

**VILLAGE OF GRAFTON**

**ARCHITECTURAL REVIEW BOARD MEETING MINUTES**

**FEBRUARY 12, 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, Frank Lorbecki and Mark Paschke arriving at 5:50pm.

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

**MINUTES**

Motion by Tom Richart, seconded by Tom Bartlein, to approve the minutes of the January 8, 2009 Architectural Review Board Meeting as presented. Approved unanimously.

**APPROVAL OF DECEMBER 2008 AND JANUARY 2009 BUILDING INSPECTOR'S REPORT**

The Architectural Review Board members reviewed the December 2008, and January 2009, Building Inspectors report.

Motion by Tom Bartlein, seconded by Frank Lorbecki, to approve the December 2008, and January 2009, Building Inspector's Report, as presented. Approved unanimously.

**HEAR PERSONS REQUESTING TO BE HEARD**

None

**RESIDENTIAL PLAN REVIEW**

William Ryan Homes-2350 Kiowa Drive, Single Family Home

Danny Lowery, representing William Ryan Homes, was present to review the plans for the construction of a single family residence at 2350 Kiowa Drive, in the Falls Crossing Subdivision.

A brief discussion took place on the right side elevation in regards to the lack of windows.

Motion by Frank Lorbecki, seconded by Tom Bartlein, to approve the Architectural plans for single-family residence to be located at 2350 Kiowa Drive, in the Falls Crossing Subdivision as presented. Approved 3-1 (T. Richart-nay)

William Ryan Homes-2368 Kiowa Drive, Single Family Home

The Architectural Review Board members reviewed plans for a single-family residence to be located at 2368 Kiowa Drive, in the Falls Crossing Subdivision.

A short general discussion took place on the front elevation regarding the porch entrance being different from the prior approved model at 2350 Kiowa Drive and the right side elevation not having any windows on first floor.

Motion made by Tom Bartlein, seconded by Frank Lorbecki, to approve the Architectural Plans for the single family residence located at 2368 Kiowa Drive.

The members further discussed the presented plans. The members were concerned that the plans for this residence were the same as the plan just approved by the Board for the property at 2350 Kiowa Drive.

Builder Inspector Tom Johnson pointed out that the two residential submittals were the same model side by side. He informed the Board members that the builder has the guidelines for residential development which include restrictions on similar front elevations or facades. Mr. Johnson then read the residential development section pertaining to single family dwellings placement restrictions.

Lengthy discussion took place on the design of the proposed residence. There was considerable concern that the home, as presented, would be the same as the adjacent home and the home across the street.

It was the consensus of the Architectural Review Board to withdraw the motion to approve the Architectural Plans for 2368 Kiowa Drive based on the fact that the architectural plans did not follow the Village Residential Development guidelines.

Chair Rieck then asked for a motion to table this item and asked that the representatives from William Ryan Homes revise the architectural plans to follow the general Village Residential Development guidelines for the residence proposed for 2368 Kiowa Drive.

Moved by Tom Richart, seconded by Frank Lorbecki, to table this item pending revision by the architect. Approved unanimously.

**COMMERCIAL PLAN REVIEW**

Director of Planning & Development, Michael A. Rambousek, asked that Agenda item 7 – Review and Consideration of architectural plans for the proposed Retail “S” building at Grafton Commons, Washington Street and Port Washington Road to be tabled.

Chair Rieck asked the Board members if they had any objections.

Motion made by Frank Lorbecki, seconded by Tom Bartlein, to table agenda item #7-Review and consideration of architectural plans for the

proposed Retail “S” Building at Grafton Commons, to be located on Washington Street and Port Washington Street. Approved unanimously.

REVIEW AND CONSIDERATION OF ARCHITECTURAL PLANS FOR PROPOSED DEPARTMENT OF PUBLIC WORKS/COMMUNITY ACTIVITIES DEPARTMENT FACILITY TO BE LOCATED AT 1300 HICKORY STREET

Director of Planning and Development, Michael A. Rambousek stated that the Department of Public Works (DPW) and the Community Activities (CAD) are requesting review of the plans for the proposed expansion of the existing DPW facility, located 1300 Hickory Street. This is the third attempt by the Department of Public Works to upgrade their existing facility and will be the third alternative submitted for review by the Plan Commission. Mr. Rambousek indicated that this is the first time the Architectural Review Board will review a proposal this building.

Mr. Rambousek briefly reviewed the history of this project. After several failed location options, the Department of Public Works has now decided to remain at the existing location and design a facility that is expected to meet the needs of the Department for the next 25 years.

He stated that the existing DPW site is zoned I-Institutional and the proposed DPW/CAD building and use is considered a permitted use within that district. As a result, only Plan Commission approval, with architectural review by the Architectural Review Board, will be required for the consideration process. The DPW plan also includes a salt storage facility (accessory structure) that will be at least 25 feet in height (exact measurements are not yet know). The maximum height in the I-Institutional District for an accessory structure is 15 feet. As a result, the DPW will need to apply for a variance from the Zoning Board of Appeals if they exceed the height requirement.

Director Rambousek asked the representing architect -Jon P. Wallenkamp from Kueny Architects, LLC located 10505 Corporate Drive, Suite 100, Pleasant Prairie, WI, 53158, to present the new plans for the proposed Department of Public Works and Community Activities Department to be located at 1300 Hickory Street

Mr. Wallenkamp distributed revised architectural site plan and elevations. He reviewed the current changes and offered two (2) different northeast elevation views. The first entrance was a pillar type entrance and the alternative is a glass only entryway. Mr. Wallenkamp stated that there he has also made changes to the windows to be more uniform on all elevations..

Mr. Wallenkamp further explained other changes from the original site plan that was presented to the Plan commission. The most noticeable change on the north and south elevations is the addition of architectural smooth colored block in-between the architectural brick bank. He also added that all the windows have been updated with a consistent design throughout the whole building with a bronze tint glass with adds more dimension and character to the building.

Director Rambousek also added that the south side of the building, along Hickory Street, will feature a side drive lane to access the numerous garage bays on this elevation. The edge of the site along Hickory Street and CTH O will include 15 feet of initial greenspace between the property line and impervious surfaces such as the parking lot or drive. He continued by stating that there is also a need for fencing on the south side of the property for aesthetic and screening purposes. Staff would prefer that the fencing include some decorative aspects and has requested that they be considered prior to Plan Commission review and action on the site plan.

Mr. Rambousek commented that, architecturally, the building is off to a solid start. The building design is a modified prairie style look that is often characterized by extended eaves which assist in reducing the scale or mass of the building. In this design, the eaves provide a 4 foot overhang in most cases. The building is divided into two main components, the offices and the garage areas. The office portion takes on the prairie look and is comprised primarily of brick, stone, windows, and a standing seam metal roof. Staff had requested that a base material be added to each elevation. In addition, all the windows are uniform in design. Finally, Director Rambousek stated that he requested that the main entry be reworked from its original two roof design. The profile of the metal coping on top of the parapet wall at the main entrance has also been increased slightly.

Director Rambousek stated that the standing seam metal roof takes on a hip-style and Staff has asked in cases where sub-components of the roof extend on to the garage portion of the building, such as on the south elevation, that the component take on a greater profile. In addition, Staff would prefer an asphalt shingle roof, as would the Village Administrator, because the building is in a more rustic location of the Village and near residential structures with the same material. A standing seam roof presents a more commercial look and does not fit well with the surrounding residential area.

Director Rambousek stated that several components have been changed by the architect to comply with Staff and Plan Commission comments. The base material has been placed on the garage elevation that will be visible from the street(s); modifications include a strong metal coping profile on the top of the garage walls that face CTH O and Hickory Street and carriage style garage doors should be utilized for the two smaller garage doors on the Hickory Street elevation.

The Architectural Review Board members reviewed the new submitted plans. The members indicated a preference for the pillar style entrance and had no objections to the standing seam metal roof. The members did request that the final sample color of the roof be brought back to the Architectural Review Board at a later date.

Moved by Tom Bartlein, seconded by Frank Lorbecki, to approved the architectural Plans for the proposed Department of Public Works/Community Activities Department Facility to be located at 1300 Hickory Street, as submitted with the new changes consisting of the addition of a new material at the base of the building; and the addition of a carriage style garage doors which utilizes the two smaller garage doors on

the Hickory Street elevation; and the requested base material was added to the garage area of the south elevations that will be visible from the street; and all windows now match as a similar style; and with the 1)-Pillar style entrance (Southeast view) and 2)-approve of the standing seam metal roof but ask that the color sample of the roofing be brought back to the Architectural Review Board at a later date. Approved unanimously.

The Architectural Review Board members thanked Mr. Wallenkamp for all his efforts in working with Planning and Development Staff members and the Architectural Review Board on this project.

**SINGLE-FAMILY RESIDENTIAL PLAN OF WILLIAM RYAN HOMES-2358 KIOWA DRIVE IN FALLS CROSSING (tabled earlier in this meeting)**

At this time, William Ryan Homes representatives, Danny Lowery and Craig North, requested that the Architectural Review Board revisit the single family residential play for the property at 2368 Kiowa Drive, Falls Crossing Subdivision, that was tabled earlier in this meeting. They presented several suggestions and ideas to change the front elevation of the home.

There were no objections on reviewing the new changes for the single family architectural plans for 2368 Kiowa Drive.

The Board members reviewed, in detail, the suggestions and changes to the front elevation of 2368 Kiowa Drive with the representatives from William Ryan Homes. After a lengthy discussion, it was the consensus of the Board members that at this time to deny the Architectural Plans.

Moved by Tom Richart, seconded by Tom Bartlein to deny the Architectural Plans as submitted for the single family residential to be located 2368 Kiowa Drive, in Falls Crossing subdivision, because of the similar design to the existing home across the street and the approved plan of the model directly next door to the subject property. Approved unanimously.

**OLD BUSINESS**

Building Inspector-Tom Johnson noted that the new replacement Architectural Review Board stamp was ordered and is now being used.

**NEW BUSINESS**

Board member, Tom Richart asked Chair Rieck to check into the 2008 pay out on attendance of the Architectural Review Board meetings. He indicated that his calculation did not agree with the Village's calculation on attendance and pay out amount. He requests that a follow up be done on this matter.

**ADJOURN**

Motion by Mark Paschke, seconded by Tom Bartlein, to adjourn the Architectural Review Board meeting at 6:15p.m. Approved unanimously.