

JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY, JULY 18, 2022
7:00 PM
BOARD ROOM
MUNICIPAL BUILDING, 210 COTTONWOOD AVE.

Present: James Schneeberger, Jeff Bierman, Jeff Pfannerstill, Ann Wallschlager, Tim Hallquist, David DeCourcy-Bower, and Dino Xykis.

Others Present: Ben Carriveau, Tanya Little, Jim Artrip, Scott Hussinger, Ryan Amtmann, Ben Nelson and Deputy Clerk Bushey.

Call to Order- 7:02 pm

Roll Call taken.

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.

Xykis commented that he would like to talk to President Pfannerstill at a later time to talk about

1. Consideration of a motion to approve the Architectural Board/Plan Commission minutes from June 20, 2022.

Motion (Hallquist/Schneeberger) to approve the minutes for the June 20, 2022, meeting. Carried (6-0). With one abstention, DeCourcy-Bower.

2. Architectural Board review and consideration of an application for construction of a covered porch off of garage on the Carriveau property, 251 Carlin Ct-

Ben Carriveau was present and explained he would like to build a covered patio on the side of the garage. He said as a family they cannot use the backyard due to elevation changes, power lines and trees they have to use the side of the house. He is asking to get permission to use a covered structure attached to his garage. He explained the pictures that he submitted. Mr. Carriveau said he would like an open gable and metal roof to go with the rustic modern style of the house. He said there will be 6 posts total, 3 separate 3 ft apart from each other, so in hopes of in the future having a privacy fence in the corner as his son gets older and he doesn't need to keep an eye on him, he can start closing it off a bit. He said one of the pictures he submitted was given to him by the previous owner and shows a picnic also had to use the side yard instead of the backyard. He explained what he is proposing. He explained that one of the photos proposes what he wants to do in order to maintain so cannot be used as a carport or an outdoor structure to park a trailer there. He said he would like it to be half garage half opening to the pergola. He said he will have a sidewalk and put 3 junipers which matches the trees in the back of the property that will prevent someone from using it to park a trailer in. He also showed a map of the area of houses that also have an attached garage and that are using it like he wants to use it.

Hussinger commented the proposed addition meets all the zoning requirements and setbacks. Brief discussion on shed that Hussinger just issued permit for. He said he has pulled a permit for shed so he has someone to store what is in the garage while he builds this.

(Audio not picking up DeCourcy)

Bower DeCourcy-Bower asked if putting a structure like this on the side of the house does that change it for example so someone converting it into a more formable building space, or would they have to come back to do that or would that then become part of the garage. Hussinger inaudible on audio.

Hussinger said the question is, if this gets approved, and the owner decides to wall it in, should they come before the board. He said if they wanted to wall it in, he would just issue the building permit unless the Plan Commission wanted it to come here first. Hussinger said it would be difficult from the building code side to close that off without spending a lot of money.

Xykis commented that you cannot support steel with wood. Hussinger said he has not looked at the building plan and Mr. Carriveau said he could use 2 x 6's. Hussinger said they would address that during the building permit process. Bierman commented on the future of the possibility of walling it in the future and the difficulty in it.

Motion (Bierman/Hallquist) to approve application of a covered porch off garage on the Carriveau p. Carried (7-0).

3. Architectural Board review and consideration of an application for signage for Little Dipperz, 230 Pawling Ave-

Tanya Little of 278 Hickory Ct. is the owner of Little Dipperz and was present to explain the proposed sign. She is proposing 2 signs and submitted 3 options and she is asking for approval of option 1 for the store front and option 3 that will go on the sign facing the street. Pfannerstill said it went before the BID and was approved. He also said in almost all cases of signage, the Building Inspector mandates landscaping. Hussinger said in some cases it is not appropriate and Wallschlager said in this case it is so close to the ground.

Motion (Hallquist/Wallschlager) to approve the 2 signs for Little Dipperz. Carried. (7-0).

4. Architectural Board and Plan Commission conceptual review of a lien-to addition for Trompler Properties, LLC, 580 S. Industrial.

Jim Artrip is a maintenance coordinator and was present to explain the conceptual lien-to addition. He said they are trying to clean up the backyard and trying to create outside storage to clear up floor space inside and they are curious if the lien-to a viable option or do they need to add on to the building. Hussinger said it is up to the board if they want it to look like part of the building or just outside storage. He said one thing to point out is that this is at the rear of the building and any other property you would not see it from the road. He said this is on the corner of 2 roads and a lot of it is visible from Cardinal Lane. He said if it just covered and not fully closed you may see it from the road. Pfannerstill asked Hussinger if he a recommendation for the board for what is good for the Village and Hussinger said it is

really aesthetics. He said it is not a setback or zoning issue, and again if it wasn't visible from the road, he would be less concerned. Village Manager Bailey asked Hussinger if these were anywhere else, and he said no, not that he can recall. Wallschlager commented that a couple businesses in the Village that if you say yes, then it starts to look like a junkyard, and she would like to see it enclosed. Mr. Artrip said he agrees with her and thinks it looks horrible back there. He said depending on how deep they made it, they could restrict the view from the road, stuff that has been back there for a long time. He said they are just trying to get feel from the Village what type of materials they would like to see.

DeCourcy-Bower asked why type of things would be stored there and if there would be any regulations triggered from what would be stored there. Mr. Artrip said some castings that are currently stored inside and the empty totes. He said it would free up a lot of floor space. He said the lien-to structure would allow it not to get wet and they would be able to access it in the winter and it would clean up some of what is in the east yard. Pfannerstill asked if the company is willing to take steps, that if someone drives by, it doesn't look like junk anymore. There was discussion on the lien-to and Pfannerstill asked what steps the business is taking to make it not look junky.

Mr. Artrip commented that the owner is looking at doing a facelift for the exterior of the building on Industrial Drive.

DeCourcy-Bower asked if there are other businesses in the village where they say they don't want any additional footprint beyond the lien-to. Hussinger said he thinks that is a great idea, if this is approved they could fence it in with chain link with slats with the understanding no additional storage beyond the footprint, that would be a great compromise.

DeCourcy-Bower said to him, the current situation is not great, and a lien-to is better than what it is right now. He said what he doesn't want to see happen, is they build the lien-to and then shift everything that is already there further away, and it doesn't fix anything. He said he would like an assurance that if we allow this, there will be no additional storage. Hussinger said if they come back for approval as this is just a conceptual, we could at the same time a separate agenda item, approve to amend their plan of operation that addresses just that. Pfannerstill thought that is a great idea. Hussinger commented that we really need to define that space as being under roof. Bierman commented on a business wanting to expand their business, free up floor space and wanting additional storage outside, we are setting a bad precedent. And that we are opening up a road we don't want to go down. Mr. Artrip said he would have to take this back to the ownership.

This is just a conceptual, so no action was taken.

5. Plan Commission review and consideration of an application to add asphalt to the parking lot for Wisconsin Athletic Club Lake Country, 560 S. Industrial Drive-

This agenda item was withdrawn.

Motion (Hallquist/Wallschlager) to pass on this agenda item at this time due to it being withdrawn.
Carried. (7-0).

6. Plan Commission discussion related to proposed modifications to the multi-family standards in the B-3 zoning –

Hussinger said we have multi-family in the B-3 and our zoning code only implies multi-family and it is referred to as mix use but there are no standards. So, he said his intent is not to change but to clarify what standards we should have when considering an application or use that includes multi-family. He said it is really to just start a discussion and hopefully we can come up with some standard so it can be codified. Bailey said Hussinger has had several developers around the downtown area approach with the desire to do some multi-family so we want to make sure we have the Plan Commission and Board desires, but currently it doesn't say much on what could be done. He said as you see, we have generally recommended 1st floor commercial and 2nd floor and higher residential, so that is what Hussinger is hinting at going through a zoning amendment but wanted to get everyone here's input. Pfannerstill said he thinks it would be appropriate. Hussinger said density is tricky as every site is different. He commented on the restaurant that caught on fire several years ago, and that was unresolved and in limbo for a number of years. He said how they have sat down with several potential buyers and that would be a largely vertical development on a very small lot, so density increases substantially. He said not every downtown property is the same, so he doesn't know how you want to quantify density unless on a case-by-case basis.

Hallquist asked if we can define significant and he said he just put that in there for discussion and it could just be a commercial use and sometimes like in neighboring communities you can have a dry-cleaning business surrounded by hundreds of units.

deCourcy-Bower said the key thing to him on the frontages we have in the village on the main streets that we got; is we really want those frontages to be active frontages. He said in other words, some type of commercial use, some type of business/ retail, restaurant along those frontages. He said he doesn't think the vision along those streets is to have that 1st floor be residential apartment he said it doesn't have that type of interaction. He said like the Riverwalk, now behind that street frontage, is a residential space, is how he thinks that came through on the B-3 when they did. He said the first-floor street frontage should be commercial. He said he thinks the intent was for those frontages not get lost with dead space.

Hussinger mentioned Village Center which almost all of the properties are zoned B-3 so those standards do apply, but we have B-3 properties not in the Village Center. He said now whatever we decide in our zoning code, those standards might not apply now, because it isn't in our traditional downtown.

Pfannerstill asked if he agreed that some of those properties may possibly need to change and Hussinger said yes. Hussinger mentioned the property on west capitol drive that the Plan Commission considered that included a church and the most appropriate zoning would have B-3. He said he sees Pawling possibly being redeveloped and downtown is creeping, and it is hard to apply those standards that we normally apply to. And those are the ones that are starting to show interest. Pfannerstill commented if it would be possible to downtown properties to these other properties on the edges and those are the ones that are starting to show interest. Pfannerstill commented on possibly creating a new zoning classification or look at what other municipalities do. Hussinger said he didn't think creating a new zoning would be appropriate. He said B-3 is great because it offers a lot of flexibility. He said it is the standards for our downtown and maybe it needs to be tweaked for downtown properties. Trustee Conner was on zoom and said he would like to be considered is that we need to revitalize downtown. He said Pewaukee and Oconomowoc are way ahead of us. He said we need more retail downtown and retail should only be on the 1st floor and think about what more we can do to bring more down there. Xykis said he is in full agreement of Trustee Conner's comments. He said at the beginning of the meeting

he said he wanted to talk to all the board members informally as this is his main concern. He said joined this board because he wanted to see development in downtown within limits of course. He said the downtown area is not a downtown area. He said you drive downtown, and you see the empty gas station downtown, the collapsed wall at the Hartland Inn and the abandoned building by Endters. He said he spent the weekend in Delafield, and we can even compare to them. He would like everyone to keep that in mind.

DeCourcy-Bower said he wanted to briefly explain how the B-3 district came about and said there is a downtown revitalization plan and said if you haven't read it, he highly recommends you read it. He said it is a really good plan and talks about the concept, the types of things the village needs to do to revitalize the downtown. He said he moved here 16 years ago, and he said the changes that have happened since then is fantastic, he said we have attracted more restaurants and some great places are moving into the Village. He said we need to continue to build on that success. He said he is excited that there is a new owner of the Hartland Inn, and they are redoing it. He commented on the gas station, and it is another opportunity for someone to come in. He went on to say looking at the B-3 zoning, all the frontages on North, need to have 1st floor commercial and the same thing on Capitol, Cottonwood and Pawling. He said he doesn't see where there is a disconnect having a B-3 and the frontage along the roads on the 1st floor be some sort of active use and not a straight out residential. He said he thinks behind it you could build but the way it is laid out now it makes sense to him.

Xykis said Delafield and Oconomowoc has changed in the last 16 years, made a huge investment building a custom home. He said he has read the development plan but said it is a wasteful plan. He said in order to develop downtown, you start with the developers, you invite them, you participate with them and come with a plan because it requires major investment. He went on to say when you look at what Oconomowoc and Delafield has done, because he was here 16 years ago and he remembers what Delafield looked like, and he knows how it looks now. He said the difference is bigger in Oconomowoc and the difference isn't much in Hartland. He said if we are serious about developing downtown, we need to get developers involved. He said he feels we have fallen very behind.

Bailey commented that we do have a lot of developers who own that land own parcels. He said you can preach to people, but you can only do so much. Pfannerstill said more discussion is needed and can put it back on the next agenda to have more discussion.

Bailey wanted to clarify if DeCourcy-Bower was saying it is fine as it is. DeCourcy-Bower said that is not what he is saying. He said as far at the zoning, if a property is zoned B-3, it makes sense to him to have the 1st floor frontages along all of those roads, have the 1st floor be non-residential, commercial, retail uses. Hussinger said to codify that he sees 3 options. He said actually put it in the B-3 zoning code, also put it in the intent of the B-3, or it is going to be a design guideline. He said he doesn't like it to be a line item in the B-3, it is too rigid.

Pfannerstill said he feels like that is where the discussion is going to go, some type of change somewhere, where not only do we have the latitude, but also have the longitude to more around, but have the ability to move the Village in the direction we want it to.

7. Plan Commission review and consideration of an Extraterritorial Certified Survey Map for the Thomas Property, W283 N3312 Lakeside Road, Town of Delafield-

Katie Thomas was present to explain the Certified Survey Map, she said they have lived there for 31 years and are considering adding a garage. Hussinger said it is very unlikely that this property would become part of Hartland.

Motion (Wallschlager/Schneeberger) to approve the Extraterritorial Certified Survey Map for the Thomas property, W283 N3312 Lakeside Road, Town of Delafield. Carried. (7-0).

8. Plan Commission review and consideration of an Extraterritorial Certified Survey Map for the Jakel property, Lots 27, 28, and 29 of Pewaukee Highlands, Town of Delafield –

Motion (Hallquist/Xykis) to approve the Extraterritorial Certified Survey Map for the Jakel property, lots 27, 28, and 29 of Pewaukee Highlands, Town of Delafield. Carried. (7-0).

9. Announcements-

Pfannerstill reminded everyone of the upcoming event Party in the Park.

10. Adjourn

Motion (Schneeberger/DeCourcy-Bower) to adjourn. Carried (7-0).
Adjourned at 8:02pm.

Respectfully submitted by

Recording Secretary,
Deidre Bushéy, Deputy Clerk