

VILLAGE OF GRAFTON

ARCHITECTURAL REVIEW BOARD MEETING MINUTES

APRIL 9, 2009

The Architectural Review Board meeting was called to order at 5:00 p.m. by Chair Richard Rieck.

Board members present: Thomas Richart, Richard Rieck, Tom Bartlein, and Mark Paschke

Absent: Frank Lorbecki

Staff/Officials present: Director of Planning & Development, Michael A. Rambousek, Director of Public Works/Engineer-David Murphy, and Deborah A. Brown/Administrative Secretary II

MINUTES

Motion by Tom Richart, seconded by Tom Bartlein, to approve the minutes of the March 12, 2009 Architectural Review Board Meeting as presented. Approved unanimously.

APPROVAL OF MARCH 2009 BUILDING INSPECTOR'S REPORT

The Architectural Review Board members reviewed the March 2009 Building Inspectors report at this time.

Chair Rieck asked for a motion to approve.

Motion by Tom Bartlein, seconded by Mark Paschke, to approve the March 2009, Building Inspector's Report, as presented. Approved unanimously.

HEAR PERSONS REQUESTING TO BE HEARD

None

RESIDENTIAL PLAN REVIEW

Margie Ziegler-1729 16th Avenue-Shed

The property owner-Margie Ziegler was present. She presented her proposed residential architectural plan for a 10'x14' shed. She reviewed with the Board members her placement of the proposed shed to be located on the north side of her property at 1719 16th Avenue.

A brief discussion took place on the on the placement of the shed and the front setbacks.

Motion by Mark Paschke, seconded by Tom Bartlein, to approve the

Architectural plans for a shed to be located at 1729 16th Avenue as presented.
Approved unanimously

COMMERCIAL PLAN REVIEW

At this time, Chair Rieck asked the Board members if they had any objections to hearing agenda item #7 before Item #6.

Board members had no objections and moved forward with a motion.

Motion by Tom Bartlein, seconded by Tom Richart to change the order of the agenda items to hear Item #7 before Item #6. Approved unanimously.

Review and consideration of architectural plans for storage garage to be located at the proposed Department of Public Works' drop-off site on Lakefield Road just west of Port Washington Road

At this time, the Architectural Review Board members reviewed the submitted architectural plans for the storage garage to be located at the proposed Department of Public Works drop-off site located on Lakefield Road just west of Port Washington Road.

Director Rambousek stated that the Department of Public Works is building a new and larger Municipal Services Facility on the existing Department of Public Works site on Hickory Street. As a result, an alternative location was needed for public yard waste and recycling drop-off for Public Works.

He further informed the Board members that the new site is to be located on Lakefield Road just west of Port Washington Road and adjacent to the proposed Little League Complex. At that site, the Department of Public Works is also proposing a storage garage that will be 1000 square feet in area that will require review by the Architectural Review Board.

The site plan has been reviewed conceptually by the Plan Commission and has been deemed acceptable.

He then updated the Board members on the proposed meeting schedule for consideration. He stated that the Plan Commission has reviewed the concept plans on March 28, 2009. Tonight's meeting would be the review and approval of the architectural plans on the storage garage for the drop-off site. He stated that it is proposed to be on an upcoming April 28 Plan Commission meeting for final approval on the rezoning of the property and bids could then go out for the construction of the storage garage.

Director Rambousek then presented the Planning and Development Staff comments. He stated that the proposed building will be located at the far south of this Public Works site. The building is comprised complete of smooth faced and split faced concrete block with glass window at the top of the south, west, and east elevations. The south and east elevations each include a window at eye level and the east elevation also includes a

pedestrian door. The north elevation includes two large garage doors. The building has a hip roof that is evenly portioned and is covered by architectural grade asphalt shingles.

He stated further that the Planning and Development Staff is comfortable with the overall design of the building, but would like additional variety in the building materials. For example, a split faced concrete block base is acceptable, but a king sized brick or heritage block should then be used above that. Detailed brick coursing could then be used throughout the brick section of the building to create interest.

Extending off of the south building elevation is a vinyl chain link fence with a split faced concrete pier to break up the fencing. This fence will be used to screen the yard and material bins behind it. Landscaping will be placed in front of this fence to further strengthen the screening.

Representing the Department of Public Works was David Murphy, Director of Public Works/Engineer and Jon Wallenkamp from Kueny Architects.

Mr. Wallenkamp took a few minutes to review with the Board members the modifications he made in response to the staff report and also the materials being proposed for this project. He stated that the brick selection was chosen which is the same material being used on the new Municipal Services Facility on Hickory Street.

Director Rambousek then displayed the brick sample and reviewed with the Board members the color and modified materials.

After a short discussion, the Architectural Review Board members were comfortable with moving forward with an approval on the plans submitted. It was the consensus to move forward with the recommendations made by the Director of Planning and Development, Michael Rambousek for the minor modifications on the materials to be used on the proposed Storage garage.

Motion by Tom Bartlein, seconded by Mark Paschke to approve the architectural plans of the storage garage to be located at the proposed Public Works drop-off site on Lakefield Road subject to heritage block being added to all building elevations as a primary material above the split faced concrete block. Approved unanimously.

At this time, Chair Rieck thanked Mr. Wallenkamp and Director Rambousek for all their efforts on both the residential drop-off site and the new Municipal Services Facility projects.

REVIEW AND CONSIDERATION OF ARCHITECTURAL MODIFICATIONS TO AN EXISTING BUILDING LOCATED AT 860 BADGER CIRCLE FOR A NEW GRAFTON VILLAGE HALL

Director Rambousek reviewed with the board members the modifications to the new Village Hall which will be located at 860 Badger Circle. He stated that the Village of

Grafton has purchased the former Brooks Stevens building located at 860 Badger Circle for a new Village Hall.

He informed the Board members that a majority of the building will remain as is, but there are some minor architectural changes associated with the building and as a result the project requires architectural review by the Architectural Review Board.

He also indicated that the project will also require Plan Commission review based on proposed changes to the site, parking lot, and greenspace/landscaping.

He further stated that the Village Hall is a permitted use in the I - Institutional District, therefore, the project only requires site/architectural plan review by the Plan Commission and Architectural Review Board.

He then outlined the next steps in the review/approval process. He stated that the proposed meeting schedule for consideration would be to have Architectural Review Board approve the architectural plans at this meeting and have Plan Commission review and approve the modifications to the site plan for 860 Badger Circle at the next meeting which is scheduled for April 28, 2009.

Director Rambousek then reviewed the Staff comments and concerns with the Architectural Review Board. He informed the board members that the entire building is comprised almost entirely of a pre-finished insulated architectural panel with glazed windows at the mid-level of each elevation.

He further stated that the primary modification to the building is on the south elevation, which is the addition of a canopy to the main entry of the building. The canopy will be flat with aluminum brake coping that will cantilever to the south and to the east with the support of three suspension cables anchored into three flush wall posts. The west wall at this entrance will help support the canopy with the posts and will consist of EIFS painted in a light blue color.

He also informed the Board members that the goal of this design is to distinguish this part of the building as the main entrance and add some architectural interest. This way the entrance will be identifiable from Badger Circle, Cheyenne Avenue, and from the two parking lots; one immediately in front of the entry that consists of 5 cars and one directly to the east which will consist of approximately 80 parking stalls. This is an important factor for a public building to be easily identified by the public.

He further reviewed the east elevation of the existing building. He stated that it will also be modified slightly. On this wall the mid-level glazed windows will be extended to the north by 15 feet. In addition, a glazed glass window system that is 12.5 feet wide and approximately 13 feet tall will be installed in the place of former garage doors. The floor plan indicated this glass panel will be the east well of the Board Room and as a result the glass panel will serve as an interior enhancement even more so than an exterior enhancement.

The south elevation will receive only minor refinement at the entry door system where above the doors aluminum panels will be added. Then, just to the right (east) of the front entry the Village Hall sign will be done. The Planning and Development Staff is still working with the designer on the design details but would like the lettering of the sign (Grafton Village Hall) to be installed as aluminum individually channel mounted letter that will be 18 inches to 2 feet in height.

He also informed the board members that there were no changes planned to the west elevation.

Director Rambousek also indicated that although not under the purview of the Architectural Review Board it was important to note that the conceptual landscaping plan at this point calls for a concentric ring pattern of plantings that is based on the horizontally concave center wall of the building. Circular patterns are then carried through the west front/side yard, front yard, and the main parking lot of the site.

Director Rambousek was recommending the approval of the modifications but stated that the Planning and Development Staff strongly prefers the cantilevered awning that is proposed, but may propose some minor modifications after the meeting, as further review of the design occurs and further feedback from the architects is given.

Present was Ted Juerisson of Zimmermann Architectural Studios, Inc., 205 West Highland Avenue, Suite 400, Milwaukee, WI. 53203.

Mr. Zimmermann reviewed with the Board members the concern on the addition of a canopy design and the options of a cantilever awning on the southeast elevation. He also discussed with the Board members the general colors being considered for the building.

Board member, Tom Richart then passed around pictures of the building located at 860 Badger Circle which were taken when first constructed.

After a limited discussion on the concerns expressed by Mr. Rambousek regarding a cantilever awning, and review of color choices, the Architectural Review Board was comfortable with moving forward with a motion to approve. They also felt comfortable with having Director Rambousek oversee and work with the architect on the cantilevered awning selection which would be decided sometime before the next Plan Commission being held on April 28, 2009.

Director Rambousek then asked if the Architectural Review Board wanted any modification changes on the awning/canopy matter to return at any point to Architectural Review Board.

It was the consensus of the Board members, that the final modifications would not have to be brought back to the Architectural Review Board for any further review and final design of an awning, if needed, and colors would be reviewed by the Planning and Development Department prior to the next Plan Commission meeting.

Motion by Tom Bartlein, seconded by Tom Richart to approve the architectural plans for the future Village Hall building located at 860 Badger Circle subject to final details being worked out with the Planning and Development Director prior to the Plan Commission meeting of April 28, 2009. Approved unanimously.

At this time, Chair Rieck asked if there was any old or new business.

OLD BUSINESS

None

NEW BUSINESS

None

ADJOURN

Motion by Tom Bartlein, seconded by Mark Paschke, to adjourn the Architectural Review Board meeting at 5:37 p.m. Approved unanimously.