VILLAGE OF SUSSEX SUSSEX, WISCONSIN

Minutes of the Architectural Review Board (ARB) meeting held on March 11, 2020.

Chairperson Greg Goetz called the meeting to order at 10:03 a.m.

Members present: Greg Goetz, Greg Zoellick, Amanda Schauer, and Melissa Granicki.

Members absent: None

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

Consideration and possible action on the minutes of February 5, 2020.

A motion by Schauer, seconded by Granicki to approve the minutes of the meeting held on February 5, 2020.

Motion carried.

Consideration and possible action on the site, architectural, lighting and landscape for Prestwick Group addition (W248N5499 Executive Drive).

Stu LaRose –MSI General and Brian Nelson Zimmerman Studios were present for this matter

Fluet reviewed the memo (copy attached). Mr. Nelson reviewed the architectural plans and the materials to be used (photo attached).

A motion by Goetz seconded by Schauer to approve the site, architectural, lighting and landscape for Prestwick Group addition (W248N5499 Executive Drive). Motion carried.

Consideration and possible action on a site, architectural, lighting, landscape and sign plans for The Courtyard at Sussex Assisted Living facility (W235N6350 Hickory Drive). Ken Koziczkowski Architect from Ganther Architecture was present for this matter.

Koziczkowski reviewed the plans.

Fluet reviewed the memo (copy attached). Zoellick asked about the gate at the Pembrooke cul de sac. Koziczkowski stated it would be a gate and the access is restricted to public safety.

Site- It was the consensus of the ARB the site plan meets the requirements.

Granicki stated it is a nice dumpster enclosure.

Architectural – It was the consensus of the ARB the architecture plan meets the requirements.

Fluet reviewed the lighting plan. Granicki asked about the lights and concern for the backyard of the neighbors, Koziczkoski stated the west end there are no light poles, the lights are on the building.

Lighting – It was the consensus of the ARB the plan meets the requirements.

Goetz stated concern for neighbor on Sunset near the pond, more than landscape should be added, fencing should also be added.

Landscape – It was the consensus of the ARB the plan meets the requirements and the motion should include fencing to be added at the property line for the two homes on Sunset Drive.

An updated rendering (copy attached) for the monument sign was submitted showing a different logo rendering.

Sign – It was the consensus of the ARB the sign plan meets the requirements.

A motion by Goetz, seconded by Schauer to approve the site plan, architectural plan, lighting plan, landscape plan and sign plan for The Courtyard at Sussex, Assisted Living Facility (W235N6350 Hickory Drive) subject to the following conditions:

- Add street trees in the right of way along Silver Spring and Hickory Drive.
- Add a screening fence at the north east corner near the rain garden #3 storm water basin to screen the two backyard properties on Sunset Drive.
- Approval of the new updated logo for the monument sign face.

Motion carried.

A motion by Goetz, seconded by Schauer to adjourn the meeting at 11:00 a.m.

Motion carried.

Respectfully submitted, Kasey Fluet, Assistant Development Director



N64W23760 Main Street Sussex, Wisconsin 53089 Phone (262) 246-5200 FAX (262) 246-5222

Email: <u>info@villagesussex.org</u>
Website: <u>www.villagesussex.org</u>

Architectural Review Board Agenda Wednesday, March 11, 2020 10:00 a.m. at Sussex Civic Center - Committee Room Second Floor

Pursuant to the requirements of Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Village of Sussex Architectural Review Board, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location.

Notice of Village Board Quorum, (Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting: Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments under the Public Comments section of the agenda, during any Public Hearing(s) or if the rules are suspended to allow them to do so.)

- I. Consideration and possible action on the minutes of February 5, 2020
- II. Consideration and possible action on the site, architectural, lighting and landscape for Prestwick Group addition (W248N5499 Executive Drive).
- III. Consideration and possible action on a site, architectural, lighting, landscape and sign plans for The Courtyard at Sussex Assisted Living Facility (W235N6350 Hickory Drive).
- IV. Adjournment.

Gregory Goetz Chairperson

Jeremy Smith Village Administrator

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Jeremy Smith at 246-5200.



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Email: info@villagesussex.org Website: www.villagesussex.org

MEMORANDUM

TO: Architectural Review Board

FROM: Kasey Fluet, Assistant Development Director

RE: ARB meeting for March 11, 2020

DATE: February 26, 2020

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

I. Consideration and possible action on the ARB minutes from the February 5, 2020 meeting.

II. Consideration and possible action on the site, architectural, lighting and landscape for Prestwick Group addition (W248N5499 Executive Drive).

This site is zoned BP-1. The manufacturing and assembling of product is a permitted use in accordance with Section 17.0420 (A)(6) in the BP-1 Business Park District. Prestwick Group is expanding their operations of light manufacturing of high-end golf course and community amenities. The expansion would add 33,000 square feet to the north side of the building, front entrance improvements and additional parking. In order for this expansion to occur, they needed additional land and purchased the vacant lot to the north.

The following are comments for the plans for the addition:

Site

- Need to record a cross access agreement for the shared parking lot
- Need to provide more details about proposed monument sign at the south drive entrance.
- Adding 134 stalls to the site with an additional 65 to the property to the north.

Architecture

- Building meets height and required setbacks.
- Material to be used meets the Design Standards.

Lighting

- Lighting must not spill out onto neighboring properties.
- Pole height not to exceed 25 feet, bases are to be buried or if exposed they shall be painted to blend in with the surroundings or have a decorative base.

Landscape

• The will be adding to the existing landscape and meet the Design Standards; 63 tree/evergreens and 136 shrubs/flowers

Policy Question:

1. Where is the existing dumpster enclosure? Are there any changes to the enclosure?

Staff Recommendation: Staff recommends the ARB recommend approval of the site, architectural, lighting and landscape plans for Prestwick Group subject to any following conditions.

III. Consideration and possible action on a site, architectural, lighting, landscape and sign plans for The Courtyard at Sussex Assisted Living Facility (W235N6350 Hickory Drive).

This site is zoned B-4. The community based residential facility (CBRF) is a conditional use in the B-4 Central Mixed Use District in accordance with Section 17.0506 (B)(3). The Matthews Senior Living group is proposing to construct a 103,999 square foot senior living facility. The facility will have a total of 110 units 58 units for residential care apartments (10-studio, 42-one bedroom and 6-two bedroom) 27 assisted living units and 25 memory care units.

Site

- The site will have 74 parking stalls, the code requires 55 spaces for this type of use.
- Access off Hickory Drive aligns with access to property to the east. Proposing a 6 foot sidewalk along Hickory Drive to connect to Silver Spring sidewalk. Path provided to connect with the bugline trail.
- Pembrooke street cul de sac will have a 14 foot wide emergency access road with gate.
- Proposed 24x24 dumpster enclosure and a 20x14 shed, both structures to be constructed with material matching the building.
- All plans are subject to final review by the Village Engineer and obtaining the necessary permits from the DNR.

Architectural

- Building meets height and required setbacks.
- Material to be used meets the Design Standards.

Lighting

- Lighting must not spill out onto neighboring properties.
- Pole height not to exceed 25 feet, bases are to be buried or if exposed they shall be painted to blend in with the surroundings or have a decorative base.

Landscape

- The plan meets the Design Standards; 63 trees, 92 evergreens 300 shrubs/flowers.
- 15 foot landscape buffer with some fencing along south side as a buffer for the Hickory Heights residential homes

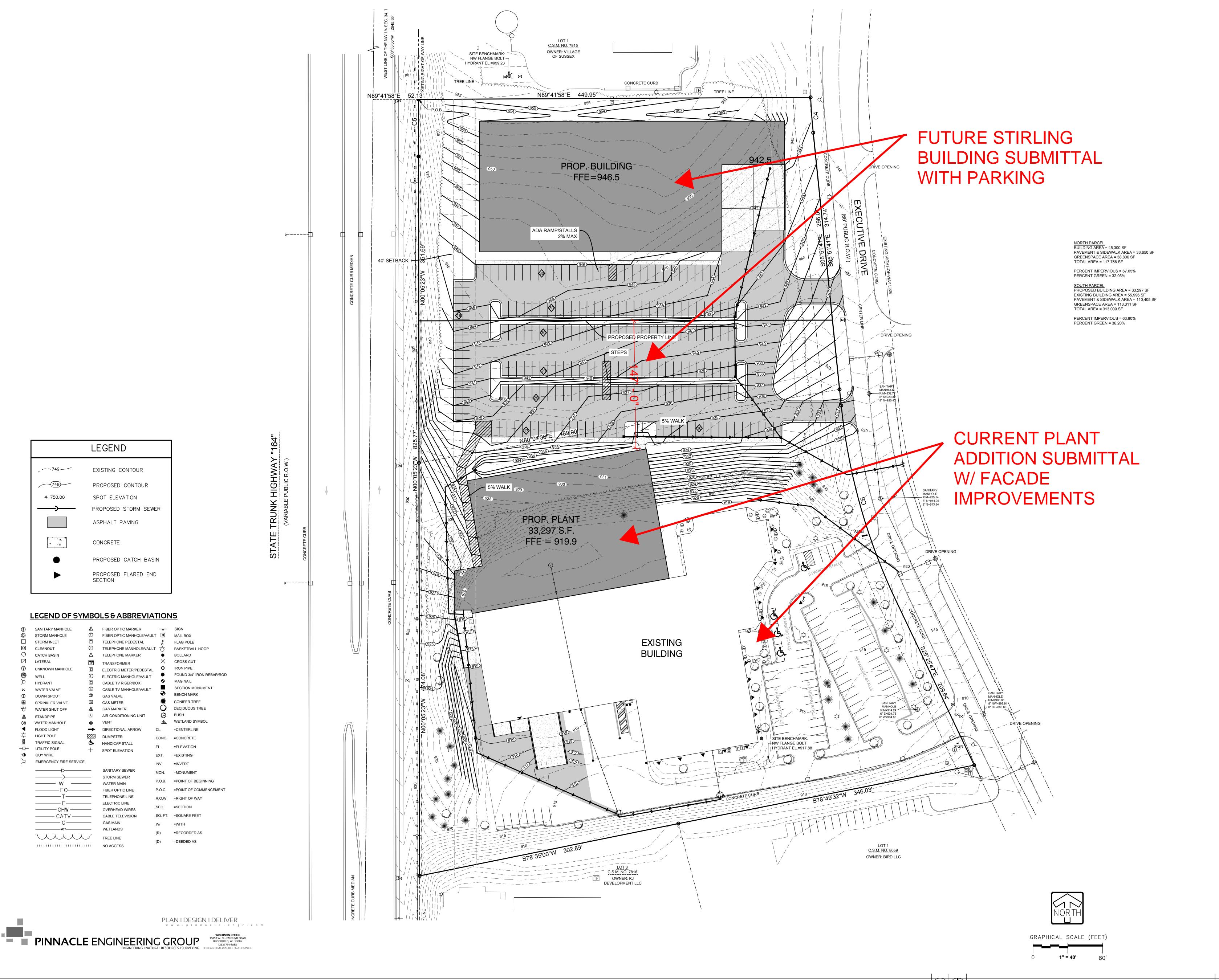
Sign

• The monument sign does not meet the Design Standards, the sign should have side pillar(s) of material that matches the base.

<u>Staff Recommendation:</u> Staff recommends the ARB recommend to the Plan Commission to approve the site, architectural, lighting, landscape and sign plans for The Courtyard at Sussex Assisted Living Facility (W235N6350 Hickory Drive); subject to the following conditions:

• Add pillar(s) to the monument sign





MSI GENERAL CORPORATION P.O. BOX. 7 CCONOMOWC, WI 53066 PHONE: 262—367—3661 FAX: 262—367—7390 WWW.MSIGENERAL.COM SINGLE SOURCE RESPONSIBILITY ISSUE DATES: Proposal: Bid: Contract: State Submittal / Permit: 1/9/2020 As-Built: REVISIONS: 1 2 3 4 5 6 7 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 34 35 36 PROJECT ADDRESS: The Prestwick Companies W248 N5499 Executive Drive Sussex, WI 53089 ALL MORKTO BE COMPLETED AS BIGNIM, AND IN ACCOMPANIES W248 N5499 Executive Drive Sussex, WI 53089	I SI GENERAL
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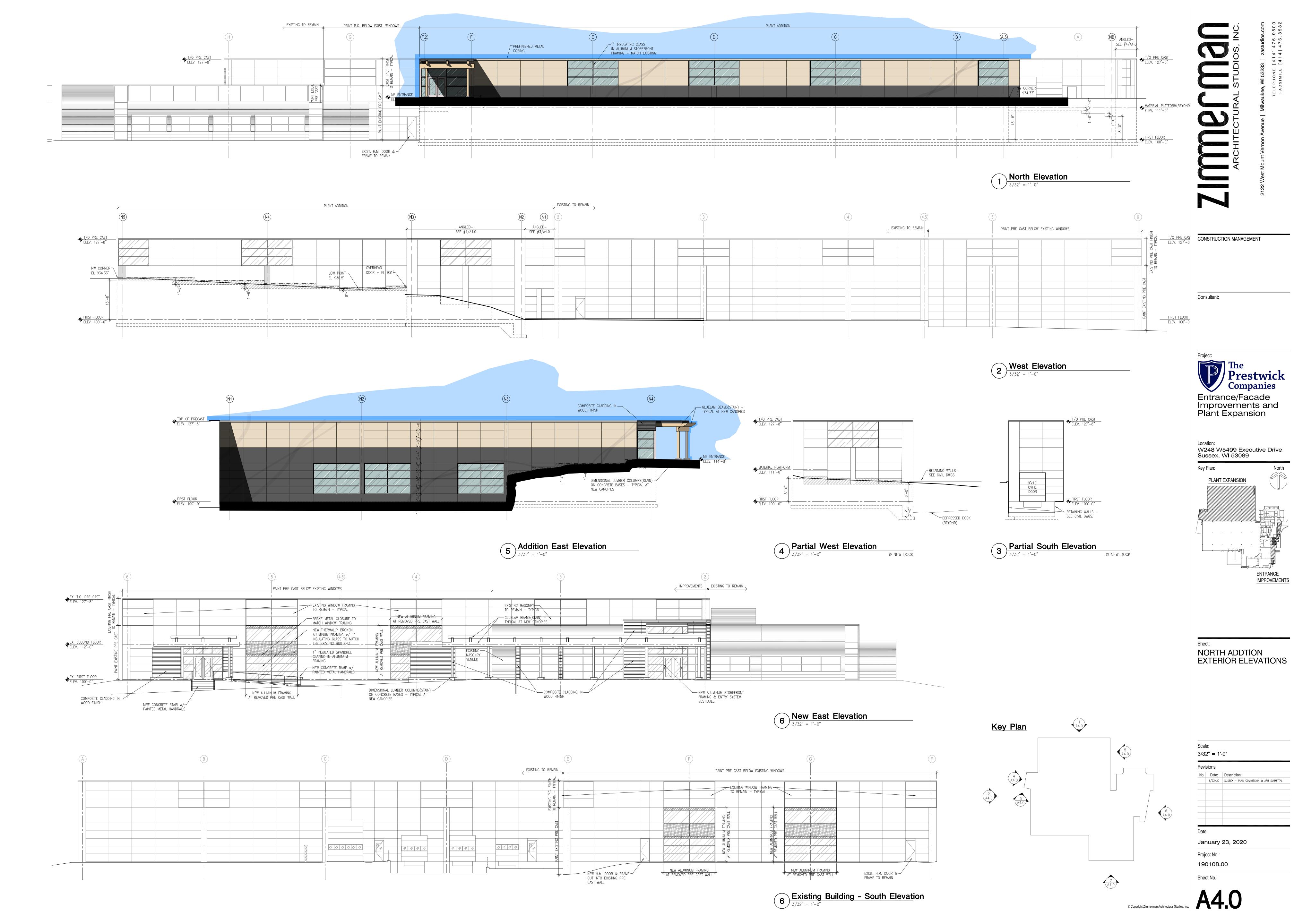






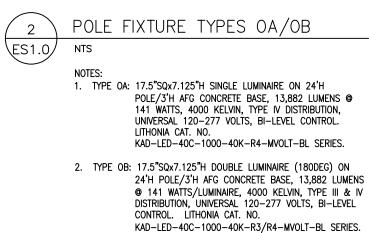




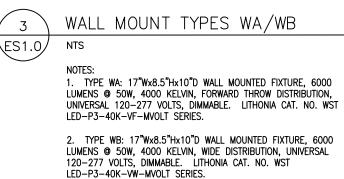


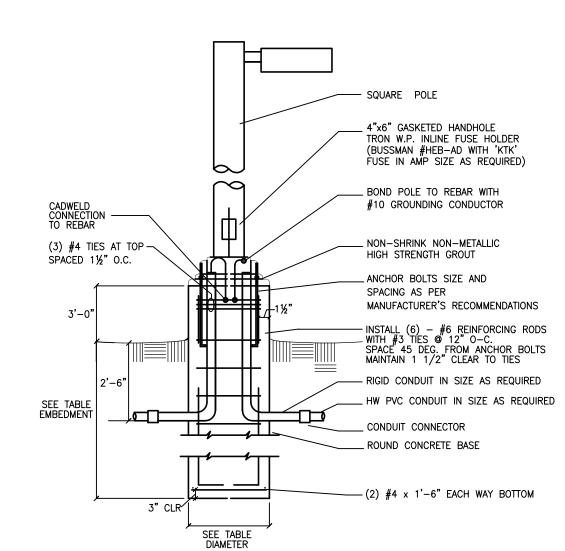
ELECTRICAL SITE PLAN













DIMENSIONS GIVEN ARE MINIMUM. PROVIDE POLE BASE DIAMETER AND DEPTH AS REQUIRED IN ACCORDANCE WITH LOCAL SOIL AND WIND VELOCITY CONDITIONS 2. ALL LIGHTING POLE CONCRETE BASES SHALL BE LOCATED A MINIMUM OF 12 INCHES OFF THE FACE OF THE CURBING EDGE OF SIDEWALK OR CENTERED WITHIN AN ISLAND. IN ALL CASES, HOWEVER, FINAL LOCATIONS OF LIGHTING POLES MUST BE VERIFIED WITH THE ARCHITECT/ENGINEER PRIOR TO INSTALLATION. 3. ALL DIMENSIONS POLE BASE ARE FOR BIDDING ONLY. POLE BASE SHALL MATCH THOSE AT EXISTING POLES, IF APPLICABLE.

DOLE HEICHT	В	BASE EMBEDME	NT/DIAMETER	
POLE HEIGHT	1 HEAD	2 HEAD	3 HEAD	4 HEAD
15'-0"	6'-5"/2'-0"	6'-5"/2'-0"	6'-5"/2'-0"	6'-5"/2'-0
20'-0"	6'-5"/2'-0"	6'-5"/2'-0"	8'-0"/2'-0"	8'-0"/2'-0
25'-0"	6'-5"/2'-0"	8'-0"/2'-0"	9'-0"/2'-0"	10'-0"/2'-0
30'-0"	8'-0"/2'-6"	9'-0"/2'-6"	10'-0"/2'-6"	10'-0"/2'-6
	15'-0" 20'-0" 25'-0" 30'-0" NOTES: 1. TABLE	15'-0" 6'-5"/2'-0" 20'-0" 6'-5"/2'-0" 25'-0" 6'-5"/2'-0" 30'-0" 8'-0"/2'-6" NOTES: 1. TABLE IS BASED ON	1 HEAD 2 HEAD 15'-0" 6'-5"/2'-0" 6'-5"/2'-0" 20'-0" 6'-5"/2'-0" 6'-5"/2'-0" 25'-0" 6'-5"/2'-0" 8'-0"/2'-0" 30'-0" 8'-0"/2'-6" 9'-0"/2'-6" NOTES: 1. TABLE IS BASED ON SOIL BEARING	1 HEAD 2 HEAD 3 HEAD 15'-0" 6'-5"/2'-0" 6'-5"/2'-0" 6'-5"/2'-0" 20'-0" 6'-5"/2'-0" 6'-5"/2'-0" 8'-0"/2'-0" 25'-0" 6'-5"/2'-0" 8'-0"/2'-0" 9'-0"/2'-0" 30'-0" 8'-0"/2'-6" 9'-0"/2'-6" 10'-0"/2'-6"

CONSTRUCTION MANAGEMENT

Consultant:

Companies Entrance/Facade Improvements and

W248 W5499 Executive Drive Sussex, WI 53089

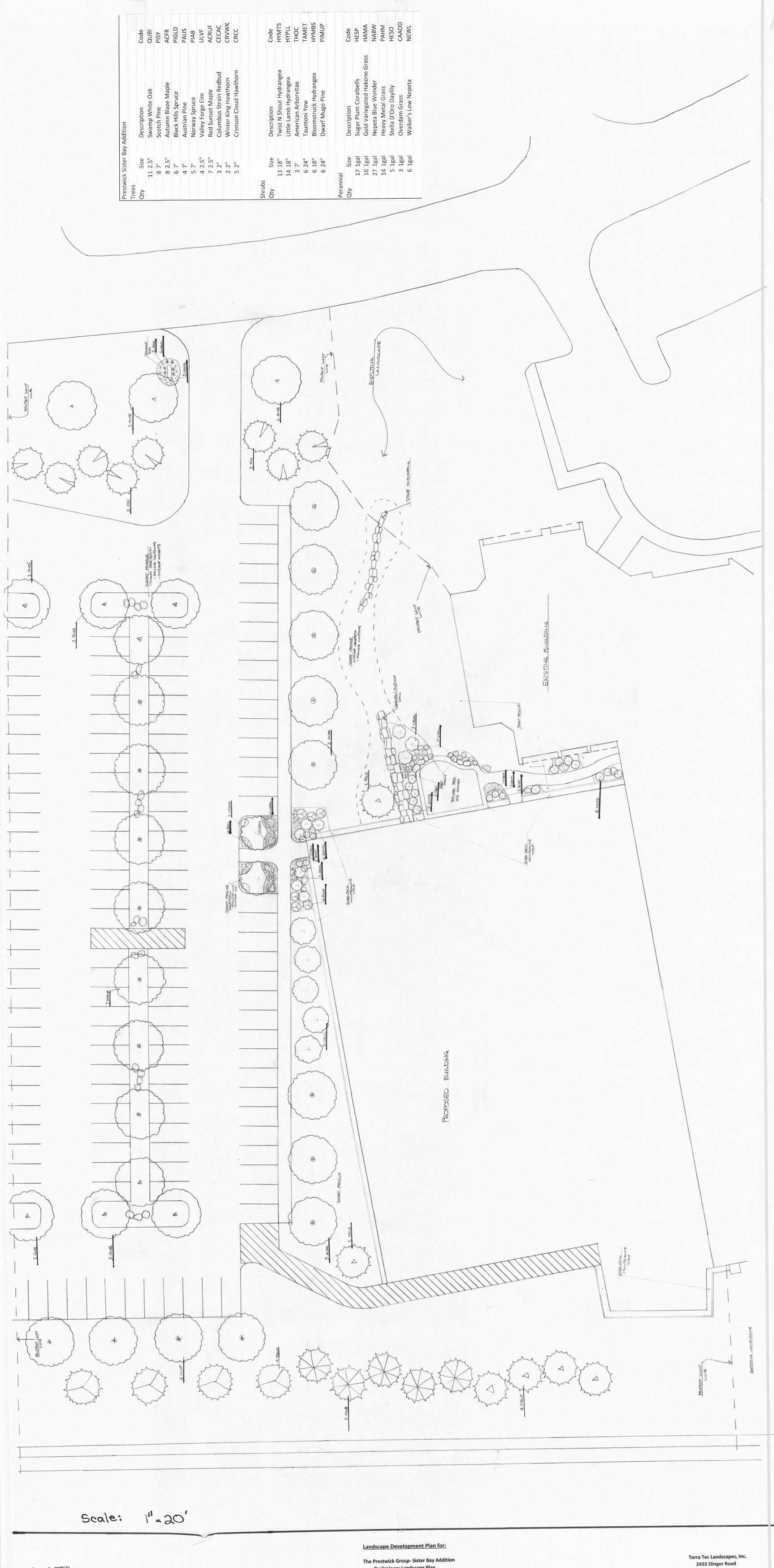
Plant Expansion

Photometric Plan

1" = 20'-0" No. Date: Description: 1/23/20 SUSSEX - PLAN COMMISSION & ARB SUBMITTAL

January 23, 2020 Project No

190108.00 Sheet No.:



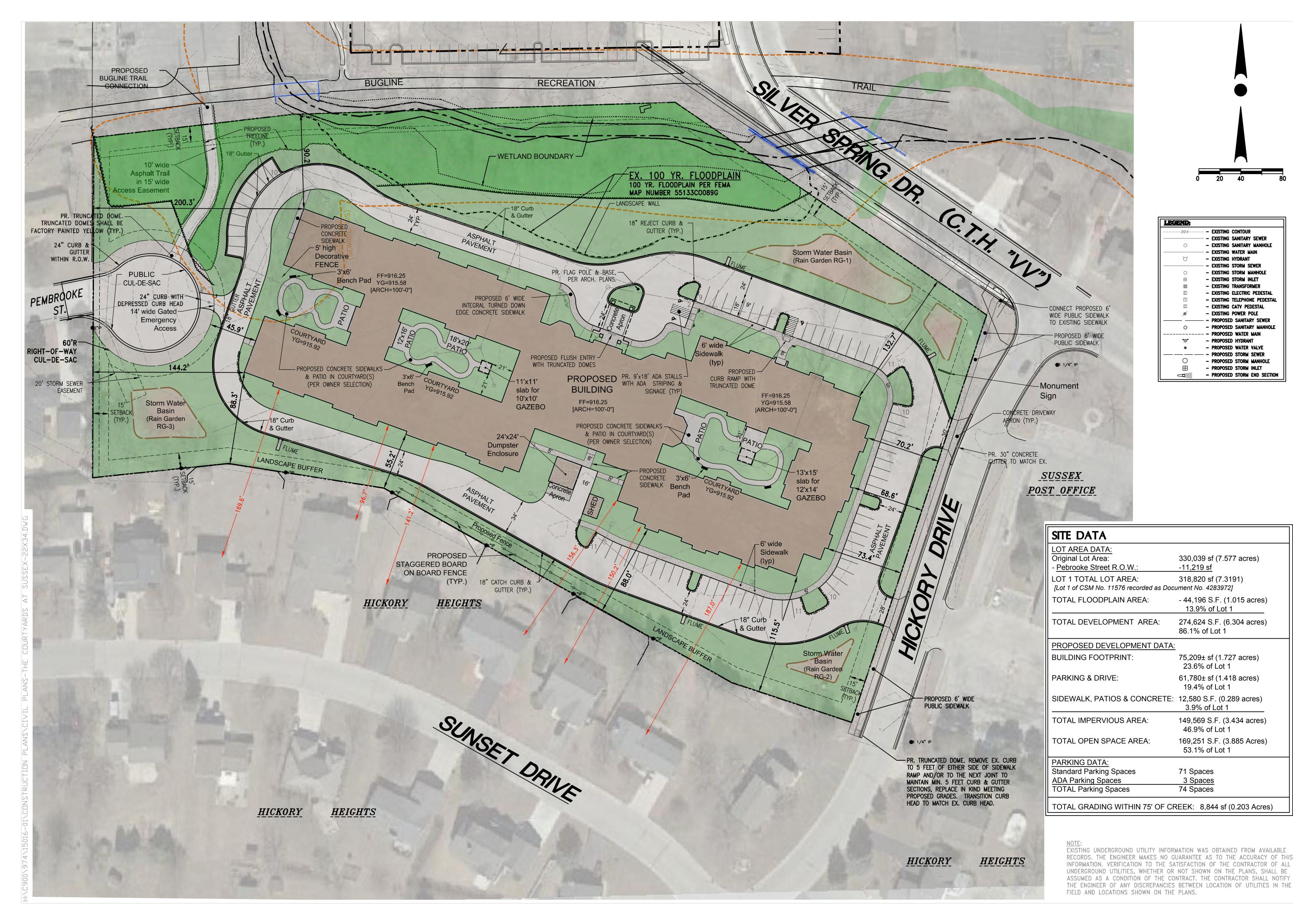
Drawn By: □ F E

Date: 1/22/2020 **Revisions:** Sheet

Preliminary Landscape Plan W248 N5499 Executive Drive Sussex, WI 53089

Richfield, WI 53076









BROOKFIELD, WI 53005 PHONE: (262) 790-1480 FAX: (262) 790-1481 EMAIL: info@trioeng.com

- EXISTING CONTOUR

- EXISTING HYDRANT

- EXISTING SANITARY SEWER

- EXISTING SANITARY MANHOLE

- EXISTING WATER MAIN

- EXISTING STORM SEWER

- EXISTING STORM MANHOLE

- EXISTING STORM INLET

- EXISTING TRANSFORMER - EXISTING ELECTRIC PEDESTAL

- EXISTING TELEPHONE PEDESTAL

PROPOSED SANITARY SEWER

- PROPOSED SANITARY MANHOLE

- PROPOSED WATER MAIN

- PROPOSED WATER VALVE

- PROPOSED STORM MANHOLE

- PROPOSED STORM INLET

- PROPOSED HYDRANT

- EXISTING CATY PEDESTAL

- EXISTING POWER POLE

ARD

REVIS	ION HISTORY	
DATE	DESCRIPTION	•
01/24/20	INITIAL SUBMITTAL	
		•
ATE:		

| Daie:

JANUARY 24, 2020

JOB NUMBER: 15016

DESCRIPTION:

PROPOSED SITE PLAN

SHEET

C1.1

PROPOSED CONSTRUCTION FOR:

THE COURTYARD AT SUSSEX

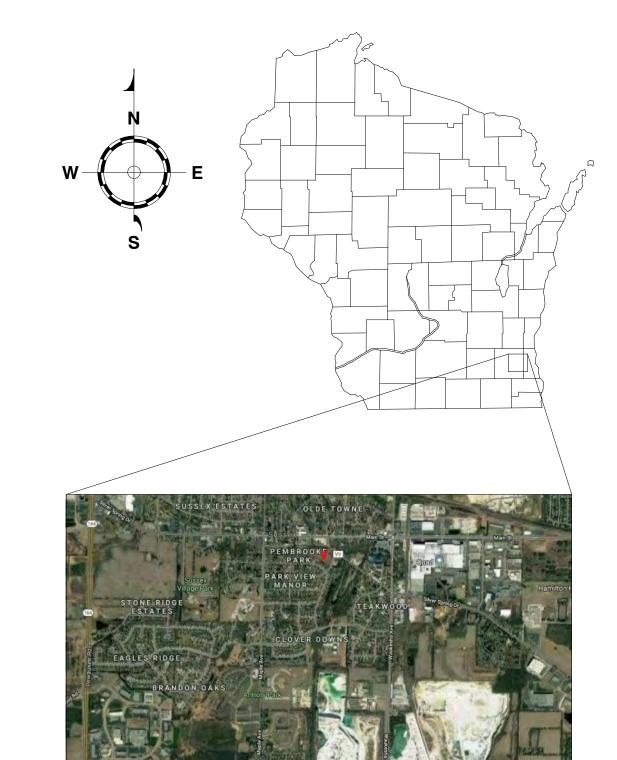
W235 N6350 HICKORY DRIVE SUSSEX, WI



PROJECT LOCATION MAP

SITE ADDRESS: THE COURTYARD AT SUSSEX W235 N6350 HICKORY DRIVE SUSSEX, WI

OWNER ADDRESS



CODE DATA		CONTAC	CTS
CODE(S):	MISCONSIN (2015 IEBC)	DESIGN BUILDER:	GANTHER CONSTRUCTION ARCHITE 4825 COUNTY ROAD A

			1 4029 COUNT I NOAD A
CONSTRUCTION TYPE:	V-A	BUILDER:	OSHKOSH, WI 54901 PHONE: (920) 426-4774
USE AND CLASSIFICATION:	I-2, CONDITION 1 I-1, CONDITION 2		CONTACT: KELLY SCHLEIF (PROJECT MANAGER) KEN KOZICZKOWSKI (ARCHITECT)
SEPARATED/ NON-SEP. USE:	SEPARATED	CIVIL	TRIO
TOTAL BUILDING AREA:	1ST FLR: 74,682 SF 2ND FLR: 29,317 SF CANOPY: 1,130 SF TOTAL: 105,129 SF	ENGINEER:	4100 N. CALHOUN ROAD BROOKFIELD, WI 53005 PHONE: (262) 790-1480
ALLOWABLE BLDG. AREA:		STRUCTURAL:	<u>.</u>
MAXIMUM NO. STORIES:			
SPRINKLER TYPE:	NFPA-13		 - -
FIRE ALARM:	YES		
EXIT TRAVEL DISTANCE:	200 FEET (I-2) 250 FEET (I-1)	FIRE SPRINKLER:	

PLUMBING:

HVAC:

ELECTRICAL

FOOD SERVICE:

200 FEET MAX.

FIRE-RESISTANCE RATINGS (BUILDING ELEMENTS))
PRIMARY STRUCTURAL FRAME	1
BEARING WALLS EXTERIOR	1*

SMOKE COMPARTMENT

SMOKE COMPARTMENT SIZE: 22,500 SF

TRAVEL DISTANCE:

AREA INCREASE:

	· •
BEARING WALLS INTERIOR	1
NONBEARING WALLS & PARTITIONS INTERIOR	0
FLOOR CONSTRUCTION & SECONDARY MEMBERS	1
ROOF CONSTRUCTION & SECONDARY MEMBERS	1
FIRE-RESISTANCE RATINGS (EXTERIOR WALLS	5)

	(
X < 5	1	
5 ≤ X < 10	1	
10 ≤ X < 30	1	
X ≥ 3 <i>0</i>	0	

*NOTE: MOST RESTRICTIVE APPLIES.

	SHEET INDEX
ON LARCHITECTURE INC.	<u> </u>

T1.0	COVER SHEET	
T1.1	RENDERINGS	
T1.2	RENDERINGS	
-	ARCHITECTURE	
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A2.0	FLOOR PLAN OVERALL	
A2.1	CBRF FIRST FLOOR	
A2.2	RCAC FIRST FLOOR	
A2.3	SECOND FLOOR	
A2.4	UNIT PLANS	
A3.0	ELEVATIONS	
A3.1	COURTYARD ELEVATIONS	
A9.0	ARCHITECTURAL SITE DETAILS	
PH1.0	PHOTOMETRIC	

GENERAL

Ganther Construction Architecture, Inc.

4825 County Road A Oshkosh, Wisconsin 54901 tel. 920.426.4774 fax 920.426.4788 www.ganther.com

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	REVISIONS			
#	DATE			
Project Number			20-1050	
Date			2/28/20	
Dai			2,20,20	
Drawn By			VP	

Checked By

ARB SUBMITTAL 2-28-20



Ganther Construction Architecture, Inc.

4825 County Road A Oshkosh, Wisconsin 54901 tel. 920.426.4774 fax 920.426.4788 www.ganther.com

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SUSSEX

YARD AT

UKIKAKU W235 N6350 HICKORY I

REVISIONS # DATE

Project Number 20-

Project Number 20-1050

Date 2/28/20

Drawn By
Checked By

T1.1











Ganther Constructio Architecture, Inc.

4825 County Road A
Oshkosh, Wisconsin 54901
tel. 920.426.4774 fax
920.426.4788 www.ganther.com

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IT SUSSEX

V A U A V

COURTYARL
W235 N6350 HICKOR

REVISIONS # DATE

DATE

Project Number 20-1050

Drawn By

Checked By

T1.2

2/28/20

FLOOR PLAN GENERAL NOTES

2. ALL INTERIOR DIMENSIONS ARE FRAMING TO FRAMING 3. SEE LIFE SAFETY PLAN TO CONFIRM FIRE RATINGS.

BUILDING INFORMATION

1. ALL WALLS TO BE TYPE "A" U.N.O.

OVERALL BUILDING FIRST FLOOR S.F.

CBRF = 43,335 s.f. RCAC = 31,347 s.f.

TOTAL = 74,682 s.f.

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REVISIONS Project Number 20-1050 2/28/20 Drawn By

Checked By



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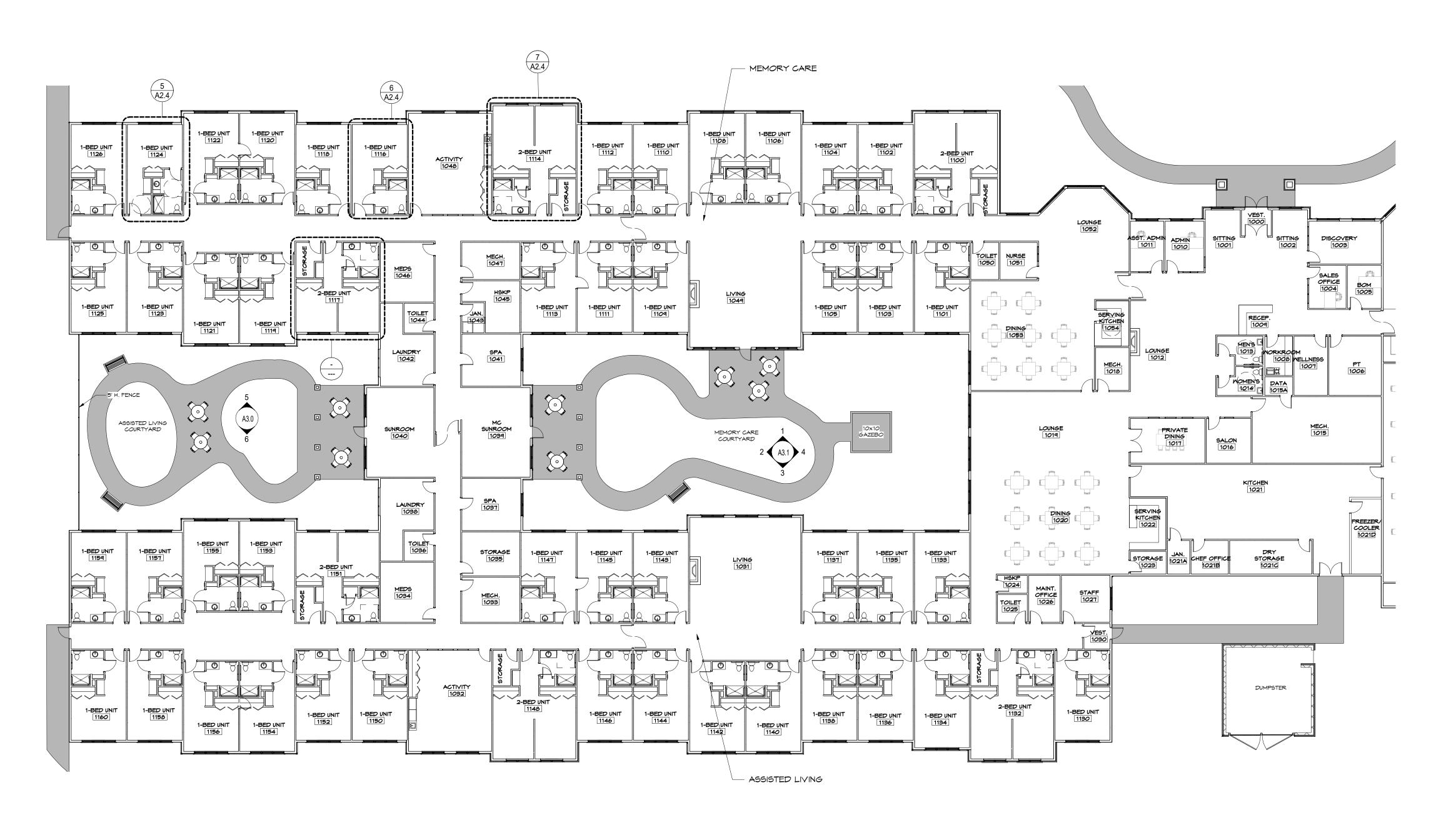
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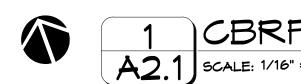
Project Number 20-1050

2/28/20

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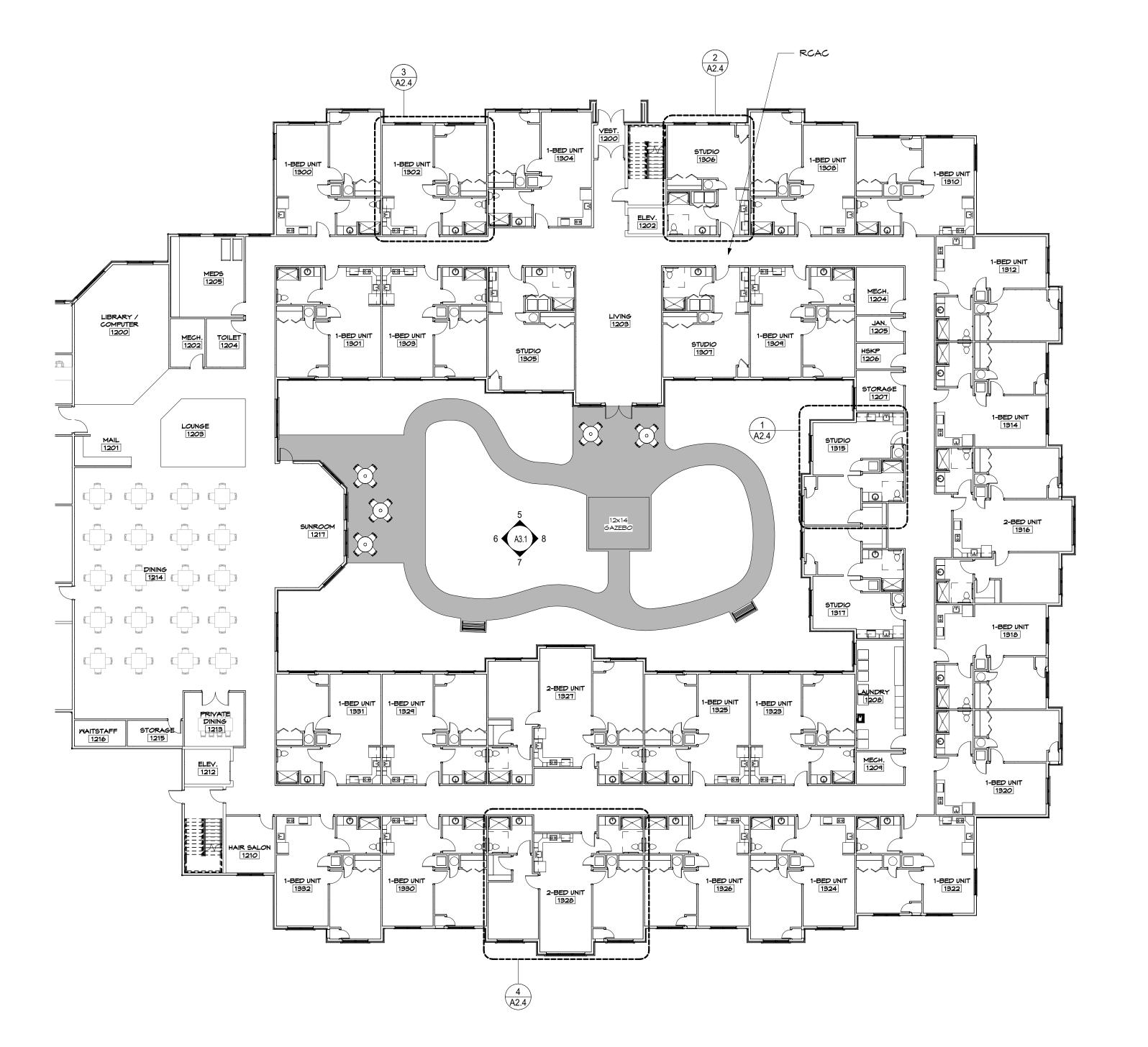
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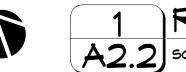
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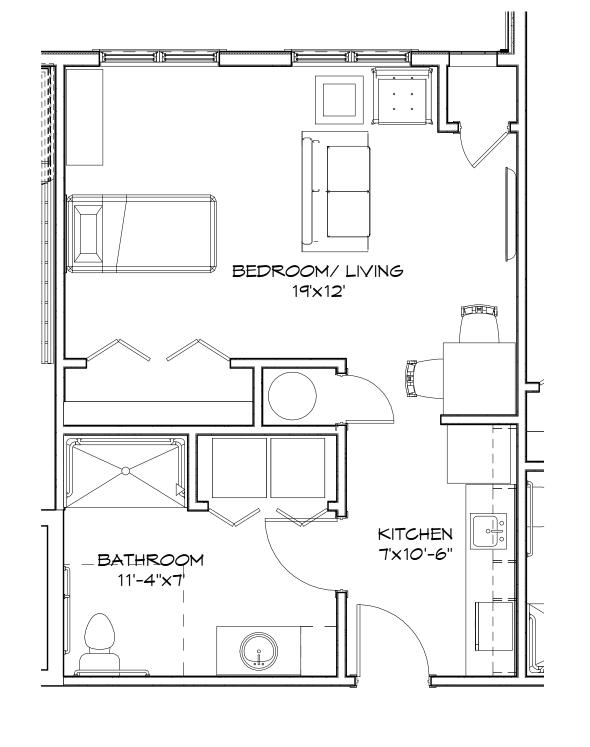
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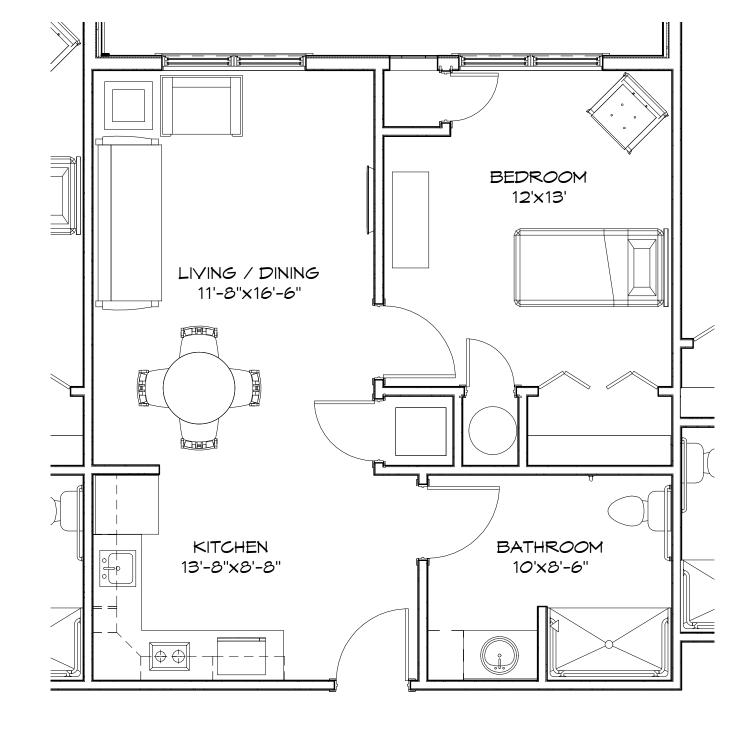
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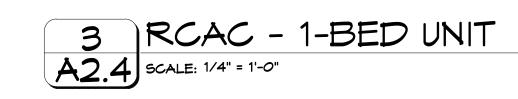
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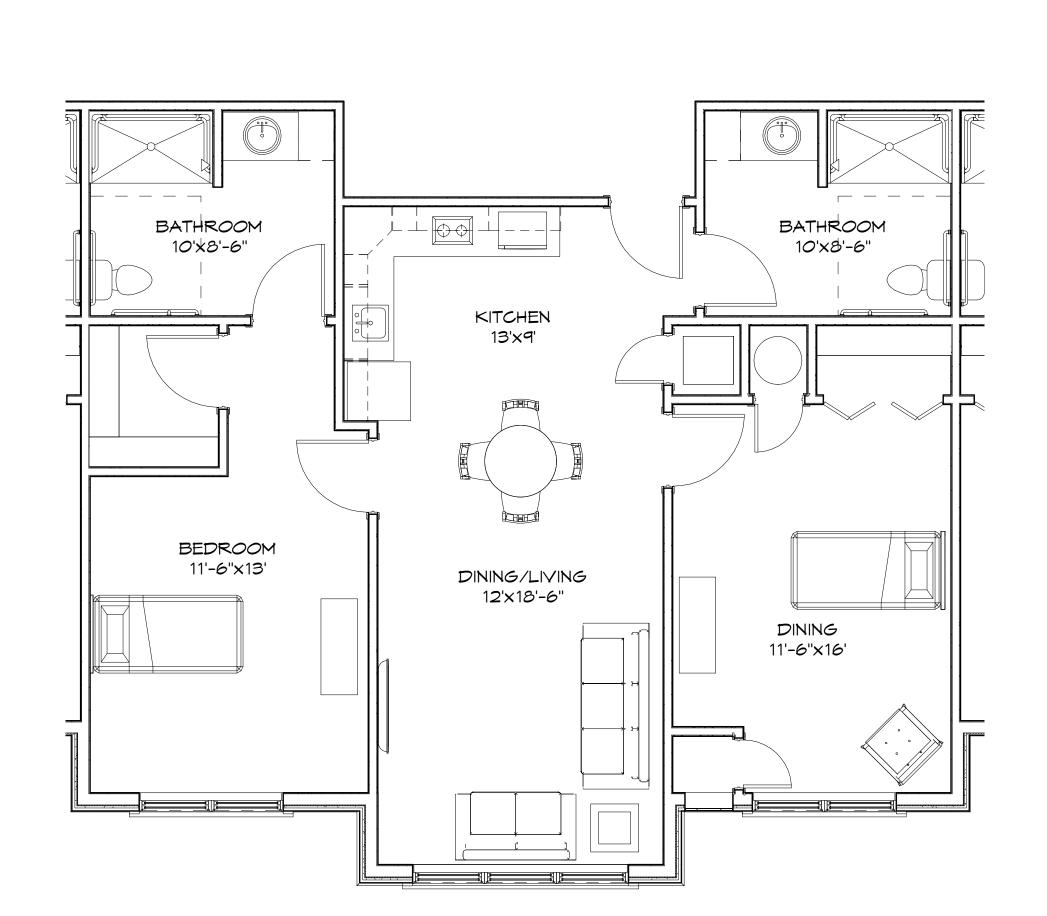


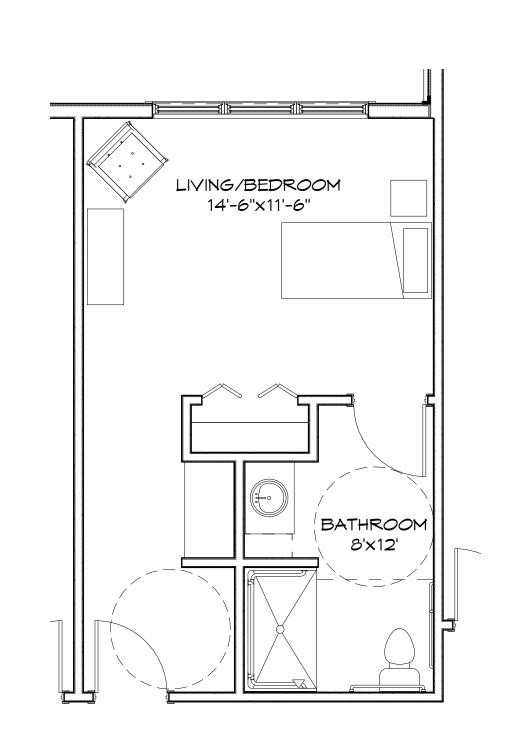






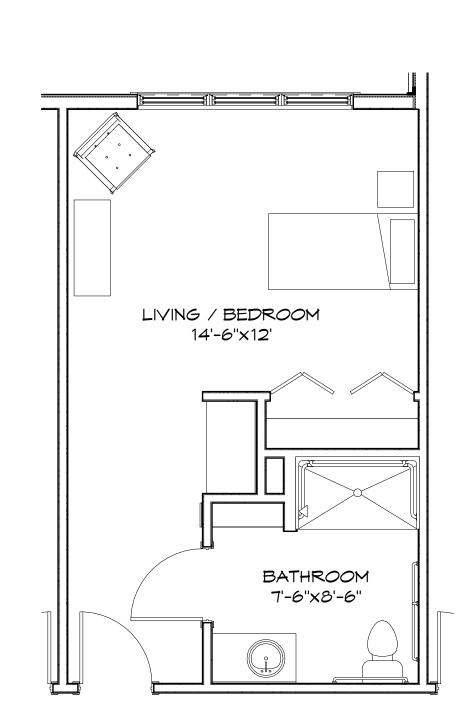


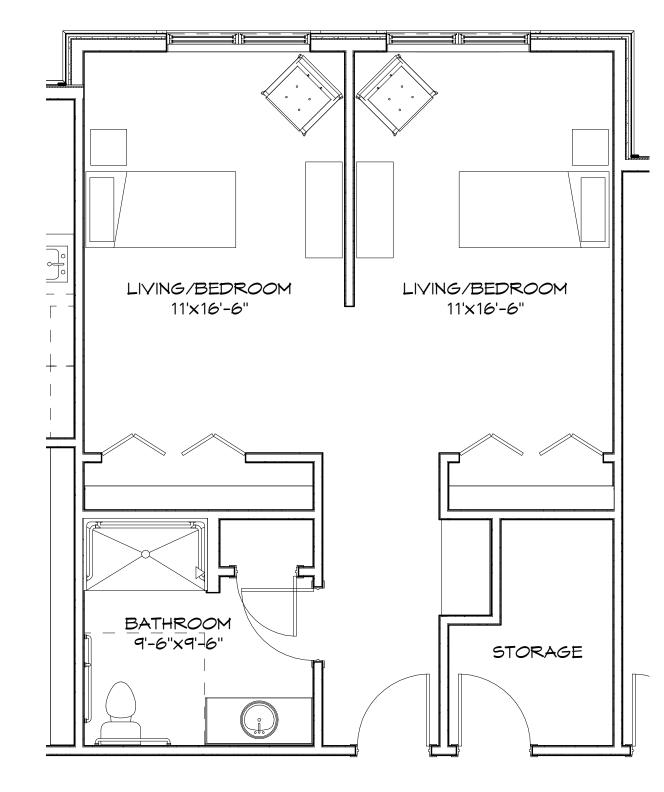


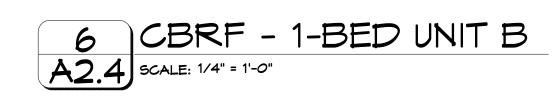


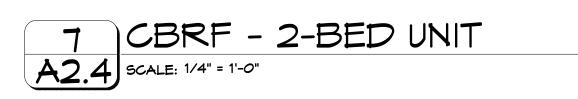
5 CBRF - 1-BED UNIT A
A2.4 SCALE: 1/4" = 1'-0"

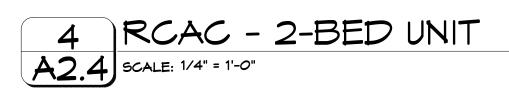
2 RCAC - STUDIO B A2.4 SCALE: 1/4" = 1'-0"











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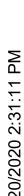
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A3.0

























6 MEST IL COURTYARD

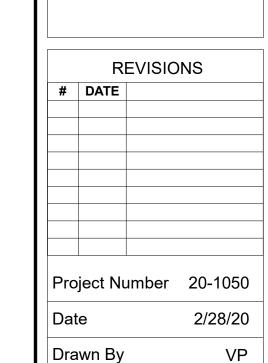
SCALE: 1" = 20'-0"











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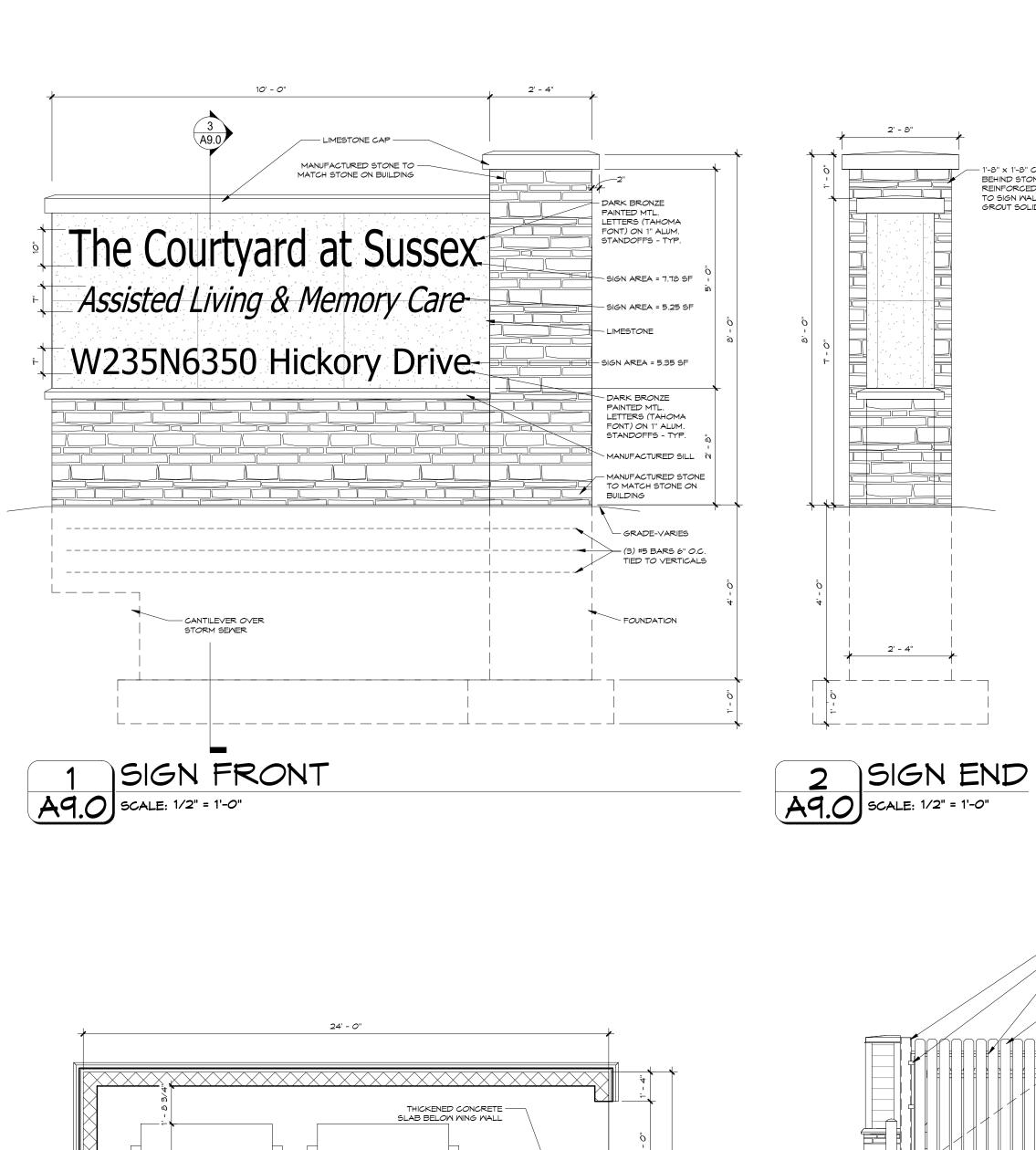
A3.1

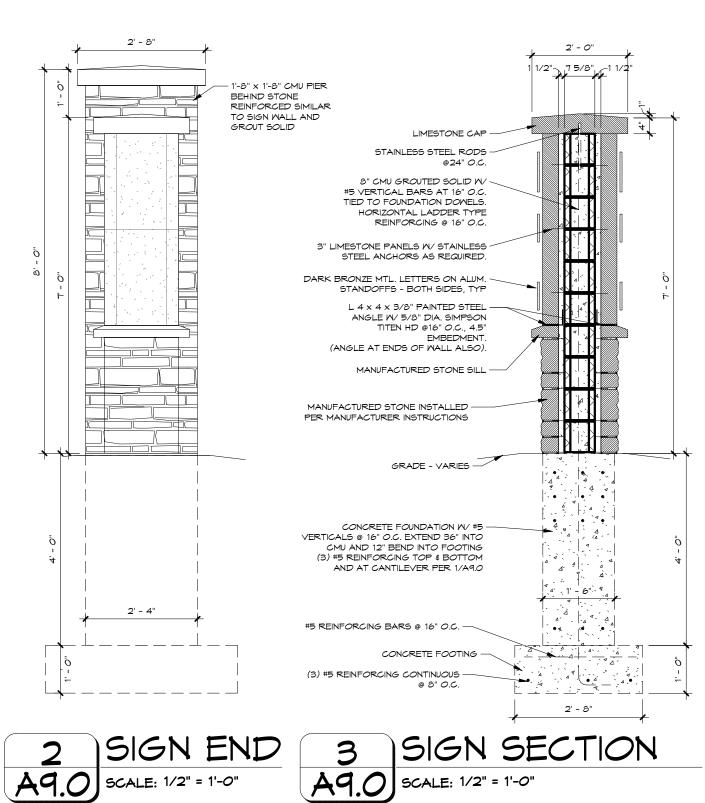
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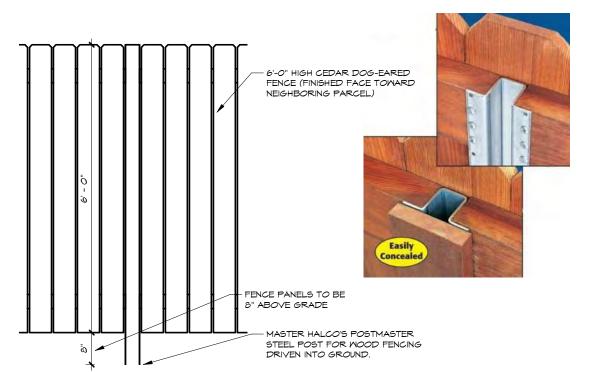
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4 CEDAR FENCE A9.0 SCALE: 1/2" = 1'-0"

POSTS TO BE DRIVEN INTO GROUND

6 COURTYARD FENCE A9.0 SCALE: 1/2" = 1'-0"

AMERISTAR, MONTAGE PLUS

(MAJESTIC 3-RAIL) MTL. FENCE - BLACK, OR APPROVED EQUAL



5 GAZEBO A9.0 SCALE: N.T.S.





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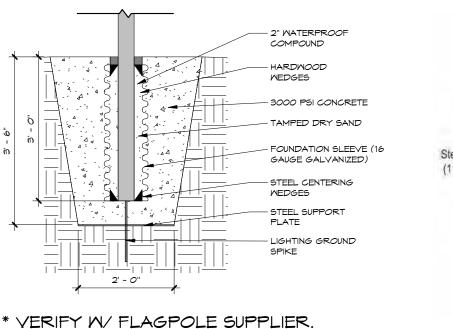
| ARCHITECTURE, INC., OR FROM ANY

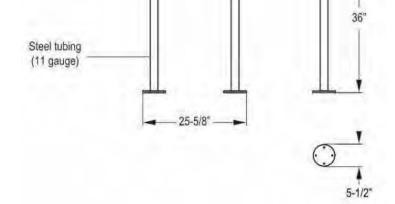
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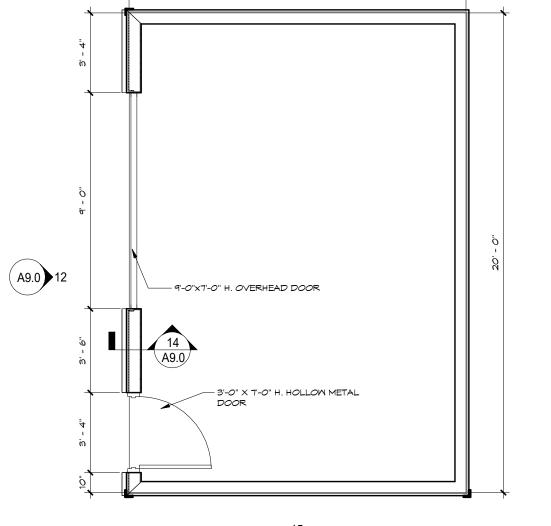
2 BIKE 'U' BIKE RACK, BRONZE, SURFACE MOUNTED PROVIDE 2, FOR 4 BIKE CAPACITY

1-7/8"-

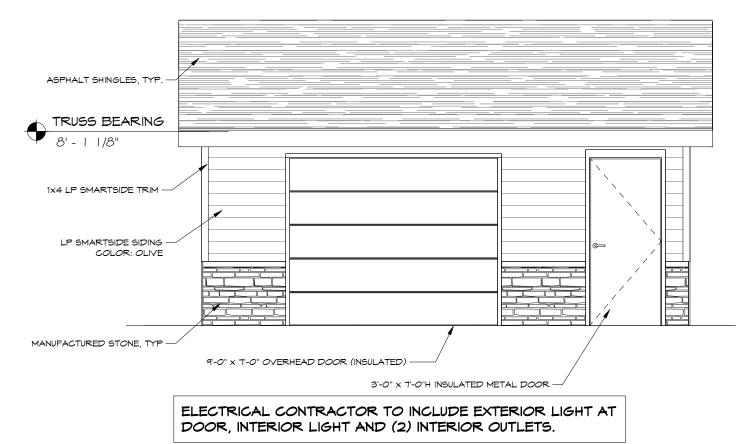
FLAG POLE

8 'U' BIKE RACK

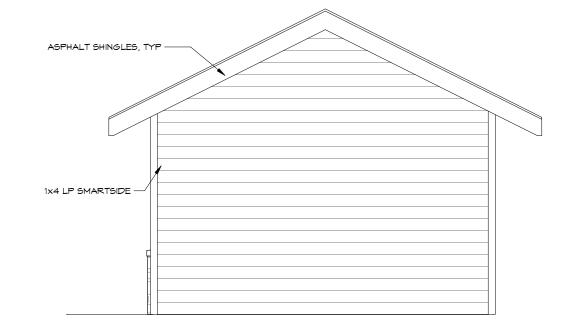
7 FOUNDATION A9.0 SCALE: 1/2" = 1'-0"



14' - 0 9/16"

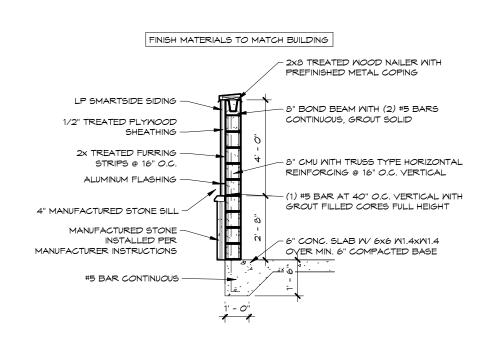




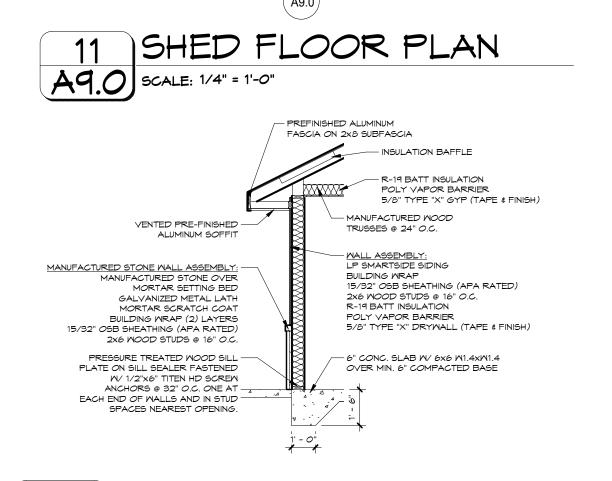


15 SHED END WALLS
49.0 SCALE: 1/4" = 1'-0"

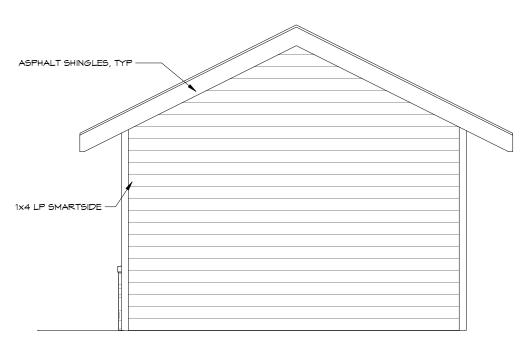
TREATED 2x2 WOOD BLOCKING T&B - 1X6 STAINED CEDAR PICKETS 6" CONCRETE SLAB. SEE STRUCTURAL, OVER MIN 6" COMPACTED GRAVEL BASE -COLUMN TO SLAB JOINT — GATE BOLTS INSERTED -INTO CONCRETE 10 DUMPSTER ENCLOSURE A9.0 SCALE: 1/4" = 1'-0"



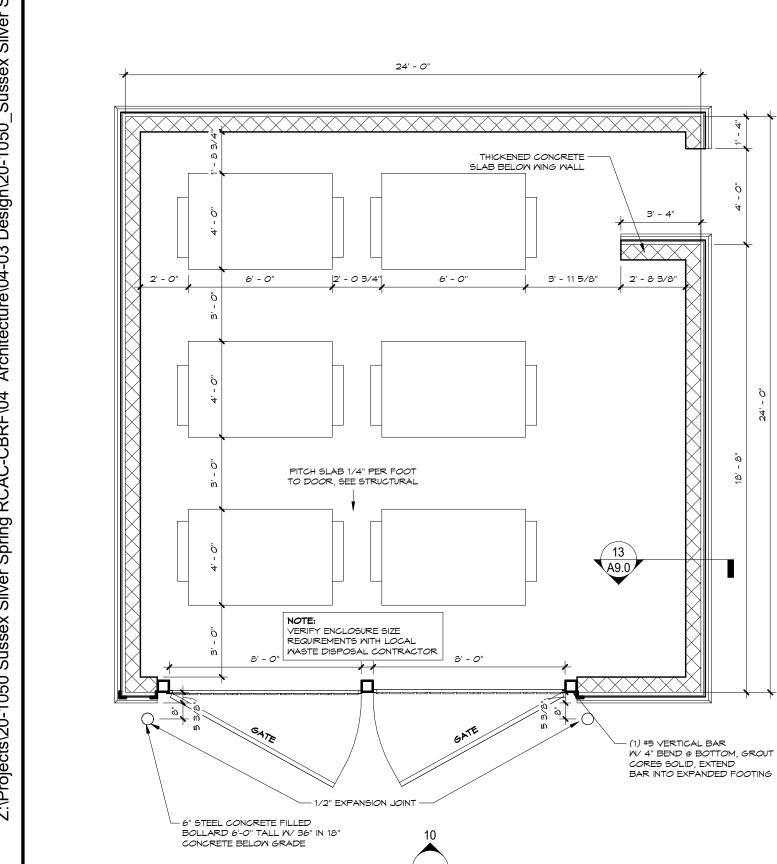
13 DUMPSTER ENCLOSURE SECTION A9.0 SCALE: 1/4" = 1'-0"



14 SHED WALL SECTION A9.0 SCALE: 1/4" = 1'-0"



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DUMPSTER ENCLOSURE

A9.0

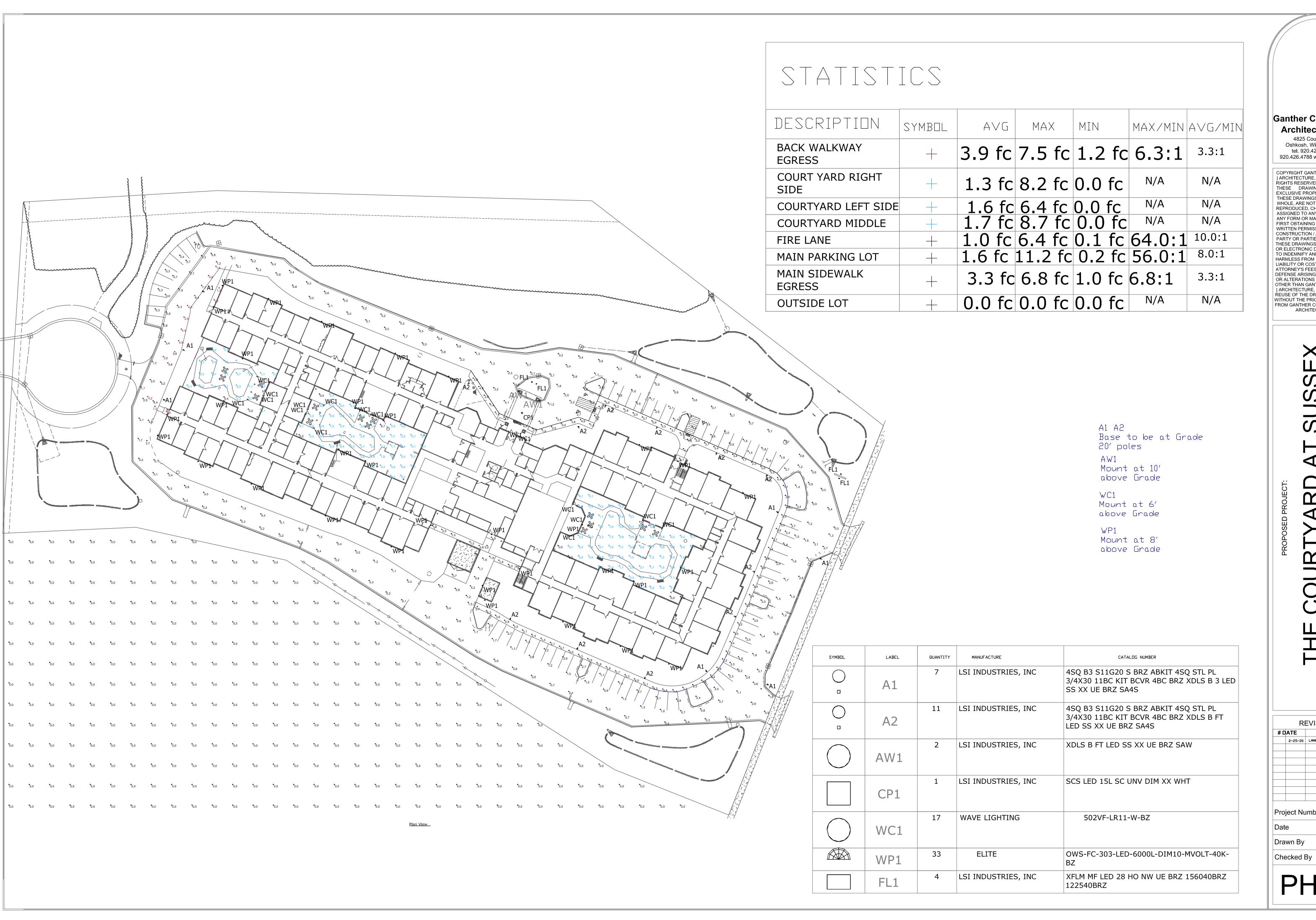
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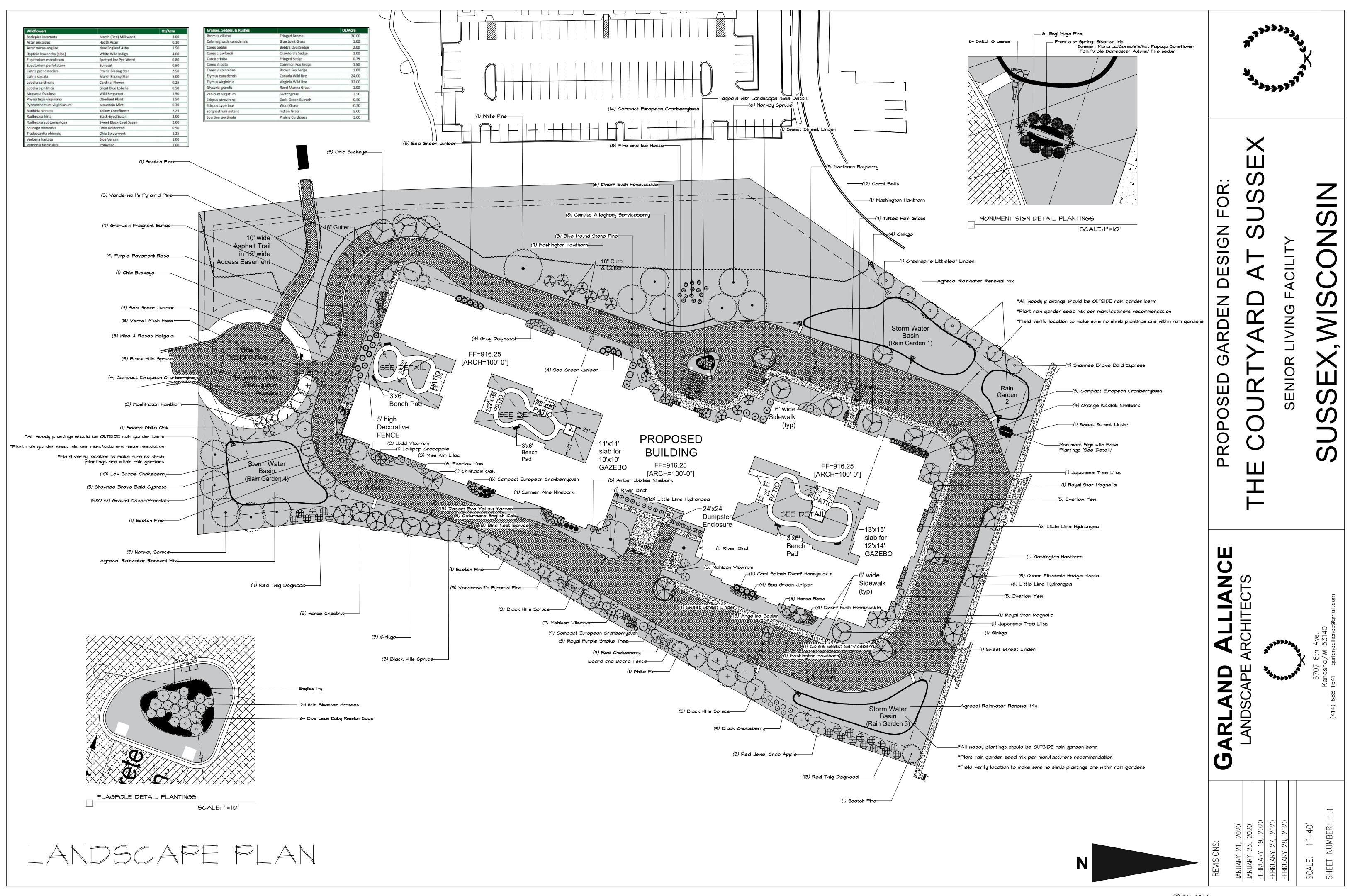
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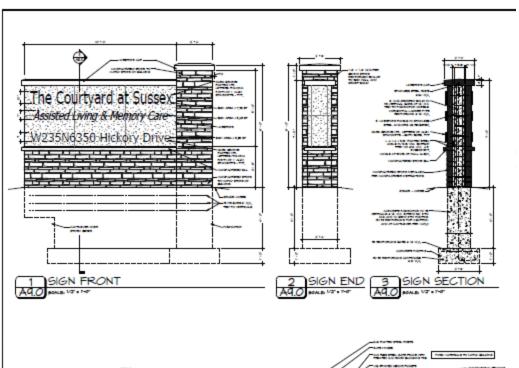
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Short Spring, P