



**Village of Hobart Site Review Committee Minutes
Hobart Village Office; 2990 S. Pine Tree Rd., Hobart, WI
Wednesday, March 23rd, 2016 – 6:00 pm**

- 1. Call to Order, Roll Call:** the meeting was called to order by David Dillenburg at 6:00 pm. Present were: David Dillenburg, Debbie Schumacher, Mike Ambrosius, Rick Baye, Rick Nuetzel, Tom Tengowski, Merlin Zimmer. Excused: Dave Baranczyk.
- 2. Verify/Modify/Approve Agenda:** Motion made by Rick Nuetzel, second by Debbie Schumacher, to approve the agenda. The motion passed unanimously.
- 3. Approve November 18th, 2015 Meeting Minutes:** Motion made by Debbie Schumacher, second by Rick Nuetzel, to approve the meeting minutes from November 18, 2015. The motion passed. Tom Tengowski abstained as he was not present at the November 18, 2015 meeting.
- 4. Public Comment On Non-Agenda Items:** Allyn Dannhoff, Director of Neighborhood Services, introduced Adam Ruechel, Assistant to the Administrator.
- 5. 2100 Block Cty Rd. U, HB-255; 100 Block W. Adam Dr., HB-240; 3738 W. Mason St., HB-1396-14; Oneida Tribe of Indians of Wisconsin.**
Discussion and Action: Proposed ground mounted signs. Mr. Dannhoff spoke with the committee regarding the multiple signs the Oneida Tribe is installing. The signs on the fee property in Hobart require permits and Mr. Dannhoff has been working with the vendor regarding the permitting.
 - Owner: Oneida Tribe of Indians of Wisconsin
 - Agent: Kelli Lax, Creative Sign Co.
 - Location: 2100 blk Cty U, 100 blk W. Adam Dr., 3738 W. Mason St.
 - Properties are zoned: A1- Agriculture, A1-Agriculture, and I1-Limited Industrial respectively.

BACKGROUND

The owner is re-signing various lands and entities throughout their organization. Many of the existing signs had deteriorated to a point necessitating repair or replacement. The signs proposed follow common, universal themes to promote consistent identification of lands and entities owned and operated by this organization.

The signs proposed will meet all setback and landscaping requirements.

The Committee reviewed the Zoning Ordinance Architectural Design requirements for ground, pedestal and monument.

The County Rd U sign is for a Nature Area and the W. Adam Dr. sign is for a cemetery. Neither have any buildings associated with the site. Thus there is nothing to base the architectural features upon. Mr. Dannhoff will assign a street number to the parcel for identification purposes. The number is required to be on the sign in reflective numbers. The purpose of the address is to assist people at the scene in an emergency situation, to aid in location of the site. Both of the signs are within the size limits for the village. The setback and landscape plans that show types of plantings both need to be submitted and approved prior to construction.

Motion made by Tom Tengowski, second by Rick Nuetzel, to approve the “Waterbird” sign with the following conditions: 1. The setback plans must be submitted and approved prior to construction. 2. The landscape plans need in to include deciduous trees as well as evergreens to be attractive throughout the year. 3. The address number must be added to the sign and must be reflective. The motion passed unanimously.

Motion made by Debbie Schumacher, second by Rick Nuetzel, to approve the sign for the “Oneida Sacred burial grounds” sign with the conditions. 1. The setback plans must be submitted and approved prior to construction. 2. The landscape plans need in to include deciduous trees as well as evergreens to be attractive throughout the year. 3. The address number must be added to the sign and must be reflective. The motion passed unanimously.

The building 3738 W. Mason St. houses the organization’s Utilities Department. The building façade employs masonry with a cap sill on the street elevation. Staff would recommend requiring a base employing the same or similar color masonry with a cap to simulate the same found on the building and installing the sign on the base. The Committee provided guidance on the dimensions of the sign base. Discussion was to make the masonry base that matches the building. The length of the base must be no less than the same length as the smaller, white sign with the height a minimum of 2’ and maximum of 4’.

Motion by Rick Nuetzel, second by Merlin Zimmer to approve the “Utility Building” sign with the conditions as listed. 1. The setback plans must be submitted and approved prior to construction. 2. The landscape plans need in to include deciduous trees as well as evergreens to be attractive throughout the year. 3. The address number must be added to the sign and must be reflective. 4. Masonry base length must no shorter than the length of the smaller white sign and no less than 2’ nor taller than 4’ for the height. The motion passed unanimously.

6. 1280-1298 Lear Lane, HB-L-159, Meacham Realty

Discussion and Action: Proposed Multi-family development. 3-21 dwelling unit, 6-14 dwelling unit leased residence complex. Allyn Dannhoff, Director of Neighborhood Services, presented the plans for the development and the committee reviewed all of the items on the checklist. The checklist is made part of these minutes.

- Owner: Meacham Development Inc.; Katie Meacham, Debbie Meacham
- Agents: MAU & Associates; Dave Chrouser, Steve Bieda, David Meisner
LaPlant Architecture LLC, Architect

- Location: 1281-1298 Lear Ln.
- Property Zoning: Orlando-Packerland Planned Development District

The Proposed development is a 147 unit leased residence development, consisting of 2-21 unit and 6-14 unit, two story buildings with attached garages with accompanying detached parking garages. Staff has performed preliminary review with the applicant and through consultation the enclosed plans are submitted for the Committee's review.

The developers are seeking Site Review Committee approval in their efforts to close on the property prior to the end of the month.

Green Space: MAU sheet C2.0 shows the site will exceed the required 25% green space requirement.

Setbacks: The development proposes reduced front yard setbacks and a reduced accessory structure side yard setback. Employing reduced setbacks is consistent with reduced setbacks approved for the last two multi-family developments in Centennial Centre. The development proposes 30' front yard setbacks vs. the 40' district standard and proposes a 10' accessory building side yard setback vs. the 25' district standard. All other setbacks comply with present setback requirements.

While the PDD language gives the Site Review Committee authority to consider and approve alternate standards, staff felt it appropriate to pursue amending the standards recognizing the development trend. Village Board Public Hearing is scheduled for Tuesday, March 29th, for formal consideration and approval of proposed setback modifications for the PDD Multi-Family Districts. At this point, the Planning & Zoning Commission has recommended approval, and Village Board members have indicated support for the amendments.

Mechanical Equipment: Mechanical equipment facing public roads will be limited to "through-wall" Air Conditioning units.

Parking: MAU Sheet C2.0 provides a parking summary. It has been divided based on the portions of the development north and south of the planned Lear Ln. road extension. Staff has confirmed the number of stalls required (one stall per bedroom, the number of required enclosed stalls, and total overall number of stalls required. The plan as presented complies with the district standard of 1 stall per bedroom.

Landscaping: The Landscape Plan was not able to benefit from advance staff review. Staff review in preparing this staff report identified the following aspects for further review:

1. Provide additional shrubbery around the buildings. Seven or eight shrubs on 50' wide building ends does not seem adequate to enhance the façade. Staff has the same concern for the long facades;
2. Provide more trees in the street yards. A combination of deciduous and evergreen/fir trees should be employed;
3. Deciduous trees in the streetscaping and throughout the site must provide for variety for visual enhancement and to promote increased resistance to substantial losses from invasive species;
4. If inadequate street terrace width between the public sidewalk and the road prevents planting of streetscape trees; those trees shall be provided on the development property side of the sidewalk;

5. Provide a variety of evergreen/fir trees throughout the site, including along the west property line for improved visual enhancement and to promote increased resistance to substantial losses from invasive species.
6. Ensure adequate density along the west property line as a visual break between this development and single family subdivision to the west;
7. Provide a variety of deciduous and evergreen/fir trees along the north property line.

Lighting: Outdoor lighting will be limited to exterior building lighting. A combination of coach lights and recessed can lights will be employed. There is no proposed parking lot pole type lighting.

Dumpster Enclosure: The plan calls for a 5'-6' tall split face concrete block wall enclosure. Given elevation difference between the dumpster location and rear yards of the single family subdivision, consideration should be given to taller dumpster enclosure walls to further buffer view of dumpsters from the west.

Emergency Response Access and Facilities: The plan has been reviewed with the Fire Chief and Police Chief. The site as proposed provides acceptable emergency response vehicle access and fire hydrant access. While building addresses have been assigned, an apartment numbering plan has not yet been provided.

Signage: Signage has not been submitted. The Site Review Committee has entrusted review with staff in the past. If the Committee desires, staff has no concern proceeding in this manner.

Motion to approve the plan with the conditions listed by David Dillenburg, second by Debbie Schumacher:

Conditions:

1. Setbacks are approved pending Village Board approval of pending PDD setback amendments.
2. The units shall not project more than 7" beyond the face of the exterior wall cladding materials;
3. The AC Sleeves shall be factory color matched to adjacent wall cladding materials;
4. Architectural Grills, factory color matched to adjacent wall cladding materials, shall be employed.
5. Revised Landscape Plan shall be reviewed and approved by Village Staff prior to Building Permit Issuance.
6. Coach lights shall employ an opaque, translucent glass to reduce glare from the luminaires
7. Dumpster Enclosure Masonry Walls shall be at least 8' tall.
8. Secure Police Chief and Fire Chief approval of the Apartment Unit Numbering Plan.
9. Signage to receive staff review and approval prior to Sign Permit issuance and installation.
10. Secure Village Storm Water Management Plan Approval;
11. Secure Wis. DNR Notice of Intent approval (Erosion Control & Storm Water Management Plan Approval;)
12. Secure Village Attorney review and approval of Cross Access Agreement required for east access drive straddling the east property line north of Lear Ln.;
13. Said east access drive shall be provided and paved in its entirety. This access drive may be installed in two phases; first phase to provide access to buildings 1280 and

1282, second phase to provide circular access for buildings north and/or northwest of 1280 and 1282;

- 14. Secure Village Attorney review and approval of Storm Water Management System Easement and identification of maintenance responsibilities for storm piping and storm water pond in the development south of Lear Ln.;**
 - 15. Secure Village review and approval of conceptual plans for private water and sanitary sewer mains and laterals for development on both sides of the road prior to submitting design plans for formal review and approval;**
 - 16. Complete the right of way dedication, transfer process prior to issuance of any Building Permits.**
- 7. MEETING ADJOURNMENT:** Motion made by Tom Tengowski, second by Rick Nuetzel, to adjourn. The motion passed unanimously. The meeting adjourned at 7:30 pm.