVE-THRU WINDOW TO REMAIN, MODIFY IF REQUIRED.
- PROJECT INCLUDES PROVIDING A NEW DRIVE-THRU MENU (MENU SIGNAGE AND RELATED EQUIPMENT BY OTHERS) WITH A NEW DRIVE-THRU ACCESS AISLE. DRIVE AISLE MAINTAINS EXISTING DRIVE ACCESS.
- DRIVE AISLE ALLOWS FOR (8) CARS TOTAL, OUTSIDE OF EXISTING DRIVE AREAS FOR TRUCKS AND AUTOS.
- (1) AT MENU BOARD, (1) AT PICK-UP WINDOW, (3) BETWEEN WINDOW AND MENU, AND (3) BEYOND MENU.
- ADDITIONALLY, (3) LOADING STALLS HAVE BEEN PROVIDED TO SERVE ANY WAITING DRIVE-THRU CUSTOMERS.
- ALL EXISTING PARKING STALLS TO REMAIN. EXISTING BUILDING PARKING STALL SIZE AND COUNT NOT VERIFIED (R/T SURVEY). PROJECT SCOPE DOES NOT REDUCE NOR INCREASE THE NUMBER OF EXISTING STALLS ON THE LOT NOR DOES IT MODIFY THE BUILDING AREA OR OCCUPANCY OF THE EXISTING BUILDING. THIS PROJECT SHALL BE CONSIDERED TO HAVE NO IMPACT ON PARKING.
- PROJECT INCLUDES (2) WAITING AREAS FOR SEMI-TRAILERS (WHICH CURRENTLY USE THE PROJECT AREA AS A TURN AROUND). PROJECT SCOPE MAINTAINS ACCESS FOR EXISTING TRUCK LOADING AREAS BEHIND THE BUILDING FOR THIS AND OTHER EXISTING TENANTS.

- EXISTING BUILDING ELEVATIONS AND HEIGHTS REMAIN THE SAME (SEE ELEVATION FOR DETAILS).
- REFER TO REFERENCE SURVEY FOR OVERALL PARKING, LANDSCAPING, MISC. ITEMS, UTILITIES, AND EASEMENT LEGAL DESCRIPTIONS.
- EXISTING GRADES REMAIN THE SAME, EXCEPT IN AREA OF NEW PAVEMENT AND ADJACENT LANDSCAPING. RE-GRADE (WHEN REQUIRED) SHALL BE PROVIDED SIMILAR TO EXISTING AND SHALL BE MINIMIZED TO MAINTAIN EXISTING DRAINAGE PATH. FINAL GRADING TO BE DETERMINED IN THE FIELD.
- DRAINAGE CALCULATIONS HAVE NOT BEEN PERFORMED AS PART OF THIS WORK.
- NO CHANGE IN EXISTING LIGHTING IS ANTICIPATED. IF NEW FIXTURES ARE PROVIDED ON THE TENANT SPACE, THEY SHALL BE SIMILAR TO EXISTING. (VERIFY W/ ELEVATION).
- EXISTING EXTERIOR HVAC EQUIPMENT TO REMAIN. PROJECT DOES NOT ANTICIPATE NEW UNITS ON THE GROUND OR ROOF.
- EXISTING DUMPSTER LOCATION TO REMAIN. AS BOTH THE TENANT AND DUMPSTER AREAS ARE EXISTING, THIS DUMPSTER AREA SHALL REMAIN AS-IS AND IS NOT INCLUDED WITHIN THE PROJECT SCOPE.

**NOTE THE FOLLOWING FINAL AREAS OF THE SITE:**

- APPROX. LOT AREA: 221,424.09 SQ FT (NO CHANGE)
- BUILDING AREA: 95,683.2
- GRAVEL AREA: 1,728.51 SQ FT. (NO CHANGE)
- CONCRETE: 1128.91 SQ FT.
- ASPHALT: 122,015.89 SQ FT
- TOTAL IMPERVIOUS SURFACES: 187,612.26 SQ FT.

TOTAL PAVEMENT SURFACES INCREASED BY 125% VS. EXISTING  
TOTAL IMPERVIOUS SURFACES (INCLUDES BUILDING) INCREASED BY 0.87% VS. EXISTING.  
NEW GREEN SPACE AREA = 39,114.95 (18% OF TOTAL LOT)

**AREAS OF SITE WORK:**

- LANDSCAPING, NEW PAVEMENT, AND/OR EXTERIOR WORK = 3,350 SQ FT.
- PAVEMENT MARKING ONLY = 5,826 SQ FT

**ZONING INFORMATION:**

ZONE: B2  
BUSINESS TYPE: DRIVE-THRU RESTAURANT - EXISTING. (PERMITTED BY CONDITIONAL USE)

**BUILDING SETBACKS:**

- 30' FRONT YARDS
- 25' REAR YARDS
- 10' SIDE YARDS

**THIS BOX IS 1/2" x 1/2"**

**Date:** 02/19/21  
**Scale:** NOTED  
**Drawn:** SJF  
**Job:** TBD  
**Sheet:** SP1.1

**SITE PLAN NOTES**  
SCALE: NONE  
1

FULL SIZE PRINT = 24" x 36" SHEET

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REV. #	REV. DATE	DESCRIPTION
1	12-22-20	PLANNING COMMISSION
<p>Tenant Improvements For: <b>Cousins Subs</b> 525 Cottonwood Ave. Hartland, WI 53029</p>		
<p><b>PERSPECTIVE DESIGN, INC.</b> 11525 W. North Avenue Wauwatosa, WI 53226 Tel (414) 302-1750 Fax (414) 302-1751</p>		
<p>Drawing Title: <b>PROPOSED ENLARGED PROPOSED SITE PLAN</b></p>		

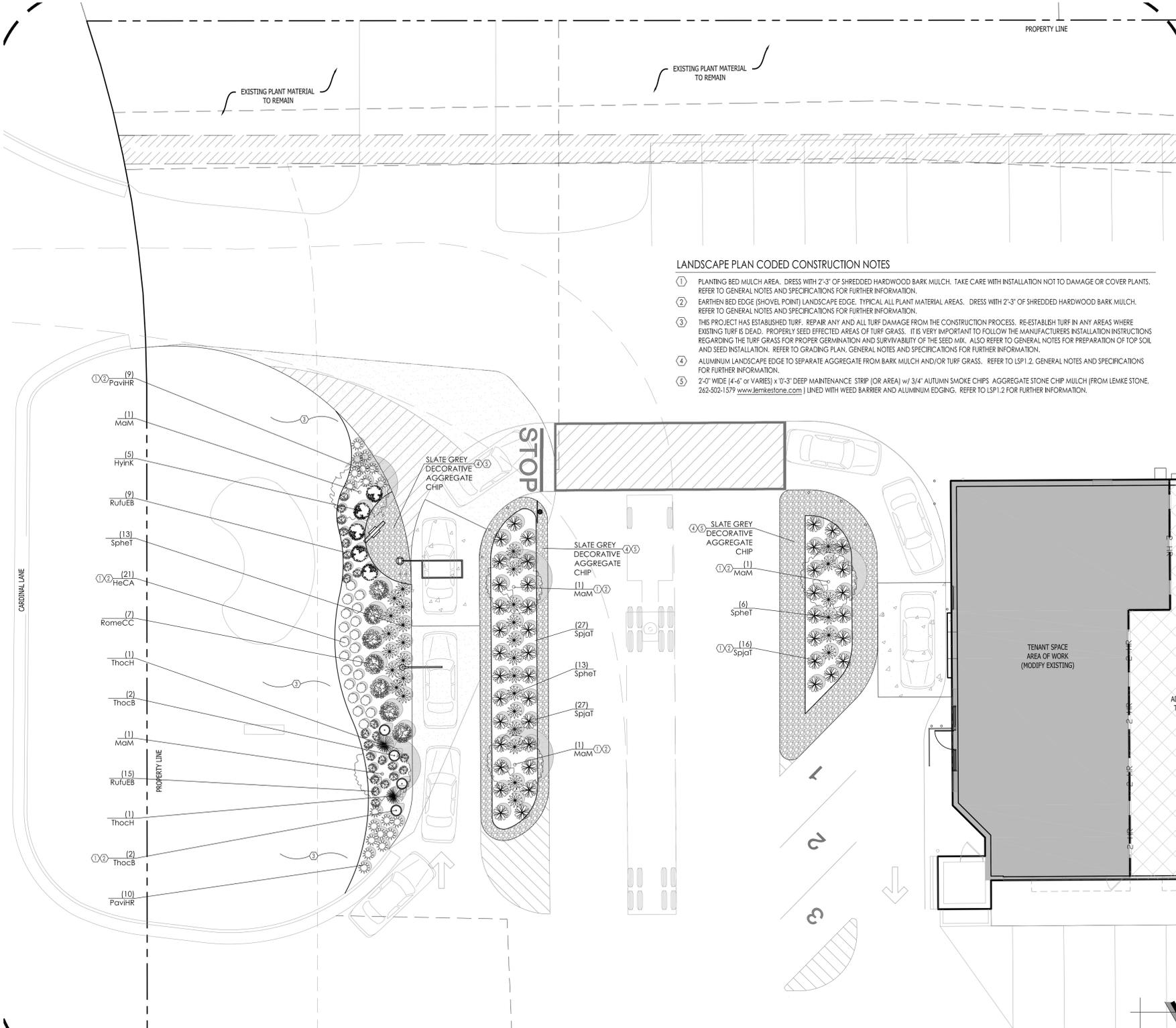
**DESIGN COMPLIANCE:** THIS LANDSCAPE PLAN IS ACCURATE AND IN COMPLIANCE WITH THE VILLAGE OF HARTLAND LANDSCAPE REQUIREMENTS SET FORTH IN SECTION 50.204 LANDSCAPING AND SECTION 50.214 PLANS.  
**CONTRACTOR NOTE:** THE LANDSCAPE CONTRACTOR/GENERAL CONTRACTOR ARE RESPONSIBLE TO INSTALL THE LANDSCAPE AS PER THE APPROVED PLAN. IF ANY CHANGES OR DEVIATIONS ARE MADE FROM THE THIS APPROVED PLAN, THE LANDSCAPE CONTRACTOR / GENERAL CONTRACTOR ARE RESPONSIBLE FOR UPDATING THE PLANS ACCORDINGLY AND SUBMITTING THOSE REVISED PLANS FOR APPROVAL AND "SIGN OFF" WITH THE VILLAGE OF HARTLAND. THE LANDSCAPE CONTRACTOR / GENERAL CONTRACTOR ARE ALSO RESPONSIBLE FOR VERIFYING THAT ANY PLANT MATERIAL SUBSTITUTIONS OR MODIFICATIONS THAT ARE MADE TO THE APPROVED LANDSCAPE DESIGN DOCUMENTS WILL NOT CHANGE OR ALTER ANY OF THE REQUIRED SUPPORTING LANDSCAPE REQUIREMENT CALCULATIONS. UPON COMPLETION OF THE CONSTRUCTION PROJECT AND FILE THAT AFFIDAVIT WITH THE VILLAGE OF HARTLAND

**LANDSCAPE PLAN GENERAL NOTES**

1. AT LEAST SEVENTY-TWO HOURS PRIOR TO ANY EXCAVATION, CONTRACTOR SHALL VERIFY UTILITY LOCATIONS AS GIVEN BY THE ELECTRIC, GAS, TELEPHONE, WATER, SEWER, AND CABLE TELEVISION COMPANIES, UTILITIES OR ENTITIES. REVIEW WITH OWNER'S REPRESENTATIVE SITE MECHANICAL, SITE ELECTRICAL AND LIGHTING, SITE GRADING AND DRAINAGE, SITE IRRIGATION AND ALL OTHER DRAWINGS PERTAINING TO UNDERGROUND UTILITY LOCATIONS. RECORD SET OF INFORMATION THE SAME AS IN POSSESSION OF OWNER'S REPRESENTATIVE. ALSO REVIEW OWNER'S "MARK SETS" OF ALL OF THESE DRAWINGS IN POSSESSION OF THE CONTRACTOR OR OWNER. MARK ALL SUCH UTILITIES ON THE SITE PRIOR TO COMMENCING. COORDINATE WITH OWNER BEFORE AND DURING CONSTRUCTION. REPAIR ANY DAMAGE TO ANY SYSTEM THAT IS CAUSED BY LANDSCAPE CONTRACTOR AT NO COST TO OWNER.
2. ALL PLANTINGS SPECIFIED FOR THE COUSINS SUBS PROJECT PLANTING TABLES SHALL COMPLY WITH STANDARDS AS DESCRIBED IN AMERICAN STANDARD OF NURSERY STOCK ANSI Z60.1 2014 AND ANSI STANDARDS FOR PLANTING 2012.
3. ALL DEVIATIONS FROM THE APPROVED COUSINS SUBS PROJECT PLANS SHALL BE NOTED ON THE RECORD DRAWINGS BY THE CONTRACTOR AND MAY BE EXCLUDED ONLY WITH PRIOR APPROVAL FROM THE LANDSCAPE ARCHITECT AND OWNER'S REPRESENTATIVE. VERBAL AGREEMENTS OR REVISIONS WITHOUT A CHANGE ORDER WILL NOT BE RECOGNIZED BY LANDSCAPE ARCHITECT AND OWNER.
4. ALL PLANTS MUST BE BID AND SELECTED PER THE SPECIES SPECIFIED ON THE PLANS. ANY SPECIES SUBSTITUTIONS MUST BE APPROVED IN WRITING BY LANDSCAPE ARCHITECT. THE SIZES OF PLANT MATERIAL LISTED HEREIN IS A MINIMUM ACCEPTABLE SIZE. ADDITIONALLY, IF EXCESSIVE PRUNING REDUCES THE CROWN THE PLANT SHALL BE REPLACED.
5. PROTECT PUBLIC FROM CONSTRUCTION WITH BARRIERS AND BARRICADES.
6. ALL AREAS THAT WERE DISTURBED DURING CONSTRUCTION AND AREAS NOT COVERED WITH PAVEMENT, BUILDING, PLANTING BEDS, OR TREE PITS ARE TO BE TOPSOILED 3" DEEP (MIN.) AND SHALL BE SODDED/SEEDED WITH SPECIFIED LAWN GRASS. LANDSCAPE CONTRACTOR SHALL INCLUDE COST PER SQUARE YARD FOR ADDITIONAL SEED OPERATIONS AS MAY BE POSSIBLY REQUIRED TO REESTABLISH ADJACENT TURF GRASS AREAS WHICH MAY BECOME DAMAGED DURING THE CONSTRUCTION PROCESS OR TO REPAIR DAMAGE DONE BY OTHERS.
7. CONTRACTOR IS RESPONSIBLE FOR FURNISHING ALL MATERIALS, TOOLS, EQUIPMENT, LABOR, AND PLANTS NECESSARY FOR PROPER PLANTING AND INSTALLATION OF ALL LANDSCAPE MATERIAL.
8. QUANTITIES ON PLANT MATERIALS LIST ARE FOR CONVENIENCE OF BIDDING ONLY. CONTRACTOR IS RESPONSIBLE FOR ALL PLANTS SHOWN ON LANDSCAPE PLANS AND COVERAGE OF ALL AREAS DELINEATED. THE PLANS ARE TO SUPERSEDE THE PLANT LIST IN ALL CASES.
9. CONTRACTOR IS RESPONSIBLE FOR ALL ESTIMATING AND BIDDING, ALL AREAS, QUANTITIES MATERIALS SHOULD BE FIELD VERIFIED WITH SITE CONDITION.
10. WHERE DISCREPANCIES OCCUR BETWEEN THE LANDSCAPE PLANS AND/OR ARCHITECTURAL AND/OR THE CIVIL DRAWINGS (AND ANY OTHER SITE DRAWINGS) THE DISCREPANCIES MUST BE BROUGHT TO THE LANDSCAPE ARCHITECTS ATTENTION FOR COORDINATION AND RESOLUTION.
11. ALL DISEASED, NOXIOUS OR INAPPROPRIATE MATERIALS SHALL BE REMOVED FROM THE PROPOSED SITE PRIOR TO THE START OF CONSTRUCTION AND DURING THE MAINTENANCE PERIOD.
12. GENERAL CONTRACTOR SHALL LEAVE THE SITE FREE OF CONSTRUCTION DEBRIS.
13. ALL LAWN AND PLANTING AREAS SHALL SLOPE TO DRAIN A MINIMUM OF 2% UNLESS NOTED OTHERWISE AND REVIEWED WITH OWNER'S REPRESENTATIVE FOR FINAL APPROVAL.
14. FINISH GRADES FOR SHRUB AND GROUND COVER AREAS SHALL BE HELD 1" BELOW TOP OF ADJACENT PAVEMENTS AND CURBS, UNLESS NOTED OTHERWISE ON THE PLANS. REFER TO LSP1.2 FOR FURTHER INFORMATION.
15. ALL PERENNIAL, ANNUAL AND GROUND COVER AREAS TO RECEIVE A BLEND OF ORGANIC SOIL AMENDMENTS PRIOR TO PLANTING. TILL THE FOLLOWING MATERIALS INTO EXISTING TOPSOIL TO A DEPTH OF APPROXIMATELY 8". A DEPTH OF 12" IN TREE PITS. PROPORTIONS AND QUANTITIES MAY REQUIRE ADJUSTMENT DEPENDING ON THE CONDITION OF EXISTING SOIL. REFER TO LSP1.2 FOR FURTHER INFORMATION.  
*PER EVERY 100 SQUARE FEET ADD:* ONE - 2 CUBIC FOOT BALE OF PEAT MOSS, 2 POUNDS OF 5-10-5 GARDEN FERTILIZER, 1/4 CUBIC YARD OF COMPOSTED MANURE OR OTHER COMPOSTED, ORGANIC MATERIAL.
16. ALL SHRUBS TO BE POCKET PLANTED WITH A 50/50 MIX OF COMPOSTED, ORGANIC MATERIAL AND EXISTING SOIL. INSTALL TOPSOIL INTO ALL BEDS AS NEEDED TO ACHIEVE PROPER GRADE. REMOVE ALL EXCESSIVE GRAVEL, CLAY AND STONES. REFER TO LSP1.2 FOR FURTHER INFORMATION.
17. PLANT ALL TREES SLIGHTLY HIGHER THAN FINISHED GRADE AT ROOT FLARE. BACK FILL HOLE WITH 2/3 EXISTING TOPSOIL AND ORGANIC SOIL AMENDMENTS SPECIFIED IN NOTE 15. AVOID ANY AIR POCKETS. DISCARD ANY GRAVEL CLAY OR STONES. REFER TO LSP1.2 FOR FURTHER INFORMATION.
18. ALL TREES TO BE INSTALLED, STAKED AND GUYED ACCORDING TO DETAILS. REFER TO ANSI STANDARDS FOR PLANTING 2012 AND DETAILS ON LSP1.2 FOR FURTHER INFORMATION.
19. PROVIDE A 4'-0" - 5'-0" DIAMETER MULCH RING AT THE ROOT BALL FLARE OF ALL LAWN TREES.
20. ALL PLANTINGS TO BE WATERED AT THE TIME OF PLANTING, THROUGHOUT CONSTRUCTION AND UPON COMPLETION OF PROJECT AS REQUIRED.
21. WHERE SPECIFIED, ALL PLANT BEDS, PITS AND TREE RINGS ARE TO RECEIVE A MINIMUM OF 2" - 3" DRESSING OF SHREDDED HARDWOOD OAK BARK MULCH SHAVINGS FREE OF GROWTH, WEEDS, FOREIGN MATTER DETRIMENTAL TO PLANT LIFE OR GERMINATION INHIBITING INGREDIENTS. LANDSCAPE CONTRACTOR TO PROVIDE A SAMPLE TO OWNER FOR APPROVAL. CONTRACTOR TO TAKE CARE WITH INSTALLATION NOT TO DAMAGE OR COVER PLANTS. REFER TO LSP1.2 FOR FURTHER INFORMATION.
22. LAWN INSTALLATION: CONTRACTOR TO FURNISH AND PREPARE TOPSOIL (3" MIN) AND SEED BED (REMOVE ALL STONES 1" OR LARGER), APPLY STARTER FERTILIZER AND SEED UNIFORMLY. PROVIDE A MULCH COVERING SUITABLE TO GERMINATE AND ESTABLISH TURF. EROSION CONTROL MESH SHOULD BE USED IN SWALES AND STEEP GRADES WHERE APPLICABLE. METHODS OF INSTALLATION MAY VARY AT THE DISCRETION OF CONTRACTOR. IT IS HIS/HER RESPONSIBILITY TO ESTABLISH AND GUARANTEE A SMOOTH, UNIFORM, QUALITY TURF. IF STRAW MULCH IS USED AS A COVERING, A TACKIFIER MAY BE NECESSARY TO AVOID WIND DAMAGE.
23. **DELUXE 50 GRASS SEED MIX REINDER'S (800) 785-3301**  
20% KENTUCKY BLUE GRASS  
15% NEWPORT KENTUCKY BLUE GRASS  
15% SR 2100 Kentucky Bluegrass  
25% Creeping Red Fescue  
15% Replicator Perennial Ryegrass  
10% Flesta 4 Perennial Ryegrass  
APPLY AT A RATE OF 200 POUNDS PER ACRE. REFER TO SUPPLIERS SPECIFICATIONS & INSTALLATION CUT SHEETS FOR FURTHER FORMATION
24. DURING THE INITIAL "30 DAY MAINTENANCE PERIOD" THE LANDSCAPE CONTRACTOR IS REQUIRED TO PROVIDE AND ON-GOING PLEASANT VISUAL ENVIRONMENT WHEREAS ANY PLANT WHICH IS NOT RESPONDING TO TRANSPLANTING OR THRIVING SHALL IMMEDIATELY BE REPLACED. NEW LAWNS SHALL BE WATERED AND REPAIRED AND WEEDS MUST CONSTANTLY BE REMOVED. NO EXCEPTIONS WILL BE GRANTED.  
**MAINTENANCE NOTE:**  
MAINTENANCE IS THE RESPONSIBILITY OF THE PROPERTY OWNER TO MAINTAIN REQUIRED LANDSCAPING IN ACCORDANCE WITH THE MUNICIPALITY'S PROPERTY MAINTENANCE CODE AND AN APPROVED MAINTENANCE PLAN. THE MAINTENANCE MUST INCLUDE, AT A MINIMUM, METHODS FOR PROVIDING THE FOLLOWING:  
• NECESSARY IRRIGATION (IF REQUIRED)  
• INTEGRATED PEST MANAGEMENT,  
• PROPER FERTILIZATION  
• TREE CARE AND PRUNING, SHRUB TIP CLIPPING AND SHAPING AS REQUIRED  
• REPLACEMENT OF LOST VEGETATION, AND ALL DISEASED, DAMAGED, OR DEAD MATERIAL WILL BE REPLACED BY THE END OF THE FOLLOWING PLANTING SEASON IN PERPETUITY.  
• WEED MANAGEMENT AND BED CARE.
25. ALL NEWLY PLANTED TREES AND SHRUBS ARE TO RECEIVE AN APPLICATION OF AN ANTI-TRANSPARENT SPRAY THAT WILL EFFECTIVELY REDUCE THE WATER LOSS OF TRANSPIRATION OF PLANT MATERIAL AND REDUCE THE STRESS OF TRANSPLANTATION. IT IS RECOMMENDED AS PART OF THE ONGOING MAINTENANCE THAT ANY BROADLEAF EVERGREEN AND CONIFEROUS TREE AND SHRUBS (EXCLUDING ARBORVITAE) RECEIVE AN APPLICATION OF AN ANTI-DESICCANT SPRAY TO REDUCE THE LOSS OF MOISTURE DUE TO WINTER DESICCATION.
26. MAINTENANCE. THE OWNER SHALL TEND AND MAINTAIN ALL PLANT MATERIALS IN A HEALTHY GROWING CONDITION AS PER THE APPROVED PLAN. PLANTINGS SHALL BE REPLACED WHEN NECESSARY AND KEPT FREE FROM REFUSE & DEBRIS. ALL PLANTING MATERIAL WHICH IS DYING OR DAMAGED BEYOND RECOVERY SHALL BE REPLACED WITHIN SIX (6) MONTHS OR BY THE NEXT PLANTING SEASON, WHICHEVER COMES FIRST.

**LANDSCAPE PLAN CODED CONSTRUCTION NOTES**

1. PLANTING BED MULCH AREA. DRESS WITH 2"-3" OF SHREDDED HARDWOOD BARK MULCH. TAKE CARE WITH INSTALLATION NOT TO DAMAGE OR COVER PLANTS. REFER TO GENERAL NOTES AND SPECIFICATIONS FOR FURTHER INFORMATION.
2. EARTHEN BED EDGE (SHOVEL POINT) LANDSCAPE EDGE. TYPICAL ALL PLANT MATERIAL AREAS. DRESS WITH 2"-3" OF SHREDDED HARDWOOD BARK MULCH. REFER TO GENERAL NOTES AND SPECIFICATIONS FOR FURTHER INFORMATION.
3. THIS PROJECT HAS ESTABLISHED TURF. REPAIR ANY AND ALL TURF DAMAGE FROM THE CONSTRUCTION PROCESS. RE-ESTABLISH TURF IN ANY AREAS WHERE EXISTING TURF IS DEAD. PROPERLY SEED EFFECTED AREAS OF TURF GRASS. IT IS VERY IMPORTANT TO FOLLOW THE MANUFACTURERS INSTALLATION INSTRUCTIONS REGARDING THE TURF GRASS FOR PROPER GERMINATION AND SURVIVABILITY OF THE SEED MIX. ALSO REFER TO GENERAL NOTES FOR PREPARATION OF TOP SOIL AND SEED INSTALLATION. REFER TO GRADING PLAN, GENERAL NOTES AND SPECIFICATIONS FOR FURTHER INFORMATION.
4. ALUMINUM LANDSCAPE EDGE TO SEPARATE AGGREGATE FROM BARK MULCH AND/OR TURF GRASS. REFER TO LSP1.2, GENERAL NOTES AND SPECIFICATIONS FOR FURTHER INFORMATION.
5. 2'-0" WIDE (4'-6" OR VARIES) x 0'-3" DEEP MAINTENANCE STRIP (OR AREA) w/ 3/4" ALUMINUM SMOKE CHIPS AGGREGATE STONE CHIP MULCH (FROM LEWKE STONE. 262-502-1579 www.lewkestone.com) LINED WITH WEED BARRIER AND ALUMINUM EDGING. REFER TO LSP1.2 FOR FURTHER INFORMATION.



**1 PROPOSED PARTIAL LANDSCAPE PLAN**

Proposed Plant Material Table

Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Comments
2	MaM		Malus 'Marilee'	Marilee Flowering Crab	1 1/2' Cal - B&B	1

Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Comments
5	HyinK		Hypericum x inodorum 'Kolors'	FloralBerry Rose St. John's Wort	18" - Cont	3
7	RomeCC		Rosa 'Meiriansis'	Candy Cane Cocktail Rose	18" - Cont	3
43	SpjaT		Spiraea japonica 'Tracy'	Double Play Big Bang Spirea	18" - Cont	3

Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Comments
4	ThoCB		Thuja occidentalis 'Bobazam'	Mr. Bowling Ball Arborvitae	15" - 18" - Cont	3
2	ThoCH		Thuja occidentalis 'Holmstrup'	Holmstrup Dwarf Arborvitae	24" - 30" - B&B	2

Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Comments
19	PavHR		Panicum virgatum 'Hot Rod'	Hot Rod Switch Grass	1-Gal - Cont	4
32	SpheT		Sporobolus heterolepis 'Tara'	Tara Prairie Dropseed	1-Gal - Cont	4

Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Comments
21	HeCA		Hemerocallis x 'Chicago Apache'	Chicago Apache Daylily	4 1/2' pot	4
24	RufUEB		Rudbeckia fulgida 'Early Bird Gold'	Early Bird Gold Gloriosa Daisy	4 1/2' pot	4

**Comments**

1. Straight central leader, full & even crown. Prune only after planting.
2. Evenly shaped upright tree/shrub with full branching to the ground.
3. Full, well rooted plant, evenly shaped.
4. Full, well rooted plant.

**EXISTING CONDITIONS GENERAL NOTES**

1. INFORMATION PERTAINING TO EXISTING CONDITIONS GIVEN ON THESE LANDSCAPE DRAWINGS REPRESENTS TO THE BEST OF OUR KNOWLEDGE THE ACTUAL EXISTING FIELD CONDITIONS. INSITE LANDSCAPE DESIGN, INC. MAKES NO WARRANTY AS TO THEIR ACCURACY. CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS IMPERATIVE TO THEIR NEW WORK. REPORT ANY DISCREPANCIES BETWEEN THE DRAWINGS AND FIELD CONDITIONS TO THE LANDSCAPE ARCHITECT FOR REVIEW. ANY WORK PERFORMED PRIOR TO RESOLUTION OF DISCREPANCIES BY THE LANDSCAPE ARCHITECT IS SUBJECT TO REMOVAL AND REPLACEMENT AT NO ADDITIONAL COST TO THE CONTRACTOR.
2. THE LOCATIONS OF EXISTING UTILITY INSTALLATIONS AS SHOWN ON THIS PLAN ARE APPROXIMATE. THERE MAY BE UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA OF DISTURBANCE THAT ARE NOT SHOWN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE EXISTENCE AND LOCATION OF ALL UNDERGROUND UTILITIES.
3. VERIFY ALL EXISTING CONDITIONS, DIMENSIONS, AND ALIGNMENT OF WALLS. BRING ANY DISCREPANCIES TO THE LANDSCAPE ARCHITECTS ATTENTION PRIOR TO FABRICATION / CONSTRUCTION BEGINS.
4. VERIFY LOCATION OF ACCESS PANELS w/ MECHANICAL AND ELECTRICAL EQUIPMENT FOR ACCESSIBILITY OF MECHANICAL & ELECTRICAL ITEMS. VERIFY LOCATIONS OF ALL BURIED UTILITIES AND STRUCTURES AND LOCATIONS OF ALL OVERHEAD WIRES.
5. VERIFY LOCATION OF ALL EXISTING EASEMENTS.
6. INSITE LANDSCAPE DESIGN, INC. ASSUMES NO RESPONSIBILITY FOR DAMAGES, LIABILITY OR COSTS RESULTING FROM CHANGES OR ALTERATIONS MADE TO THIS PLAN WITHOUT THE EXPRESSED WRITTEN CONSENT OF INSITE LANDSCAPE DESIGN, INC.

TO OBTAIN LOCATION OF PARTICIPANT'S UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN  
**DIGGERS HOT LINE**  
WISCONSIN STATUTE 182.0175 (1974) REQUIRES A MINIMUM OF 3 DAYS NOTICE BEFORE YOU EXCAVATE (NOT INCLUDING SATURDAY, SUNDAY OR LEGAL HOLIDAYS)

UNDERGROUND SEWER AND UTILITY INFORMATION AS SHOWN IS OBTAINED FROM THE RECORDS OF MUNICIPALITY AND LOCAL UTILITY COMPANIES. THE ACCURACY OF WHICH CAN NOT BE GUARANTEED OR CERTIFIED TO. THE LOCATIONS OF EXISTING UTILITY INSTALLATIONS AS SHOWN ON THIS SURVEY ARE APPROXIMATE. THERE MAY BE OTHER UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN.

TO OBTAIN LOCATION OF PARTICIPANT'S UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN CALL THE MILWAUKEE UTILITY ALERT NETWORK (800) 242-9511, (262) 432-7910 (977) 500-9592  
www.diggershotline.com OR

**811**  
Know what's below. Call before you dig.

Project:  
**COUSINS SUBS HARTLAND**  
525 Cottonwood  
Hartland, WI 53029

**Issuance and Revisions:**

Date	Number	Description
02/16/21		Client Review Submittal
02/18/21		Plan Commission Submittal

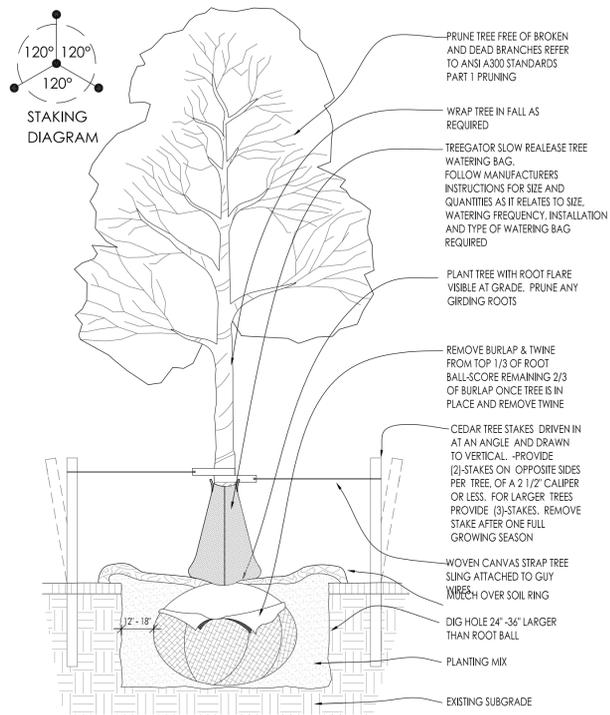
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Sheet Title:  
**PROPOSED LANDSCAPE PLAN, GENERAL NOTES, AND PLANT MATERIAL TABLE**

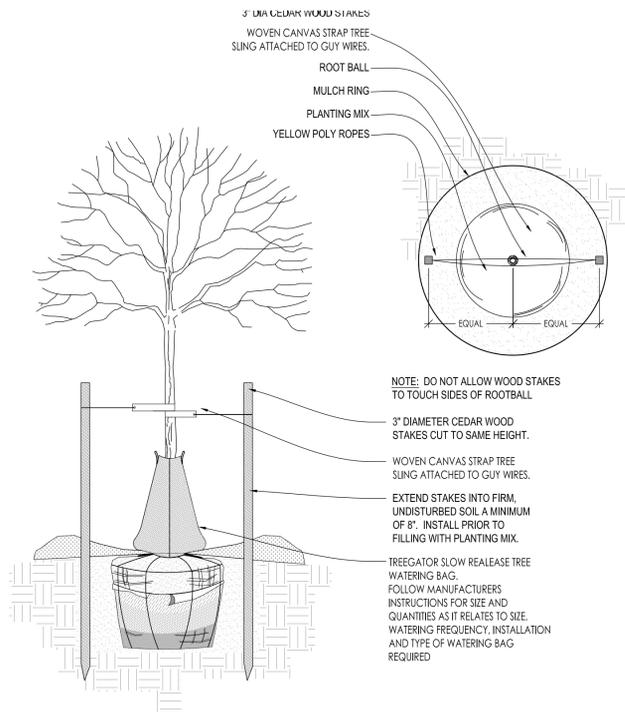
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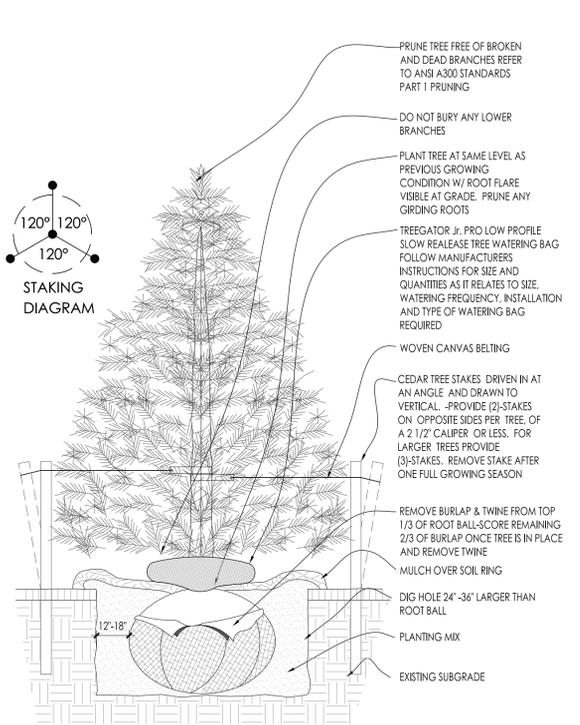
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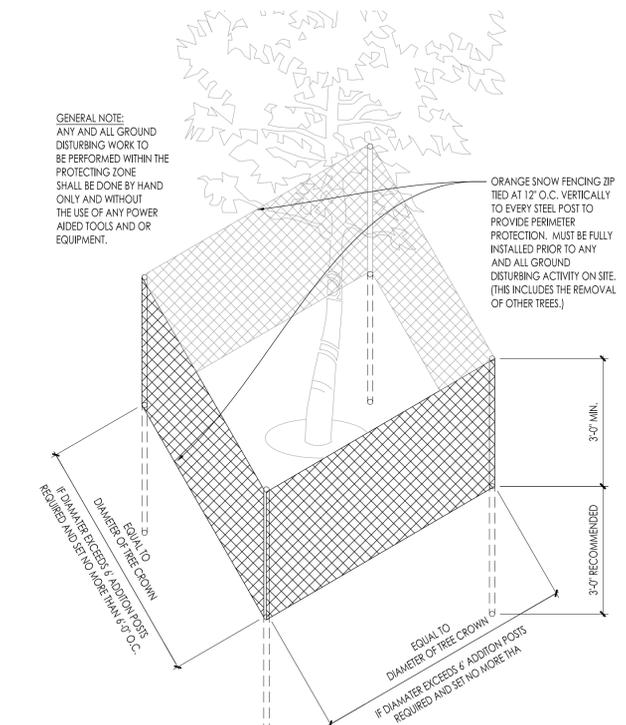
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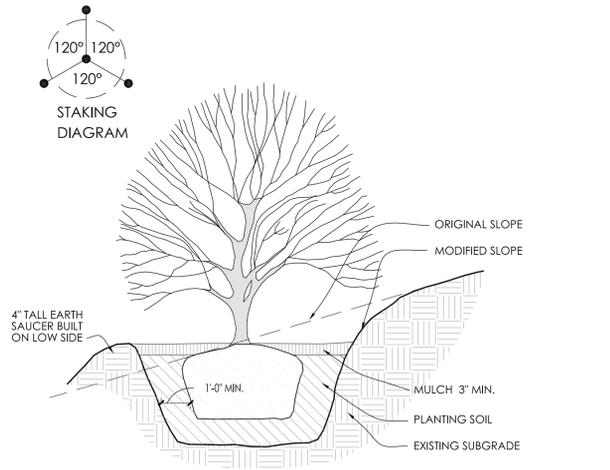
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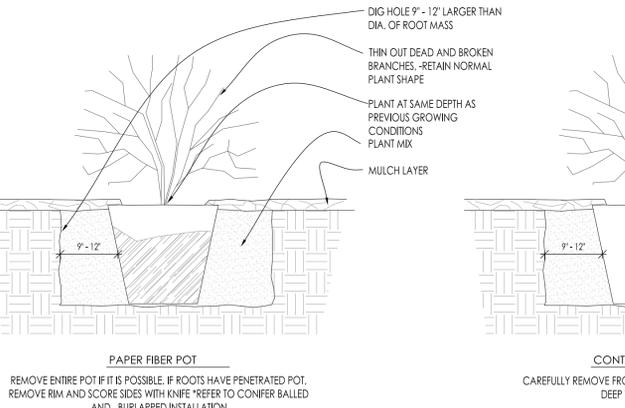
3 CONIFEROUS TREE PLANTING DETAIL SCALE: NONE



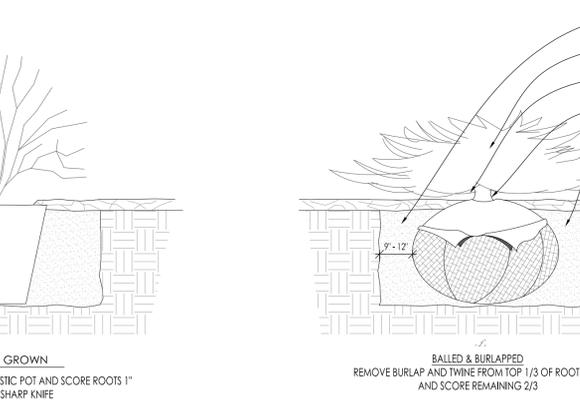
4 EXISTING TREE PROTECTION DETAIL SCALE: NONE



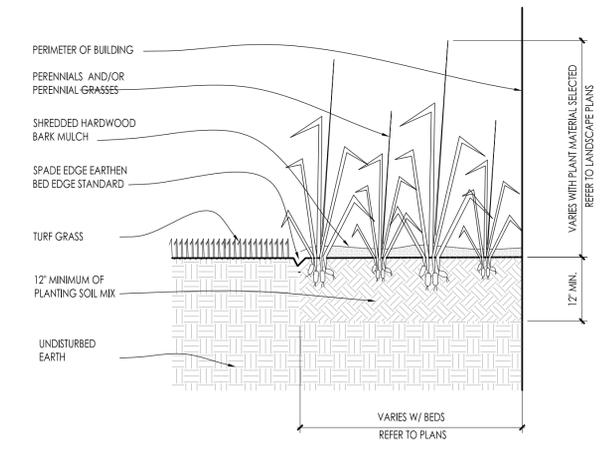
5 SLOPE PLANTING DETAIL SCALE: NONE REFER TO TYPICAL DECIDUOUS TREE DETAIL FOR STAKING



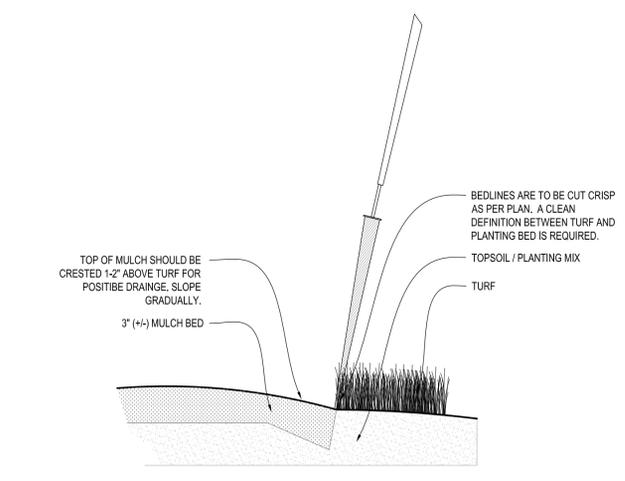
6 DECIDUOUS SHRUB PLANTING DETAIL SCALE: NONE



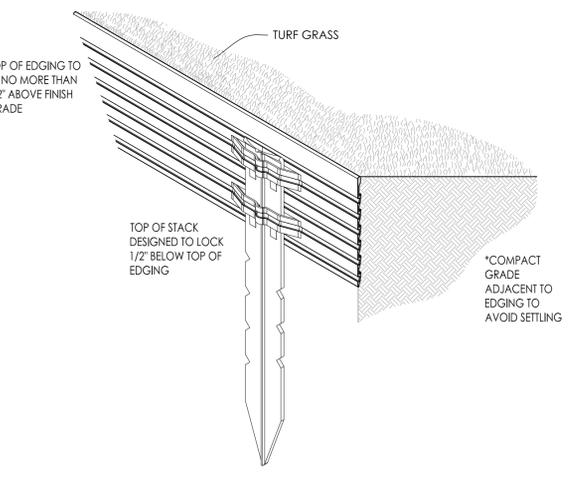
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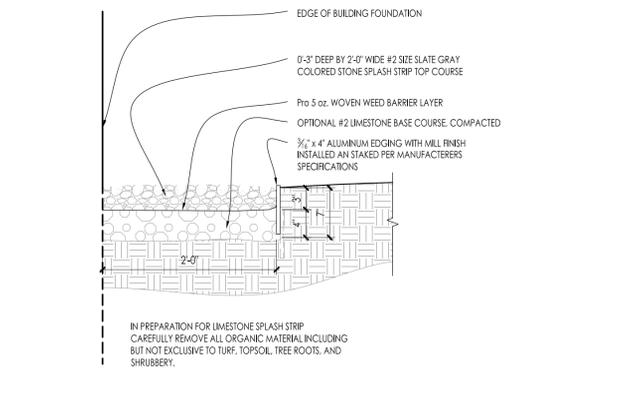
8 PERENNIAL BED PLANTING DETAIL SCALE: NONE



9 SPADE EDGE PLANT BED EDGE DETAIL SCALE: NONE



10 METAL LANDSCAPE EDGING DETAIL SCALE: 1/2\"/>



11 COMPACTED GRAVEL SPLASH STRIP SCALE: 1\"/>

**InSITE**  
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Landscape Consulting & Master Planning Design Services  
11525 W. North Avenue, Suite 1B  
Wauwatosa, WI 53226  
Tel (414) 476-1204  
www.insitedesigninc.com  
mdavis@insitedesigninc.com

Project:  
**COUSINS SUBS HARTLAND**  
525 Cottonwood  
Hartland, WI 53029

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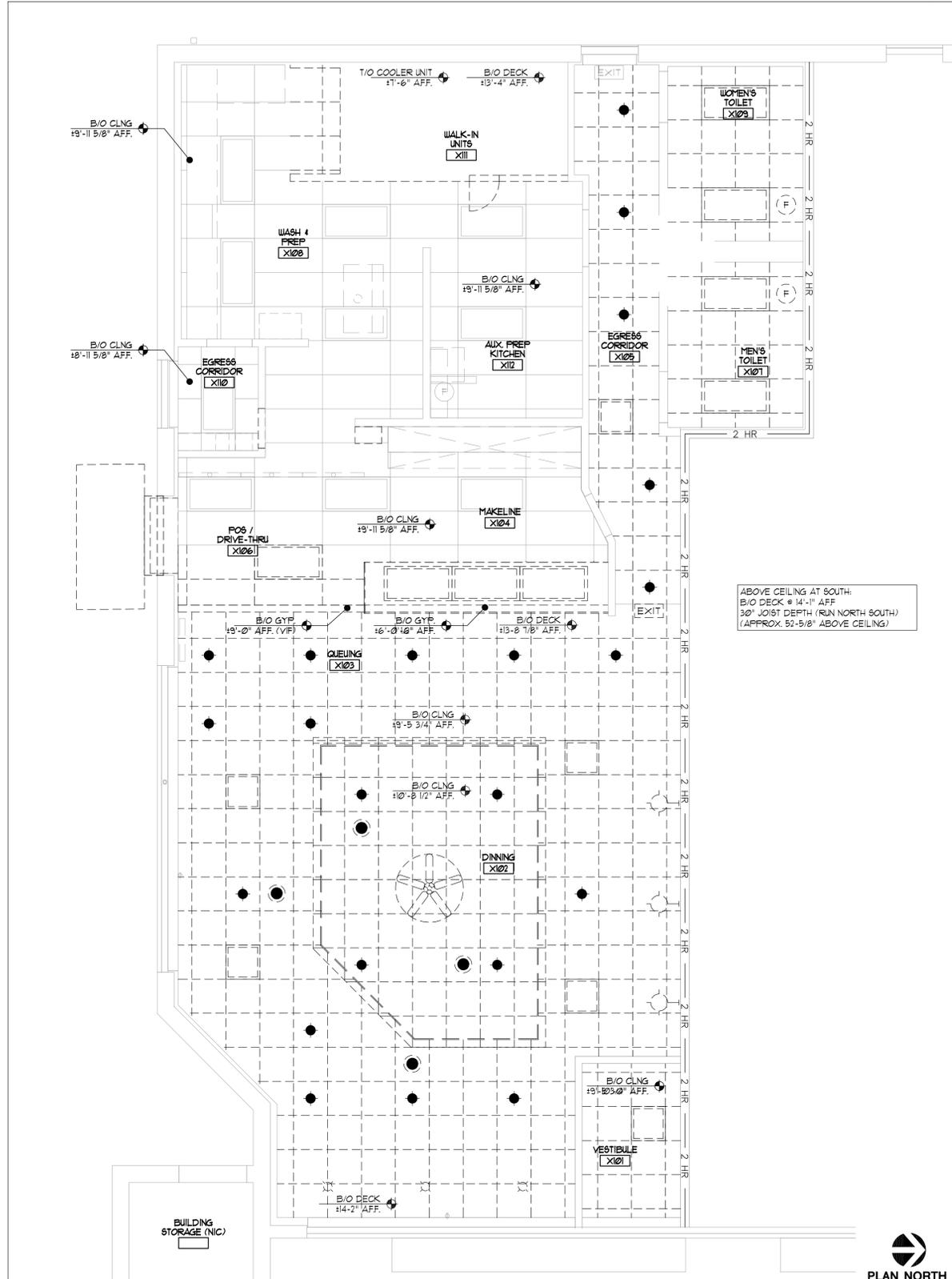
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Sheet Title:  
**PROPOSED LANDSCAPE PLAN, PLANTING DETAILS**

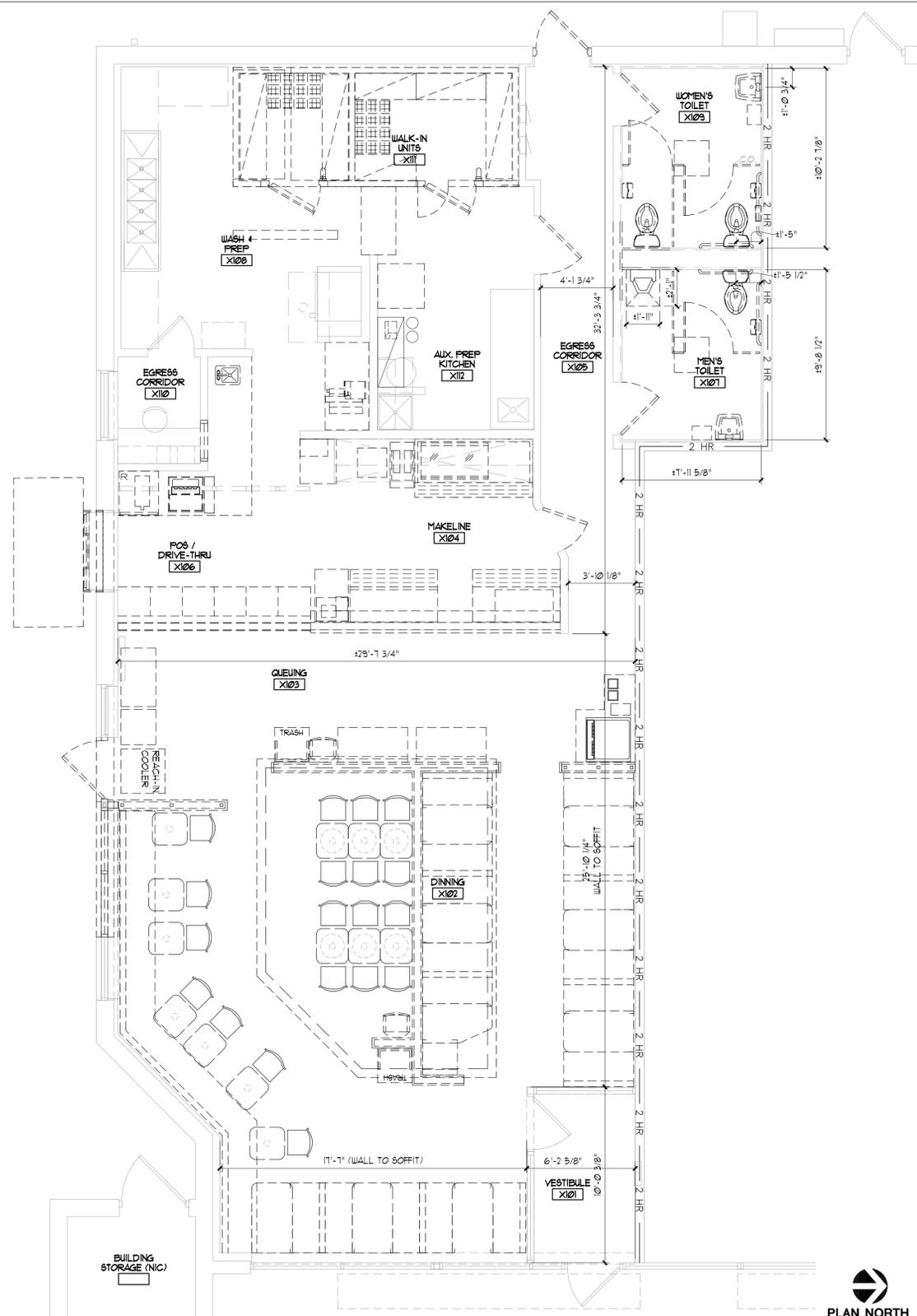
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DEMOLITION REFLECTED CEILING PLAN  
SCALE: 1/4" = 1'-0" 2



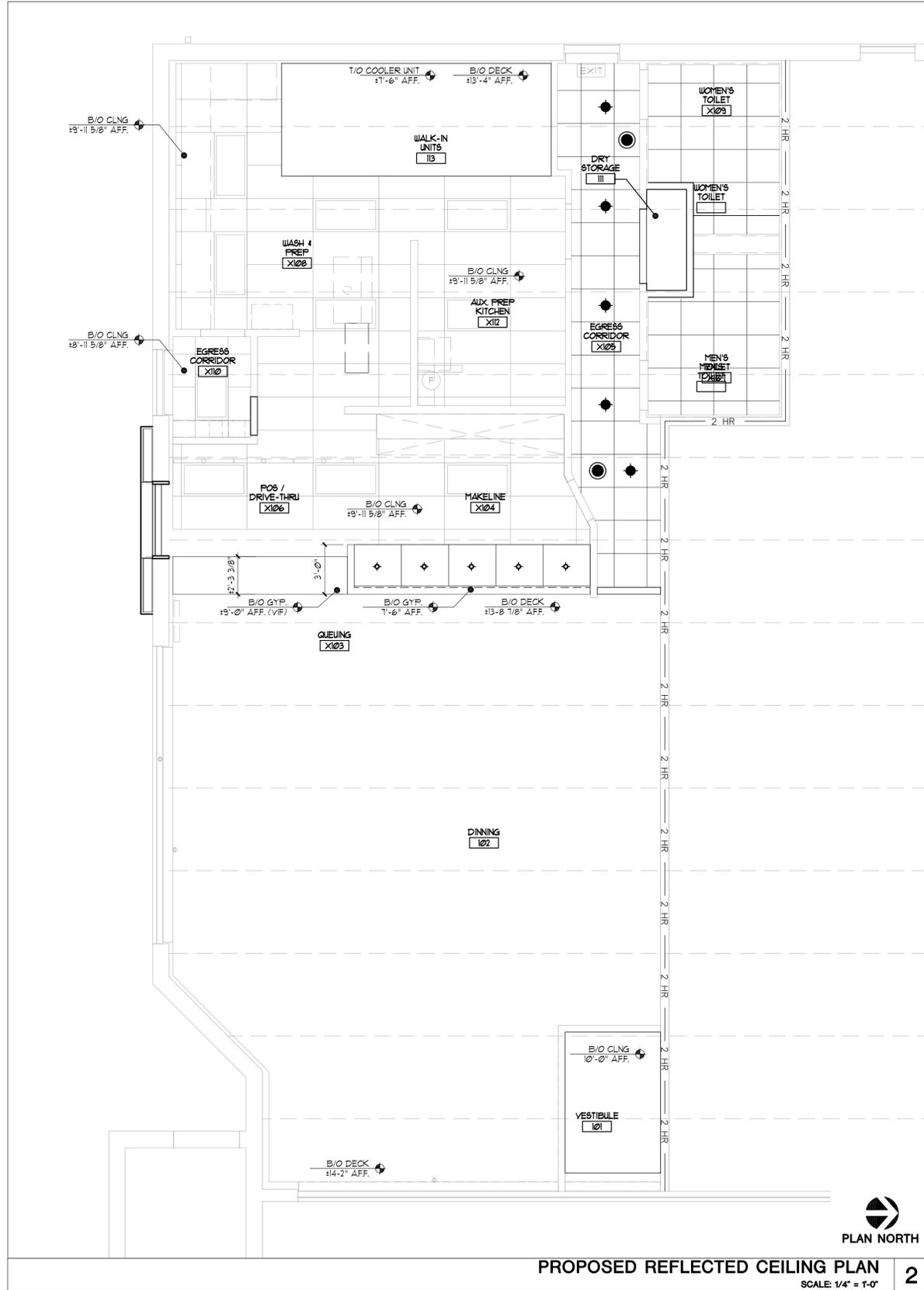
DEMOLITION FLOOR PLAN  
SCALE: 1/4" = 1'-0" 1

FULL SIZE PRINT = 24" x 36" SHEET

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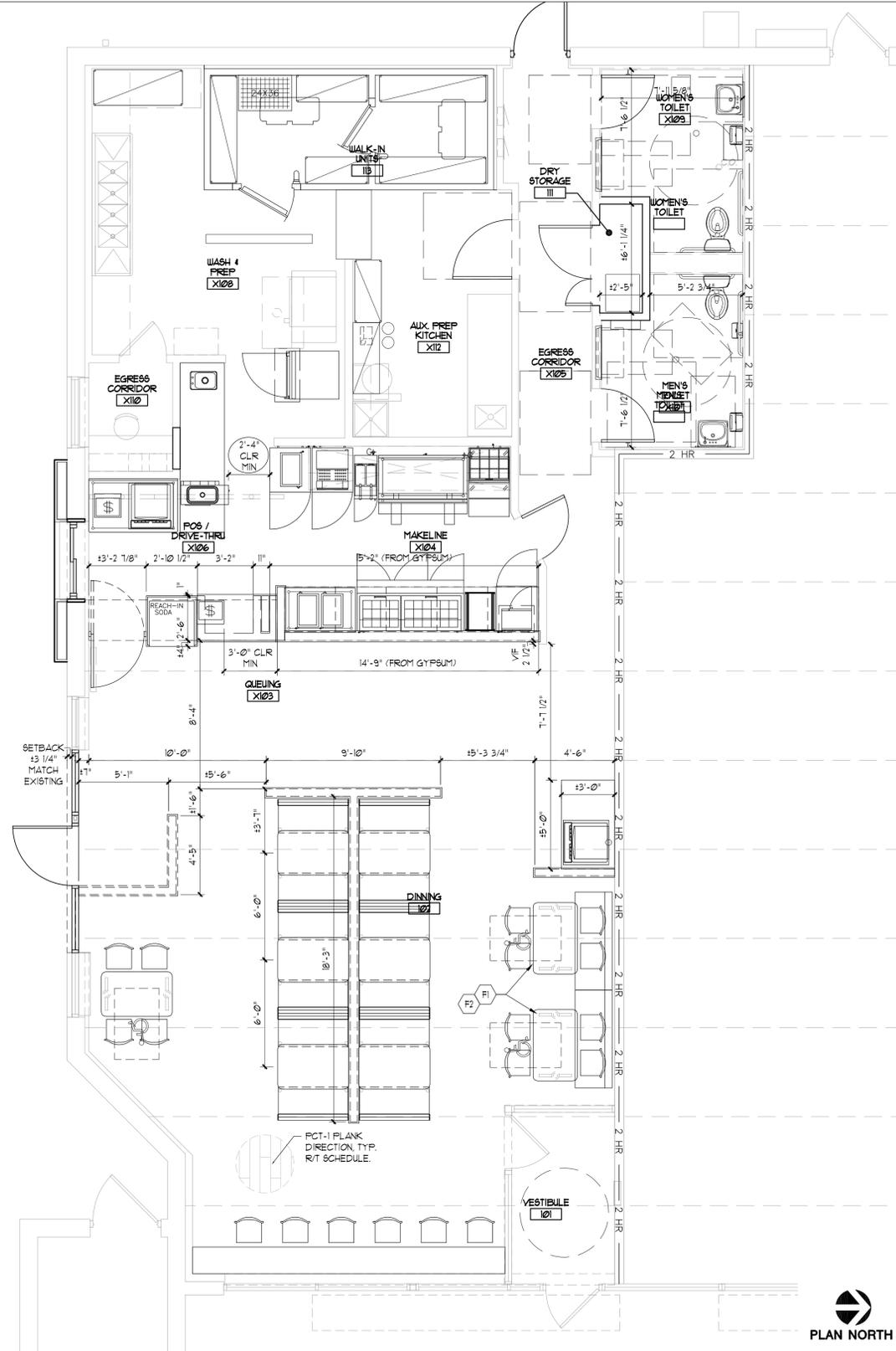
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<p>REV. #</p>	<p>REV. DATE</p>	<p>DESCRIPTION</p>
<p>1</p>	<p>12-22-20</p>	<p>PLANNING COMMISSION</p>
<p>Project:</p>		
<p>Tenant Improvements For: <b>Cousins Subs</b> 525 Cottonwood Ave. Hartland, WI 53029</p>		
<p><b>PERSPECTIVE DESIGN, INC.</b> 11525 W. North Avenue Wauwatosa, WI 53226 Tel (414) 302-1780 Fax (414) 302-1751</p>		
<p>Drawing Title: <b>DEMOLITION FLOOR PLAN</b></p>		
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<p>Job: TBD</p>		
<p>Sheet:</p>		
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PROPOSED REFLECTED CEILING PLAN  
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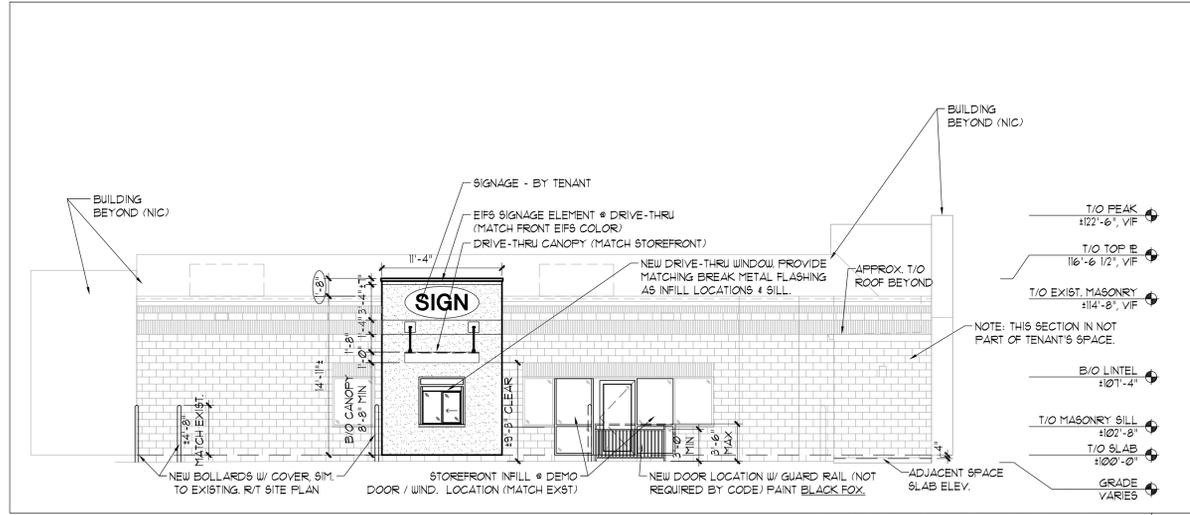
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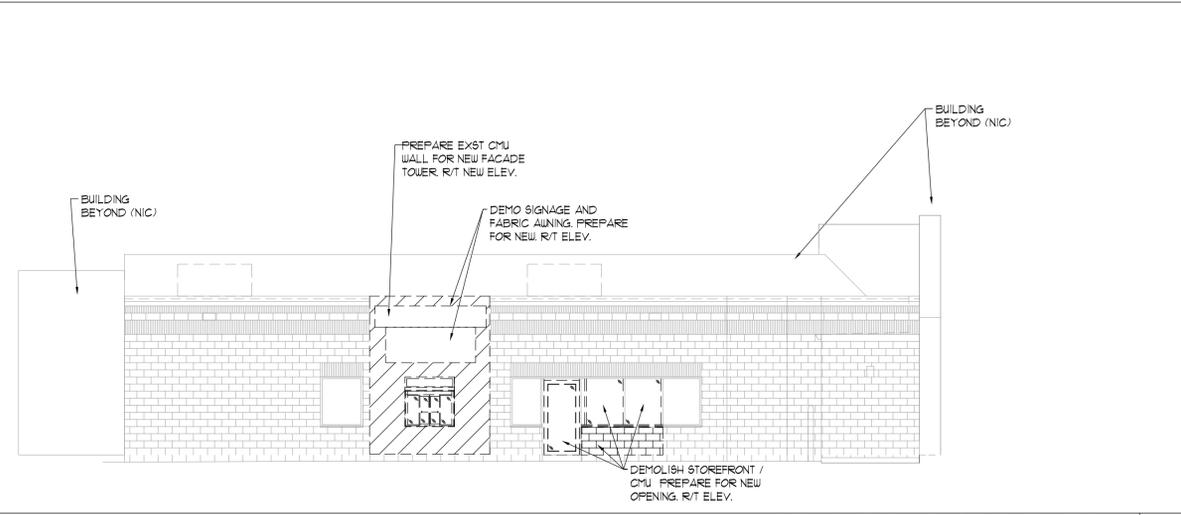
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<p>1</p>	<p>12-22-20</p>	<p>PLANNING COMMISSION</p>
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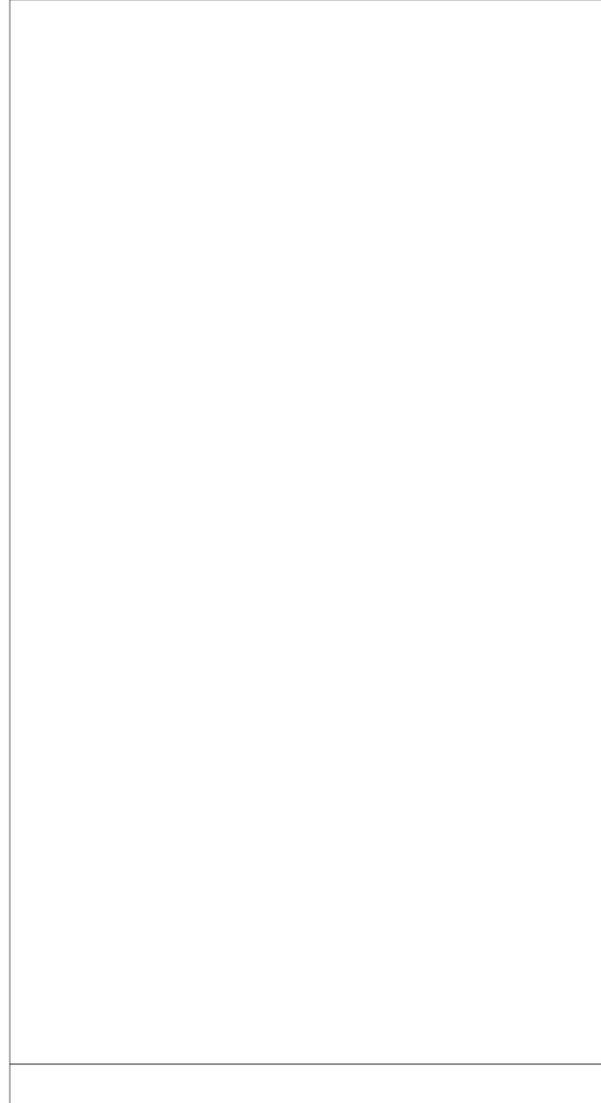
**PROPOSED SOUTH ELEVATION**  
SCALE: 1/8" = 1'-0"

4



**DEMOLITION EAST ELEVATION**  
SCALE: 1/8" = 1'-0"

3



**PROPOSED SOUTH ELEVATION - PARTIAL**  
SCALE: 1/8" = 1'-0"

2



**DEMOLITION SOUTH ELEVATION - PARTIAL**  
SCALE: 1/8" = 1'-0"

1

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REV. #	REV. DATE	DESCRIPTION	REV. BY:
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Project:			
Tenant Improvements For:			
<b>Cousins Subs</b>			
525 Cottonwood Ave.			
Hartland, WI 53029			
PERSPECTIVE DESIGN, INC.			
11525 W. North Avenue			
Wauwatosa, WI 53226			
Tel (414) 302-1780 Fax (414) 302-1751			
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<b>PROPOSED &amp; DEMOLITION ELEVATIONS</b>			
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Drawn:	SJF		
Job:	TBD		
Sheet:			
<b>A2.1</b>			

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100 CARDINAL LN  
HARTLAND WI 53029-2337

445 CARDINAL LLC  
445 CARDINAL LN  
HARTLAND WI 53029-2332

BARK RIVER PROPERTIES  
2831 N GRANDVIEW BLVD STE 222  
PEWAUKEE WI 53072-5584

CIRCLE J PROPERTIES LLC  
PO BOX 131  
HARTLAND WI 53029-0131

D&B HAYDEN LLC  
425 E INDUSTRIAL DR  
HARTLAND WI 53029

DANIEL & THERESA SCHWULST  
454 COTTONWOOD AVE  
HARTLAND WI 53029

DARYL D ZIGAN & JACKIE L ZIGAN  
W752 WASHINGTON RD  
RUBICON WI 53078

DENNIS L KAHN & JANET M KAHN  
N16W27394 RIVERLAND DR  
PEWAUKEE WI 53072-5382

DIANNA M SUSITTI  
440 COTTONWOOD AVE  
HARTLAND WI 53029

EHLEN LIMITED PARTNERSHIP  
10510 FRANCE AVE S  
BLOOMINGTON MN 55431-3538

EYE COMMUNICATION SYSTEMS  
1823 EXECUTIVE DR  
OCONOMOWOC WI 53066-4832

ICE AGE PARK & TRAIL FOUNDATION INC  
2110 MAIN ST  
CROSS PLAINS WI 53529-9596

JAMIE B THOMSON 2013 LIVING TRUST  
530 COTTONWOOD AVE  
HARTLAND WI 53029-2309

KUSCH INVESTMENTS LLC  
N65W30981 BEAVER LAKE RD  
HARTLAND WI 53029-9799

MICHAEL BRANDT & TONIA BRANDT  
472 COTTONWOOD AVE  
HARTLAND WI 53029

MICHAEL R WHITE REVOCABLE TRUST  
OF 1992  
3787 CAMPBELL TRCE  
HARTLAND WI 53029-8826

PAUL TRAPP  
3472 LAKE DR  
HARTFORD WI 53027-9528

ROBERT J ANDLER JR  
202 CROOKED STICK PASS  
NORTH PRAIRIE WI 53153-9622

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**Village of Hartland  
Administration**

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<b>Committee:</b> Plan Commission	<b>Date:</b> 3-10-2021
<b>Village Board Agenda Item: 5</b>	<b>Date:</b> 3-15-2021
<b>Submitted By:</b> Tim Rhode, Village Administrator	
Discussion and possible action on an Ordinance Amending §46-978 of The Village of Hartland Code of Ordinances Regulating Signs Permitted in All Districts Without a Sign Permit	

**Details:**

The Village staff received complaints (approximately 5) regarding the Village Sign Ordinance, specifically 46-978 (7) election signs. The complainants requested the Village follow our current sign ordinance, section (7)(e) Signs shall be removed within five days following the election.

Following discussion with Village President Pfannerstill, Chief Misko and Village Administrator Rhode, our campaign sign Ordinance was forwarded to the Village Attorney for review. The Village Attorney has reviewed and recommended the following changes based on recent State and Federal court rulings.

Attorney de la Mora has suggested two significant changes to section (7) Election Campaign Sign.

- 1) The elimination of any reference, restriction or authority by the Village for the number of signs per property.
- 2) The elimination of any reference, restriction, or authority by the Village regarding the time frame of when a campaign sign can be installed or need to be removed.

Additionally, some minor adjustments are suggested for the size of campaign signs. Staff is proposing increasing the size of residential campaign sign from 12 square feet to 16 square feet. Staff is suggesting the increase based on the two most common campaign sign sizes around the Village, 18X24 and 48X48.

The Courts have ruled that the size of a sign is something local governments have control over, as long as it is reasonable.

**Financial Remarks:** The Village could be at risk if our campaign sign ordinance is not updated to reflect current state and federal rulings on this matter.

**Options & Alternatives:**

The Plan Commission could review the proposed Ordinance changes and discuss the Amended Ordinance. Additionally, the Plan Commission could edit/adjust language to the Village Board to review and consider.

**Executive Recommendation:**

Review and Discuss the Attorneys recommended Ordinance change based on State and Federal court rulings, which suggest that Local Governments should not regulate when and how many.

1 STATE OF WISCONSIN WAUKESHA COUNTY VILLAGE OF HARTLAND  
2 ORDINANCE NO. \_\_\_\_\_

3 AN ORDINANCE AMENDING §46-978  
4 OF THE VILLAGE OF HARTLAND CODE OF ORDINANCES  
5 REGULATING SIGNS PERMITTED IN ALL DISTRICTS WITHOUT A SIGN PERMIT  
6

7 THE VILLAGE BOARD OF THE VILLAGE OF HARTLAND DO ORDAIN AS FOLLOWS:

8 **SECTION 1:** §46-978 of the CODE OF ORDINANCES OF THE VILLAGE OF HARTLAND  
9 is hereby amended by the deletion of the words ~~overstricken~~ and the addition of words underlined:

10 Sec. 46-978. - Signs permitted in all districts without a sign permit.

11 The following signs are permitted in all zoning districts without a permit, subject to the  
12 following regulations:

13 (1) *Real estate sale or rental sign (temporary).* One real estate sign per premises or street  
14 frontage, whichever is greater but no more than two signs, which advertise the sale, rental  
15 or lease of the premises upon which it is located provided that the sign area does not  
16 exceed eight square feet for residential zoning districts or 35 square feet for business,  
17 manufacturing or institutional districts.

18 (2) *Personal name and warning signs.* Personal name and warning signs not to exceed a  
19 sign area of two square feet located on the premises. Such signs shall not be illuminated.

20 ~~(3) *Bulletin boards.* Bulletin boards for public charitable or religious institutions not to~~  
21 ~~exceed an area of 35 square feet and located on the premises.~~

22 (34) *Memorial-Identification signs.* ~~Memorial signs, tablets, n~~Names of buildings and date  
23 of erection when cut into any masonry surface or when constructed of metal and affixed  
24 flat against a structure.

25 (45) *Official Governmental signs.* Official Governmental signs such as traffic control,  
26 parking restrictions, and public information and notices.

27 (56) *Temporary signs.* Temporary signs, only on private property, for a period not to exceed  
28 30 days per special event or activity with signage, ~~for not more than three such special~~  
29 ~~events or activities per year, but such time period and number of special events or~~  
30 ~~activities may be increased when authorized by the plan commission.~~

31 (67) *Election campaign sign.* Election campaign signs provided that consent shall be  
32 obtained from the property owner, renter or lessee. Such signs shall comply with the  
33 following requirements:

34 a. ~~No more than one campaign sign per candidate is allowed on any property.~~

35 ab. Sign area per campaign sign shall not exceed 35 square feet in any nonresidential  
36 zoning districts.

37 ~~be.~~ —Sign area per campaign sign shall not exceed ~~12-16~~ square feet in any residential  
38 zoning districts unless the sign is affixed to a permanent structure and does not extend  
39 beyond the perimeter of the structure nor obstruct a window, door, fire escape,  
40 ventilation shaft or other area which is required by the Municipal Building Code to  
41 remain unobstructed.

42 ~~d.~~ Signs shall not be erected prior to the first day of the "election campaign period" as  
43 defined in Wis. Stats. § 12.04.

44 ~~e.~~ Signs shall be removed within five days following the election.

45  
46 **SECTION 2:** If any section, sentence, clause, phrase or portion of this ordinance is for any reason  
47 held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be  
48 deemed a separate, distinct and independent provision, and such holding shall not affect the  
49 validity of the remainder of such ordinance.

50  
51 **SECTION 3:** This ordinance shall take effect and be in full force from and after its passage and  
52 publication.

53 Passed and approved this XX day of XXXXX, 2021.

54  
55 VILLAGE OF HARTLAND

56  
57 By: \_\_\_\_\_

58 Jeffrey Pfannerstill, Village President

59 ATTEST:

60 \_\_\_\_\_

61 Darlene Igl, Village Clerk

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