

AESTHETIC DESIGN AND SITE PLAN REVIEW BOARD
Monday, June 8, 2020

The Aesthetic Design and Site Plan Review Board meeting was called to order at 6:01 p.m. by Chairperson Mark Lake in the Council Chambers, City Hall, 421 Michigan Street.

Roll Call: Members Mark Lake, Dennis Statz, Mark Struck, Dave Augustson, and Jon Burk were present. Excused: Members Cheryl Frank and Cindy Weber. Also present were Planner/Zoning Administrator Christopher Sullivan-Robinson and Community Development Secretary Cheryl Nault.

Adoption of Agenda: Moved by Mr. Statz, seconded by Mr. Augustson to adopt the following amended agenda:

1. Roll call.
2. Adoption of agenda.
3. Approval of minutes from March 23, 2020.
4. Election of officers.
5. Consideration of: Development plans for Jeff Jahnke, 145 S Neenah Avenue.
6. Consideration of: Electronic Variable Message Sign (EVMS) for Dairy Queen, 902 Egg Harbor Road.
7. Adjourn.

All ayes. Carried.

Approval of minutes from March 23, 2020: Moved by Mr. Statz, seconded by Mr. Burk to approve the minutes from March 23, 2020. All ayes. Carried.

Election of officers: Mr. Lake explained that at the first meeting after the April election the Board is to elect a chairman and a vice-chairman. He opened up nominations for vice-chair.

Mr. Burk nominated Mr. Statz for vice-chair. There were no other nominations. All ayes. Carried.

Mr. Statz nominated Mr. Lake for chair. Mr. Lake responded that he will be moving out of the City when his new home will be ready, approximately in November. The Board agreed that Mr. Lake should remain chair until he moves out of the City limits. There were no other nominations. All ayes. Carried.

Consideration of: Development plans for Jeff Jahnke, 145 S Neenah Avenue: Jeff Jahnke, 1107 Twin Harbor Dr., Winneconne and 162 S 3rd Avenue, provided samples of the materials that will be used for his office/duplex on Neenah Avenue. An alternate landscape plan was provided that did not include the front patio in case he decided not to install it. A cherry tree will be planted in front of the building. The color of the steel roof will be ocean blue. The Everlast plank vinyl siding will be ivory cream in color. The windows will be two-pane, double hung, with no grating. The windows, trim, and edge of the roof will be white. The handrail will be a translucent white color. The garage will have raised panel white doors. A fabric awning will be placed above the entryway.

Mr. Jahnke added that since this is an office as well as a duplex, a sprinkler system needs to be installed per state code. If the ramp requires a railing per ADA, he will install one. Otherwise, he will not put one in.

Mr. Sullivan-Robinson stated that there were no issues with the revised landscaping plan. The plan illustrates a hedge along the west side of the property line. The south side will be retaining some trees. Two styles of lighting are proposed and are both night sky friendly. The project has an approved PUD, but must also get approval by the Board before proceeding. Any signage should also come back before the Board for approval.

After discussion, it was moved by Mr. Statz, seconded by Mr. Augustson to grant a certificate of appropriateness as presented, including windows, roofing, garage doors, colors, landscaping, and handrails, with signage to be approved in the future, potentially by the chair. All ayes. Carried.

Consideration of: Electronic Variable Message Sign (EVMS) for Dairy Queen, 902 Egg Harbor Road:

Owner of the Dairy Queen, Matt Zeratsky, Brookfield, WI, was present through Zoom. He stated that he would like to replace the message portion of his sign with a 4' x 7' digital sign. The digital sign would be approximately 1-2 feet larger in size than what is existing. It will be self-dimming and will be able to comply with all operational standards.

Discussion was held regarding the color of the sign cabinet. Mr. Augustson suggested the color to be consistent with the other portion of the existing sign. It was also decided that landscaping would be nice at the base of the sign.

After discussion, it was moved by Mr. Statz, seconded by Mr. Struck to grant a certificate of appropriateness as presented. Mr. Zeratsky was encouraged to look into landscaping at the base of the sign. All ayes. Carried.

Adjourn: Moved by Mr. Augustson, seconded by Mr. Burk to adjourn. All ayes. Carried. The meeting adjourned at 6:35 p.m.

Respectfully submitted,

Cheryl Nault
Community Development Secretary