

VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN

Minutes of the Architectural Review Board (ARB) meeting held on December 2, 2020.

Village President Anthony LeDonne called the meeting to order at 4:00 p.m.

Members present: Anthony LeDonne, Greg Zoellick, Gary Foxe, Melissa Granicki and Mike Knapp.

Others present: Kasey Fluett, Assistant Development Director (ADD).

**Consideration and possible action on the minutes of July 8, 2020.**

A motion by Granicki, seconded by Zoellick to approve the minutes of the meeting held on July 8, 2020. Motion carried.

**Consideration and possible action on a site plan, architecture and lighting plan for Bevco Engineering (W222N5739 Miller Way).**

Eric weber from Bevco and Mike Nell from Gerald Nell Inc. were present for the project.

Mr. Nell explained the project.

Fluett reviewed memo (copy attached) starting with the site plan.

Site – it was consensus of the ARB to approve the site plan.

Architecture – Mr. Nell explained the material for the lower banding on the building is no longer available but they have found a solution to tie it in with the existing and will not be noticed. It was the consensus of the ARB the architecture plan meets the requirements.

Lighting – Mr. Nell stated the wall packs on the existing building and new building will all be replaced using the same wall pack to match and replaced with LED lighting. It was the consensus of the ARB the lighting plan meets the requirements.

A motion by Granicki, seconded by Knapp to approve the site, architectural and lighting plan for Bevco Engineering (W222N5739 Miller Way). Motion carried.

**Consideration and possible action on an amendment to Mammoth Springs at The Corners master sign plan for retail tenant spaces N63W23675 Main Street.**

Patrick Yates from Fastsigns is present for this matter.

Fluett reviewed the memo (copy attached). Foxe asked if the size of signage will change on the building. Fluett stated no, the only change is to allow two lines of text within the same perimeters.

Mr. Yates explained how signs are made and get attached to the buildings.

A motion by Granicki, seconded by Foxe to approve the an amendment to Mammoth Springs at The Corners master sign plan for retail tenant spaces N63W23675 Main Street. Motion carried.

A motion by Granicki, seconded by Knapp to adjourn the meeting at 4:25 p.m.

Motion carried.

Respectfully submitted,  
Kasey Fluet, Assistant Development Director



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Sussex, Wisconsin 53089  
Phone (262) 246-5200  
FAX (262) 246-5222  
Email: [info@villagesussex.org](mailto:info@villagesussex.org)  
Website: [www.villagesussex.org](http://www.villagesussex.org)

## MEMORANDUM

TO: Architectural Review Board

FROM: Kasey Fluet, Assistant Development Director

RE: ARB meeting for December 2, 2020

DATE: November 25, 2020

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The following is background information for the ARB agenda items. Please refer to the Design Standards dated March 25, 2014.

### **I. Roll call.**

### **II. Consideration and possible action on the ARB minutes from the July 8, 2020 meeting.**

### **III. Consideration and possible action on the site plan, architectural plan and lighting plan, for Bevco Engineering (W222N5739 Miller Way).**

This site is zoned BP-1. The manufacturing, designing and assembling of electrical components is a permitted use in accordance with Section 17.0420 (A)(6)(e)(2) in the BP-1 Business Park District. Bevco Engineering has been operating in the Village since 2001, they design, build and warehouse electrical control panels until shipment. They employ 55 people, hours of operations are Monday through Friday 6:00 a.m. to 5:00 p.m. The site has 75 parking stalls and is sufficient to accommodate the 55 employees.

Due to their growing needs they are adding on 13,900 square feet to their existing 25,300 square foot building. The following are comments for the plans for the addition:

#### Site

- Adding 13 parking stalls
- Addition meets all required setbacks

#### Architecture

- Building meets height requirements
- Material to be used meets the Design Standards

#### Lighting

- Lighting plan meets requirements
- Building wall lights should match or blend with existing wall lights

### **Policy Question:**

1. Are there any concerns with the various plans?

**Action Items:**

1. Act on the plans.

**Staff Recommendation:** Staff recommends the ARB approve the site, architectural and lighting plans for the addition to the existing building for Bevco Engineering subject to any conditions.

**IV. Consideration and possible action on an amendment to Mammoth Springs at The Corners master sign plan for retail tenant spaces N63W23675 Main Street.**

The original master sign plan for this building was approved by the ARB on July 8, 2020. The owner of the building is requesting to modify page 2 of the sign plan regarding wall signs. Instead of a single line of text he will now allow a double line of text. See change:

**Wall Signage**

**1. Theme, Color, Size & Style:**

***Tenant Wall Sign*** – Maximum height 24" acrylic letters attached to a common extruded aluminum raceway. Minimum height is 20". Only a single line of text is allowed. The height of our building facade is too short to allow for stacked lines of text. Text per sign is allowed in a single color only. A single color logo or graphic may be allowed within the wall sign allowance. This theme meets a variety of tenants' needs while still providing elegant continuity for the Village's Main Street.

**Wall Signage**

**1. Theme, Color, Size & Style:**

***Tenant Wall Sign*** – Maximum height 24" acrylic letters attached to a common extruded aluminum raceway. Minimum height is 20". Two lines of text are allowed. Text per sign is allowed in a single color only. A single color logo or graphic may be allowed within the wall sign allowance. This theme meets a variety of tenants' needs while still providing elegant continuity for the Village's Main Street.

**Policy Question:**

1. Are there any concerns with the amendment to the Master sign plan?

**Action Items:**

1. Act on the plan.

**Staff Recommendation:** Staff recommends the ARB approve the amendment to the master sign plan for Mammoth Springs at The Corners subject to any conditions.





## Village of Sussex

### DISCLAIMER:

This map is not a survey of the actual boundary of any property this map depicts.

The Village of Sussex does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1 = 167'



Village of Sussex  
N64 W23760 Main Street  
Sussex, WI 53089  
262-246-5200

Print Date: 11/11/2020



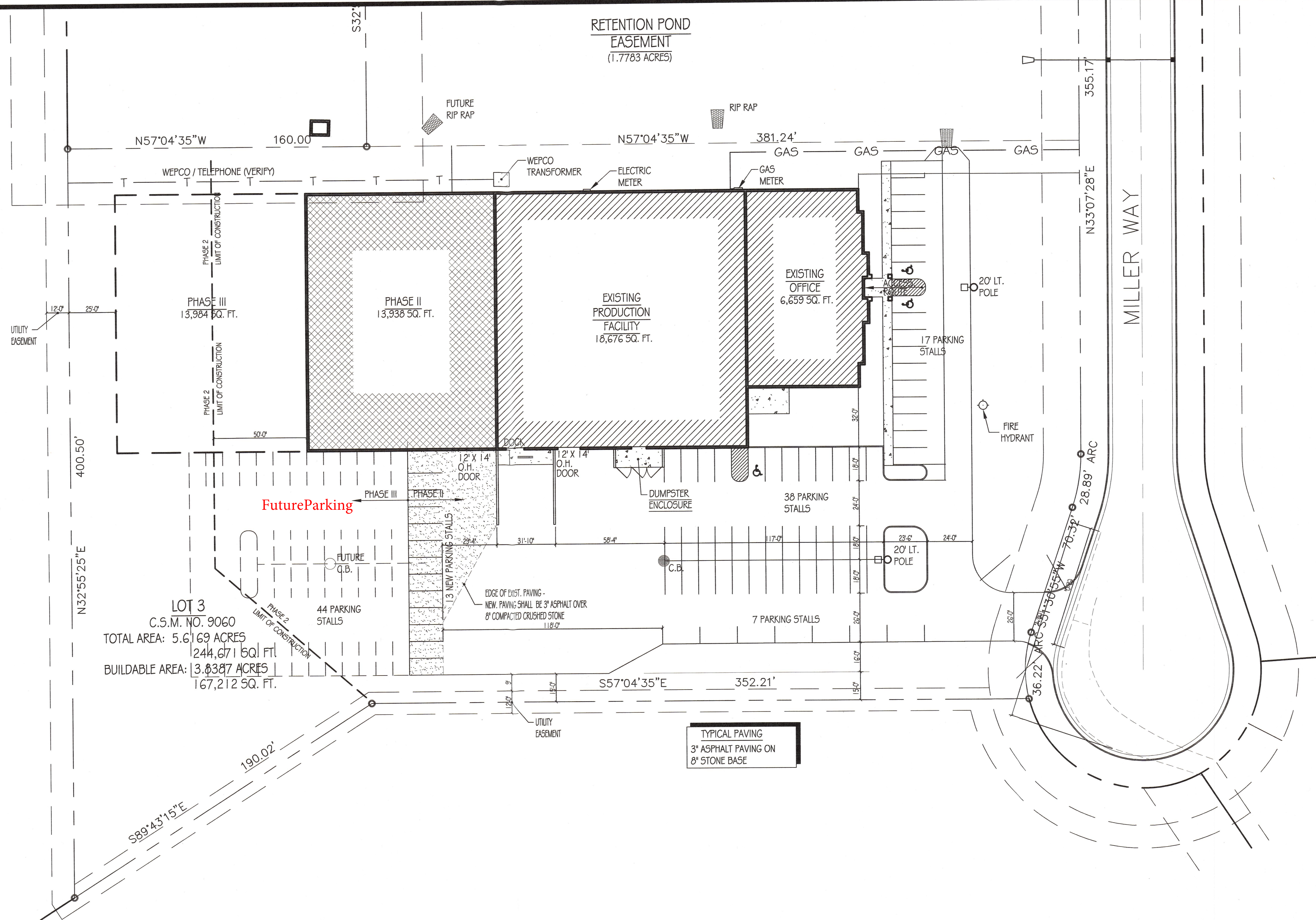
PRELIMINARY  
NOT FOR  
CONSTRUCTION

### CONSTRUCTION DATA

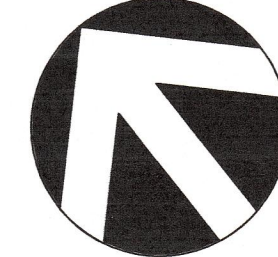
APPLICABLE CODES	2015 IBC WITH WISCONSIN MODIFICATIONS
BUILDING CODE:	SUSSEX ZONING CODE
ZONING CODE:	BP-1
SITE CRITERIA	
ZONING DESIGNATION:	BP-1
BUILDING CRITERIA	
BUILDING OCCUPANCY:	BUSINESS GROUP B, FACTORY GROUP F-1 AND STORAGE GROUP S-2
OCCUPANCY CLASSIFICATION:	FACTORY GROUP F-1
MOST RESTRICTIVE OCCUPANCY:	NONE (PER SECTION 508.3)
REQUIRED OCCUPANCY SEPARATION:	3B
CONSTRUCTION TYPE:	PROVIDED PER NFPA 13 REQUIREMENTS
NUMBER OF STORIES:	75
FIRE PROTECTION:	
MAXIMUM BUILDING HEIGHT (PER IBC):	Is = 3
MAXIMUM ALLOWABLE AREA:	W = [(591 X 30) + (92 X 25)] / 683
SPRINKLER INCREASE:	29.3
WEIGHTED AVERAGE OF WIDTHS:	If = [(6 - 0.25) W] / 30
FRONTAGE INCREASE:	--- X ---
TOTAL:	Aa = At + [(Aa)(Is)] + [(Aa)(If)]
--- S.F.	--- S.F.
BUILDING AREA	
EXISTING BUILDING:	25,335 S.F.
PROPOSED ADDITION:	13,936 S.F.
TOTAL:	39,273 S.F.
CLASSIFICATION OF WORK:	ADDITION, ALTERATION-LEVEL 2
ZONING CRITERIA	
GENERAL LOT INFORMATION	
LOT AREA:	5.6169 ACRES (244,671 S.F.)
AREA DISTURBED BY CONSTRUCTION:	45 ACRES (19,500 S.F.)
AREA OF NEW IMPERVIOUS SURFACE:	.41 ACRES (18,034 S.F.)
BUILDING / PARKING SETBACKS	
STREET YARD:	40' / 30'
SIDE YARD:	25' / 5'
REAR YARD:	25' / 5'
MAXIMUM BUILDING HEIGHT:	60'
LOT COVERAGE	
BUILDING FOOTPRINT	25,335 S.F.
EXISTING BUILDING:	13,936 S.F.
PROPOSED ADDITION:	39,273 S.F.
TOTAL:	16.1% 75% MAX.
HARD SURFACE AREA	
EXISTING PAVING:	36,924 S.F.
PROPOSED PAVING:	4,086 S.F.
TOTAL:	41,020 S.F.
GREEN SPACE AREA:	164,378 S.F.
TOTAL:	16.7% 25% MIN.
PARKING	
PARKING REQUIRED	1 SPACE FOR EACH EMPLOYEE FOR THE WORK SHIFT WITH THE LARGEST NUMBER OF EMPLOYEES
55 EMPLOYEES = 55 PARKING STALLS REQUIRED	
PARKING PROVIDED	
STANDARD PARKING STALLS:	72 STALLS
HANDICAPPED STALLS:	3 STALLS
TOTAL:	75 STALLS

### SITE PLAN LEGEND

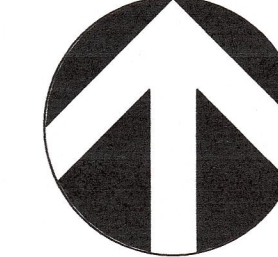
---	PROPERTY LINE
---	SETBACK LINE
---	BURIED GAS MAIN
---	BURIED TELEPHONE
o	FOUND IRON PIPE
o	CATCH BASIN
---	TRENCH DRAIN
o	HYDRANT
o	20' LIGHT POLE
---	EDGE OF TREES
---	ASPHALT PAVING
---	CONCRETE



TRUE  
NORTH



NORTH



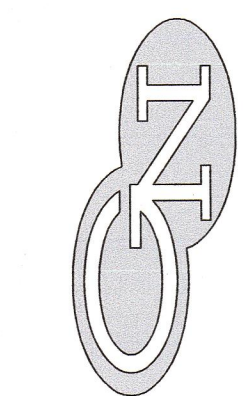
SITE / UTILITY PLAN

1" = 30'-0"

### GENERAL NOTES:

- HANDICAPPED SPACES MUST BE PAINTED BLUE PER VILLAGE ORDINANCE

GERALD NELL INC.  
W229 N1680 WESTWOOD DRIVE  
WAUKESHA, WI 53186-1152  
262-513-3750



BEVCO ADDITION  
W222N5739 MILLER WAY  
SUSSEX, WISCONSIN

Drawn By  
MF  
Date  
9-24-20  
Scale  
1" = 30'-0"  
Job Number

Sheet Name  
SITE PLAN

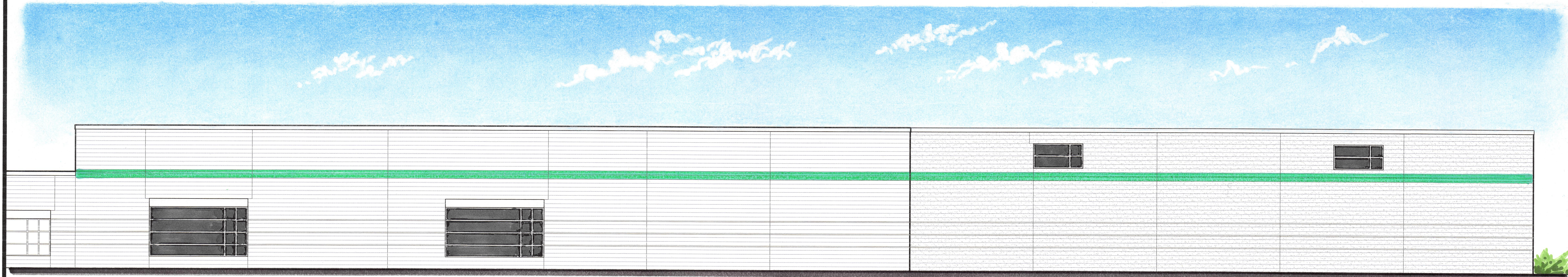
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A1.1

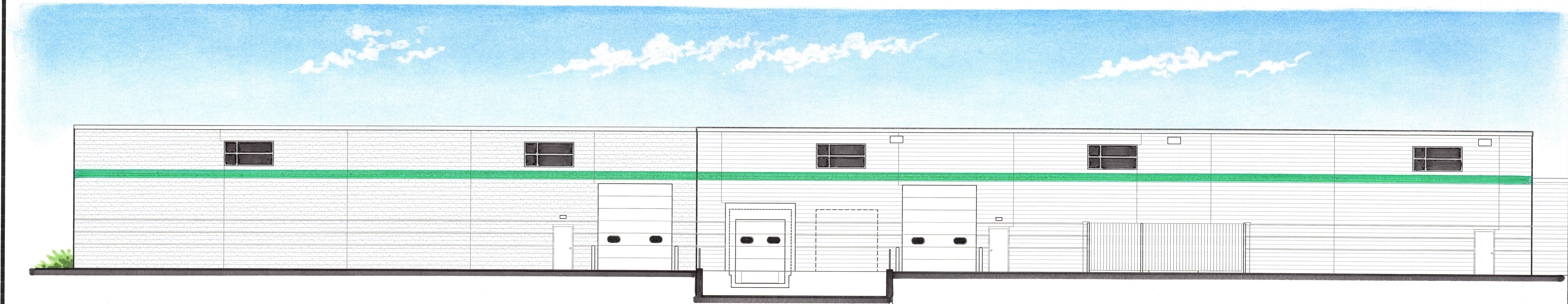
SHEET OF TOTAL SHEETS

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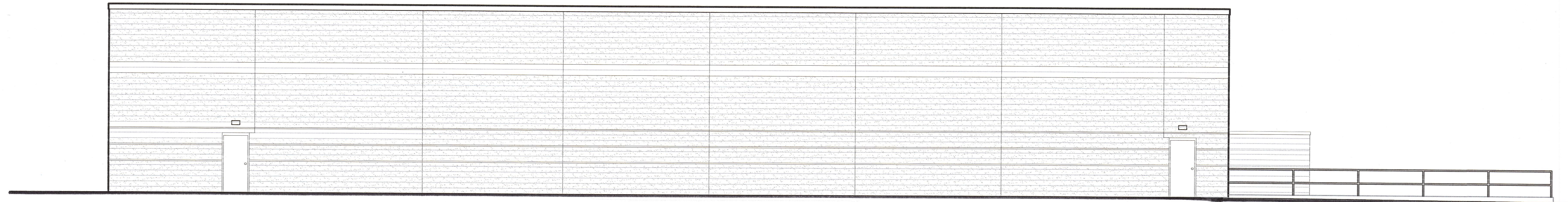




NORTH ELEVATION

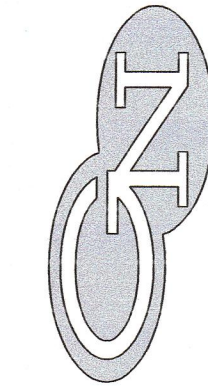


SOUTH ELEVATION



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REVISIONS			
Rev.	Date	Description	By

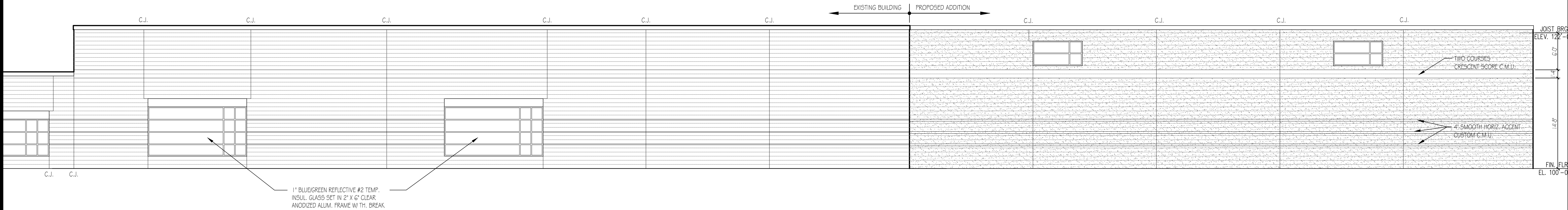


GERALD NELL INC.  
W229 N1680 WESTWOOD DRIVE  
WAUKESHA, WI 53186-1152  
262-513-3750

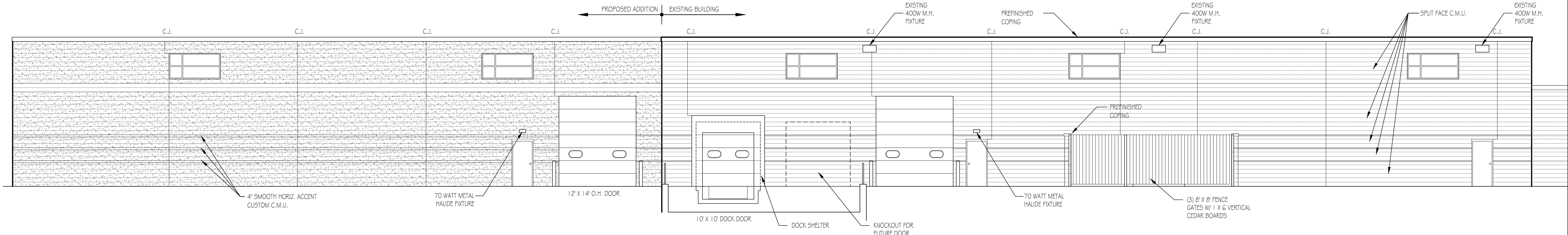
BEVCO ADDITION  
W222N5739 MILLER WAY  
SUSSEX, WISCONSIN

Drawn By MIF
Date 9-24-20
Scale 1/8" = 1'-0"
Job Number
Sheet Name EXTERIOR ELEVATIONS
Sheet Number A4.1
SHEET OF TOTAL SHEETS

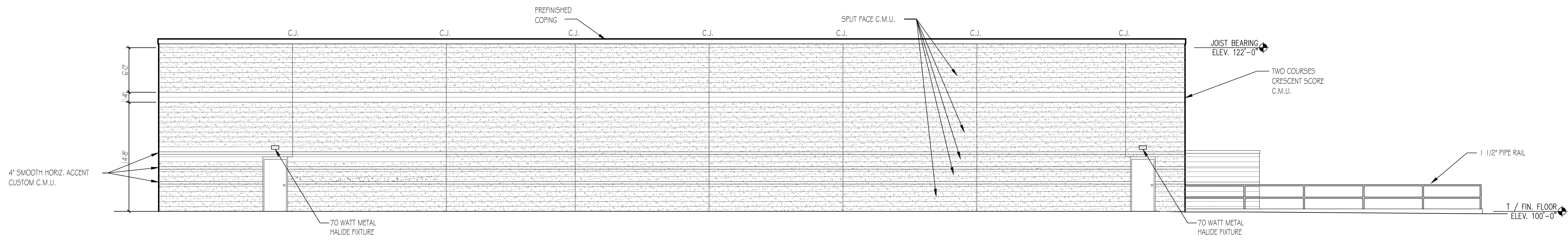




**NORTH ELEVATION**  
1/8" = 1'-0"



**SOUTH ELEVATION**  
1/8" = 1'-0"



**WEST ELEVATION**  
1/8" = 1'-0"

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REVISIONS			
Rev.	Date	Description	By

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W229 N1680 WESTWOOD DRIVE  
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BEVCO ADDITION

W222N5739 MILLER WAY

SUSSEX, WISCONSIN

Drawn By  
MF

Date  
9-24-20

Scale  
1/8" = 1'-0"

Job Number

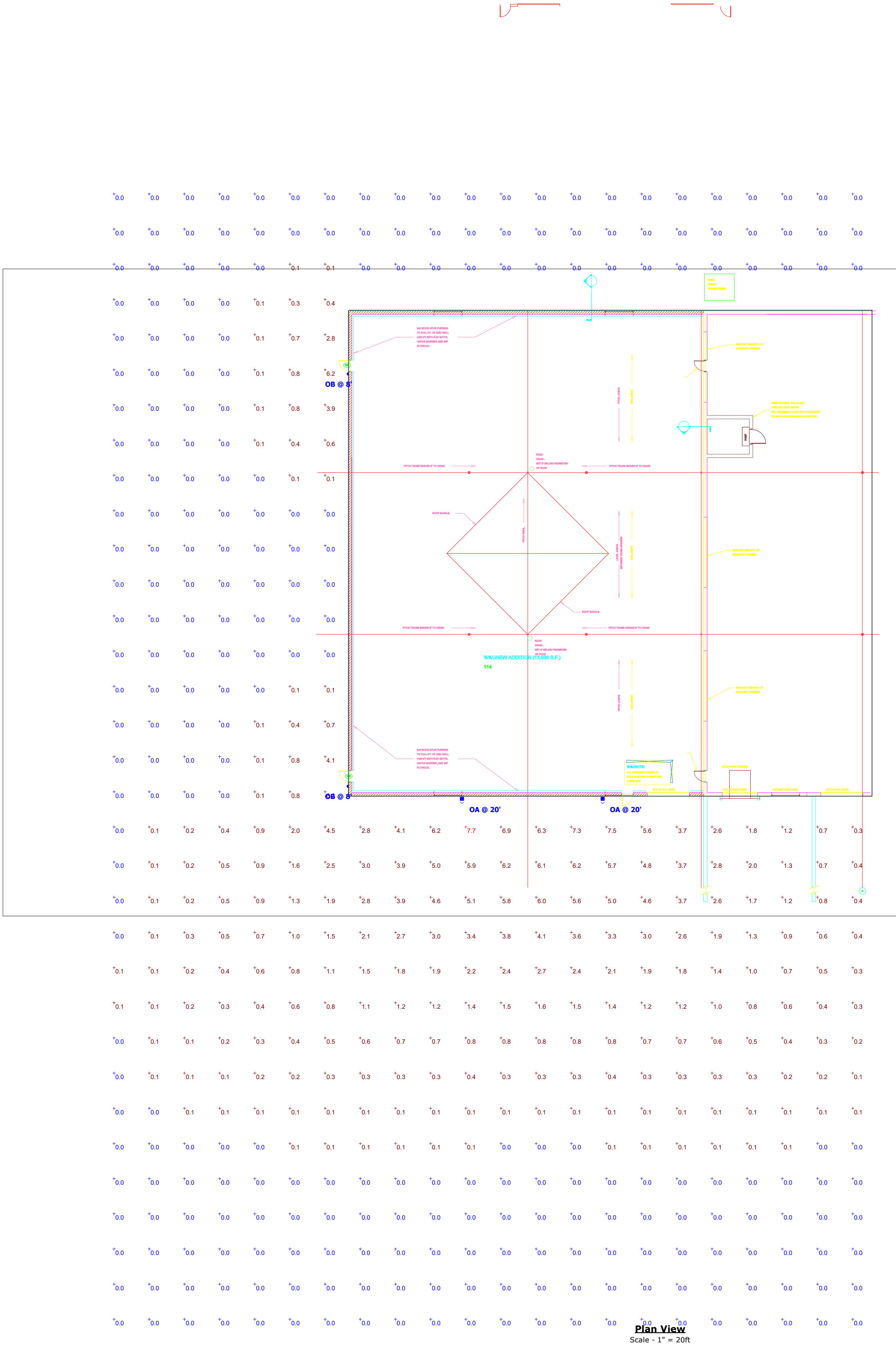
Sheet Name

EXTERIOR ELEVATIONS

Sheet Number

A4.1

SHEET OF TOTAL SHEETS



Plan View  
Scale - 1" = 20ft

Schedule																	
Symbol	Label	Image	QTY	Manufacturer	Catalog Number	Description	Lamp	Number Lamps	Filename	Lumens per Lamp	Lumen Multiplier	LLF	Wattage	Efficiency	Distribution	Polar Plot	Notes
	OA		2	Lithonia Lighting	KAD LED 60C 1000 40K R4 DBXTD	KAD LED, 60 LED, 1 AMP MVOLT DRIVER, 4000K, TYPE 4 OPTICS.		1	KAD_LED_60C_1000_40K_R4_MVOLT.ies	20693	1	1	216	100%	TYPE IV, MEDIUM, BUG RATING: B3 - U0 - G4		
	OB		2	Lithonia Lighting	WPX1 LED P2 40K MVOLT DBXTD	WPX1 LED wallpack 3000lm 4000K color temperature 120-277 Volts		1	WPX1_LED_P2_40K_Mvolt.ies	2913	1	1	24.42	100%	TYPE III, SHORT, BUG RATING: B1 - U0 - G1		

Note

1. READINGS AT GROUND LEVEL
2. MEASUREMENTS TEN FOOT ON CENTER

# Village of Sussex - Master Sign Program

**Project Name:** Mammoth Springs at The Corners

**Property Address:** Main Street & Silver Spring Drive, Sussex, WI 53089

**Current Zoning:** B-4 Central Mixed-Use Business

**Applicant Name:** Sawall Development

**Contact:** Arthur Sawall – [arthur@sawalldevelopment.com](mailto:arthur@sawalldevelopment.com)

Joel Martin – [jmartin@sawalldevelopment.com](mailto:jmartin@sawalldevelopment.com)

**Applicant Address:** N63 W23217 Main St #200

**City:** Sussex **State:** WI **Zip:** 53089

## **Intent**

This document comprises the Master Sign Program (MSP) for Mammoth Springs at The Corners (previously known as Mammoth Lofts) located on the corner of Main Street and Silver Spring Drive in the Village of Sussex. Mammoth Springs at The Corners is a mixed-use business development consisting of retail space and luxury multifamily housing. The intent of the MSP is to set forth a theme as to placement, lettering style, color, materials, mounting method and other related design considerations of signs, while at the same time reducing sign clutter.

## **Approval Procedure**

All planned sign programs shall be reviewed and approved by the Architectural Control Board. After the approval of this sign program, no sign shall be erected, placed or maintained except in conformance with the planned sign program. Amendments to this document require Architectural Control Board review and approval in the form of a Master Sign Program Amendment.

Separate Sign Permits are required for each individual sign throughout the development and will be issued by the Village of Sussex Department of Building Inspection. Prior to application, the tenant shall obtain initial approval from the Owner of Mammoth Springs at The Corners and the application must bear the signature and/or stamp of the appropriate Owner representative(s).

## **Professionally Prepared**

All signs and sign plans shall be “professionally” prepared and demonstrate dimensions, letter style and type, materials, color selection, and craftsmanship. Applications to the Village of Sussex Department of Building Inspection for sign permits shall include professionally rendered imagery and dimension scale drawings and shall depict the type of light source, all materials, and colors.

## **Mammoth Springs at The Corners Master Sign Plan**

### **Interior Signage**

Permanent window signs will be allowed and may-not-exceed twenty five percent (25%) of the gross window area in which they are installed.

All national accounts such as Subway, Quiznos, etc. would be allowed to use their corporate colors for their signage. All signs must be approved by the Landlord as well as the Village of Sussex prior to permit being issued by the Village of Sussex.

### **Wall Signage**

#### **1. Theme, Color, Size & Style:**

***Tenant Wall Sign*** – Maximum height 24” acrylic letters attached to a common extruded aluminum raceway. Minimum height is 20”. Two lines of text are allowed. Text per sign is allowed in a single color only. A single color logo or graphic may be allowed within the wall sign allowance. This theme meets a variety of tenants’ needs while still providing elegant continuity for the Village’s Main Street.

Signs will be illuminated from within also known as “face-illuminated” as opposed to external lighting such as a gooseneck lamp shining onto the sign to illuminate it. Some renderings may appear to have a backer panel to which signs are commonly mounted to, however in the renderings for this development, this space is simply illustrating the area and square footage to which the signs are constrained to.

Letter style may match corporate identification for all tenants (block, script, serif, etc.). Corporate logos may be used in conjunction with letters when such logos are part of a corporate identity. The maximum vertical logo height shall be limited to the maximum letter height allowed. All signs will have steady illumination. No flashing or blinking lights will be permitted.

#### **2. Proposed Location:**

***Tenant Wall*** – Wall signs shall use the designated sign band. Tenants with multiple entrances will only be allowed one wall sign per side of the building. Upon approval of landlord and as allowed by the Village of Sussex Sign Code Section 17.0807 J, end cap tenants may be allowed an additional wall sign to maximize visibility to

customers. Sign text and logos shall be placed within the applicable allowable sign zone consistent with the following guidelines.

1. With each wall sign placed within a designated sign band, the vertical orientation of the wall sign must be within the allowable sign zone and be evenly balanced relative to a horizontal line running through the horizontal center of the allowable sign zone.
2. Each wall sign shall be placed and sized in a manner such that it does not interfere with any architectural elements of the building.

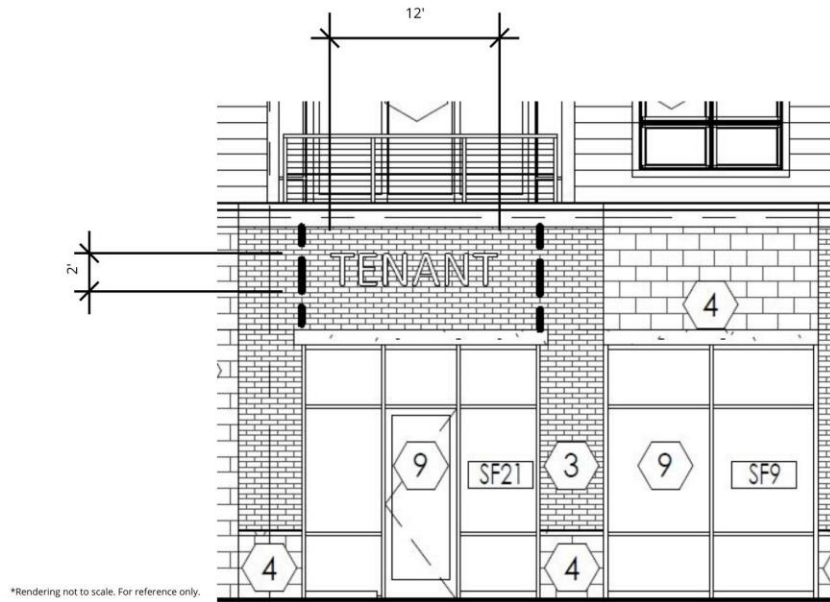
### 3. Proposed Size:

**Tenant Wall** – The maximum square footage allowed for exterior wall signs will be determined based on the size of the sign band and the quantity of tenant wall signs in that space. Current sizes are uniform to ensure a clean and professional design.

*The following chart shows the square footage allowed for single wall signs in the designated sign band.*

Sign Band	Max Height	Max Length	Max SF
9 Center Bands on both North & South Sides	24"	144"	24
2 End Bands on both North & South Sides (Corner Units)	24"	300"	50
Both East & West Band (Corner Units' Additional)	24"	300"	50





## **Building Layout**

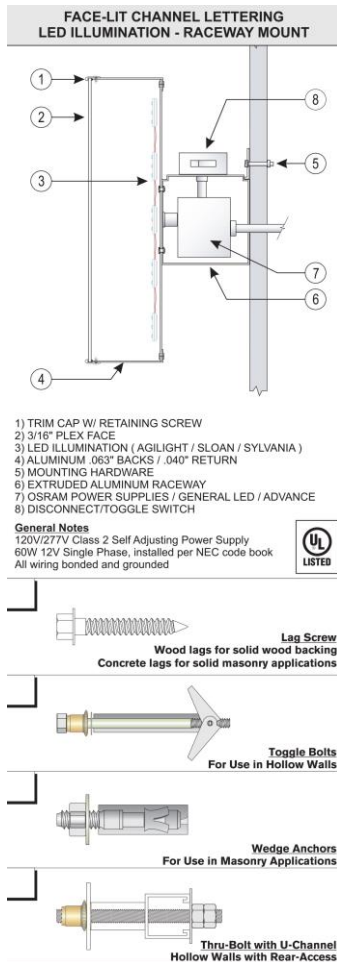
Both North and South sides of the building have 9 possible sign locations at maximum dimensions 2' in height and 12' in length. Additionally, the corner units on both the North and South sides have the longer sign locations at maximum dimensions 2' in height and 25' in length.



**3 WEST**  
SCALE: 3/8" = 1'-0"

**1 EAST**  
SCALE: 3/8" = 1'-0"

Below is a drawing prepared by South Water Signs for Mammoth Springs at The Corners' retail vendor Athletico in accordance with the Master Sign Plan illustrating the face-illuminated raceway mounted sign. All rights reserved. Each retail sign at Mammoth Springs at The Corners must be installed with the design concept of face-illuminated raceway mounted signs.



All signage must be approved by the Landlord as well as the Village of Sussex prior to permit being issued by the Village of Sussex.

For questions and clarifications, please contact Sawall Development at (262) 297-4444. N63 W23217 Main St #200, Sussex, WI 53089.