



**Village of River Hills**  
7650 N Pheasant Ln  
River Hills, WI 53217

Village Hall: 352-8213  
Public Works: 352-0080  
Police: 247-2302

## **BUILDING BOARD MINUTES**

### **Monday, November 20, 2023 @ 5:00 pm**

**This meeting was a virtual meeting through Zoom – 846 8067 3430, Passcode: 527917**

#### **1. Roll Call – meeting called to order at 5:00pm**

**Members present:** Steve Simon (chairman), Victor Harding, Christopher Meisel, Ray Juehring, Peter Kies, Timothy Van de Kamp, and Andrew Holmstrom. Tony Enea and Simon Bundy were absent and excused. Also present, Deputy Clerk Stacie Nelson, Village Manager Tammy LaBorde and Building Inspector Tod Doeblen.

#### **2. Approval of minutes from the October 24, 2023 meeting.**

Motion by Meisel and seconded by Juehring to approve the October 24, 2023 minutes as submitted; motion carried unanimously.

#### **3. Discussion/action on installation of ground mount photovoltaic system at 1045 W Calumet Rd.**

##### ***Board member Holmstrom recused himself.***

Homeowner Andrew Holmstrom presented the installation of a ground mounted PV solar array behind the garage. He plans to trench up around the garage and directional bore under the sidewalk to connect with existing WE Energies meters. 11.7 KW system that will offset 130% summer needs and over 50% in winter. 2 -1 single phase micro inverters. The Board of Appeals previously granted a height variance to extend the height by 2'10". There were no concerns received from the neighbors.

Upon considering the site of the array structure and the area of the Village where the structure is to be located and after examining the application papers and all information submitted, motion by Harding and seconded by Meisel to approve the application for the installation of a ground mounted photovoltaic solar array system at 1045 W Calumet Road. The Building Board makes the Findings as required by Section 7.0905 of the Zoning Code as follows: (1) That the proposed alterations and/or additions are found to be aesthetically compatible with the existing buildings or structures, the landscaping plan is in harmony with the development and physical characteristics of the surrounding lands and that the exterior architectural appeal and functional plan would: (a) be in harmony with the purpose and intent of Section 7.0900 of the Zoning code; and (b) promote the general welfare; good order and prosperity of the Village; and (c) maintain and preserve the character of the Village; motion carried unanimously.

##### ***Member Holmstrom was reinstated.***

#### **4. Discussion/action on enhancement of pond at 7455 N Skyline Ln.**

Vince Mosca with Hey and Associates presented that the original pond was created back in the 1950's, the Wisconsin DNR has approved that the pond can be exempt from the States wetland

rules. Local approval is being requested to rehab the pond to be deeper, larger in size and more aesthetically pleasing.

Tony from Scott Byron & Co described the new size structure of the pond. The pond is manmade, approximately 8,000 sq ft and they would expand to 16,000 sq ft. Currently the pond is silted over, vegetation around it has been dying, it is shallow, and there is no aeration. The proposal is to dig the pond deeper and wider. They look to encourage wildlife habitat within and enhance the natural features around the pond. They plan to build up the sides with proper erosion control with deep rooted vegetation and natural outcropping stone. The edges of the current pond are eroded and there is algae from the runoff. The proposal is to take the depth down to 12-15' as the current pond is very shallow. They are removing everything that is invasive. Simon inquired about the type of stone and placement of stone around pond. Tony detailed that they will vegetate with grass, native and ornamental trees. The perimeter of the pond will be mainly outlined in boulders. Outcropping stone will mainly be at grade, low profile, keeping edge in place so it does not erode. The stone selected is Wisconsin granite fieldstone. The stone will be boulder, rounded shape, and softer edges. Simon would like more information regarding the elevation of the stone walls. The walls will be spirititic, back into the grade where it will be taller but will also drop down into the water as well. The walking paths will be completed in another phase. There will be no lighting. Homeowner Alicia Vogel stated that the pond is the first phase and outlining landscaping will be completed in a later phase. Simon questioned the implementation of the positioning of the stone. The onsite project manager will be in control of setting the boulders, varying sizes, stepping into the grade, and making it look as if it was part of the natural landscaping. Simon is requesting the contractor to provide additional information regarding the height and stone placement.

Upon considering the site of the pond and the area of the Village where the structure is to be located and after examining the application papers and all information submitted, motion by Harding and seconded by Meisel to approve the application the enhance the pond located at 7455 N Skyline Ln. The Building Board makes the Findings as required by Section 7.0905 of the Zoning Code as follows: (1) That the proposed alterations and/or additions are found to be aesthetically compatible with the existing buildings or structures, the landscaping plan is in harmony with the development and physical characteristics of the surrounding lands and that the exterior architectural appeal and functional plan would: (a) be in harmony with the purpose and intent of Section 7.0900 of the Zoning code; and (b) promote the general welfare; good order and prosperity of the Village; and (c) maintain and preserve the character of the Village; motion carried unanimously.

## **5. Discussion/action on addition at University School, 2100 W. Fairy Chasm Rd.**

Stuart Cushman with University School of Milwaukee presented the kitchen renovations along with an addition to the current dining area for the elementary and middle school along with a second addition to the preschool/kindergarten section. They plan to maintain the look and feel of the exterior of the school with the red brick. The built-out areas still fall within the special use permit that the school has with the Village. Both additions will also be used as multi-purpose rooms.

Nat Stein from Ramlow/Stein Architecture stated that they are keeping the architectural character of the school. They plan to utilize the same materials as in the past updates including the red brick, roofing, windows, and siding that are still available and will match the existing. Meisel questioned if the additions are in greenspace or on existing concrete slab. The elementary/middle school

addition will be on a grass area and will stay within the lawn area behind the sidewalk on both sides. The preschool addition will be placed in the playground area which will be relocated; location is still to be determined. Meisel questioned the ground absorption. Brent Pitcher of Graef discussed the stormwater management plan that was created in 2004. This project footprint is approx. 5,000 minus the existing. They will work with the Village engineering team to address these issues within the MMSD requirement. Simon asked if lighting will be changing due to the additions. Code requires egress lighting from doors to sidewalk which will be installed, there will be no additional uplighting. Nat to provide cut sheets regarding the egress lighting. Landscaping will be restored.

Upon considering the site of the structure and the area of the Village where the structure is to be located and after examining the application papers and all information submitted, motion by Harding and seconded by Van de Kamp to approve the application for University School of Milwaukee for the two additions for the building located at 2100 W Fairy Chasm as submitted, with the contingency that exterior lighting cut sheets be presented. The Building Board makes the Findings as required by Section 7.0905 of the Zoning Code as follows: (1) That the proposed alterations and/or additions are found to be aesthetically compatible with the existing buildings or structures, the landscaping plan is in harmony with the development and physical characteristics of the surrounding lands and that the exterior architectural appeal and functional plan would: (a) be in harmony with the purpose and intent of Section 7.0900 of the Zoning code; and (b) promote the general welfare; good order and prosperity of the Village; and (c) maintain and preserve the character of the Village; motion carried (5-aye, 1-abstain (Meisel)).

### ***Harding left meeting 5:36pm***

## **6. Discussion/action on addition and renovation at 8728 N. Spruce Rd.**

Ryan Baumer with REAL Design presented proposed renovation of the whole house, an addition on the south side of the home, a kitchen expansion on rear of home, resulting in an aesthetic style change to the entire home. The owners would like a more contemporary feel. Currently the home is stone veneer. Due to the additions, unable to match the stone with the additions therefore the stone will be removed and reused as wainscot around the home. The gable over the garage will be removed and turned into a hip roof. Gables on the ends will be removed and replaced with hip roofs. No lap siding. The kitchen bump-out will be approximately 30". The garage door will be Horizontal Overlay in Black. The board and batten will be in the dark siding and the room will be in the Onyx black. Marvin windows. Patio door will be Marvin, elevate line. The front door will be Simpson 4977 Artist. No e door. Lighting will be at the exterior patio doors on back. The recessed lights in the front porch will be downlighted, spotlighting by garage to accent the tapered walls. Existing flood lights on the garage roof will be removed.

Upon considering the site of the structure and the area of the Village where the structure is to be located and after examining the application papers and all information submitted, motion by Meisel and seconded by Juehring to approve the application for the addition and renovation as submitted for 8728 N Spruce Rd. The Building Board makes the Findings as required by Section 7.0905 of the Zoning Code as follows: (1) That the proposed alterations and/or additions are found to be aesthetically compatible with the existing buildings or structures, the landscaping plan is in harmony with the development and physical characteristics of the surrounding lands and that the exterior architectural appeal and functional plan would: (a) be in harmony with the purpose and

intent of Section 7.0900 of the Zoning code; and (b) promote the general welfare; good order and prosperity of the Village; and (c) maintain and preserve the character of the Village; motion carried unanimously.

**7. Discussion/ action on lighting and landscaping at St. Christophers Church, 7845 N. River Rd.**

Rosheen Styczinski with New Eden Landscape Architecture presented. Three plan sets; engineering, lighting and landscaping. Phase one is to redo the parking lot and expand the ash garden south of the church that has drainage issues. They looked at the entire area and want to create an active site for parishioners. Phase one is the east end of the property, parking lot and the area with the burial garden and labyrinth.

James Leedom with Sigma explained the reconfiguration of the parking area. The two entrance drives will remain the same. Southern parking lot is being expanded to the east. The northern parking lot is being reconfigured with a new island. The drive-in front of church between the two lots will be slightly reconfigured. The plan is to put trails around the parking lot.

Father Ward discussed that north of the building is hard surface parking with a play field. This is being seeded back to green with approximately 16 parking spots that will be put back to green.

Rosheen talked about the outdoor space in the sacred area. The existing burial garden has four stone walls that create a cross, surrounded by paving and turf with hedges. The proposed is to have a trinity design that creates three rooms, lower left will be the new addition with smaller layout. Smaller clip hedge of box woods. The right side will be a sitting garden with feature. All three will be bordered with a large box wood hedge. The labyrinth is replaced to be a multipurpose space for outdoor event space for gatherings. Pergola will be added to the labyrinth, low maintenance, steel, white in color. Concrete and paver pathways will bring everything together as they connect to church and walk ways. Garden fence on the west side of church will be relocated to north of the building for better sunlight and near the dumpster enclosure. Dumpster enclosure will stay in same area with a new 12x12 corral constructed. The service drive paver will be a honeycomb paver with grass turf infill. The church has irrigation so it will be watered. Curb and gutter have also been added to the islands to protect the islands in the parking lot.

Father Ward mentioned that the service drive coming around the back of the church is currently asphalt and will change to pavers and that they will be removing the current basketball hoop. The current vegetable garden is not aesthetically pleasing.

James Leedom discussed the lighting and where the poles will all be located. The lights will be a colonial style fixture that matches currently. The poles are all 12' tall. The new lights are designed to have better downward lighting for security purposes. Meisel questioned the total number of light poles. There will be 18 new poles installed between the parking lot and drive to back. The lumens will be more than current as its for safety. One neighbor inquired and met with Father Ward regarding the project. Layout was designed to minimize spill over across property lines.

Father Ward mentioned how the parking lot in 2006 was not installed correctly. The amount of asphalt used was inaccurate. There has been rapid deterioration which has caused safety concerns. These enhancements will last at least 40 years.

Simon questioned if the labyrinth is new or existing. The labyrinth is new. It outlines the pathways. Currently the brick gets lost in the grass. A paved circular pattern with imprint will be installed. The currently labyrinth is changing due to the new memorial garden. There are no raised walls. The only physical structure is the pergola.

Simon requested an elevation sheet similar to that presented for the dumpster corral to be consistent. Wants to make sure what is being built is the same as being presented. He would also like an elevation sheet for the garden prior to construction.

Meisel had a question regarding the water drainage. The area of the current monument is a flat area that collects water. The water would drain to the service drive that is a flat area. Existing trees created mounding. The permeable pavers will be intercepting the water, biofiltration in parking lot. Everything will be improved. The basin in the back of building will be remaining. Stormwater management was a key component in the design.

James Leedom inquired about engineering review. Inspector Doebler advised that the Village engineer will need to be involved along with the building department.

Upon considering the site of the structure and the area of the Village where the structure is to be located and after examining the application papers and all information submitted, motion by Juehring and seconded by Meisel to approve the application for lighting and landscaping as submitted with the contingency to submit architectural drawings for the pergola and the garden prior to construction for St. Christophers Church at 7845 N. River Rd. The Building Board makes the Findings as required by Section 7.0905 of the Zoning Code as follows: (1) That the proposed alterations and/or additions are found to be aesthetically compatible with the existing buildings or structures, the landscaping plan is in harmony with the development and physical characteristics of the surrounding lands and that the exterior architectural appeal and functional plan would: (a) be in harmony with the purpose and intent of Section 7.0900 of the Zoning code; and (b) promote the general welfare; good order and prosperity of the Village; and (c) maintain and preserve the character of the Village; motion carried unanimously.

## **9. Future Agenda Items**

Simon would like input regarding the berm construction at The Grove. The plan commission approved but it was not a requirement to go in front of the Building Board. Would like clarification regarding the steps that need to be followed in regards to these situations. Village Manager LaBorde stated that the Village Attorney weighed in on this matter and an email was distributed with the packet. The Attorney stated that in this instance the approvals went before the Plan Commission and Village Board and did not need the Building Board's review. The Building Board will review all new or proposed landscaping for the individual homes. Simon would like berms in general to be presented at Building Board level. He would also like to know if there is anything that goes above the Building Board and is approved at the Village Board level.

**10. Adjourn**

Motion by Meisel and seconded by Juehring to adjourn at 6:26pm; motion carried unanimously.

Created by Stacie Nelson, Deputy Clerk, on November 29, 2023.