

**JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY, AUGUST 18, 2014
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

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

Others: Scott Hussinger, Building Inspector/Zoning Administrator, Administrator Cox and Deputy Clerk Meyer

Roll Call

1. Motion (Hallquist/Swenson) to approve the Jt. Architectural Board/Plan Commission Minutes of July 21, 2014. Carried (5-0).
2. **PUBLIC HEARING** regarding proposed revisions to the Floodplain Maps as prepared by FEMA for the Village of Hartland

Public Hearing opened at 7:01 PM. No comments from the public. Public Hearing was closed.

3. Consideration of a recommendation to the Village Board regarding the revisions to the Floodplain Maps

Motion (Swenson/deCourcy-Bower) to recommend to the Village Board approval of the revisions to the Floodplain Maps. Carried (5-0).

4. Architectural Board consideration of an application for the construction of a single-family residence to be located on Lot 1, Mary Hill Subdivision, formerly Lots 19 & 20, 1260 Mary Hill Circle.

Applicant: Todd LaMere, N39W27421 Hillside Grove, Pewaukee, WI 53072
Contractor: Todd LaMere, N39W27421 Hillside Grove, Pewaukee, WI 53072

The Mary Hill Homeowners' Association has approved this plan. The site plan complies with Village requirements.

Motion (deCourcy-Bower/Swenson) to approve the application for the construction of a single-family residence to be located on Lot 1, Mary Hill Subdivision, formerly Lots 19 & 20, 1260 Mary Hill Circle. Carried (5-0).

5. Architectural Board consideration of an application for a sign permit Global View Capital Advisors at 135 Cottonwood Avenue

Contractor: Sign Pro Web, Oconomowoc, WI

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The applicant was not present. The sign complies with the Village Ordinance, however it was not known if it was approved by the Business Improvement District Board.

Motion (deCourcy-Bower/Swenson) to approve an application for a sign permit for Global View Capital Advisors at 135 Cottonwood Avenue, contingent upon review and approval by the BID. Carried (5-0).

6. Plan Commission and Architectural Board review and consideration for installation of a stand by generator at 1325 Walnut Ridge Drive

Applicant: Batteries Plus, 1325 Walnut Ridge Drive

The applicant's electrician was present to answer questions.

The generator is for emergency use only. It will be run once a week for 40 minutes on a day that the business is open. It will be appropriately shielded with landscaping.

The fuel source will be diesel and the tank is part of the generator housing. The unit is above grade at 5' x 10' and 7' high.

Motion (deCourcy-Bower/Hallquist) to approve the installation of a stand by generator at 1325 Walnut Ridge Drive, noting that the fueling needs to be done according to safety regulations. Carried (5-0).

7. Consideration of a Plan Commission application for a proposed parking lot expansion for Watertronics located at 525 E. Industrial Drive.

Applicant: Watertronics, 525 E. Industrial Drive

The applicants brought the revised drawings (based on Scott Hussinger's previous comments) to the Plan Commission Meeting.

The proposal is for 35 diagonal parking stalls. They will be grading the area and adding a 24 foot two-way drive. The existing pole shed will be removed. There will be landscaping and green space on the north property line for the employees to enjoy.

There is no change in the storm water drainage flow or any characteristics within the basin. The machinery stored in the back of the building will be cleaned up.

Motion (Swenson/Wenstrom) to approve application for a proposed parking lot expansion for Watertronics located at 525 E. Industrial Drive. Carried (5-0).

8. Plan Commission items related to the proposed Sanctuary of Hartland Subdivision:
 - a. Further consideration and potential action on a petition to rezone the property (Caestecker) from A-1 to RS-4 Single-family Residential Zoning District.
 - b. Further consideration and potential action regarding the Preliminary Plat Review and development plans for the Sanctuary of Hartland Subdivision (26.38 acres) for a 34 lot development.

Chris Miller and Josh Pudelko discussed the changes and the additional details of the proposed Sanctuary of Hartland Subdivision.

The plan submitted for the meeting shows the results of the tree survey. The developer re-evaluated the storm water management and found that they can eliminate the rain gardens that were initially proposed adjacent to the emergency access drive. They meandered the emergency access drive and narrowed it down to a 10 foot width to preserve as many trees as possible. More detail and enhanced berming was added for the storm water management facility on the west side of the parcel, clearly defining the overflow path and added more detailed landscaping.

There is a series of very tall Maples on both sides of the main entrance. The developer wants to preserve those trees and clean out the area underneath. A black vinyl fence underneath the trees is proposed. There will also be some arbor vitae and grasses providing year-round screening. The only entrance to the subdivision will be a road that will be off of Maple Avenue and go through to the subdivision just north of the Industries for the Blind building.

The applicant talked about lighting with staff, who suggested looking at lighting in downtown Hartland. Mr. Miller thought it was a good fit and it would integrate the subdivision into the Village. They are proposing that the main street sign be unobtrusive using the exact light fixtures as downtown, with a simple banner sign on it saying "Sanctuary of Hartland." The rest of the lighting through the subdivision will be a combination of light/mailboxes at the curb.

The emergency access to the Woodlands was reduced from 24 feet wide to 10 feet. Black fencing would be used. The emergency access path would be a little wider in the beginning and it would wind around some of the existing trees to minimize destruction of the trees.

The asphalt walking path next to 120 Maple Avenue will have similar black fencing to manage the people on the path, grass and shrubbery will be planted to create definition. There is one existing pine tree that will be saved and it would be trimmed so that people could walk underneath it. There are some current drainage issues (the property south of 120 Maple Avenue) and the developer will be able to move the water back to one of the outlots.

A resident at 533 E. Capitol Drive asked about the intention of Mr. Miller cleaning out the invasive species in the woods. He wanted to know what would happen years later as the plants re-grow and come back.

Mr. Miller stated that within the natural path that is already existing, they would clean that up. Outside of that they would leave it natural. The reason is that the neighbors would be surprised at how cleaned out it would look and they would lose their privacy.

The question of whether the homeowners in the Sanctuary could construct a tennis court on the green space or otherwise develop it further was answered saying that they would not be allowed to do that. The agreements would restrict any active recreation in the outlots.

During the discussion about neighbor removal of invasive or other vegetation from the edges of the Outlots in the Sanctuary, Scott Hussinger mentioned that Plan Commission needs to be careful that it doesn't imply that someone can go onto someone else's property and remove vegetation.

Trustee Wallschlager was present as a member of the public. She questioned why the developer did not look into the vacant lot for sale on E. Capitol Drive to be used as an emergency access point and walking trail. She looked up its worth -- \$56,000. Lisa Pelligrini of Miller Marriott stated that the owner of that lot took it off the market and decided not to sell it. There had been an attempt to negotiate a price for that lot, but it was priced more than twice what it is worth and the parties could not come to an agreement.

Chris Miller is willing to take out the major buckthorn that is choking out decent trees, but he fears that the neighbors will be shocked at the openness of the areas when he is done. He would be happy to walk in the woods with staff or the board members to make the choices of what to remove.

Chairperson Lamerand explained to the public the workings of a homeowners association -- they have a board and they are entrusted with the responsibility living up to the covenants of the subdivision. Dues are paid by the homeowners for the maintenance of paths and green space. If they don't follow the agreement and the Village takes over, then bills the homeowners for any work that is completed. The HOA board, in turn, assesses the property owners to cover any costs of maintenance.

Ms. Decker-Nold asked if the Maple Avenue/E. Capitol Drive/Tenny homeowners could create their own homeowners association or join the Sanctuary Homeowners Association. Chairperson Lamerand answered that a homeowners association has to take place with the platted lands with outlots. That's what the HOA is responsible for. If you have single family homeowners, there are no common areas, outlots, retention or detention ponds.

Administrator Cox stated that the Village would not allow giving outside owners a direct voice in homeowners' associations decisions where they do not own any property. The Village does not want to make a property owner take a non-owner's suggestions.

Administrator Cox mentioned that as the development agreement process goes on, it is available for the public to look at. The Village Board has the ultimate approval.

The paths in the woods will either be made of mulch or pine straw and will need to be maintained from time to time. The path will be open to public. Mr. Miller has decided against the exercise stations and decided to use the pine trees that will be removed to make benches and resting stations on the path.

Mr. deCourcy-Bower asked what if, in the future, the homeowners' association decides to completely get rid of the buckthorn in the area. There has to be some minimum standard of screening specified for the area between the Sanctuary and the E. Capitol/Maple Avenue/Tenny residents.

A resident from the south end of Woodlands Court described two drainage ponds behind his property and mentioned that the developer who put it in did not do an adequate job of silt fencing. There now is a 10' x 10' area of open water in one pond and the rest is filled in with cat tails and other "junk" and the mosquitoes are unbelievable. His concern is if the drainage from this subdivision is going to drain to this area and make it worse. The fear is that it could add to the mosquito situation.

Mr. Pudelko answered that the drainage from the Sanctuary will not drain into the Woodlands drainage area, the seven acres closest to the Woodlands will go to a central drainage location in the Sanctuary.

A resident from the Woodlands wanted to encourage the black fencing and grasses to be used in the emergency access area. Mr. Miller stated that it was planned to do that. The resident wanted to know what the bollards would look like. Mr. Miller suggested black to match the fencing, but it would have the safety striping on top. They may use just one in the middle of the path that can be unlocked and removed by the Fire Department and Police Department in an emergency.

The type of plants for the eastern access and the western walkway would be boxwoods, native grasses, and arbor vitae. The one saved pine tree on the western walkway will be trimmed so that people can walk under it.

Ms. Decker-Nold stated that there are 14 trees and bushes between her neighbor's and her lot. She would like to save more than one tree. Mr. Miller volunteered to meet with Ms. Decker-Nold to go over the path plan and look again at the trees. Ms. Decker-Nold also stated that the proposed path area is a utility easement and she has been in contact with AT & T and WE Energies. She stated that they will be contacting the developer for discussion of this area.

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An E. Capitol resident expressed concern about displacing the existing wildlife on the parcel. Chairperson Lamerand stated that we protect our environmental corridors and the wildlife will have a nice area to migrate to.

A Maple Avenue resident (designated as Lot 5 on the plan) questioned the berm design on the plan. Mr. Pudelko stated that they raised the height of the berm and described the planting on the berm that will make an attractive screening. It has interest and undulation. The Black Walnut trees shown on the plan will be staying. The berms are pulled off the property line. Any water coming in the back was accounted for and the berm will not block the drainage. The drainage will be pulled away from the homes on Maple Avenue.

Ms. Decker-Nold was concerned about maintaining her 1880's barn. She felt that there may not be enough room next to the path for the scaffolding that she uses to paint it. Mr. Pudelko estimated that there should be 7 feet from the edge of the barn to the edge of the path fence/landscaping.

The Village Board will have a Public Hearing on this item on Monday, August 25.

The emergency access has a Road Reservation designation on it. The Village would own Outlot 2 where the eastern access is. Should the Village, sometime in the future, decide to make it a through road, they could. The Homeowners Association would not have jurisdiction on that.

Motion (Swenson/Wenstrom) to recommend to the Village Board approval of a petition to rezone the property (Caestecker) from A-1 to RS-4 Single-family Residential Zoning District. Carried (5-0).

Motion (Wenstrom/Swenson) to recommend to the Village Board approval of the Preliminary Plat Review and development plans for the Sanctuary of Hartland Subdivision (26.38 acres) for a 34 lot development, with the comments on the Developers Agreement. Carried (5-0).

9. Plan Commission review and consideration of an extraterritorial plat for the Summerhill West subdivision in the Town of Delafield.

This is a Siepmann development. It contains one of the access points to the newly proposed Neumann Subdivision. There is a very significant portion of the subdivision that is dedicated to parkland. They will have Sanitary Sewer from the Lake Pewaukee Sewer District.

Motion (deCourcy-Bower/Hallquist) to recommend approval to the Village Board an extraterritorial plat for the Summerhill West subdivision in the Town of Delafield. Carried (5-0).

10. Adjourn

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Motion (deCourcy-Bower/Swenson) to adjourn. Carried (5-0). Meeting adjourned at 8:25 PM.

Respectfully submitted by
Recording Secretary,

Lynn Meyer
Deputy Clerk