

**PLAN COMMISSION**  
**City of Hartford**  
**May 14, 2018**

PRESENT: Chairperson Timothy C. Michalak, Vice-Chairperson Dennis Regan, Members Tom Stapleton, Tony Anderek, Scott Henke, Ralph Kuepper

ABSENT AND EXCUSED: Alderperson Liaison Barry Wintringer

ALSO PRESENT: City Planner Justin Drew

**Call to Order** - Chairperson Michalak called the meeting to order at 4:00 p.m. in the Common Council Chambers of Hartford City Hall, 109 N. Main Street.

**Minutes** - Motion by Kuepper, second by Regan to approve minutes of April 9. Motion carried.

**Welcome Alderperson Liaison Barry Wintringer, Welcome Back Members Tony Anderek and Tom Stapleton** - Chairperson Michalak noted the excused absence of Alderperson Liaison Barry Wintringer and thanked members Tony Anderek and Tom Stapleton for their continued service.

**Election of Vice Chairperson** - Motion by Henke, no second required, to re-elect Dennis Regan as Vice-chairperson. Motion carried.

**Appearances** - Chairperson Michalak invited appearances. There were no appearances.

**Sign Review: Shindigs, 64 N. Main Street**

**Executive Summary Review:**

Signworks, on behalf of Shindigs, submitted an application for wall signage at 64 N. Main Street. Signs will be placed on all sides (north, east and west) of the building. The owners are requesting the following:

Front (West): Fabricated Stainless Steel with a brushed gold finish

Rear (East): Fabricated Stainless Steel with a duranodic bronze finish

Side (North): Owners would like to paint the logo directly on the wall

The front sign measures 72.2 square feet. The rear sign measures 16.1 square feet. The painted side area would measure about 37 square feet. The only other sign on the building measures 18 square feet, for a total of 143.2 square feet. This is well within the approximately 451 square feet that would be allowed on this building (linear measurement of the front (west) of the building and the side (north) of the building, x 3). The request to paint the north side of the building with the Shindigs logo is acceptable provided that the painting is either professionally done, or done to professional standards, such as using appropriate templates and materials that will not fade or flake.

The owners have indicated that their first choice is painting but they would be willing to use stainless lettering if painting is not possible. Staff recommends approval of both options with the understanding that the stainless lettering, if chosen, match either the front or rear finish; and the painted option adhere to the requirements noted above. There is no actual border on any of the signs. The logo itself is visually interesting and the wording on the north side sign forms a nice quasi-border while providing information about the business ("Gifts and Vintage Finds"). Overall, the signage works well with the building and area. The Planning Staff recommended approval of the proposed wall signs.

**Sign Review: Nail Essentials and Volume Hair Studios, 11 - 13 N. Main Street**

**Executive Summary Review:**

Applicant Jeffrey Mallow intends to replace existing signs on the east and south sides of the building. The new signs will be similar in size and somewhat similar in appearance to the previous signs, with the addition of wood framing. The signs use several different fonts, which is normally not favored. However, the different fonts are pulled together by having a flowing script over block-style lettering for each business. The resulting signage both separates and ties together the two businesses. The sign on the east side of the building, above the main door, measures 16' x 2', the same size as the previous sign. It consists of matte black aluminum lettering over a wood panel, with the script/block lettering for Nail Essentials. The Volume Hair Studio sign, over the side door, measures 5' x 3.6', black script/block lettering on a white background over a wood panel. The south side signs will be grouped together (previous signs were placed between the windows on each floor) and placed between the middle windows on the first floor level. The sign measures 7' x 5' and includes a Nail Essentials Sign below a Volume Hair Studio sign, on a wood panel and separated into two rectangles. Similar to the Volume Hair Studio sign on the east side of the building, the signs are black on a white background. A door sign for Nail Essentials, with the logo in white between two lines, is in compliance with window/door signage requirements. The review of the previous signs for this property noted the subdued and elegant characteristics of the signs. Although somewhat busier in appearance with the addition of the wood paneling/framing, the overall look of the signage continues to be appropriate to the district and location. Planning Staff recommended approval of the proposed wall signs and door sign for Nail Essentials and Volume Hair Studio.

**Plan Commission Discussion, Shindigs & Nail Essentials and Volume Hair Studios:**

Mr. Drew reviewed the executive summaries. Chairperson Michalak requested comments on either or both submittals. Chairperson Michalak asked about the painted wall sign for Shindigs - will there be a covering so that it will not weather? Mr. Drew replied that a covering could be done if necessary. Member Kuepper asked about removing the painted sign. Mr. Drew replied that it would probably be sandblasted off if removal was necessary. Member Kuepper expressed concern about a removal process, noting that the sign looks good but a method of removal that does not damage or discolor the brickwork should be addressed. Mr. Drew noted that the owner should be required to work with the City on methods of removal should that become necessary. Motion by Kuepper, second by Henke to approve both signs. Motion carried.

**Review of the Proposed Conditional Use to Locate a Multi-Family Residential Building in the B-3 General Business District**

Executive Summary Review:

A multi-family development was identified as one of the key catalytic projects to spur downtown development in the downtown plan endorsed by both the Plan Commission and the Common Council. New, high end residential units will create additional business opportunities for shops, restaurants and bars within the downtown. The Developer has submitted a plan for a 57 unit apartment on three floors plus underground parking on the ground floor. The total development site currently consists of 8 parcels owned by three different private entities and the City of Hartford. Once complete, the development site would consist of one private parcel (on the north) and one city parcel for public parking (on the south). The Council approved a rezoning of some of the parcels on May 8, 2018 so that all of the parcels are zoned B-3 General Business District. Apartments are allowed in the B-3 District as a conditional use. A site plan with additional details will be submitted at a later date. Section 13.0317 (c)(2) of the Municipal Code states that residential quarters in the B-3 District must be housed within the principal structure, must be at least 600 square feet for one bedroom units and 750 square feet for two-bedroom units, and that entrances and exits to such quarters are separate from any commercial uses in the building. No commercial uses are proposed. The development is surrounded by other commercial properties to the south and east, and two-family and multi-family properties to the north and west. The structure would be L-shaped and would flank North Main Street and West State Street. Tenants would enter the building from the parking lot. The structure and all units would meet the requirements listed above. The smallest one bedroom units would be approximately 635 square feet and the largest two-bedrooms units would be approximately 1,145 square feet. The development would consist of 27 one bedroom units, 15 one bedroom plus dens, and 15 two bedroom units. Vehicles would enter the site from a new driveway on North Main Street just north of the railroad tracks or from the existing South Johnson Street alley. The apartments would have 57 underground parking spaces and 10 above ground parking spaces. In addition, the City parking lot would have approximately 48 spaces for general use. Tenants of the apartment complex could purchase annual overnight parking passes for this lot.

Plan Commission Discussion, Conditional Use to Locate a Multi-Family Building in the B-3 General Business District:

The review is a public hearing.

Chairperson Michalak opened the hearing and requested a reading of the Public Notice. Mr. Drew read the public notice, and began the staff review by reviewing the executive summary. Chairperson Michalak questioned the public/private parking setup and asked if apartment residents could purchase parking permits in the public lot. Mr. Drew affirmed. A discussion of City parking ensued, in particular parking permits. Chairperson Michalak requested the total number of parking permits available in the downtown area. Mr. Drew said that he would find out the number and noted that he did not expect parking to be an issue at that lot, the main public user of the lot is the bowling alley across the street and the hours of use are different. Chairperson Michalak noted that the questions he is asking come directly from citizens. Mr. Drew noted that the majority of units in the proposed development are one bedroom, and there are 57 underground stalls for the 57 units.

Chairperson Michalak requested appearances in favor. There were no appearances in favor.

Chairperson Michalak requested appearances in opposition. Jeff Ritger of Dave's Lanes, 218 N. Main Street, expressed his concern regarding the parking situation, noting the public/private aspects and whether tickets could be issued to apartment residents who exceed time limits in the public parking lot. Chairperson Michalak noted that the appearance segment of the public hearing was not a question/answer segment but asked Mr. Drew to address the concern. Mr. Drew noted that parking restrictions would apply to all but Council has to act on what the restrictions will be. The original 2-hour limit was based on surrounding commercial uses which no longer apply. The process would be: internal review, review by the Public Works Committee, and review by the Common Council for final action.

There being no more appearances in opposition, Chairperson Michalak closed the hearing and requested Plan Commission discussion. Member Henke asked if the area would remain a municipal parking lot except for the extension of the parking area for the apartments, and expressed concern about parking during construction. Mr. Drew affirmed that the parking lot not affiliated with the apartment building will remain public parking, and explained that the City would look at options during the Brownfields remediation portion of the development, including possibly taking possession of the whole property during that time. The parking area would be completed quickly relative to the timeline for the entire development and the City plans to work with the developer to be sensitive to area needs.

Chairperson Michalak requested official action regarding the proposed conditional use to locate a multi-family residential building in the B-3 General Business District. Motion by Henke, second by Kuepper to approve the conditional use. Motion carried.

### **Site Plan Review, Steel Craft Addition, 105 Steel Craft Drive**

#### Executive Summary Review:

Steelcraft proposes a 58,400 square foot addition to the northeast side of their current facility to accommodate additional shipping and assembly space. Steelcraft is surrounded by an industrial property to the west, single-family residential properties to the north, a manufacturing property and the former Aurora clinic to the east, and City park land to the south. The proposed addition would be erected along the northeast side of the existing building, north of the 2013 addition. The proposed addition would be setback 210 feet from the North Wilson Avenue Right-of-Way and 70 feet from the north property line, and meets all setback requirements (40 foot street yard, 25 foot side yard, 25 foot rear yard) of the M-3 district. The height of the proposed addition is 28 feet above grade, which meets the 35 foot maximum height allowed in the M-3 District. The addition would increase lot coverage to 44% of the property, below the 50% maximum lot coverage allowed by Code. The exterior of the addition would be constructed of multiple finishes of metal paneling. Windows would run along the entire south and east facades near the top of the building. Precast concrete wall panels with an inlaid brick pattern would be present on the south **façade** to mimic the stair towers on the existing building. The overall appearance is an extension of the existing building and Staff believes the proposed design is appropriate. Six angled trucking bays would be located on the east **façade** of the addition. Delivery trucks will access the addition through the existing driveways. 25 existing

parking stalls east of the proposed addition would be removed to allow for the new truck delivery bays. 28 new parking stalls would be located southeast of the existing building, and 55 new parking stalls would be located north of the addition. The applicant submitted a stormwater management plan to comply with the City's stormwater requirements. The City Engineer approved the plan. No additional water service is proposed or required for the addition as it will primarily serve as a shipping and storage area. The contractor has been in contact with Hartford Electric about relocating the existing underground primary **service**. An estimate for the relocation has been provided and the cost will be borne by Steelcraft. The applicant submitted a landscape plan to screen some of Steelcraft's outdoor storage area west of the building. This will be comprised of 16 evergreens (White Fir, Norway Spruce, and Giant Arborvitae) each eight-feet tall at planting. In addition, the applicant submitted a plan to visually screen the loading dock area from South Wilson Avenue. 28 evergreens (Moonglow Juniper and Giant Arborvitae) each six-feet tall at planting, plus a number of deciduous shrubs will supplement the existing landscaping in this area. The Planning Staff recommended approval of the Site Plan Review for the Steelcraft Addition.

Plan Commission Discussion, Steel Craft Addition:

Mr. Drew reviewed the executive summary. Chairperson Michalak requested comments. Chairperson Michalak asked about increased employment as a result of this project. Mr. Drew noted that the expected increase is 10 - 15 assembly positions and 3 - 5 shipping positions. Motion by Kuepper, second by Henke to approve the site plan for the Steel Craft addition. Motion carried.

**A Resolution Petitioning the Secretary of Transportation for Airport Improvement at the Hartford Municipal Airport by the Common Council of the City of Hartford, Washington County, Wisconsin**

Mr. Drew explained that a review by the Plan Commission is one of the steps in the petition process and is not related to the runway expansion. Motion by Kuepper, second by Stapleton for Plan Commission approval of the Common Council resolution petitioning the Secretary of Transportation for airport improvement at the Hartford Municipal Airport. Motion carried.

**Adjournment** - Adjournment by call of Chair. Meeting adjourned at 4:23 p.m.

Respectfully submitted,  
Justin Drew, City Planner

Compiled by Char Smelter, Planning Secretary