

**VILLAGE OF HARTLAND
JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY, JANUARY 20, 2014
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Present: Ryan Amtmann, David deCourcy-Bower, Tim Hallquist, Dave Lamerand (Chairperson), Jamie Stefan and Randy Swenson. Excused: Jack Wenstrom

Others Present: Administrator Cox, Clerk Casper and Building Inspector/Zoning Administrator Hussinger.

Roll Call

1. Motion (deCourcy-Bower/Hallquist) to approve the Plan Commission Minutes of December 16, 2013. Carried (6-0).
2. **PUBLIC HEARING** regarding an Amendment to the Village of Hartland Municipal Code Article X - Floodplain Zoning and amendments to the Official Zoning Map and Floodplain Map.

No comments were received from the public.

3. Motion (Swenson/deCourcy-Bower) to recommend to the Village Board the Village of Hartland Municipal Code Article X - Floodplain Zoning and amendments to the Official Zoning Map and Floodplain Map. Carried (6-0).

4. **PUBLIC HEARING** regarding an amendment to the Comprehensive Land Use Plan to designate the recently annexed properties for the Windrush and Homestead Subdivisions as Low Density Cluster Development.

No comments were received from the public.

5. Items related to proposed development of the Windrush and the Homestead Subdivisions:
 - a. Motion (Hallquist/Swenson) to recommend to the Village Board an amendment to the Comprehensive Plan Land Use Plan to designate the recently annexed properties for the Windrush and Homestead Subdivisions as Low Density Cluster Development. Carried (6-0).
 - b. Actions related to the Windrush Subdivision:
 - i. Further consideration of a Petition to rezone the recently annexed property (Murphy) from Temporary A-1 to RS-1 Single-family Residential Zoning District with UCO (Upland Conservancy Overlay) and C-1

(Lowland Conservancy) (Second of two required meetings).

John Siepman distributed a picture of what the Windrush and Homestead Club Houses will look like.

There have been some adjustments to the plat. There has also been a considerable amount of discussion about the secondary environmental corridor, how it will be impacted and how many properties touch that. Because the issue of a conditional use has come up and because we have some last minute adjustments, we ask the Commission to hold the rest of the actions on this item one more month until we can finalize the conditional use and environmental corridor issues.

Carry over to the next meeting.

- ii. Further consideration regarding the Preliminary Plat Review for The Windrush Subdivision (99.73 acres) for a 57 home subdivision with lots averaging 26,346 square feet surrounded by common open space. Over 55.65 acres (55.8%) will remain open.

John Siepman was present to discuss the project. Last week he met with the Village regarding the seven lots touching the environmental corridor. The county's report came back saying that it exceeded the SEWRPC recommendations. We took another look at it, shortened the cul de sac and pulled two lots out of the corridor, which leaves five in the corridor. This seemed agreeable to everyone. We also talked about revisiting the preliminary storm water.

The club house, pool and children's play area is something that the developer has done in the past. They try to keep it simple and low-key. The club house would be visible when entering the subdivision. The club house is roughly the size of a single family home -- around 2,000 s.f., and the pool will be behind it and the size would be around several hundred s.f. There will be an 8 foot wrought iron fence around the area or whatever height the Village code allows.

Administrator Cox stated that the county did a rather extensive review and had a few conditions, most of which involved the environmental corridor at the south end, as well as some transportation issues. Our proposal would deal with those five lots on the corridor with a Conditional Use and where the edge of the Village's upland conservancy district would be. We talked about a "do not disturb" line at the rear yards of the five parcels that are at the edges of the corridor. The conditional use would not allow the property owner to take out any trees in the "do not disturb" area or turn any soil in that area. They would have a building pad, but the back of the lot would not be able to

be touched. The developer is protecting the majority of the area and the thought would be to leave as little in private ownership as possible.

The remaining environmental corridor that is not on the lots would become a conservation easement that would be taken over by a non-profit who would maintain and manage it. The developer has had partnerships like this in other places that work very effectively.

The rain gardens would be maintained similar to storm water ponds – between the Village and the Homeowners Association. They would be inspected at periodic intervals.

David deCourcy-Bower stated that he thought it should be the homeowner's association that maintains and inspects the rain gardens, not the Village. Who will maintain the 20 foot strip of conservancy? The rest of it will go to a non-profit maintenance group, but who will maintain the 20 feet? If the property owner doesn't want to maintain it, then there could be an issue.

Scott Hussinger stated that the developer will monument corners of the approximately 20 foot strip of environmental corridor with 3 – 4 ft. high cedar posts so that it is continually evident where that area is.

There are some street names that need to be changed. There are similarities to other subdivisions in the area.

Street trees would not be installed by the developer, but as part of the individual lot construction.

Carried over to the next meeting.

- iii. Consideration of a Conditional Use Permit related to lots in and adjacent to the UCO (Upland Conservancy Overlay District) regarding their use in the future for single family residential structures and Motion to set Public Hearing on the proposed Conditional Use Permit for Monday, February 17, 2014.

Motion (deCourcy-Bower/Swenson) to set Public Hearing on the proposed Conditional Use Permit related to lots in and adjacent to the UCO (Upland Conservancy Overlay District) regarding their use in the future for single family residential structures for Monday, February 17, 2014. Carried (6-0).

- c. Actions related to the Homestead Subdivision:

- i. Consideration of a recommendation to the Village Board regarding the Rezoning Petition to rezone the property (Siepmann) from Temporary A -1 to RS-1 Single-family Residential Zoning District with UCO (Upland Conservancy Overlay) (Second of two required meetings).

Carried over to the next meeting.

- ii. Consideration of a conceptual Plat for The Homestead (102.32 acres) for the development of 62 home sites (Phase I & II) with lots averaging 27, 887 square feet surrounded by common open space. Over 34 acres (38%) will remain open.

Petitioner: Siepmann Realty Corp., W240 N1221 Pewaukee Rd.,
Waukesha, WI 53188

Carried over to the next meeting.

6. Consideration of Architectural Review for the exterior remodeling and for the proposed new signage and Plan Commission Review of site plans for the exterior remodeling, landscape and lighting plans for Sendik's Hartland Plaza with recommendations to the Village Board

Applicant: Sendik's, % Devo Management Co., LLC, 11518 North Port
Washington Rd., Suite 103, Mequon, WI 53092

Engineer: MSI General, Eric Neumann, PO Box 7, Oconomowoc, WI 53066

Erick Neumann presented the proposed modifications for building, landscaping, lighting and signage for the Sendik's Hartland Plaza. They will be adding four new catch basins on the site that will be tied into the sewer. They will also be adding some rain gardens to help collect the water and that will add an additional landscape feature to the property. The applicant has met with staff and he is currently working on addressing their comments.

There will be some asphalt repair and replacement. There will be landscaping with the rain gardens and around the pylon signs. The master sign plan shows a new pylon sign to list all the tenant spaces and a modification of the existing pylon sign.

There will be modifications to the architecture of the building to create Sendik's own image. They will be painting the EIFS, the existing brick and piers, adding a hip roof to match the tower, adding metal roofing, and adding height to one of the parapets.

There will be signage on the south elevation and the eastern elevation. Mr. Neumann brought samples of paints and aluminum materials to the meeting.

The applicant submitted a plan of operation for use of the outside of the building near the entrance and under the canopy for possible sale of certain items.

The ATM building will stay where it is.

A new loading dock will be built on the west wall of the northwest corner of the building.

Total retail space for Sendik's will be around 18,000 s.f.

Motion (deCourcy-Bower/Swenson) to recommend to the Village Board approval of the sign package for Sendik's Hartland Plaza. Carried (6-0).

Mr. Neumann stated that the parking lot lighting will stay the same. At this time there is no additional outdoor wall lighting planned. If they decide to make a change later, they know they have to come before the Plan Commission. The Sendik's wall sign is made of red vinyl letters that turn white when lit at night.

Motion (Lamerand/Stefan) to recommend to the Village Board approval of the lighting plan for Sendik's Hartland Plaza, noting that Chairperson Lamerand stated that the Village will reserve the right to possibly have Sendik's turn off the lighted wall sign at 10 PM or 11 PM. Carried (6-0).

The applicant should receive State Approved Plans around February 5 or 6. They will apply for permits immediately after that.

Motion (deCourcy-Bower/Stefan) to recommend to the Village Board approval of the exterior remodeling and landscaping for Sendik's Hartland Plaza. Carried (6-0).

7. Plan Commission review of a Conditional Use Permit for the temporary retail flower hut to be located in the Piggly Wiggly parking lot at 550 Cottonwood Avenue and consideration of a motion to set a Public Hearing for the review of the Conditional Use Permit for the February 17, 2014 Plan Commission meeting

Applicant: Homegrown Farms, Cathy Magill, 36100 Genesee Lake Rd.,
Oconomowoc, WI 53066

The Plan Commission gave this Conditional Use a five year time period, which expires in February.

Motion (deCourcy-Bower/Stefan) to set a Public Hearing for the February 17, 2014 Plan Commission meeting for the review of the Conditional Use Permit for Homegrown Farms retail flower hut to be located in the Piggly Wiggly parking lot at 550 Cottonwood Avenue. Carried (6-0).

8. Plan Commission review of a Conditional Use Permit and review of the Plan of Operation for a temporary retail flower hut to be located in the Biebel's True Value Parking lot, 580 Hartbrook Drive (Original 5 year application has expired) and consideration of a motion to set a Public Hearing for the review of the Conditional Use Permit for the February 17, 2014 Plan Commission meeting

Petitioner: Susan Biebel, Biebel's True Value, 580 Hartbrook Drive, Hartland, WI 53029

Motion (Stefan/Hallquist) to set a Public Hearing for the review of the Conditional Use Permit for the February 17, 2014 Plan Commission meeting for a temporary retail flower hut to be located in the Biebel's True Value Parking lot, 580 Hartbrook Drive. Carried (6-0).

9. Consideration of a proposed amendment to the Sign Code to facilitate Architectural Board review and approval of signage plans for commercial properties that include multiple businesses.

The current Code allows the Architectural Review Board to make determinations on the "type, number, size and location" of signs for multi-tenant premises. The language allows the Board to vary from the strict interpretation of the Code for those reasons. However, height is not a listed variable. As such, the Commission is asked to consider an amendment to the Code that expands and clarifies the Architectural Board's authority to vary the Code on a case by case basis.

Motion (Hallquist/Stefan) to recommend to the Village Board an amendment to the Sign Code to facilitate Architectural Board review and approval of signage plans for commercial properties that include multiple businesses. Carried (6-0).

10. Adjourn

Motion (deCourcy-Bower/Stefan) to adjourn. Carried (6-0). Meeting adjourned at 8:07 PM.

Respectfully submitted by
Recording Secretary,

Lynn Meyer
Deputy Clerk