



VILLAGE OF TWIN LAKES

105 East Main Street P O Box 1024 Twin Lakes, Wisconsin 53181

Phone (262) 877-2858 Fax (262) 877-4019

AGENDA

PLAN COMMISSION MEETING

WEDNESDAY, NOVEMBER 1ST, 2023 at 6:30pm

VILLAGE HALL

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. Design review for Randall Consolidated School (37101 87th Street)-Parcel #85-4-119-162-0902.
5. Adjourn

Roll Call:

Destree, Todd

Busse, Bill

Karow, Aaron

Perl, Ken

Richter, Bran

Smith, Carl

Skinner, Howard- Chair

LEGAL DISCLAIMER: THE BOARD MAY AT ANY TIME MAKE A MOTION TO GO INTO CLOSED SESSION PURSUANT TO SEC. 19.85(1)(A) AND 19.85(1)(G), WIS. STAT., DELIBERATING CONCERNING A CASE SUBJECT TO A QUASI-JUDICIAL HEARING BEFORE THIS GOVERNMENTAL BODY; AND, CONFERRING WITH LEGAL COUNSEL REGARDING STRATEGY AS TO LIKELY LITIGATION.

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE VILLAGE BOARD AND/OR LAKE PROTECTION AND REHABILITATION DISTRICT BOARD OF COMMISSIONERS OR OTHER RELATED GOVERNMENTAL BODIES MAY BE PRESENT AT THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THEY HAVE DECISION MAKING RESPONSIBILITY. NO ACTION WILL BE TAKEN BY ANY GOVERNMENTAL BODY AT THIS MEETING OTHER THAN THE GOVERNMENTAL BODIES SPECIFICALLY REFERRED TO IN THIS INSTANT NOTICE. THIS CONSTITUTES A MEETING OF THE VILLAGE BOARD PURSUANT TO STAT EX REL BADKE VS. GREENDALE VILLAGE BOARD, 173 WIS 2D 553, 494 NW 2D 408 (1993), AND MUST BE NOTICED AS SUCH.



**Department of Building and Zoning
Plan Commission / Design Review
Application and Checklist**

Section 17.42.020 of the Village Code lists all projects that must go before the Plan Commission and undergo a Design Review. Please read this section to determine if your project must go through this process. You may also be required to complete this application if the Building Inspector, upon review of your project, has determined that a Design Review is necessary.

Please Print Clearly:

Legal Property Owner:

Name: RANDALL CONSOLIDATED SCHOOL JOINT #1
Mailing Address: 37101 87TH STREET
BURLINGTON, WISCONSIN 53105
City State Zip

Applicant/Petitioner:

Name: GROTH DESIGN GROUP
Mailing Address: 600 W VIRGINIA STREET, SUITE 600
MILWAUKEE, WISCONSIN 53204
City State Zip
Telephone #: 414.810.7613
(Area Code)
Fax Number: N/A
E-Mail Address: NSCHIEVE@GDG-ARCHITECTS.COM

Property Information

Property Address: 37101 87TH STREET
BURLINGTON, WISCONSIN 53105
City State Zip
Parcel Number: 85-4-119-162-0902
General Project Location: ADDITION TO EXISTING BUILDING, CENTRAL-NORTH SIDE
Proposed Project Use: PRE-K THROUGH EIGHTH GRADE PUBLIC SCHOOL
Current Use: PRE-K THROUGH EIGHTH GRADE PUBLIC SCHOOL
Existing Zoning: R - RESIDENTIAL

Next Steps:

Before submitting materials to the Plan Commission/Design Review Board, please follow the steps below:

1.) You may schedule a meeting with the Building Inspector to review your proposed project plans: 262.877.3700 Tuesdays and Thursdays, 12:30pm-2:00pm.

2.) Submit required plans and monies 30 days prior to the next scheduled Plan Commission/Design Review meeting. Plan Commission/Design Review meets the fourth Wednesday of each month at 6:30PM at the Village Hall, 108 E. Main Street, unless rescheduling is needed due to availability. All required paperwork must be submitted before the project will be placed on the agenda.

Next Plan Commission Date: OCT 25, 2023

3.) Submit 19 copies of the plans. Anything larger than letter-sized paper will need to be folded for mailing purposes.

Plan Commission / Design Review Checklist

The design review plan must include the following information. For more detailed specifications for the different aspects of your project, it is important that you review 17.42.040 of the Village Code available at www.villageoftwinlakes.net/documents/village-code/

- Drawing of the site plan and/or survey. Must be drawn to a recognized engineering scale, with graphic scale and north arrow
- Name, address, e-mail, and telephone number of the developer, engineer, or architect
- Environmental features of the property
- Artist renderings of structures, signs, elevations of all 4 sides, and photos
- Floor plans
- Examples of possible building materials
- Location of utilities, gas meter, electric transformer, HVAC equipment, dumpsters, etc.
- Landscaping
- Fire protection
- Storage and screening of garbage and refuse
- Snow removal areas and procedures
- Sign rendering including the following:
 - Height
 - Location
 - Light wattage
 - Illumination
- Proposed techniques for on-site stormwater retention / detention
- Parking lot layout
- The type, size, and location of existing and proposed buildings and their uses
- Written and signed statement by the legal owner authorizing the agent to act on their behalf
- Any other information helpful in reviewing the Design Review Plan

Are you requesting zoning changes? ** Yes _____ No X

If yes, fill in the fields immediately below:

Current Zoning: _____ Proposed Zoning: _____

** Zoning change requests are \$325

Village staff may determine that an escrow account is to be set up with the Village Treasurer to cover attorney/engineer and/or Village Planner fees. Applicant/petitioner is hereby duly advised that the engineer and/or attorney or any professional assistance as deemed necessary by the Village of Twin Lakes may be employed for this project, issue, or matter. Escrow money required from the applicant will be put into an account for use in the payment of any professional fees and any balance will be returned within 45 days after the matter is completed.

To accompany this application: \$23000 fee for Plan Commission/Design Review appearance, additional fees and escrow money as noted below, and all completed paperwork.

Owner's Signature: [Signature] ROBERT ANTHOLINE, RANDALL SCHOOL

Applicant/Petitioner's Signature: [Signature] NATHAN J SCHIEVE, GROTH DESIGN GROUP

Date: OCT 10, 2023

Required Fees

Plan Commission/Design Review Appearance Fee (Village Code 3.06.010 (D), 1 & 2):	\$ <u>250</u>
Zoning Change Request Fee: \$325 if applicable (Municipal Code 17.44.050 (C)):	\$ <u>N/A</u>
Escrow, as required by Village Administrator and Building Inspector:	\$ _____
Total Amount Due:	\$ <u>250</u>

Developer's Agreement Required? Yes _____ No X



collaborāte / formulāte / innovāte

MEMORANDUM

TO: Plan Commission
Village of Twin Lakes

FROM: GRAEF
Dominic Marlow, Planner & Urban Designer

DATE: October 25, 2023

SUBJECT: Design Review for the proposed addition to Randall Consolidated School

A. PURPOSE

Review and consider for approval the application for Design Review from Groth Design Group (Applicant) and Randall Consolidated School Joint #1 (Owner) for a Site Plan and Signage on tax parcel # 85-4-119-162-0902.

The Design Review should consider the following materials provided by the Applicant:

- Site Plan – Photometric (dated 2023-10-18, prepared by Groth Design Group)
- Building Sign Concept (dated 07-13-23, prepared by Lemberg Electric, Inc.)
- Monument Sign Concept (dated 10.18.2023, prepared by Groth Design Group)
- Application for Design Review (dated Oct 10, 2023)

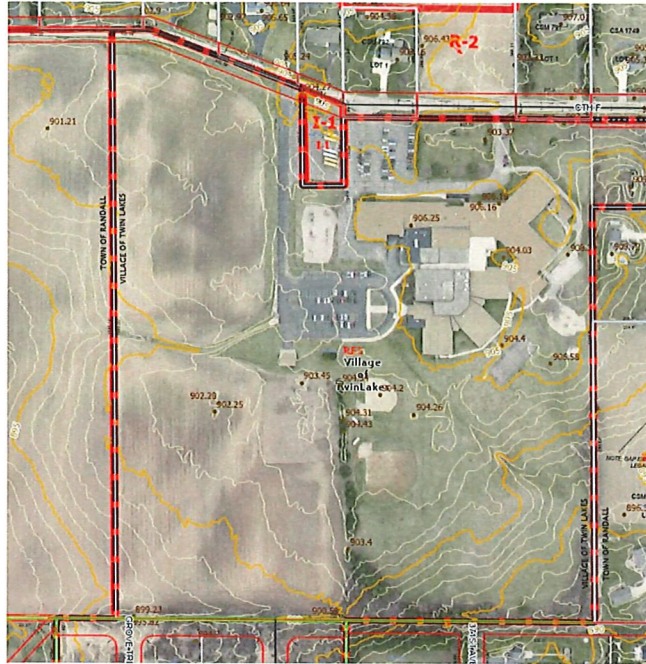
B. BACKGROUND

The Applicant is proposing an addition to the existing public school building along the north façade of the principal structure. The building is in the RES Residential District. No rezoning is proposed. The use “public school” is permitted in the RES Residential District. No change in use is proposed. The parcel is located on the border of the Village of Twin Lakes and the Town of Randall, within the Village of Twin Lakes on the south side of CTH F (87th St) approximately 600 feet west of CTH O (368th Ave). (See Figure 1 – Subject Property)

The Subject Property is 39.9 acres. It contains one principal structure, one accessory structure, several surface parking lots, various play areas and sports facilities, and agricultural fields.

All utility and governmental facilities within the Village are subject to the Design Review process.

Figure 1: Subject Property – Zoning



C. DESIGN REVIEW REQUIREMENTS

- Conformance with Zoning District: RES Residential

	RES Residential District	Proposed
Use	Public schools – permitted	Public school
Maximum Height	35 ft; 2 stories	1 story; shorter than principal structure
Lot Coverage Ratio	Not more than 25%	Conforms, Staff measures proposed addition brings the proposed structure to around ~21% lot coverage.
Side Yard	10 ft	Conforms, No change to existing
Minimum Floor Area	800 SF	Conforms
Setback	25 ft	Conforms, No change to existing
Rear Yard	25 ft	Conforms, No change to existing

- Building
 - Using the appearance of the façade shown in the “Building Sign Concept” submittal, the proposed building is faced with masonry and glazing. According to the Design Review Requirements (17.42.040) “The front façade and street side (sic) façade shall be faced with concrete, brick masonry, stone, metals or other materials architecturally integrated in the building design. Unfaced concrete block, structural concrete, prefabricated metal siding and the like are not permitted on façade areas.”
- Landscaping
 - Additional landscape islands are proposed in the parking lot areas.

- Signs
 - Proposed Building Sign:
 - Orientation – Conforms
 - Height – Conforms
 - Size – Conforms (25-300SF permitted; ~100 SF proposed)
 - Setback – Conforms
 - Type – Conforms
 - Proposed Monument Sign:
 - Orientation – Conforms
 - Height – Conforms
 - Size – Conforms (25-300SF permitted; ~64 SF proposed)
 - Setback – Conforms
 - Type – Conforms
 - Display Surface Size – Conforms
- Parking and Loading Area Standards – A reconfiguration of the existing parking is proposed, converting all parking spaces to angled parking and orienting parking aisles east to west, and replacing the bus parking with standard vehicle parking. An additional 8 parking spaces are proposed, 5 of which are ADA spaces with loading areas shared between every 2 spaces in front of the new building addition. The existing angled parking on the easternmost driveway is being removed and replaced with 6 standard parking spaces. The overall change in the number of parking spaces has not been indicated. The south parking lot has a new garbage screening area proposed and a new row of bus parking stalls proposed along the southern edge. New landscaping islands are proposed throughout the new parking lots. The existing driveway in the middle of the three existing driveways is proposed to be removed.
 - Parking setbacks – Conforms
- Lighting – Conforms
- Garbage and Refuse – The proposed new refuse area appears to include screening. The storage and screening of refuse must be described in the plans. All sites shall be planned to provide screening and storage of garbage and refuse acceptable to the Plan Commission.

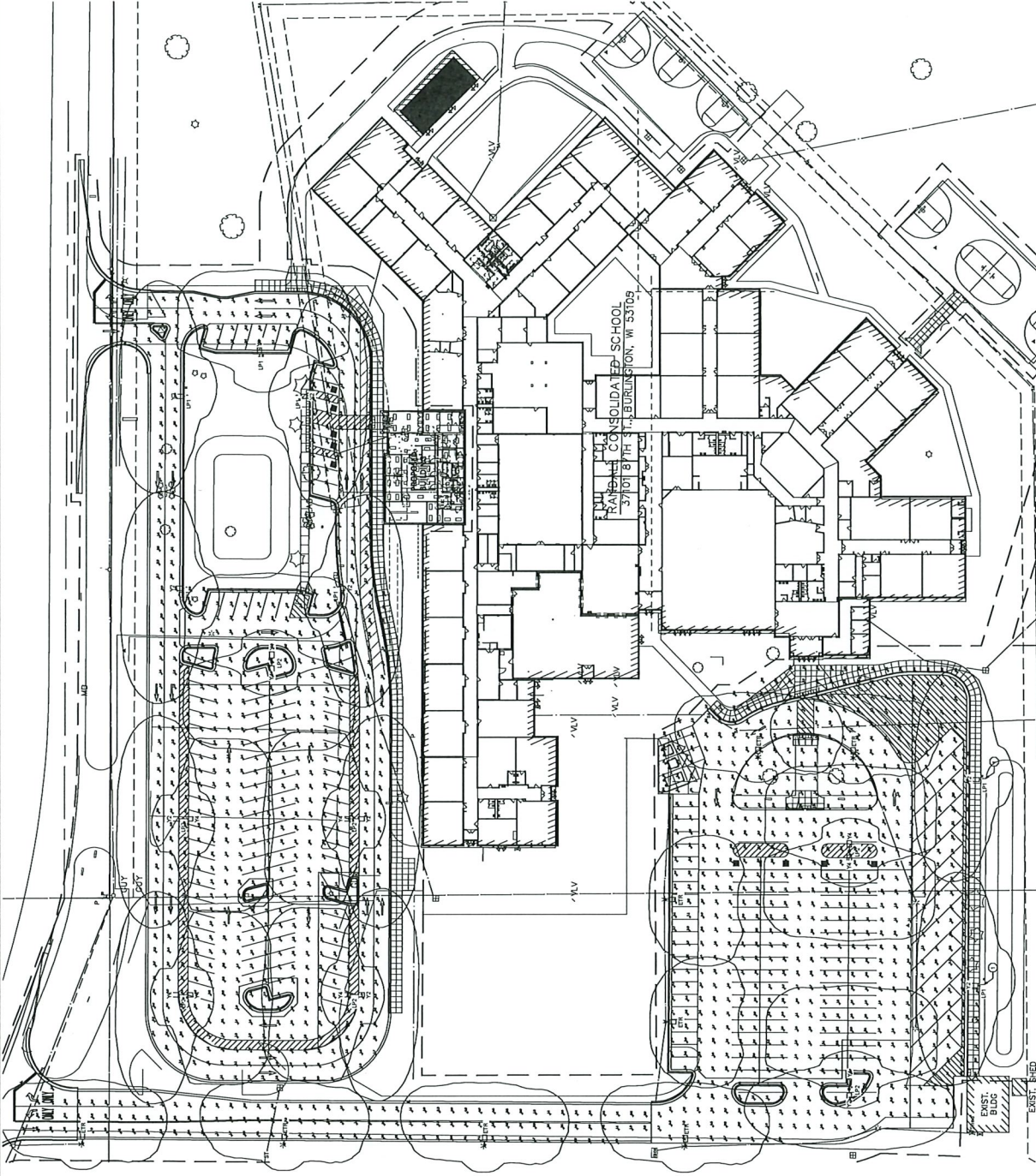
D. OTHER CONSIDERATIONS

- Access – The proposed design eliminates the center access drive to the parking lot and widens the easternmost driveway access to accommodate three driving/turning lanes. Changes to access and streets are subject to Engineering Review.

E. RECOMMENDATION

Design Review Agenda Item: The request of Groth Design Group (Applicant) and Randall Consolidated School Joint #1 (Owner) for a Design Review on tax parcel #85-4-119-162-0902, Village of Twin Lakes, Kenosha County and State of Wisconsin:

- I. Village Planning Staff recommends the Plan Commission **APPROVE** the Application.

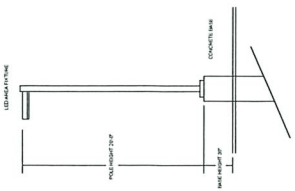


RANDALL SITE FIXTURE SCHEDULE

TYPE	DESCRIPTION	QUANTITY	MANUFACTURER	DATE
1	10' TALL STREET LIGHT	1	TRIPLE LIGHTING	10/18/23
2	10' TALL STREET LIGHT	1	TRIPLE LIGHTING	10/18/23
3	10' TALL STREET LIGHT	1	TRIPLE LIGHTING	10/18/23
4	10' TALL STREET LIGHT	1	TRIPLE LIGHTING	10/18/23
5	10' TALL STREET LIGHT	1	TRIPLE LIGHTING	10/18/23
6	10' TALL STREET LIGHT	1	TRIPLE LIGHTING	10/18/23
7	10' TALL STREET LIGHT	1	TRIPLE LIGHTING	10/18/23
8	10' TALL STREET LIGHT	1	TRIPLE LIGHTING	10/18/23
9	10' TALL STREET LIGHT	1	TRIPLE LIGHTING	10/18/23
10	10' TALL STREET LIGHT	1	TRIPLE LIGHTING	10/18/23

NOTE: ALL FIXTURES TO BE INSTALLED IN ACCORDANCE WITH THE CITY OF BURLINGTON LIGHTING REQUIREMENTS. ALL FIXTURES TO BE INSTALLED IN ACCORDANCE WITH THE CITY OF BURLINGTON LIGHTING REQUIREMENTS. ALL FIXTURES TO BE INSTALLED IN ACCORDANCE WITH THE CITY OF BURLINGTON LIGHTING REQUIREMENTS. ALL FIXTURES TO BE INSTALLED IN ACCORDANCE WITH THE CITY OF BURLINGTON LIGHTING REQUIREMENTS.

1 SITE PLAN - PHOTOMETRIC
1" = 3'-0"



1" = 3'-0" LIGHT POLE BASE DETAIL

GENERAL NOTES
1. REFER TO ALL DRAWINGS AT ALL TIMES.
2. UNLESS OTHERWISE NOTED, THIS POLE TO BE COMBUSTIBLE.

CONCEPTUAL DRAWING

Flat Cut Logom&Letter Specifications

One (1) Set of Flat Cut Aluminum Logo & Letters
Non-Lit

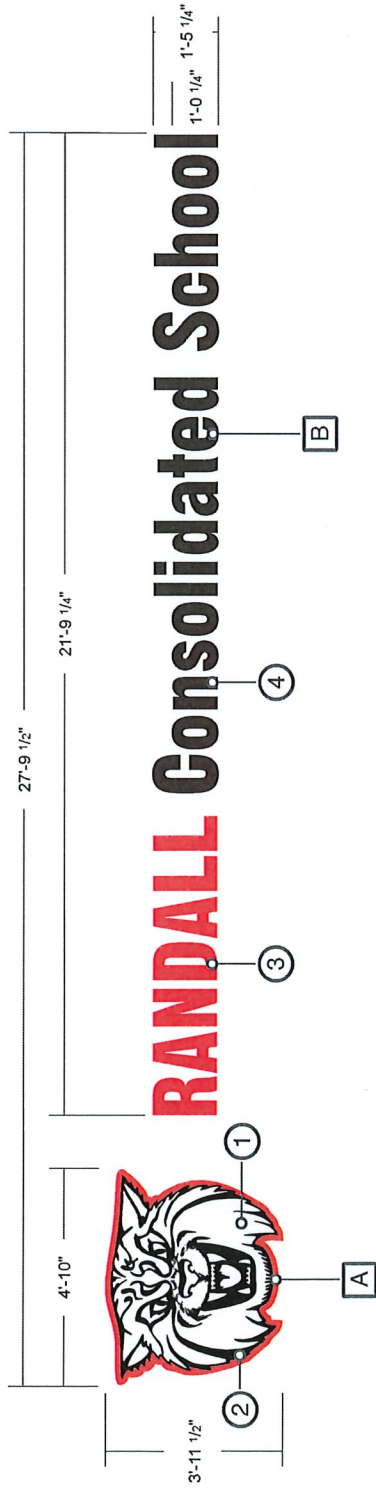
(A) Logo:
3/8" thick aluminum, painted Red (satin finish).
3M vinyl applied to face, Black 7725-12 & White 7725-10

(B) Letters:
3/8" thick aluminum, painted satin finish, Red & Black

Installation Method:
Stud mounted flush to building fascia.

Colors:

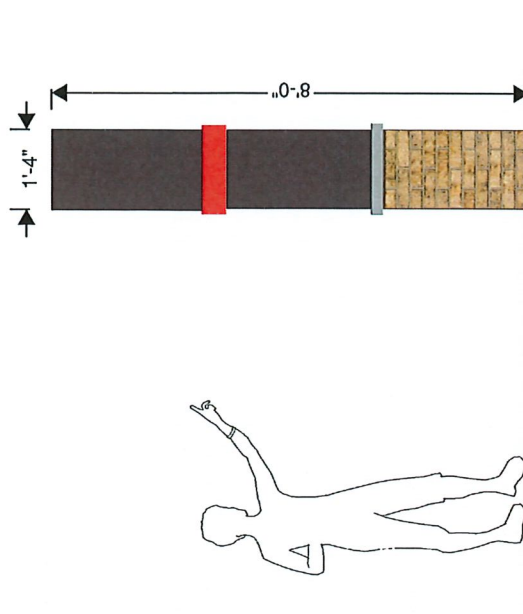
- 1) 3M opaque vinyl, White 7725-10
- 2) 3M opaque vinyl, Black 7725-12
- 3) Red paint, (returns)
- 4) Black paint, (returns)



 <p>4085 North 128th Street Brookfield, WI 53005 p. 262-781-1500 www.LembergElectric.com</p>	<p>Client: Randall Consolidated School Address: 37101 87th Street Location: Burlington, Wisconsin 53105</p> <p>Sales Representative: Skip DeBack Project Manager: T.B.D. Designer: Mark Mayzik</p>	<p>Scale: 3/8" = 1'-0" Paper Size: 11x17 Signature / Date:</p>
<p><small>These designs are the exclusive property of Lemberg Electric Inc. Use or duplication without expressed written permission of Lemberg Electric Inc. is prohibited. Drawings are for conceptual use only. The document represents an approximation of materials & colors. Actual product colors may vary.</small></p>		

Client / Location or Project / Sign Classification / Version of Sheet / Revision / Drawing Status
Randall_Consolidated_FCO_v01_r00_D
Date:
07-13-23

3 of 4



NORTH + SOUTH ELEVATION
1/2" = 1'-0"

- Total Sign Area - 10.66 SF North Side; 10.66 SF South Side
- Masonry Base - Match Brick to Building Addition
- Sign Cabinet - Metal Housing with Metal/Vinyl Lettering



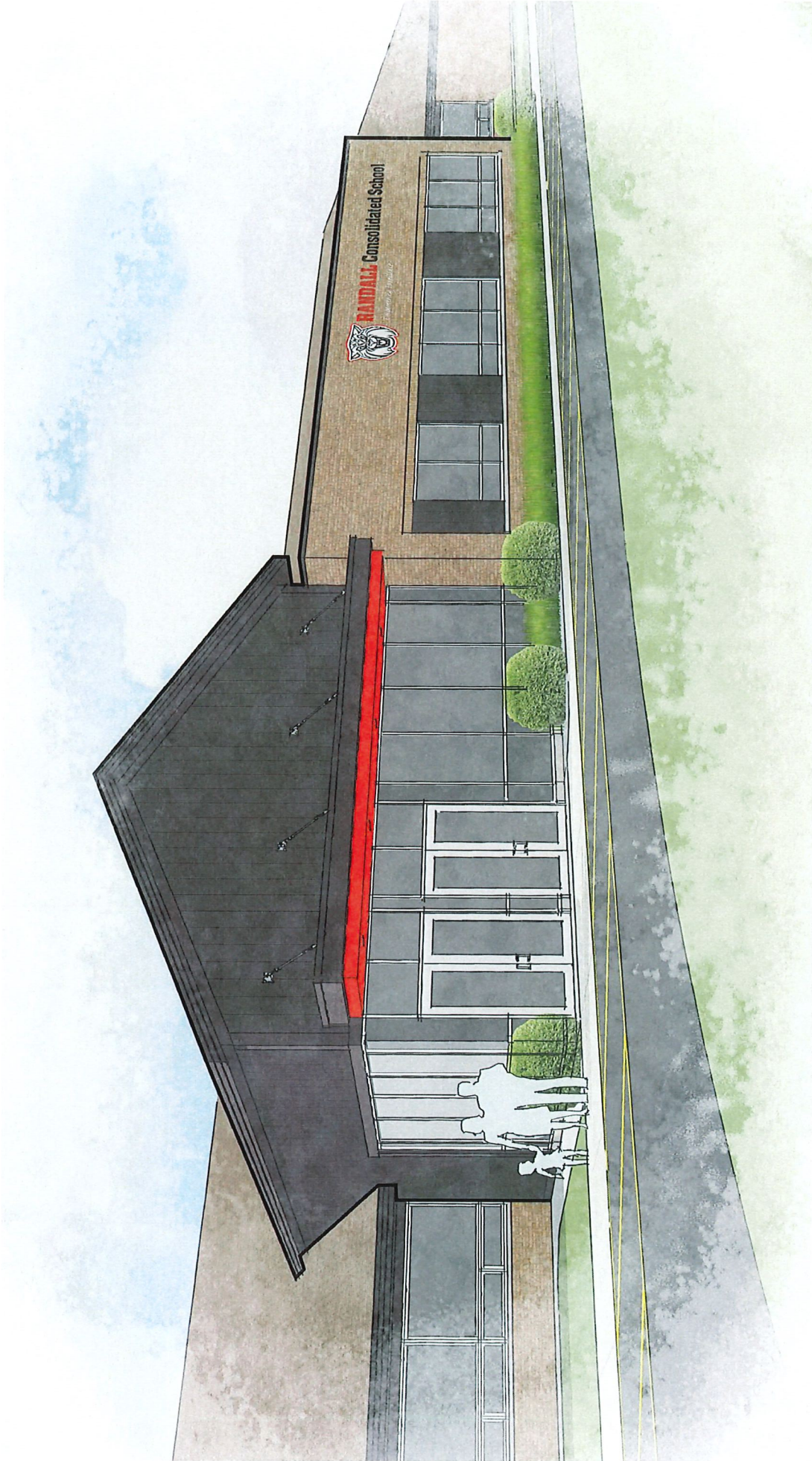
EAST + WEST ELEVATIONS
1/2" = 1'-0"

- Total Sign Area - 61.33 SF East Side; 61.33 SF West Side
- Electronic Screen Size - 7'-0" x 2'-0"
- Logo, Randall Name, Building Address (non-lit)
- Masonry Base - Match Brick to Building Addition
- Sign Cabinet - Metal Housing with Metal/Vinyl Lettering

Artistic and/or computer renderings are not a contractual representation of the finished product and GROTH Design Group makes no warranties and representations that the depictions of such renderings will be replicated in the finished product. Client acknowledges and agrees that the terms of the contract, not the renderings shall control.



ADDITION EXTERIOR - VIEW FROM NORTH-WEST



ADDITION EXTERIOR - VIEW FROM NORTH-EAST