

JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY OCTOBER 16, 2023
6:30 PM
BOARD ROOM
MUNICIPAL BUILDING, 210 COTTONWOOD AVE.

Present: Jeff Pfannerstill, Jeff Bierman, Ann Wallschlager, David de Courcy Bower, Tim Hallquist, and Chip Schneeberger.

Excused: Dino Xykis.

Others Present: Nate Grendahl, Troy Mleziva, Attorney de la Mora, Ben Nelson, Scott Hussinger, Ryan Amtmann, Village Manager Bailey, Clerk Policello, Deputy Clerk Bushey and Attorney Hummel via Zoom.

Call to Order- 6:45 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.

No Public Comments.

1. Consideration of a motion to approve the Architectural Board/Plan Commission minutes from September 18, 2023-

Motion (De Courcy-Bower/Schneeberger) to approve the minutes for the September 18, 2023, meeting. Carried (5-0). Wallschlager abstained.

2. Architectural Board review and consideration of an application for signage for Modern Woodmen Fraternal Financial, 140 North Avenue.

Nate Grendahl from Modern Woodmen was present and briefly explained that they are looking to keep the signs the same and put his logo and name on the sign. Bailey asked if he had reached out to the BID for their approval and Mr. Grendahl said he believes so, his assistant is working on that. Bailey stated the Building Inspector has no issues with the signage.

Motion (Hallquist/Schneeberger) to approve the application for signage for Modern Woodmen Fraternal Financial, 140 North Ave. (6-0).

3. Second review and consideration of Kwik Trip, a proposed PUD development ("Project") whose approval and rezoning are being sought by Kwik Trip on property tax key HAV0730950 located at Highway 83 & W. Capitol Drive. The Plan Commission will review:

- a. Proposed preliminary site and building plans;
- b. Proposed preliminary certified survey map;
- c. Proposed rezoning to B-2 in conjunction with a PUD Agreement for the Project;
- d. Proposed petition for a Planned Unit Development
- e. Proposed land use amendment and Resolution.

Village Manager Bailey said tonight is the second review and consideration of moving it forward to the Village Board if the Plan Commission chooses. He said it would have contingencies and those contingencies would have a PUD agreement that is agreed upon. Village Engineer Amtmann went over his list from his review and memo that was in the packet last month:

1. Kwik Trip addresses the review comments from the memo last month.
2. Environmental team working with the DNR on the soil on site.
3. Agreement with 3-Leaf development to complete all improvements on Capitol Drive, from Palmer down to Vettleson.

Pfannerstill asked Amtmann if he had any reservations that it will not be completed. Amtmann said no, it will be in the Development Agreement.

Attorney de la Mora was asked if he has any concerns and he said no. He said critically to the PUD is the agreement with 3-Leaf. Hallquist asked if the PUD will handle the extra height requirement of the sign, Bailey said yes.

Brief discussion on a crosswalk and the 200 ft. of sidewalk that is in Delafield.

Troy Mleziva Director of Real Estate for Kwik Trip gave a presentation of the project. He said the plans are the same plans that were in their packets last month. He said the property is about a 5.4-acre site, and there will be 2 driveways coming off of Capitol. The 1st one off of the north is basically for circulation of trucks and they will be exiting off the south entrance. A fuel canopy will be on the north side of the site with the store and car wash in the center and the truck fueling will be on the south end. A storm water facility will be south of there. Mr. Mleziva said there was a good discussion with staff for managing soils on the site and a game plan on how to attack what they found in terms of some lower-level environmental findings on the site. The big picture is to have a plan to manage the soils, manage the storm water on the site, take more samples to see where the area of concern is, to put a clay lined storm water facility on the site, and manage soils on site best as they can. Pfannerstill asked if they have ever run into contaminants at other sites. Mr. Mleziva said yes, they are used to dealing with "nongreen sites" as they put it. Pfannerstill asked if they will be mitigating those to make things correct and he said yes. Wallschlager asked him to define contaminated and what is in the soil. De Courcy-Bower explained that the Wisconsin DNR has resources and standards for the chemical concentrations that can exist in soil for it to be determined to be clean. He said on this site, there appears to be some detection, mainly metals that exceed those numbers. He said it does not preclude the ability to develop or build on a property, it just has to be managed properly. Wallschlager asked what type of metal, and he said some lead was found in 1 area. Mr. Mleziva said they will be monitoring it.

Mr. Mleziva explained the layout of the site and said directional signs will be in place when truckers enter the driveway. He said Kwik Trip construction schedule is a little further ahead than 3-Leaf so they will take on the primary role and they will reimburse Kwik Trip for the cost, so they will be managing that. Hallquist asked how high the retaining wall is, and he said 18 feet. He said they do have experience with steeper grades. He said there will be 30-35 people hired to staff the store. They are looking to start construction in the spring and open later in the year.

Bierman asked if the turn lane radius was correct for a semi, and would the semi be able to make the right-hand turn. Mr. Mleziva said yes, they will have a truck turning movement for the final approval and they do run those moves to make sure even the biggest trucks can navigate the turn.

Village Attorney de la Mora questioned Mr. Mlevina regarding the types of trucks that will be coming into the site, how many a week, and how many gallons does the tanker trucks that use carry. Village engineer commented on the semi's ability to navigate the entrance and said he thinks at the next review they should look at the number of trucks coming into the site. 33:08

Wallschlagler asked if there is any reason the entrance couldn't be widened. Amtmann said he thinks there should be room to widen the entrance. Brief discussion on the proposed entrance and space for semis on the site.

De Courcy-Bower asked how the snow management will be managed with the retaining wall. Mr. Mleziva said he would think they would push it southernly but there is also the ability to haul it off site. De Courcy-Bower asked if there have been any complaints with other car washes in the area regarding noise. Bailey said we have not gotten complaints and 3-Leaf turned the townhouses, so they aren't facing Kwik Trip in regard to headlights etc. Bailey asked Mlevina if they do engineering with the sound and Mlevina said they have decibel readings of the blowers done and could get calculations to show what the typical would be to get a sense in terms of noises. He said they have stores closer in proximity to residential areas than this area and they have made them work. He said typically blowers situated at the end of buildings are noisier versus being located in the building. He said where they have it sited in terms of the central part of the lot is a consideration as well. Attorney de la Mora said beside doing the study would Kwik Trip be agreeable to having restricted car wash hours where it stops at 8pm and operates no earlier than 7am. Discussion on a decibel study. Pfannerstill commented that there are other car washes in Hartland that are closer in proximity to residential that are allowed to run without restrictions. Pfannerstill asked Mr. Mleziva if they could provide a decibel study to the property line and also to the closest building and then possibly discuss with staff.

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Motion (Hallquist/Schneeberger) to move forward the proposed PUD development ("Project") whose approval and rezoning are being sought by Kwik Trip on property tax key HAV0730950 located at Highway 83 & W. Capitol Drive with the stipulation of contingencies being met as listed below:

From Amtmann's memo dated Sept. 12, 2023

- Subject to a soil management plan by the DNR for handling of environmental items due to earth work.
- Subject to an agreement being in place for the W Capitol drive improvements being completed in coordination with 3-Leaf Development.
- Contingent on obtaining traffic count related to truck types and frequency.
- Modification of the driveway entrances to allow for the truck turning movements to be contained within their half of the driveway width.
- Subject to the receipt of sound decibel study as relates to the car wash noise and car wash hours established after decibel study.
- Statement of where snow storage is going to be handled.
- Subject to the Village Attorney's contingencies on the PUD agreement.

Carried (6-0).

4. Announcements-

Pfannerstill asked everyone to keep the family of Coach Taraska in thoughts and prayers.

5. Adjourn

Motion (Schneeberger/Wallschlager) to adjourn. Carried (6-0).

Adjourned at 7:41 pm.

Respectfully submitted by

Recording Secretary,
Deidre Bush y, Deputy Clerk