

VILLAGE OF GRAFTON

ARCHITECTURAL REVIEW BOARD MEETING MINUTES

JUNE 2, 2011

The Architectural Review Board meeting was called to order at 5:00 p.m. by Administrative Secretary Deborah A. Brown, due to the absence of Chair Richard Rieck. Ms. Brown requested that the Board appoint a Chair pro tem for this meeting.

APPOINTMENT OF CHAIR PRO-TEM

Motion by Tom Bartlein, seconded by Frank Lorbecki, to appoint Tom Richart as Chair pro tem due to the absence of Chair Richard Rieck. Approved unanimously.

Board members present: Tom Bartlein, Tom Richart, Mark Paschke, and Frank Lorbecki

Absent: Richard Rieck

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

MINUTES

Motion by Frank Lorbecki, seconded by Tom Bartlein, to approve the minutes of the May 12, 2011 Architectural Review Board meeting as presented. Approved unanimously.

HEAR PERSONS REQUESTING TO BE HEARD

None.

RESIDENTIAL PLAN REVIEW

William Ryan Homes-New Single Family Home-2033 Wichita Lane

Stacy Worniak of William Ryan homes was present to review the architectural plans for construction of a new single-family residence at 2033 Wichita Lane, known as Lot 64 of Blackhawk Valley Phase III.

There were no comments or concerns from the Architectural Review Board on the home design.

Motion by Tom Bartlein, seconded by Frank Lorbecki, to approve the architectural plans for a new single family home to be located at 2033 Wichita Lane and known to be Lot 64 of Blackhawk Valley Phase III Subdivision, as presented. Approved unanimously.

Peter Laing-454 West Bridge Court-New Detached Garage

Present were Peter Laing and Susan Neuhauser to review the architectural plans for construction of a new detached garage at 454 West Bridge Court. Patrick Richter, contractor for the project, was also present.

Building Inspector Tom Johnson gave a brief background on the history of the property explaining that the property includes two lots.

A short discussion took place by the Architectural Review Board on the materials for the project, placement of the garage and visibility from the street. There were no further comments.

Motion by Tom Bartlein, seconded by Frank Lorbecki, to approve the architectural plans for a new detached garage to be located at 454 West Bridge Court, owner Peter Laing as presented. Approved unanimously.

COMMERCIAL PLAN REVIEW

2615 Washington Street, Water Street Brewery, WST-Grafton

Building Inspector Johnson provided background on the Water Street Brewery boiler room issue. He stated that they are under State of Wisconsin order to correct the matter because Water Street Brewery had installed the boiler in a room that was too small and did not have proper clearance around the room. As a solution to this issue, Mr. Johnson explained that they will install blow-out doors. He further indicated that because this is a safety issue he placed the item on an agenda immediately for informational purposes. Once Water Street Brewery submits the plans and the State of Wisconsin order is satisfied, Mr. Johnson stated that he will return to the Architectural Review Board with the final plans. Sometimes in the past, he explained that the plans come back to the Architectural Review Board after the work has been done. This is still acceptable given the time table involved.

There was no formal action taken on this item.

Review and consideration of proposed architectural plans for an addition for Slow Pokes Foods located at 1229 12th Avenue

Director of Planning and Development, Michael A. Rambousek stated that Kathleen McGlone, the owner of Slow Pokes Food located at 1229 12th Avenue, is requesting approval of a proposed addition to the rear of her building. The proposed addition is approximately 520 square feet and will provide additional kitchen, preparation and storage space. The proposed plans will also modernize the internal stairway system, improve the front entry, update the loading/unloading area, and add ramps to the front and side entries into the building.

Director Rambousek informed the Board that the proposed addition will extend the building westward a total of 16 feet. The addition is also proposed to be approximately 12 feet in height. The south elevation of the building will include a new side entry along with the addition which will be sided to match new shake siding throughout the building. The new side entry will be accessible by stairway and ramp and the roof line that covers the interior stairwell will now be lifted as a full gable side extension with exterior windows.

The west building elevation will be updated with a new gable roof extension from the second floor that replaces the existing shed style roof. A new window will be added within the second floor extension in addition to 4 sets of windows placed on the first floor addition. The first floor addition will have a slight pitched flat style roof that extends west with the addition. The north elevation of the addition will also utilize shake siding and include 4 sets of new windows.

Director Rambousek further stated that the front of the building, east elevation, will include an updated covered entry with a ramp entry and new shake siding. The applicant will need to ensure that the ramp is located on private property and not Village of Grafton right-of-way prior to the Architectural Review Board meeting.

Director Rambousek stated that, at the May Plan Commission meeting, the applicant requested that the window adjacent to the entry on the south elevation be removed.

Kathleen McGlone was present to review her current plans with the Architectural Review Board hoping to get feedback for the final plans which will be submitted in about three weeks. At which time, she will be returning to the Architectural Review Board for final approval.

Ms. McGlone summarized her plans along with the issue of finding out about the property line for the possible future ramp in the front entrance. She discussed the material samples, the roof top unit and the screening of any units installed on the roof.

The Architectural Review Board members gave their feedback on the submitted drafted plans and look forward to seeing the final plans in the next couple of weeks.

Review and consideration of proposed architectural plans for a building addition to be located at 1420 Cheyenne Avenue, owner Kannenberg, LLC

Director Rambousek presented background on Ram Tool, Inc. He stated that the applicant is requesting Architectural Review Board consideration of a proposed building addition to the existing facility located at 1420 Cheyenne Avenue. The proposed two-story addition will be 16,413 square feet and will be located on the east side of the existing building and just east of an existing accessory building with spacing between those buildings of approximately 15 feet. Although not within the purview of the Architectural Review Board, a new parking lot will also be created that provides 38 new parking stalls which meets the Village of Grafton Zoning Code requirement of 2 spaces per 1,000 square feet of industrial floor space. However, two of these stalls will be required to be ADA accessible spaces. The new parking lot will cut into a small amount of greenspace provided along the south lot line as berm. Therefore, additional landscaping will be required in this area.

The proposed landscape plan provides relocated coniferous trees, spirea and dogwood species along the south lot line. In addition, there is additional landscaping provided by an island in the new parking area and at the base of the north elevation of the new addition.

The architecture of the proposed addition will consist of a wall panel system that will match the existing primary building. Metal trim will be placed on top of the addition's cornice to also match the existing architecture of the main building. Throughout each elevation there are pedestrian doors that provide access into the building. The Architectural Review Board may want to look at the front (north) elevation and look at ways to break up the monotony of this façade with details such as some small windows at the top of the elevation, wall lighting, or additional landscaping along the north elevation.

Present for this project was Ram Tool, Inc. president Roy Kannenberg, and Dennis Polum, and also Gary Krethmer of Suburban Construction of Germantown, WI, and Dean Schultz of Excel Engineering of Fond du Lac, WI.

Director Rambousek also informed the members that the Plan Commission also approved a Certified Survey Map (CSM) which removed a lot line and combined 2 lots into one.

Mr. Kannenberg, his contractor and engineer, presented the new architectural plans which showed windows on the north elevation that followed the rhythm of the pattern from the other existing building.

Mr. Schultz of Excel Engineering explained that the future addition is approximately 15 percent of the entire façade. He also explained that all materials will match the existing buildings as close as possible. Mr. Schulz also indicated that this project is the fourth addition to the original building.

Mark Paschke asked that a copy of the new plan be submitted to the Planning and Development Department for their records as well as the Inspection Department.

The Architectural Review Board held a short discussion on the project.

Motion by Tom Bartlein, seconded by Mark Paschke, to approve the proposed architectural plans requested by Ram Tool, Inc. for a building addition located at 1420 Cheyenne Avenue subject to the applicant working with the Planning and Development Director to break-up the monotony of the north building elevation and subject to State of Wisconsin approved plans. Approved unanimously.

OLD BUSINESS

None

NEW BUSINESS

None

ADJOURN

Motion by Tom Bartlein, seconded by Frank Lorbecki, to adjourn the meeting at 5:45 p.m. Approved unanimously.