



AGENDA
SPECIAL JOINT VILLAGE BOARD-PLAN COMMISSION MEETING
RICHFIELD VILLAGE HALL
4128 HUBERTUS ROAD, HUBERTUS, WISCONSIN
AUGUST 16, 2012
7:00 P.M.

1. Call to Order/determination of quorum
2. Verification of Open Meetings Law compliance
3. Pledge of Allegiance
4. DISCUSSION/ACTION ITEMS
 - a. Modification of access easement for Parcel 3 of CSM 4718 (parcel V10-088100J) involving Parcel 4 of CSM 4718 (parcel V10-088100K)
 - b. Signage plan for First National Bank of Hartford located at 1297 STH 175 (Parcel V10-088100J)
5. Adjournment

Additional explanation of items on the agenda (Communication Forms) can be found on the village's website at www.richfieldwi.gov. Notification of this meeting has been posted in accordance with the Open Meeting Laws of the State of Wisconsin. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk's office at 628-2260 or www.richfieldwi.gov with as much advance notice as possible.



VILLAGE OF RICHFIELD
 PLAN COMMISSION COMMUNICATION FORM
 MEETING DATE: August 16, 2012

SUBJECT: Modification of access easement for Parcel 3 of CSM 4718 (parcel V10-088100J) involving Parcel 4 of CSM 4718 (parcel V10-088100K)

DATE SUBMITTED: August 8, 2012

SUBMITTED BY: Tim Schwecke, Planning Consultant

ISSUE SUMMARY

The Plan Commission recently reviewed a SBOP application for First National Bank of Hartford's new building on the corner of STH 175 and Hubertus Road. Since that time, WisDOT has informed them that the access point on STH 175 they had planned on using (and which was shown on the approved site plan) may not be used. The DOT has approved an access further to the south.

Two parcels are involved: Parcel 3 of CSM 4718, referred to herein as the "bank parcel" and Parcel 4 of CSM 4718, which is located to the south of the bank parcel, referred to herein as the "Weyer parcel." Exhibit A shows the two subject properties and the existing easement and the proposed easement on the Weyer parcel.

Because the existing easement is shown on the original certified survey map, the Village Board must agree to the termination of the original easement and the establishment of the new easement.

The new access point will provide access to both parcels. The access road and the parking spaces will be constructed as part of the bank project. In establishing the new easement, the primary consideration relates to the future development of the Weyer parcel. A conceptual layout of that parcel is included to show how a new commercial building and additional parking could be configured. While the site design is not being approved at this time, it simply shows how the property could be developed.

If approved by the Village Board, several documents must be prepared and recorded at the register of deeds office. The first document would terminate the existing easement and establish the new easement. The second document relates to the use of the access road and the parking stalls on the Weyer parcel.

FUTURE IMPACT & ANALYSIS:

REVIEWED BY: _____

Carol A. [Signature]
 Village Deputy Clerk

Forward to Village Board: Yes
 Additional Approvals Needed: Yes
 Signatures Required: No

ATTACHMENTS:

1. Exhibit A showing existing and proposed easement
2. Conceptual layout of Parcel 3 of CSM 4718

STAFF RECOMMENDATION:

Motion to recommend to the Village Board the termination of the existing easement created by CSM 4718 for the benefit of Parcel 3 and the establishment a new easement over Parcel 4 for the benefit of Parcel 3 with the understanding that (1) the site plan reviewed as part of this discussion is conceptual in nature and that the layout may not necessarily comply with the zoning requirements at the time the property is developed, (2) construction of the access road and parking stalls on Parcel 4 shall not create a hardship for a variance in that this design was self-imposed, and (3) the Village Administrator is authorized to review and approve those documents that must be recorded at the register of deeds office as to form and content.

APPROVED FOR SUBMITTAL BY:

T. Schwecke

 Village Staff Member

[Signature]

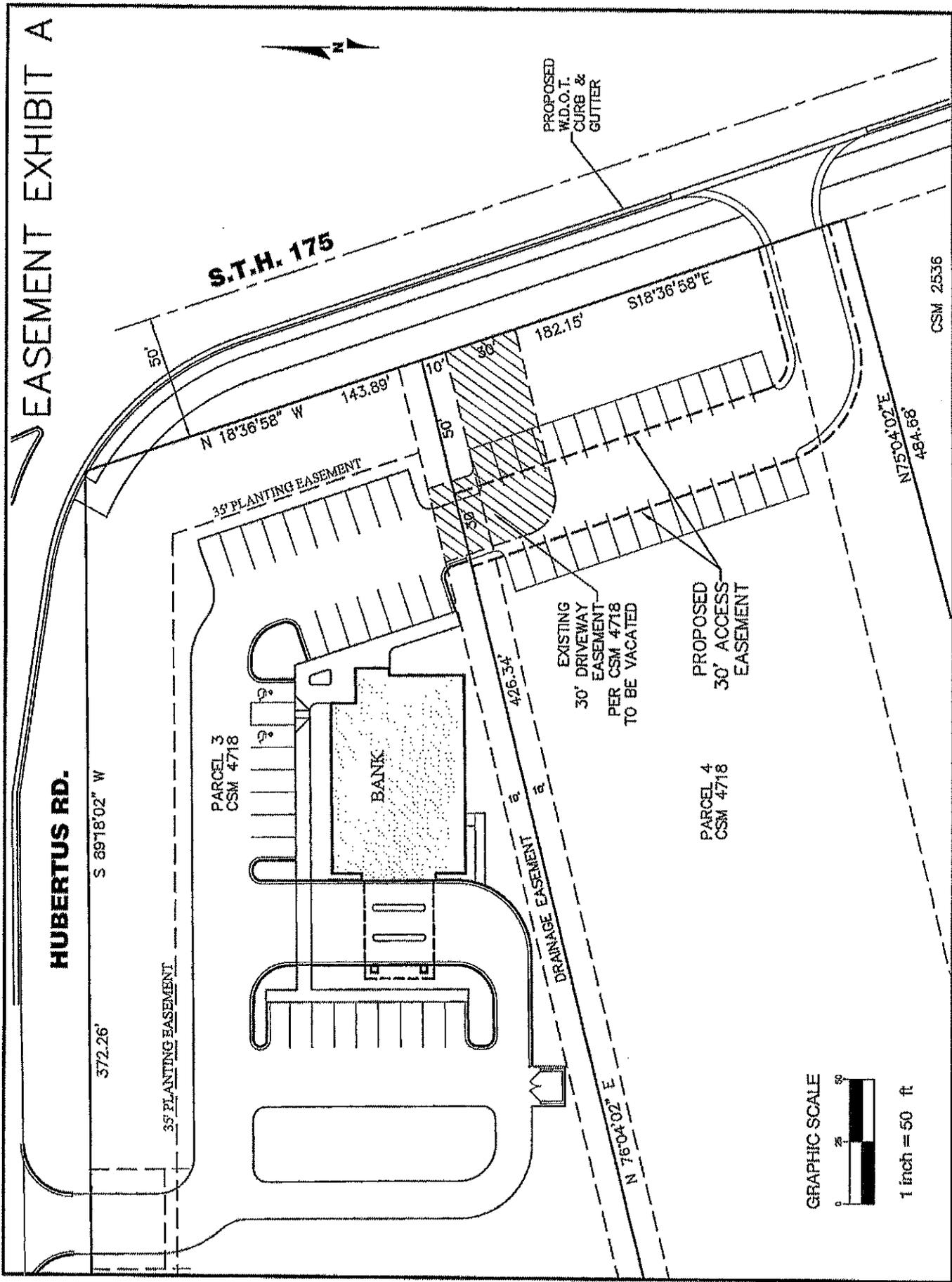
 Village Administrator

VILLAGE CLERKS USE ONLY
 BOARD ACTION TAKEN

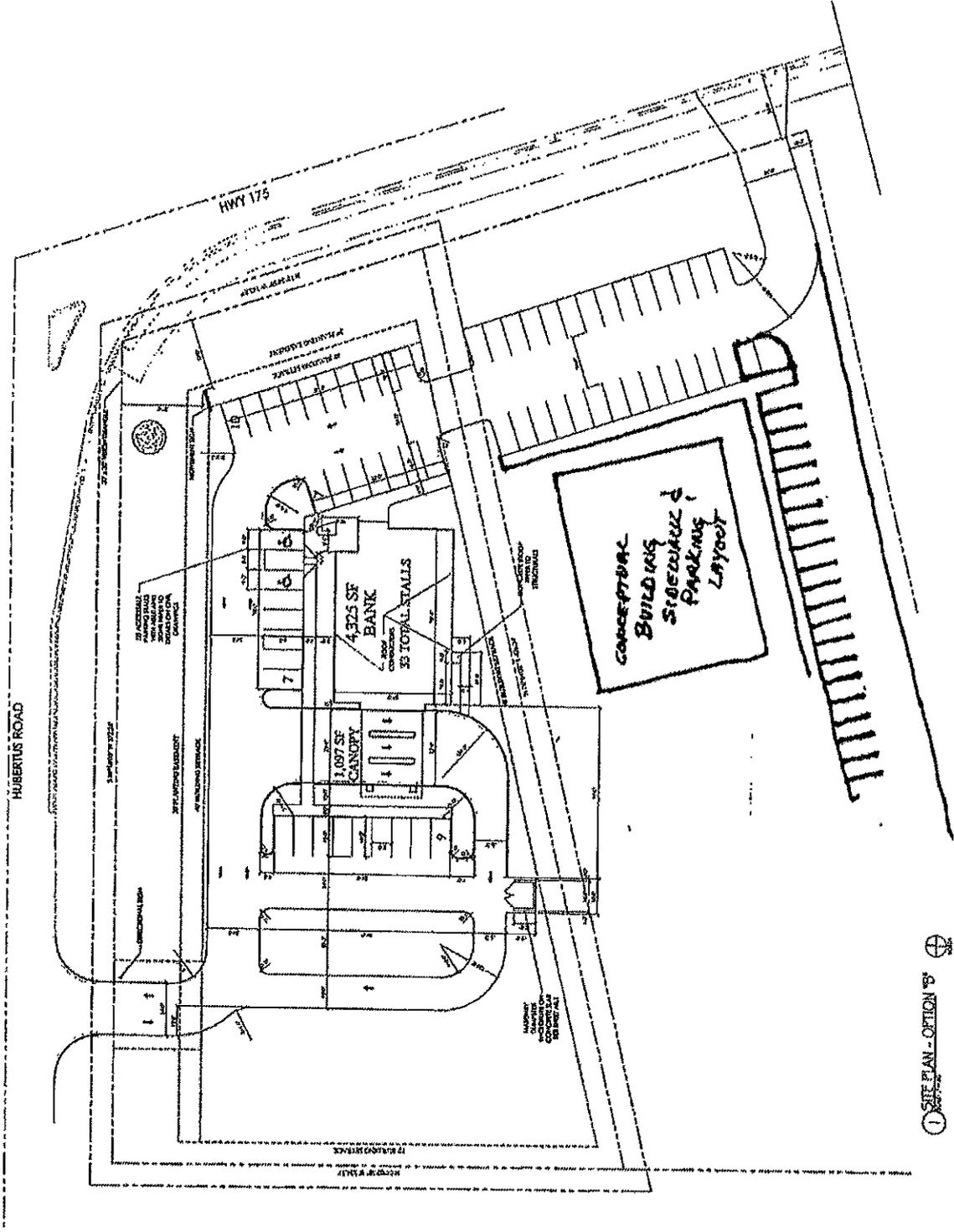
Resolution No. _____
 Ordinance No. _____
 Approved _____
 Other _____

Continued To: _____
 Referred To: _____
 Denied _____
 File No. _____

EASEMENT EXHIBIT A



CSM 2536



① SITE PLAN - OPTION 'B'



VILLAGE OF RICHFIELD
 PLAN COMMISSION COMMUNICATION FORM
 MEETING DATE: August 16, 2012

SUBJECT: Signage plan for First National Bank of Hartford located at 1297 STH 175 (Parcel V10-088100J)

DATE SUBMITTED: August 8, 2012

SUBMITTED BY: Tim Schwecke, Planning Consultant

ISSUE SUMMARY

First National Bank of Hartford has submitted a signage plan for review. Signage consists of the following:

1. Monument sign – This sign consists of an unlit sign face (at the top), an internally lit sign face (in the middle) and an electronic message center (EMC) (at the bottom). The EMC will have a black background with amber lettering. The sign complies with all dimensional requirements regarding height of the sign and sign area. The face of the internally lit sign will be opaque as required by Sec. 62.02(A)(1)(e). The petitioner is aware of the requirements related to how often the message can change (5 minute timeframe) and that lighting levels may not exceed 5,000 NITs during daylight hours and 500 NITs at night (sec. 62.01(I)). This sign is to be located in the northeast corner of the property in the location generally depicted on sheet A0.2 (attached). As of this writing, staff has not been able to verify whether the proposed location complies with any locational requirements that may apply with the State Department of Transportation. It is anticipated staff will be able to verify compliance prior to the Plan Commission meeting.
2. Two unlighted, traffic control signs – One sign is to be located at the access off of Hubertus Road and the other is located at the Highway 175 access point. Section 62.03(A)(5) of the sign code lists various signs that do not require a permit, including parking lot signs (directional). Both of these signs do not contain any commercial message and are purely for traffic control purposes. The sign off of 175 will be located on the parcel to the south. Therefore, the bank will need to work with Norb Weyer to establish an easement for this sign.
3. Unlit wall signs – Wall signs will be displayed on the north, east, and south building elevations. Based on the building frontage, 108 sq. feet are allowed on the east elevation, 46 sq. feet are proposed; 172 sq. feet are allowed on the north elevation, 65 sq. feet are proposed; and 24 sq. feet will be located on the south face of the corner tower. The size of the proposed wall signs will comply with sign code requirements.

FUTURE IMPACT & ANALYSIS:

REVIEWED BY: _____

Paula Inke
 Village Deputy Clerk

Forward to Village Board: No
 Additional Approvals Needed: No
 Signatures Required: No

ATTACHMENTS:

1. Materials submitted by petitioner

STAFF RECOMMENDATION:

Motion to approve the signage plan as submitted provided the location of the monument sign complies with all DOT requirements relating to the location of the sign along STH 175.

APPROVED FOR SUBMITTAL BY:

T. Schwecke

 Village Staff Member

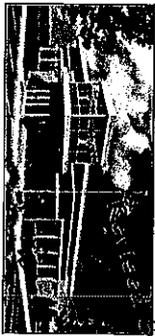
AS

 Village Administrator

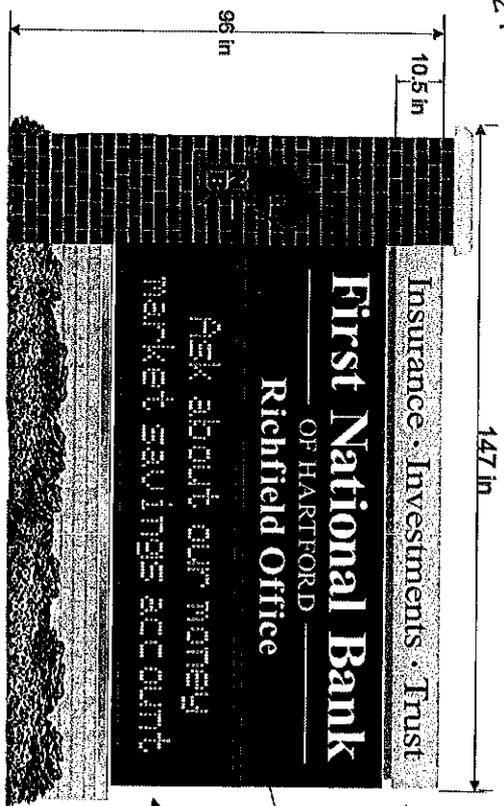
VILLAGE CLERKS USE ONLY
 BOARD ACTION TAKEN

Resolution No. _____
 Ordinance No. _____
 Approved _____
 Other _____

Continued To: _____
 Referred To: _____
 Denied _____
 File No. _____



19/112 Per Richfield.



10.5" x 120" - Double Sided
 Non-Illuminated Topper,
 Painted Matchwhe MP 30136
 Brushed Aluminum
 WaterJet cut aluminum letters -
 Stud Mounted - with 1/8" Standoffs

51" x 121.75"
 Avery - Partons # 427 Lt. Gray Faces
 Double Faced Internally
 Illustrated Cabinet

20.5" x 113.5" Amber EMC
 Cabinet 20.5" x 121.75" to
 allow for vents.



SIGNworks

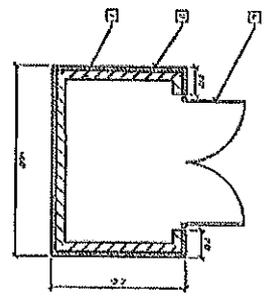
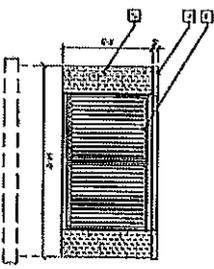
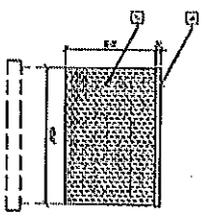
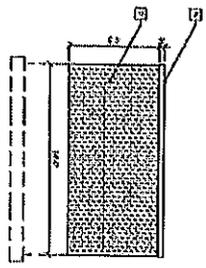
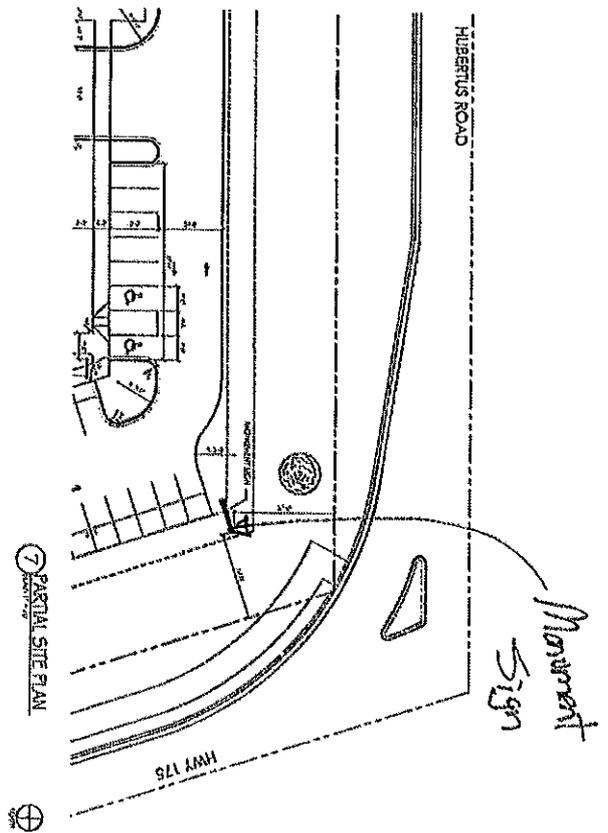
A Sign of Quality Since 1985

27 years
 1985 - 2012
 501 West Sumner Street
 Hartford, Wisconsin
 292-673-7318
 signworkswi.com

Please check your proof carefully for accuracy. Check content, spelling, colors, size etc.
 Renderings are for graphic purposes only and are not intended for actual production.
 The ink colors in this rendering may differ from the actual colors used.

Approved _____
 Date _____

| | |
|------------------------------------------------------------------|------------------------------------------------------|
| Job Name: First National Bank of Hartford Richfield Branch | Sales Person: Jim Schaefer jim@signworkswi.com |
| Date: 8/9/2012 | |
| Final - a opaque gray faces | |



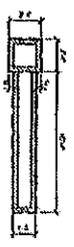
6 DUMPSTER ENCLOSURE SOUTH ELEVATION

5 DUMPSTER ENCLOSURE SIDE ELEVATIONS

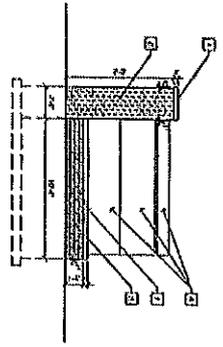
4 DUMPSTER ENCLOSURE NORTH ELEVATION

3 DUMPSTER ENCLOSURE PLAN

- ELEVATION CODED NOTES:
- A FINISH: 1/2\"
 - B FINISH: 1/2\"
 - C FINISH: 1/2\"
 - D FINISH: 1/2\"
 - E FINISH: 1/2\"
 - F FINISH: 1/2\"
 - G FINISH: 1/2\"
 - H FINISH: 1/2\"
 - I FINISH: 1/2\"
 - J FINISH: 1/2\"
 - K FINISH: 1/2\"
 - L FINISH: 1/2\"
 - M FINISH: 1/2\"
 - N FINISH: 1/2\"
 - O FINISH: 1/2\"
 - P FINISH: 1/2\"
 - Q FINISH: 1/2\"
 - R FINISH: 1/2\"
 - S FINISH: 1/2\"
 - T FINISH: 1/2\"
 - U FINISH: 1/2\"
 - V FINISH: 1/2\"
 - W FINISH: 1/2\"
 - X FINISH: 1/2\"
 - Y FINISH: 1/2\"
 - Z FINISH: 1/2\"



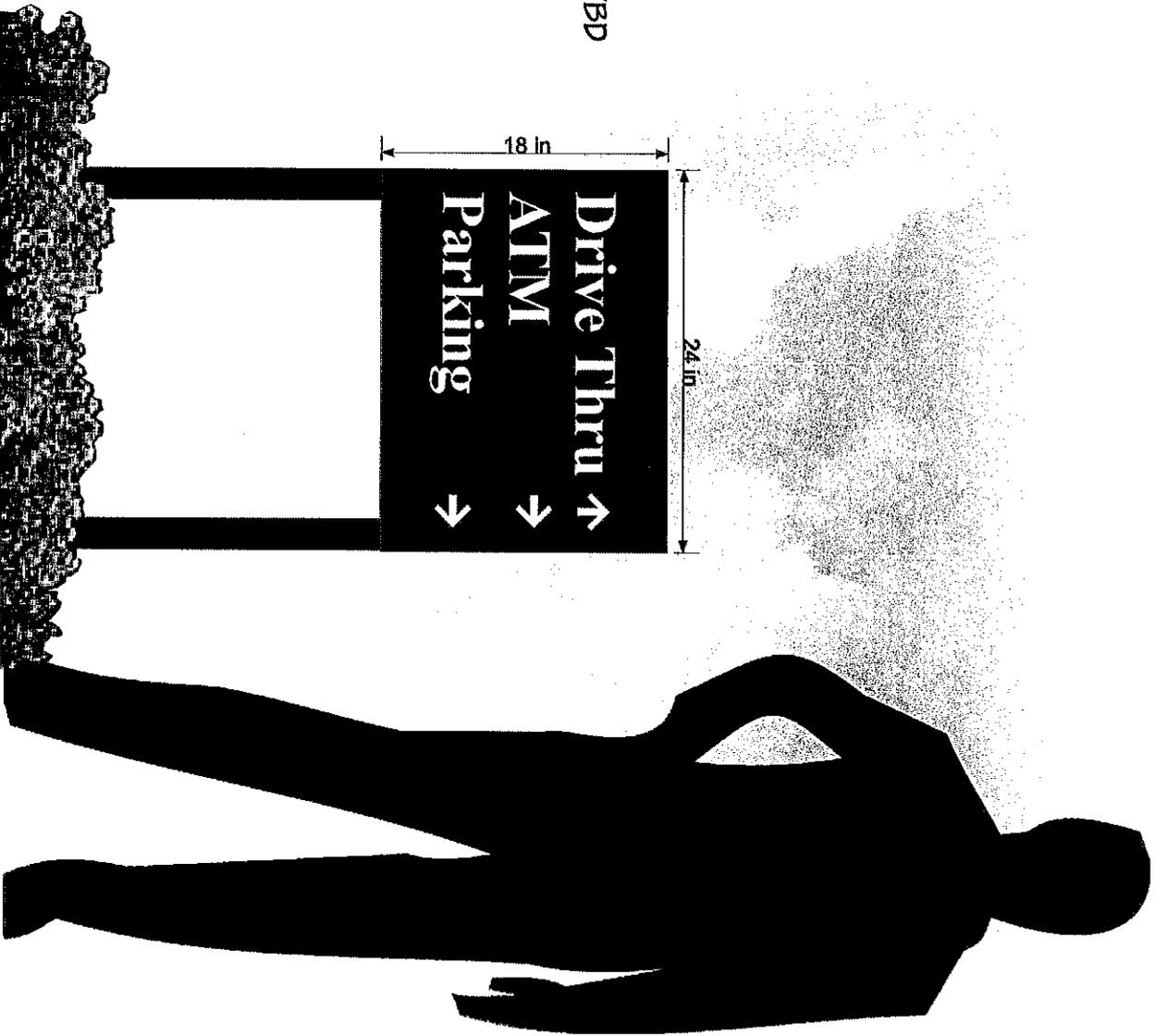
2 MONUMENT SIGN PLAN



1 MONUMENT SIGN ELEVATION

| | | | | |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------|--|
| | <p>Proposed New Building for: First National Bank of Hartford Hubertus Road and Highway 175 Richfield, Wisconsin</p> | <p>SCALE</p> | <p>SITE PLAN</p> | |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------|--|

Qty, Two
Exact Copy TBD
Double Faced



SIGNworks

A Sign of Quality Since 1985

27
YEARS
1985 - 2012

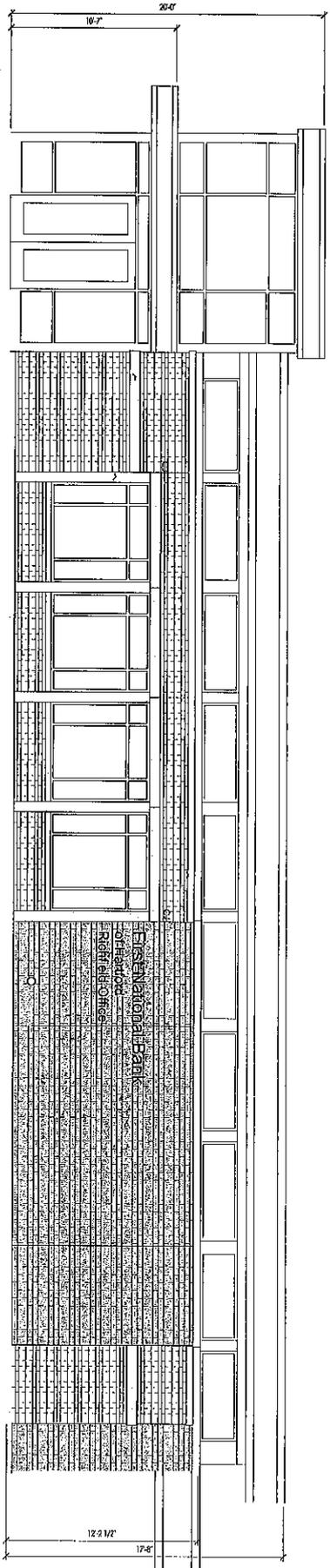
501 West Sumner Street
Hartford, Wisconsin
292-673-7318
signworkswi.com

Please check your proof carefully for accuracy. Check content, spelling, colors, size etc.

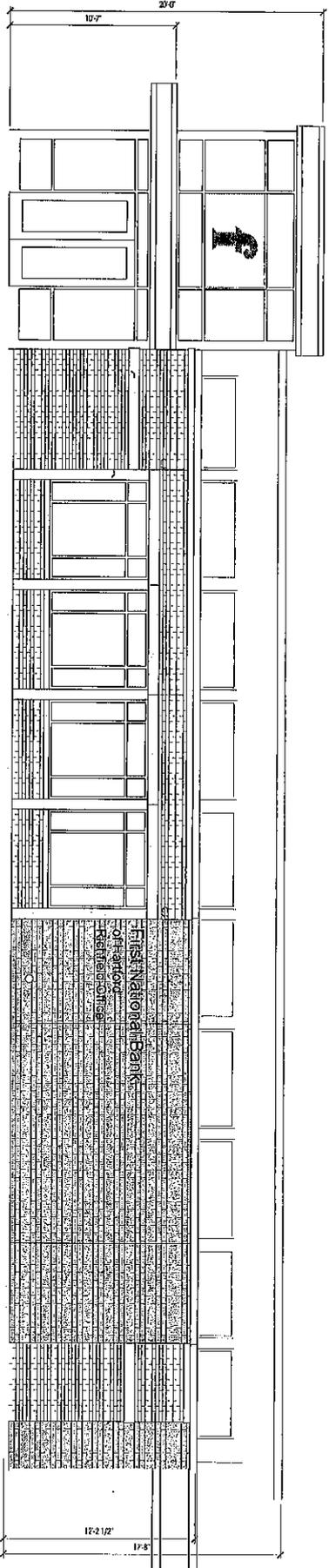
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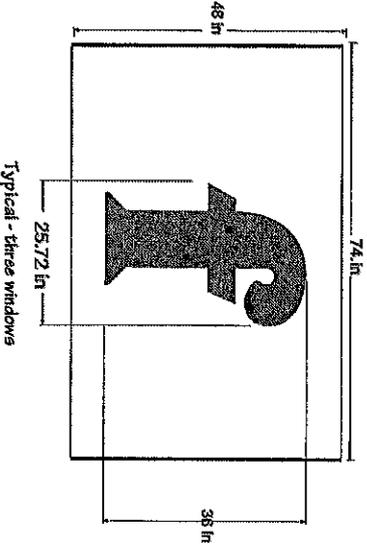
| | | |
|-----------------------------------------------------|-----------|---------------------|
| Job Name: | | Sales Person: |
| First National Bank of Hartford Richfield Branch | | Jim Schaefer |
| Date: | 6/15/2012 | Jim@signworkswi.com |
| P&P Revision 1.0 | | |



1 NORTH ELEVATION
SCALE 1/8" = 1'-0"

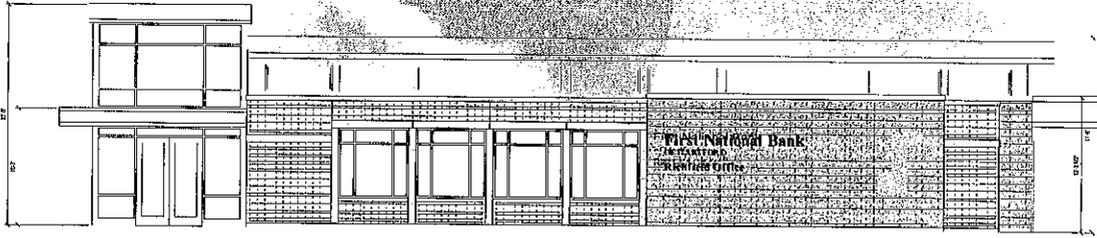


1 NORTH ELEVATION
SCALE 1/8" = 1'-0"



Typical - three windows

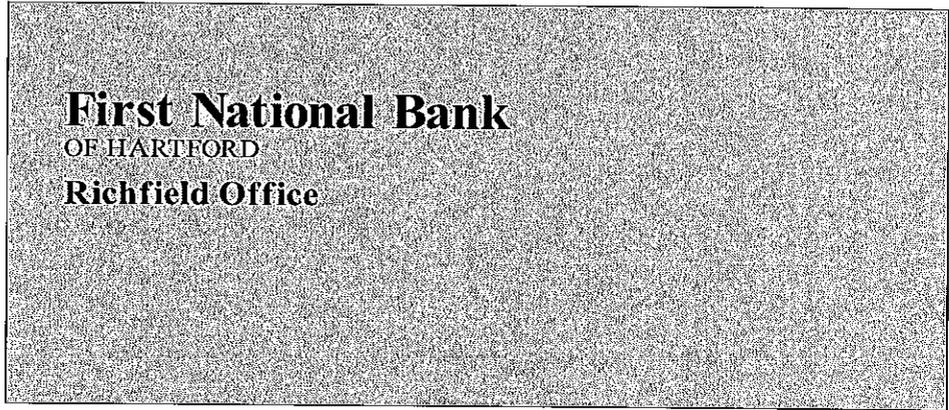
North Elevation



27 ft



11.5 ft



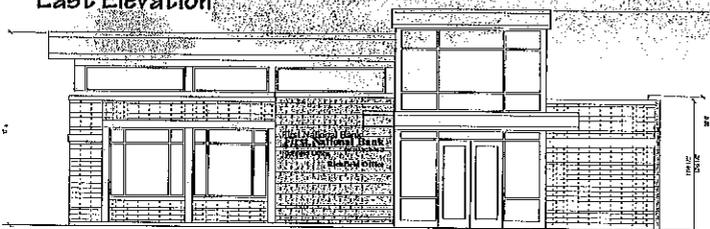
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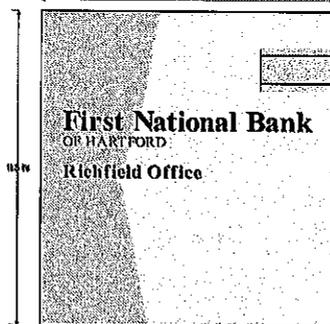
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| | |
|------------------------------------------------------------------|------------------------------------------------------|
| Job Name: First National Bank of Hartford Richfield Branch | Sales Person: Jim Schaefer jim@signworkswi.com |
| Date: 6/15/2012 | |
| North Wall Final | |

East Elevation



27 ft



11.5 ft

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| | |
|------------------------------------------------------------------|------------------------------------------------------|
| Job Name: First National Bank of Hartford Richfield Branch | Sales Person: Jim Schaefer jim@signworkswi.com |
| Date: 6/15/2012 | |
| East Wall Final | |