

Village of Hobart Site Review Committee Minutes
Hobart Village Office; 2990 S. Pine Tree Rd, Hobart, WI
Wednesday, July 20, 2022 – 5:30 pm

1. Call to Order, Roll Call:

The meeting was called to order by Dave Dillenburg at 5:31pm. Roll call: Dave Dillenburg, aye; Tammy Zittlow, aye; Peter Zobro, aye; Rick Nuetzel, aye; Dave Baranczyk, aye; Tom Tengowski, aye; Steve Riley, excused.

2. Verify/Modify/Approve Agenda:

Motion by Rick Nuetzel, seconded by Dave Baranczyk, to approve the agenda as presented. All in favor. Motion carried.

3. Approval of Site Review Minutes:

Motion by Dave Baranczyk, seconded by Rick Nuetzel, to approve the February 23, 2022 minutes as presented. All in favor. Motion carried.

4. Public Comment on Non-Agenda Items:

None

5. Election of Chairperson and Vice-Chairperson

Motion by Dave Baranczyk, seconded by Tammy Zittlow, to nominate and elect Dave Dillenburg as the Chairperson. All in favor. Motion carried.

Motion by Tom Tengowski, seconded by Rick Nuetzel, to nominate Tammy Zittlow as the Vice Chairperson. Tammy Zittlow declined the nomination. Motion failed. New motion by Dave Baranczyk, seconded by Tammy Zittlow to nominate and elect Tom Tengowski as Vice Chairperson. All in favor. Motion carried.

6. Request for a Temporary Classroom Structure to be located directly behind the existing school (4193 Hillcrest Drive, HB-712; Temporary Classroom Structure)

Nick Phillips, Pulaski Schools Facilities Director was present to answer questions by the committee. An extensive plan has been made to address the issues related to the temporary classroom structures.

It is duly noted that the committee is concerned with the safety of the lock boxes, cameras, keys, PA system, phone system, fire system, police and bathrooms.

Motion made by Tom Tengowski, seconded by Dave Baranczyk, to approve the site plan with the following conditions:

1. Fire alarm system to be tied into the existing school system;
2. Pod doors be keyed the same as the school doors (correct keys will be needed in the lock box on front of the school);
3. The area immediately north of the school, west side of parking lot, shall be maintained to keep clear of any obstruction (i.e. snow piles) and sidewalks around pods shall also remain clear and plowed at all times with no snow piles allowed between the buildings;
4. Fire hydrant located within distance to temporary classroom structure to be approved by Fire Chief;
5. Temporary structure with a limit of 5 years. If longer than 5 years, there is the option to come back to the Committee for approval.

All in favor. Rick Nuetzel abstained from the vote. Motion carried.

7. Lighting and landscaping plan for previously approved dental facility (565 Larsen Orchard Parkway, HB-3206)

Motion made by Rick Nuetzel, seconded by Dave Baranczyk, to approve a dental facility at 565 Larsen Orchard Parkway, HB-3206 as presented.

All in favor. Motion carried.

8. Request for a 12,712 sq. ft. warehouse with retail/office space and associated site improvements (3654 Packerland Drive, HB-1961)

Motion made by Tom Tengowski, seconded by Peter Zobro, to approve the site plan for a 12,712 sq. ft. warehouse with retail/office space and associated site improvements at 3654 Packerland Drive, HB-1961, with the following conditions:

1. Screening of proposed roof mounted HVAC equipment with materials similar to those utilized for the principal;
2. Concealed fastener wall panels on east and south building elevations (facing both public roadways);
3. Implementation of a total of 13 deciduous trees along both public roadways;
4. Any proposed signage shall come back to the Committee for approval.

All in favor. Motion carried.

9. Conceptual site layout and exterior elevations of a new approximately 25,000 square foot commercial building and associated site improvements (Founders Terrace, HB-524-1)

Brian Peters and David O'Brien from Bayland Buildings, Inc. presented the plan and sample of the materials to be used in the construction

Motion made by Tom Tengowski, seconded by Peter Zobro to approve the conceptual site layout and exterior elevations for the new, approximately 25,000 square foot, commercial building and associated site improvements located on Founders Terrace, HB-524-1, for purposes of ordering the building materials for the proposed building with full submittal at a later date.

All in favor. Motion carried.

10. Meeting Adjournment:

Motion made by Dave Dillenburg seconded by Tammy Zittlow, to adjourn. All in favor. Motion carried. Meeting adjourned at 6:55 pm.