

**VILLAGE OF ELM GROVE
BUILDING BOARD
MEETING MINUTES**

Thursday, July 22nd, 2021

Meeting was called to order at 5:30 PM by Chairman Olson.

1. Roll Call.

Present: Chairman Olson, Mr. Koleski, Mr. Thedford, Mr. Janusz, Mr. Matola, Mr. Falsetti, Mr. Domaszek, Ms. Steindorf

Absent: Mr. Roge (recused)

Also present: Tom Harrigan – Zoning and Planning Administrator / Assistant to the Village Manager and Hector de la Mora – Village Attorney

2. Review and act on the redevelopment proposal for the School Sisters of Notre Dame Campus Redevelopment, 13105 Watertown Plank Road. More specifically, possible recommendation and action on the proposed architectural plans and landscaping plan to be made to the Plan Commission.

Eric Ponto, of Engberg Anderson, and Phil Aiello, of the Mandel Group, were present before the Board.

Chairman Olson thanked the Building Board members for their hard work and diligence during this extensive project review, and their dedication to the process.

Mr. Ponto provided the Board with an overview of how the proposed architecture has evolved throughout this review process. Mr. Ponto then presented the final plan renderings to the Board.

Mr. Koleski asked if the landscaping depicted in the renderings is the same landscaping which is proposed on the actual landscaping plan.

Mr. Ponto confirmed the landscaping being depicted is the same as the actual landscaping plan within the limitations of the modeling software.

Chairman Olson asked if the front doors servicing the first floor apartments will be constructed with wood.

Mr. Ponto stated the front doors on the first level will be wood material in order to create a warm welcoming experience.

Mr. Koleski asked if the stone shown on the patio flooring materials will be the same stone as used on the main body of the buildings.

Mr. Ponto confirmed this will be the same stone, and the physical sample was available for review in the Court Room.

Mr. Falsetti asked if there is intention to relocate and bury the existing overhead utilities on Watertown Plank Road, as the utility poles are currently unsightly.

Mr. Aiello noted the possibility of relocating and possible burying power and telecommunications utilities does not take place until after zoning entitlements have been secured.

Mr. Olson asked how people will be deterred from driving down the emergency access lane on the east side of Notre Dame Hall.

Mr. Aiello noted there will be an emergency access control gate at the entrance of the emergency access drive at Watertown Plank Road. The use of the paver road material also suggests the road is more of a pedestrian path than a vehicular roadway.

Mr. Matola noted the railing materials on the backside of Maria Hall and the new renovated façade should carry through in both elements.

Mr. Falsetti asked if the swimming pool mechanicals will be located within the pool house.

Mr. Ponto confirmed the mechanicals will be stored in the pool house and there will be bathrooms in that location as well.

Attorney de la Mora suggested the Building Board consider creating a punch list of items that the Plan Commission should be aware of and look to resolve in their review. If needed, the Plan Commission may decide to consult with the Building Board on a limited basis.

Clayton Cole, of Applied Ecological Services, was present before the Board. Mr. Cole presented the Landscaping Plan.

Mr. Matola noted there has been considerable effort made in order to create landscape screening in-between the multi-family portion of the redevelopment and the single-family portions.

Mr. Cole stated the intention is to plant as much as possible to create a dense screening.

Mr. Olson asked if there will be an irrigation system installed on site.

Mr. Aiello stated only the manicured portions of the campus will be irrigated. The natural grassed areas will not be irrigated.

Mr. Aiello thanked the Building Board for their time and efforts throughout this thorough review process. He feels the plans have improved greatly since the process began, and he appreciated the comments and the feedback that has helped shape the broader topics as well as some of the details of the buildings.

Mr. Koleski recognized Chairman Olson for his leadership throughout the entire review process.

Chairman Olson commented the intention throughout this entire process has been to land on an architectural and landscaping plan that the Board can be proud of and stand behind.

Mr. Domaszek motioned to recommend to the Plan Commission as having substantially met the Building Board's review of the architectural and Landscaping plans as presented at the July 22nd, 2021 Building Board meeting, as reasonably depicting what the Building Board agrees with for incorporation into the Planned Development Overlay agreement, subject to the resolution of the following punch list items as determined to be complete by the Plan Commission:

1. Additional clarification as it related to the existing, and proposed new trees and existing power poles on Watertown Plank Road.
2. Additional clarification and detail related to the proposed balcony railings on the backside of Maria and Notre Dame Hall.
3. Lighting fixtures – Detail related to the proposed lighting fixtures and light poles to serve the development.
4. Illumination of the buildings – Where will light fixtures be located on the buildings, more detail is required, including an updated photo metric plan.
5. Detail related to the proposed pool deck surface materials.
6. Detail of the proposed paver blocks servicing the emergency access lane on the east side of Notre Dame Hall.
7. Detail relating to the gate to be located at the entrance of the emergency access lane on the east side of Notre Dame Hall.
8. Detail of the proposed patio flooring materials resolving the inconsistencies and a sample of the materials to be provided.
9. Detail of the proposed pool railing and material.
10. Detail of the proposed snow removal plan and operating procedure.

11. Detail of the front railing and retaining wall on the north side of Maria Hall (2 tier wall).
12. Complete Signage package to be submitted for the entire development.
13. Detail of the proposed materials of the retaining wall on the east side of building one, and the proposed railing detail and materials.
14. Historical monument to service the development - How will this be accomplished?
15. Slide 24 – Additional detail related to the “framing elements” of the wood bays, depicting how the cross framing technique will actually look.
16. Provide a “materials document” of all the proposed materials and the colors.

Mr. Matola seconded. Motion carried 8-0.

3. Other Business

None

13. Adjournment

Mr. Matola motioned to adjourn, Mr. Thedford seconded.

Meeting adjourned at 7:42 P.M.

Respectfully Submitted,

Thomas Harrigan
Zoning and Planning Administrator /
Assistant to the Village Manager