

JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY FEBRUARY 19, 2023
6:30 PM
BOARD ROOM
MUNICIPAL BUILDING, 210 COTTONWOOD AVE.

Present: Jeff Pfannerstill, Jeff Bierman, Ann Wallschlager, Tim Hallquist, Chip Schneeberger and David DeCourcy-Bower. Dino Xykis joined via Zoom at 7:07pm.

Others Present: Village Manager Bailey, Ryan Amtmann, Scott Hussinger, William East, and Deputy Clerk Bushey.

Call to Order- 6:30 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.

Val Wisnewski Renson Rd – commented on St. Charles parking lot lights being on 24/7 and would like to know the timeline for the replacement of trees that were removed at St. Charles.

1. Consideration of a motion to approve the Architectural Board/Plan Commission minutes of the January 15, 2024, regular meeting-

Motion (Wallschlager/Schneeberger) to approve the minutes for the January 15, 2024, regular meeting. Carried (5-0) with 1 abstention, Hallquist.

2. Plan Commission review and consideration of an Extraterritorial Certified Survey Map for the Roy property, W298N2808 Shady Lane, Town of Delafield.

President Pfannerstill reminded everyone that the Village of Hartland is allowed to review CSM's within a mile and a half outside of our boundaries. Building Inspector Hussinger said he has no concerns, and it will not adversely affect Hartland.

Motion (DeCourcy-Bower/Hallquist) to approve the Extraterritorial Certified Survey Map for W298 N2808 Shady Lane, Town of Delafield. Carried. (6-0).

3. Architectural Board review and consideration of an application for signage for Valvoline Instant Oil Change, 425 E. Industrial Dr.

Benjamin Hogan from Badger lighting and signs was present to explain the signage. They are removing the current signage and have a temporary banner covering the old Citgo logo and the small monument sign. He said they will be changing it to a shorter version but still covering the same wall, he said they will be putting in less signage. The monument sign they will be using the existing monument but with new plastic faces. Hussinger asked if there will be any additional signage and it was stated no. Wallschlager asked if it is illuminated, and it was stated yes. Wallschlager asked what hours the sign is on, and Mr. Hogan said he did not. ow. Discussion on plantings around the base of the signage. Hussinger said that

is a standard that maybe the previous owner did not have to abide by it because he had been there for so long, but it is our village standard to landscape or soften a ground signed base.

Discussion on the base sign and plantings.

Motion (DeCourcy-Bower/Schneeberger) to approve the signage application for Valvoline Instant Oil Change, 425 E. Industrial Dr. with the illumination being turned off at 10pm and on after 5am.

Wallschlager made a motion to amend the motion to add shrubbery to the post signs. Hallquist asked if those signs were directional signs, and it was stated yes. Motion died due to lack of a second.

Original motion stands. Carried. (6-0).

4. Architectural Board review and consideration of an application for signage for Brookfield Cardiovascular Associates, 625 Walnut Ridge Dr.

Motion (Pfannerstill/Hallquist) to table this item indefinitely. Carried (6-0).

5. Architectural Board review and consideration of an application for signage for Landmark Credit Union, 801 Cardinal Lane.

Sean Relkin for Innovative signs was present via zoom and explained it is a rebranding and everything is a reface except for the raceway letter set they are swapping in is slightly smaller letter size.

No new signs and no additional signage being added. Building Inspector Hussinger said he just wants to make sure it is understood that there are no new signs being proposed because there are a lot of signs being swapped out. He said if there are any new signs the applicant needs to point that out. Mr. Relkin said it is just a reface. He said there are a lot of signs being swapped out and Mr. Relkin said it is just a rebranding.

Hussinger asked what type of illumination it will be. Mr. Relkin said it will be LED illuminated and any monument lighting that is currently fluorescent will be upgraded to LED. Schneeberger asked the hours of lighting. Mr. Relkin said he is not sure but there will be no change from the current hours of lighting.

Motion (DeCourcy-Bower/Wallschlager) to approve the application for signage with illumination of the lights to be turned off at 10pm. Carried (6-0).

6. Architectural Board review and consideration of public art plan by Arrowhead High School students and Hartland BID-

Kristyn Smith, the Director of the Hartland BID, and students from Arrowhead High School were present to present their idea for the public art plan. Ms. Smith said they are seeking approval of the sign only and the installation will have to follow. She commented on other communities that have public art and said that she thinks Hartland needs to stay relevant and stay current. She said the public art will be designed and manufactured by Warhawk manufacturing from start to finish. Jeff Luetschwager, a teacher from Arrowhead H.S. was present and explained the Engineering Design and Development class and the Warhawk Manufacturing class he teaches at Arrowhead H.S. He said the Hartland BID approached them this summer about the project and he explained the project. 3 students involved in the project were present and explained the design. Pack Davis explained that the letters will be from 3-4 ft depending on

the letter or shape with the width of the letters being 12 inches. The letters will be made of brushed stainless steel and the heart will be powder coated with a red coat of paint. There is proposed lighting for the design dependent on the location. Mr. Luetschwager said they are looking for the Village of Hartland to provide the concrete and anchor bolts. He also said one of the potential locations has a light pole there and they are looking at possibly pulling power from there. Student Nicole Boudreau explained the 3 potential sites they are looking at, 1st site is corner at Hill and Cottonwood, 2nd site is corner at Cottonwood and Capitol Drive and the 3rd site is near the parking lot by Klink Karpets off of North Ave. Brief discussion on the locations. Village Manager said tonight's focus is not on the location but the approval of the design. Wallschlager wanted to clarify that they want the Village to do the concrete, bolts and the lighting and Ms. Boudreau said that is correct. Bailey asked them to come up with a solution for any graffiti that may happen. Student Matthew Schmieding explained the social media aspect of taking pictures with the design and the amount of feet that would be needed. Bailey pointed out that the BID is paying for a lot of the design, parts, pieces etc. They are looking to have the dedication possibly around Hometown Celebration.

Motion (Hallquist/Schneeberger) to approve the Public Art Plan by Arrowhead H.S. students and the Hartland BID. Carried (7-0).

7. Plan Commission review and consideration of a request for Conditional Use Permit and Business Occupancy for Performance Pickleball of Wisconsin, 528 S. Industrial Drive-

- a. Public Hearing for consideration of Conditional Use request-
Public Hearing was opened at 7:09 pm. There were no comments, so the Hearing was closed at 7:09 PM.
- b. Consideration of a motion to recommend approval of Conditional Use Permit and Business Occupancy.

William East was present and explained that they are trying to build a court for pickleball. Hallquist said the current location used to be used for soccer. Hussinger asked if there will be any spectators or will it only be members. Mr. East said it is membership base. Hussinger asked that Mr. East reach out to the Fire Dept. for the annual inspection.

Motion (Wallschlager/Schneeberger) to approve the Conditional Use and Business Occupancy for Performance Pickleball of Wisconsin, with the stipulation that Mr. East schedules the annual inspection with the Fire Dept. Carried. (7-0).

8. Plan Commission and Architectural Board 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 on Highway 83 & W. Capitol Drive. For review and consideration:

- a. Proposed certified survey map:
- b. Proposed rezoning to B-2 in conjunction with a PUD agreement for the Project:

Motion (de Courcy-Bower/Schneeberger) to table the Kwik Trip agenda item until later in the meeting. Carried (7-0).

9. Initial Plan Commission review of Conditional Use Permit and Business Occupancy permit applications for ib26 LLC, 704-706 Rose Drive.

a. Consideration of a motion to set a public hearing on March 18, 2024.

A representative for ib26LLC said Ian Bennet was out of town and explained that Ian is a professional soccer player with Milwaukee Wave, and he works with high level student athletes.

Motion (Hallquist/de Courcy-Bower) to set the Public Hearing for ib26 LLC for March 18, 2024. Carried (7-0).

10. Conceptual review of Gideon Farms on property currently in the Town of Merton-

Andy Gale was present to explain the conceptual review. The parcel is a 40-acre farm, and the intent is to keep 35 acres agricultural and develop the 5 acres that currently have buildings and develop one of the buildings that would largely be farm to fork restaurant. Several buildings are proposed in 4 phases, first phase would be coffee shop and ice cream shop. The second phase would be to convert the existing barn into a restaurant. Third phase will be what is considered a micro dairy which is not milking cows, but a USDA facility and raw milk will be brought in from local farms and converting that milk into drinkable milk, ice cream mix and butter for use on site, for sale on site. The USDA facility will also be available for tour groups for schools to realize what food manufacturing looks like. The last phase would be future retail. Mr. Gail said it is currently in the town of Merton but is looking into annexation to the Village of Hartland in the future. Mr. Gale said this is a 10-year plan.

Break taken at 7:34 pm.

The meeting resumed at 7:37 pm.

11. Plan Commission and Architectural Board review and consideration of revised plans for an addition of an attached garage and storage area on St. Charles Congregation property, 313 Circle Dr-

Village Manager Bailey said this has gone before the Plan Commission and Village Board previously for approval which included moving the garbage pickup to inside the garage but that proved too difficult for them functionally and for various reasons it would cost them more. Brian Wittman from Pen & Hammer LLC, said the plan for the garage was taken, shrunken, and taken to the east to make room for adding the dumpster enclosure. The dumpster enclosure fence is flush with the face of the garage addition. Mr. Wittman said the enclosure will still have brick on the west side so from the street view it would still be a brick enclosure with a metal gate on the front and in the back, it would have a gate and a little bit of fence which cannot be seen from the street.

DeCourcy-Bower commented that he appreciated the applicant coming back with a revised plan. He said it looks architecturally better.

Motion (Hallquist/Wallschlager) to approve the revised plans for an addition of an attached garage and storage area on St. Charles congregation property, 313 Circle Drive. Carried (7-0).

**Motion (Wallschlager/DeCourcy-Bower) to move agenda item #8 off the table and put it in action. Carried. (7-0).

Plan Commission and Architectural Board 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 on Highway 83 & W. Capitol Drive. For review and consideration:

Village Attorney de la Mora was present and explained that with the PUD agreement it is substantially complete except for the verification of the insertion of the latest exhibits which have been outlined in the Ruekert & Mielke that the Plan Commissioners had received. He said Kwik Trip has been very cooperative and accommodating. He said one thing the Plan Commissioners should keep in mind is that Kwik Trip will be taking the lead and be responsible for the improvement of the roadway even though it is going to be an offsite project for both the Kwik Trip project and Quarry project. He went on to say it is his understanding that they have received an early start permit with regards to the removal of the existing soil there to bring it down to a level that will be compatible with the ultimate site plan design. Pfannerstill clarified that when Attorney de la Mora says “they’ he is referring to Kwik Trip. Hallquist said there are a number of bullet points in Ruekert & Mielke’s memo and asked when will the Plan Commissioners have that information. De la Mora said the representative can provide that information, but it will be necessary to have that in hand before the document is executed. Bried discussion on the PUD agreement.

DeCourcy-Bower commented that it is very common whenever you are redeveloping a piece of property that was used for something else like in this case it used to be a quarry and it is filled in with some other stuff, it is very common that part of that process you evaluate the site the DNR gets involved to make sure that if there are any type of impacts to the property they are taken care of properly. He said the redevelopment to that property accounts for and makes sure the public is not exposed to things they are not supposed to be.

Hussinger said there is a lot going on, the rezoning, the PUD, the final site plan key elements, that is just being tweaked. He said there is a signage package that is substantial that the Plan Commission has not seen yet, so there is a lot of stuff that’s not complete yet. He went on to say he is not going to release a building permit until everyone is satisfied. He said all department heads will have to review it.

a. Proposed certified survey map:

Motion (Hallquist/DeCourcy-Bower) to approve the proposed certified survey map. Carried. (7-0).

b. Proposed rezoning to B-2 in conjunction with a PUD agreement for the Project:

Attorney de la Mora explained the reason they need a PUD is that they have an exceptionally high sign, what they have done is remove the soil from highest point down to level where they’re going to have the basic store and car wash, then they are going to add 30 ft from that point up. He said basically it is going to be a 50 ft. to basically advertise that particular location, which will be open 24/7.

Motion (Hallquist/DeCourcy-Bower) to approve the proposed rezoning to B-2 in conjunction with the PUD agreement contingent on the bullet points necessary from Ruekert & Mielke on the memo dated February 14, 2024, and the other items in the packet. Carried. (7-0).

12. Announcements-

None.

13. Adjourn-

Motion (DeCourcy-Bower/Wallschlager) to adjourn. Carried (7-0).

Adjourned at 8:02 pm.

Respectfully submitted by

Recording Secretary,
Deidre Bush y, Deputy Clerk