

VILLAGE OF GRAFTON

ARCHITECTURAL REVIEW BOARD MEETING MINUTES

MAY 13, 2010

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

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

Absent: Frank Lorbecki

Staff/Officials present: Director of Planning & Development, Michael A. Rambousek, Building Inspector, Tom Johnson, and Administrative Secretary, Deborah A. Brown

Others Present: Jim Mikkelson-Mikkelson Builders, Stacy Wozniak-William Ryan Homes, Cliff Mayer-Mayer Helminiak, Doug Weas-Weas Development, Don Zien-CB Richard Ellis, Mike Mueller-Mueller Funeral Home, Dan Konczal-Groth Design Group, and Ryan Mathews-UWM Student

MINUTES

Motion by Tom Bartlein, seconded by Tom Richart, to approve the minutes of the April 8, 2010, Architectural Review Board Meeting, as presented.
Approved unanimously.

HEAR PERSONS REQUESTING TO BE HEARD

None

RESIDENTIAL PLAN REVIEW

Mikkelson Builders-Lot 94 Blackhawk Valley IV-New Single Family Home

Jim Mikkelson of Mikkelson Builders was present to review the architectural plans for a new single family home to be located on Lot 94 Blackhawk Valley IV Subdivision.

The Board members indicated that the plans were appropriate, as submitted, and that no changes would be needed.

Motion by Tom Bartlein, seconded by Mark Paschke, to approve the architectural plans for the construction of a single-family residence to be located on Lot 94, Blackhawk Valley IV Subdivision as presented.
Approved unanimously.

William Ryan Homes-1977 Shasta Avenue-New Single Family Home

Stacy Wozniak of William Ryan homes was present to review the architectural plans for construction of a single family residence to be located at 1977 Shasta Avenue, known as Lot 3, Falls Crossing Subdivision.

Board members had no questions or comments on the plans.

Motion by Tom Bartlein, seconded by Mark Paschke, to approve the architectural plans for new construction of a single family home located at 1977 Shasta Avenue and known to be Lot 3, Falls Crossing Subdivision as presented. Approved unanimously.

William Ryan Homes-2426 Kiowa Drive-New Single Family Home

Stacy Wozniak of William Ryan homes was present to review the architectural plans for construction of a single family residence to be located at 2426 Kiowa Drive, known as Lot 17, Falls Crossing Subdivision.

Board members reviewed the Architectural plans and had no concerns or comments.

Motion by Mark Paschke, seconded by Tom Bartlein, to approve the architectural plans for a new construction of a single family home to be located at 2426 Kiowa Drive and known to be Lot 17, Falls Crossing Subdivision as presented. Approved unanimously.

COMMERCIAL PLAN REVIEW

Review and consideration of site canopy addition to the Family Sharing Building located at 1002 Overland Court

The Architectural Review Board members reviewed the plans for a canopy addition to Family Sharing of Ozaukee County, located at 1002 Overland Court.

Architectural Review Board member Tom Richart stated that he would abstain from this project because of his involvement with Family Sharing as a volunteer.

Representing Family Sharing was Dan Konczal of Groth Design Group. He stated that the roof of the new canopy is 1620 square feet in area and is 17 feet 8 inches in height. Because it is located on the front of the building (south elevation), the canopy requires review by the Architectural Review Board.

Mr. Konczal explained that the canopy roof is a shed style roof that will be pitched away from the main building wall and roof. For reference, the roofline of the main building is 21 feet 8 inches in height; therefore, the high point of the canopy will be about 3 feet shorter than the main roofline as it ties into the wall. The roof itself will be standing seam metal and new downspouts will be mounted down the front of the two front support posts.

He also mentioned that the canopy will be supported by four posts that are located in each corner of the canopy. Each canopy post is comprised of 3 courses of 4 rows of split-

faced block that are separated by a course of smooth-faced block. This pattern matches the existing masonry pattern on the front (west) building elevation. The top of the posts are then covered with metal panel fascia.

There was minimal discussion on the plans by the members.

Motion by Mark Paschke, seconded by Tom Bartlein, to approve the architectural plans for a canopy addition for Family Sharing located at 1002 Overland Court as proposed. Approved 3-0 (T Richart-abstain).

Review and consideration of architectural plans for a proposed clinic building to be located on vacant property located 2061 Cheyenne Court

Director Rambousek reviewed the architectural plans for the proposed medical clinic to be located at 2061 Cheyenne Court. He stated that the proposed clinic is 14,459 square feet in area and is located primary in the southwestern corner of the property. The Columbia-St. Mary's Clinic will occupy the entire floor area and provide outpatient healthcare services and some urgent care needs, laboratory services and imaging services.

Director Rambousek informed the Board members that the proposed building will be located on the vacant land on STH 60 between Grafton High School and the Flipside Café and Grille and Port Washington State Bank building. The single-story building is orientated as an "L" shaped building with two corridor wings and a centralized octagonal vestibule/foyer area with drive-thru canopy. Automobile access to the clinic is not permitted from STH 60. Instead Cheyenne Court, located on the north side of the property, will provide the single access to the parking lot, drive-thru patient drop-off area and the building in general. Director Rambousek further stated that architecturally speaking, the project is of very high quality.

Director Rambousek reviewed the conditions the Planning and Development Staff had submitted for this project as part of the staff report.

Director Rambousek introduced Doug Weas and Cliff Mayer who provided the final details of the project.

Mr. Weas made a special note that all the suggestions that Director Rambousek requested have been addressed in the new architectural plans that have been provided this evening.

Cliff Mayer provided a step by step review of the changes in the architectural plans. He complimented Director Rambousek on all of the suggestions and felt they would work very nicely with the project.

The Architectural Review Board briefly discussed the drive-up canopy on the north elevation, windows used throughout the building, and screening of all mechanical equipment.

Motion by Tom Richart, seconded by Tom Bartlein, to approve the architectural plans for the proposed clinic building to be located at 2061 Cheyenne Court subject to the following condition: 1) approval of the site plan and other associated plans by the Plan Commission; 2) architectural detail added to the hip and gable ends, canopy, and fascia areas; 3) the design of the wall signage is now more elaborate; 4) the shed-style dormers included, at a minimum, in a combination of windows and vents; 6) the bricked-in window look replaced with spandrel glass with a tint to match the regular windows on the building; 7) any overhead doors are designed to have a carriage door or decorative look, and 8) all roof equipment is contained in areas that are not visible. Approved unanimously.

Review and Consideration of architectural plans for a proposed building addition to Mueller Funeral Home located at 979 North Green Bay Road.

Director Rambousek reviewed the proposed building addition to Mueller Funeral Home, located at 979 North Green Bay Road,

Tom Bartlein, Architectural Review Board member, indicated that he will abstain from voting because he is involved and working on this proposed building addition.

The applicant, New Horizon Ventures, LLC –Tom Bartlein and David J. Strachota were present on behalf of Mueller Funeral Home. Mike Mueller, owner was also present. They are requesting a conditional use approval for an existing use SIC 7261 – Funeral Service and Crematories which is classified as a conditional use in the C-3 Commercial Service Business Zoning District.

Director Rambousek informed the Board members that the applicant is proposing to add a 2,322 square feet addition onto the west side of the building to bring the total square footage of the building to 9,799 square feet of total floor area. The added floor space will provide a crematory room, garage for two operation-related vehicles such as a van or hearse, and a mechanical room.

The proposed architecture and materials of the 2,322 square feet addition matches the existing building. In fact, the project architect has indicated that they have been able to find the exact same brick for the new addition. The proposed addition will project outward from the west elevation and that elevation will include an off-white brick as the primary material, five windows with lintels, a single pedestrian door, and a black asphalt shingled hip style roof that matches the existing roof shingles. This elevation also includes a chimney that is covered with aluminum siding, and will be utilized for the crematory services.

There are no significant changes to the north or east building elevations other than portions of the proposed addition that are visible.

Director Rambousek further stated that the Planning and Development Staff has several suggestions to improve the overall design and architectural quality of the project. First, the

exterior of the chimney should be comprised of an off-white brick veneer to match the primary material of the building. Second, the three garage doors are highly visible from North Street so they should consist of a decorative or carriage style look that helps to enhance this street elevation. Third, the posts of the car port roof structure seem too small and should be increased in size. Possible suggestions include dual posts for each section or using wider posts comprised of an off-white brick veneer. Fourth, the west elevation, when compared to other details of the existing building around the doors and windows seems very plain and should be addressed with further accent details. Finally, the new doors added to the building should include panels at the base of the door.

The Board members reviewed the plans and held a short discussion on the west elevation regarding possible landscaping to this elevation and reviewed the materials to be used in the project. The Board then agreed that all of Director Rambousek's suggested modifications should be made to the plans.

Motion by Mark Paschke, seconded by Tom Richart, to approve the proposed building addition to Mueller Funeral Home located at 979 North Green Bay Road subject to the following conditions: 1) approval of the site and other related plans by the Plan Commission; 2) the exterior of the chimney should be comprised of an off-white brick veneer to match the primary material of the building; 3) the three garage doors should consist of a decorative or carriage style look that helps enhance the street elevation; 4) the posts of the car port roof structure should be increased in size to dual wood posts or a wider off-white brick veneer posts; 5) the west elevation should be enhanced with further architectural details near the doors and windows, and 6) the new doors added to the building should include panels at the base of the door. Approved 3-0 (T Bartlein-abstained).

REVIEW AND APPROVAL OF APRIL BUILDING INSPECTOR'S REPORT

The Architectural Review Board reviewed the April, 2010 Inspector's Report.

Tom Richart asked if Tom Johnson could research the value of the new single family house value that is showing up on the reporting as \$112,950.

Mr. Johnson replied that he would report back to the Board on this matter at next meeting.

Motion by Tom Richart, seconded by Tom Bartlein, to approve the April 2010 Inspector's Report. Approved unanimously.

OLD BUSINESS

Director Rambousek reviewed the Water Street Brewery material samples.

NEW BUSINESS

Director Rambousek also reviewed the building located at 1102 Bridge Street for a south elevation store front change due to a new tenant in the building. The Board discussed some options on the change of appearance to the new retail business because the front of one tenant space is proposed to be painted. Director Rambousek felt the Architectural Review Board should determine whether it should require a full review. The Board members asked Director Rambousek to continue to work with the client on any new changes to the south elevation of the building and that it did not need to return to the Board for full review.

Tom Richart requested that Board members receive copies of the 2010 Architectural Review Board meeting schedule and questioned if there would there be revisions for the summer months.

ADJOURN

Motion by Mark Paschke, seconded by Tom Richart, to adjourn the meeting at 6:00 p.m. Approved unanimously.