

**JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES**  
**MONDAY, FEBRUARY 17, 2020**  
**6:30 PM**  
**BOARD ROOM**  
**MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Present: Jeff Pfannerstill, James Schneeberger, Tim Hallquist, Tim Fenner, David de Courcy-Bower, Jeff Bierman, and Ann Wallschlager.

Others Present: Administrator Rhode, Building Inspector Hussinger, Ryan Amtmann and Deputy Clerk Bushey.

Call to Order-

**1. Consideration of a motion to approve the Jt. Architectural Board/Plan Commission Minutes of January 20, 2020.**

Motion (Hallquist/Wallschlager) to approve the Jt. Architectural Board/Plan Commission minutes for January 20, 2020. Carried (7-0).

**2. Architectural Board review and consideration of an awning and signage for Allstate Insurance, 129 E. Capitol Drive-**

Hussinger said this has been approved by the BID. Fenner asked if there is an awning on the business next to Allstate Insurance and Pfannerstill said no there isn't.

Motion (deCourcy-Bower/Hallquist) to approve an awning and signage for Allstate Insurance, 129 E. Capitol Drive. Carried (7-0).

**3. Architectural Board and Plan Commission review and consideration of items related to Mander Collision, 705 Cardinal Lane, including a request for a Conditional Use for the operation of an Automotive Insurance repair business.**

**a. Public Hearing to hear comments on the request for a Conditional Use.**

President Pfannerstill opened the Public Hearing for comments at 6:39 p.m. Randy McPherson was present and explained what they are proposing. He said it is a body shop and they plan to continue to be a body shop. He also added they are a family owned business. He also said they have no issues with the requirements as required for a Conditional Use Permit.

There were no other comments so Pfannerstill closed the Public Hearing at 6:40 p.m.

**b. Consideration of plans for the proposed Conditional Use in the M-1 Limited Manufacturing and Wholesale Business District.**

Fenner commented about the fence in item #10 in Administrator Rhode's memo and asked if there one there currently. Mr. McPherson commented that one of the first things they will be repairing is the fence.

Motion (Fenner /Hallquist) to approve the proposed Conditional Use in the M-1 Limited Manufacturing and Wholesale Business District for Mander Collision, subject to the 10 items in Administrator Rhode's memo be included in the Conditional Use Permit and the last one being the requirement that the fence be maintained at the common level. Carried (6-0). Wallschlager abstained.

**c. Review and consideration of an application for signage.**

Nathan McPherson explained the proposed sign is similar to the existing almost exactly as what is up there the only difference is the proposed sign will be LED internal lit vs Neon. Building Inspector Hussinger asked if it will be illuminated only during business hours or 24 hours. Randy McPherson said it has a timer and it shuts off at 12 a.m., but they can shut it off at any time. deCourcy-Bower asked if nearby business signs are on all the time. Hussinger said he didn't know if they were on around the clock. Pfannerstill said the Mobile gas station lights are on all the time because their pumps are up and running to use at any time. Randy McPherson said he would like to request to have them on all the time since it is not a residential area. Hussinger commented that the wall sign faces north and that the sign complies with the zoning. Randy McPherson commented that the other sign currently only has the address on it.

Motion (Fenner /Bierman) to approve the application for the wall mounted sign for Mander Collision as presented. Carried (6-0). Wallschlager abstained.

Pfannerstill commented that he would like them to work with the Building Inspector to get something on the books regarding the sign with the address that is in the yard so it keeps things in line with the Village regarding approval.

**4. Architectural Board and Plan Commission review and consideration of plans for construction of a new church facility for St. Charles Church, 313 Circle Drive.**

Representatives for St. Charles were present, and Mr. Seubert said they added a fence along the western property. He said they moved the fence from the east side of the access drive to the west side of the access drive due to the concerns of the neighboring school. He said that is really the only significant change. He went on to say they received comments to work with Village engineer on the storm water and in reviewing Amtmann's comments there nothing in there they can't work out. Hallquist asked about the fence and what type it will be, Mr. Seubert said chain-link.

deCourcy-Bower asked there were any guidelines on how ingress/egress are required for that given parking lot size. He said he is trying to figure out if a parking lot this size requires or needs 3 access points or 3 ways of getting in and out. He said the reason he is bringing it up is in looking at some other churches around the area they only have 1 or 2 entrances/exits.

deCourcy-Bower said is this really something that is needed considering how close the drive will be to the ball field & the adjacent property.

Ryan Amtmann the Village engineer said in reference to the ingress/egress with those 2 access points the possibility of a 3<sup>rd</sup> ingress/egress would help with the internal congestion as masses are departing and help spread the traffic out a little bit. deCourcy-Bower asked how many parking spaces are being added and Mr. Seubert said he believes 40. deCourcy-Bower then asked if this big of a driveway was necessary for adding 40 parking spaces. Mr. Seubert said it will serve a number of purposes, first it will ease the issues they have right now with some people trying to leave after a service and some trying to come in. He said the other thing it does is spread the traffic throughout the neighborhood vs putting all that traffic on one street. There was discussion on the direction of the traffic coming out of the parking lot for church and school. Wallschlager asked if they would be using the proposed additional driveway during school. Mr. Cantani the director of St. Charles was present and said one of the things they are entertaining is in reference to that road, is they don't want to bottle up Renson Rd with traffic and buses so accessing that road as a one way in, the parents can basically circle around, drop off the kids and they could either leave to the left or out to the right. He said it would help the traffic flow in the morning and they are taking into consideration the residency of their Hartland neighbors.

Fenner commented that he felt this would be best addressed by a traffic engineer and asked Village Engineer Amtmann if they had reviewed this and his viewpoint on the additional driveway. Amtmann said it would help improve traffic during the day for school operations, and when mass is in session he sees the primary benefit being it will help with internal traffic and a congested parking lot which from his viewpoint would add a factor of safety. He went on to say as far as the intermingling of the traffic at the corner where that access drive would connect, that would be a stop control in the southbound direction. He went on to say the traffic along Renson Road moves relatively slow because they are coming out of the parking lot and they have to navigate the curve, so cars coming in will be able to navigate that in an every other car situation. He said he feels it also adds a 3<sup>rd</sup> point of access for emergency vehicles. He said in the standpoint of flow of traffic within the parking lot, he feels it will be an improvement.

deCourcy-Bower commented on the sharp curve on one of the current exits and how it seems difficult to navigate coming in and out of there. He went on to say he feels it could be improved to help traffic come in and out of there, rather than switching between one way and two ways. He went on to say the parking lot is structured right now is a little confusing on how the traffic flow is going to go. He said he heard they will gate the west road anyways for most of the week so it won't help them with the traffic flow issues on school days. Mr. Cantani said they will be opening the gate during school days and they control the exit to the south with a sign. He said posting signs, painting yellow lines he feels it can be a very controlled environment.

Amtmann said on the letter to the Plan Commission on page 3 there is a series of items that are a little bit out of the ordinary that should be written into the occupancy permit and plan of operations. He went on to say the occupancy permit with the building height, the parking, storm water management collaboration, access drive, and a couple other minor items that are difficult to reflect in the site plans. He said staff thinks that should be written into the operational plans or the approval.

Pfannerstill asked if anyone on the board had any other questions. Wallschlager asked what the current seating capacity is now, and Mr. Cantani said 700. She asked what it will be after the construction is completed, and he said 1100.

Fenner asked if there was any update on the storm water collaboration, and Amtmann said he was working on the final collaboration of the pond. He said reconfigured it will be a dry pond, it will be a portion of the flow from the subdivision that will flow through the pond that will provide the water quality treatment. He said during heavy storm events the flow will continue down the existing pipe and into the northwest. Fenner asked if there is any way to quantify that benefit and Amtmann said yes, the village has a water quality requirement of storm water and with this collaboration it will treat the water, so it's a lot of water quality improvement.

Pfannerstill opened it up to allow the public to speak:

1. Courtney Marschalek 290 Nixon Ave- She is a teacher at Hartland South and Arrowhead students cut through that area and won't be able to get through if they put up a fence. Also said once the drive is built there is no going back. Commented the fence will cut down on the wildlife.  
\*\*Fenner asked if she was speaking as an individual or on behalf of the school and she said individual.
2. James Maddox 431 Renson Rd – said his house faces the exit and his concerns are the traffic and said that maybe they could put people there to help control the traffic. He said he has a major concern for the wildlife and is concerned about what will happen with the woods, he thinks it would be better to rework the existing exits. He also expressed concern for the kids that will be near the proposed drive. He also said he is sad to see all the trees cut down and the traffic noise from Hwy 16 has increased since they did that.
3. Jill Rick 149 Woodlands Court – She is concerned about the woods as it is a unique asset. She appreciates them wanting to put up the fence for safety, but the kids won't be able to cut through there and she likes that they do that.
4. Darcy Sobszak 233 Meadow Lane – said she lives closer to Merton but there are times she doesn't leave her house or times she has trouble getting onto her road. Also concerned about the woods. Agrees with Mr. Maddox about trying to rework the existing exits and possibly using traffic directors.
5. Bob Wisniewski 511 Renson Rd – commented that the traffic flow is bad and it is impossible to get to Hwy 16 or Sendiks. Suggested reworking the tight turn and making it a straight shot. Doesn't think the fence is a good idea.
6. Jake Zuehl 306 Lawn St – is worried about the wildlife and quality for the kids. Said the woods are an asset that is being overlooked by St. Charles.
7. Darcy Sobszak 233 Meadow Lane – commented that the drop off/pickup at Hartland North will cause an issue.
8. James Maddox 431 Renson Rd – exit being into parked cars, encourages the board to look at that and when they have ballgames, all the kids are playing over there.

deCourcy-Bower said it was raised at the last meeting and we was told it was buckthorn. He said he followed up and asked if they had gotten the required tree preservation and it is his

understanding that it had not been obtained. Hussinger said that is correct. deCourcy-Bower went on to say those trees should not have come down prior to getting a permit and an approved landscape plan. He said he now frustrated that the noise quality is impacting the residential properties from Hwy 16 and approvals that should have been obtained prior to the removal weren't.

Hallquist asked Pfannerstill if the Village has received any concerns from the Hartland Lakeside school district and Pfannerstill responded that he was contacted by the superintendent that he was notified by a teacher that a road was going to be running by the school. He in turn found out it was not a public road but an access way to a parking lot, and that it was not going against our codes but would be perpendicular with their property but was not going to be right on their property line. The superintendent said it was just a rumor and he said if you go east to west he also heard that St. Charles was going to take down all the trees and over by Bark River park, and Pfannerstill told him that was not true, and that there was no way that this board would ever approve of something like that.

Fenner said he heard 3 things from people speaking tonight. The first one was to preserve the school woods and he thinks everyone is in agreement that is a valuable asset, not only the school district but of the community and that should one of our goals and objectives as we address this particular project. He said the question then becomes what impact if any does this project have upon this school and the school woods and its associated uses.

Fenner said the 2<sup>nd</sup> thing he heard was the fence – he went on to say that assumes we are going to approve the driveway at the location proposed. He said he was surprised to hear comments tonight about eliminating it because the first time this came up that's what we heard from the public was they wanted a fence if the road was going to be there and we have an about face right now. He said he was dismayed because we really put the screws to the church about a fence in light of the comments the Plan Commission heard to accommodate the neighborhood and he is disappointed. The second thing he heard about the fence is that kids go through there. He said he didn't know if it was a public right away but the church is private property, and he didn't know how they feel people crossing that particular area. He said we as government are in a position to condone those activities if the owner of the property doesn't want them. He said the third comment he heard about the fence was wildlife. He went on to say there is a different route the children could take. He said those 2 things children and wildlife they have to be addressed as they analyze the traffic benefits that flow from the particular plan. He said these are negatives and have to be considered too. Fenner said he thought it was a good suggestion that the driveway could be eliminated if the parking lot were reconfigured.

Fenner said he would like the engineers to look at it and see if they can make a recommendation as to the driveway and location. He said fundamentally it is an engineering problem.

Pfannerstill asked Amtmann if they would be able to take a look at that and he said certainly.

deCourcy-Bower said when you look at the details of the flow inside the property it is confusing between one way flow and two way flow, and wanted to make the point it will get confusing with the ins and outs if half of the road is a two way and the other half is one way. He said another good concept would be to have one of the exits line up better.

Jeff Biermann said he believes the existing drive with the curve was probably done to reduce the headlights from shining on the houses. James Maddox said it does shine on his house from the

curve and Biermann said it would then be a great benefit for them to straighten that curve. There was brief discussion on the curve.

Biermann pointed out it is a driveway and not a road and they are going to gate it. He said he also feels a 3<sup>rd</sup> driveway is essential with the traffic that will be coming in and out of there. He also said not hearing from the school board, he doesn't know if the woods are a permanent plan of the school. He thinks have more than 2 way in and out of a structure that holds that many people is a huge benefit as far as safety and traffic flow. He said this is something that has to be done.

deCourcy-Bower said that the 3<sup>rd</sup> proposed driveway sometimes it is an ingress and others it is an egress all because of 40 parking spaces. He asked if that is really triggering such a massive change in ingress and egress there. He said he thinks they need to fix what they have. There was brief discussion on the number of people.

Pfannerstill commented that he thinks it will steadily increase in the amount of people that will attend. He commented that whether it is schools or church's the parking lot can be a mess.

There was brief discussion on private property and the property owner's right.

There was more discussion on the curved drive. Pfannerstill asked if they are in compliance currently, Hussinger said they removed trees without permits. There were comments from the public about doing a traffic study, or the church have people help with traffic. Fenner said he felt the site plan and building plans should be acted on separately.

Motion (Fenner /Schneeberger) to approve the Architectural Plans as submitted, and the allowing of the extra height as stated in #1 of the Engineers report. Carried (7-0).

There was lengthy discussion about the proposed 3<sup>rd</sup> access and looking at reworking the curve in the parking lot.

Fenner made a motion to approve the Site plan as presented. There was discussion on if Siebert could to look at reworking the curve. Fenner asked if they should table this to allow them to address it. Fenner withdrew his motion.

Motion (Fenner /Biermann) to postpone this portion to the next meeting, to allow the engineer's time to look at the traffic and reworking of the curve. Carried (5-2). Wallschlager and deCourcy-Bower opposed. Biermann commented he doesn't want issues with emergency vehicles.

##### **5. Plan Commission review and consideration of a petition to rezone property on Campus Drive east of Lake Country Lutheran to the RM-1 Multi-Family Residential District and the RS-5 Single Family Residential District.**

Bryan Lindgren from Neumann Developments was present. He said the wetlands have been delineated along with the surveying and topography. He said a tree study was done and the trees were following delineation were able to preserve a large number of trees. He said the goal is to transition from higher density to residential. He went on to say the site is divided into thirds

and he explained the 3 sections involved. He said there will be 47 condos and that area would be public roads with adjusted setbacks. It was stated this is a concept and they are just looking for feedback. Administrator Rhode said road x would be a public road and items to the south would be private.

deCourcy-Bower said in the rezone it would be helpful to show the southern end of the area. He said regarding a CSM a field study is required, it is in the code. There was some discussion on the zoning and 3 parcels.

Motion (deCourcy-Bower/Hallquist) to set the Public Hearing on March 16, 2020. Carried (7-0).

**6. Announcements-**

Comments on seating and Administrator memorandums.

**7. Adjourn-**

Motion (deCourcy-Bower/Wallschlager) to adjourn. Carried (7-0).  
Meeting adjourned at 8:55 pm.

Respectfully submitted by  
Recording Secretary,

Deidre Bush y, Deputy Clerk