

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING:	PLAN COMMISSION
DATE AND TIME:	MONDAY, October 8, 2018 6:30 p.m.
LOCATION:	Germantown Village Hall Board Room

- I. **CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.
- II. **ROLL CALL**
- III. **PUBLIC INPUT/PUBLIC APPEARANCE:** Please be advised per §19.84(2) that information will be received from the public, however, no action will be taken at this time.
- IV. **APPROVAL OF MINUTES:** September 24, 2018
- V. **NEW BUSINESS**
 - A. Optimum Signs, Inc. Agent for DDS Germantown Investment, Property Owner and Verizon Wireless N112 W16076 Mequon Road. Sign Review.
 - B. Community Development Department – 2050 Comprehensive Plan Discussion.
 - C. Community Development Department - Saxony Village-Main Street Connectivity Plan Discussion.
- VI. **ANNOUNCEMENTS:**
- VII. **ADJOURNMENT:**

The next Plan Commission Meeting will be on October 22, 2018 at 6:30 p.m.

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service please contact the Village Clerk at (262)250-4740 at least 2 days prior to the meeting. Notice is given that a majority of the Village Board may attend this meeting to gather information about an item over which they have decision making responsibility. This may constitute a meeting of the Village Board per State ex rel. Badke v. Greendale Village Board, even though the Village Board will not take formal action at this meeting.

PLAN COMMISSION MINUTES
September 24, 2018

CALL TO ORDER: Chairman Wolter called the meeting to order at 6:30 p.m.

ROLL CALL: Chairman Dean Wolter, Trustee Rep David Baum, Commissioners Tony Laszewski, Bob Williams, Peter Nilles and Matt Kimmler were present. Also present were Community Development Director/Village Planner Jeff Retzlaff and Planning Assistant Lori Johnson.

PUBLIC INPUT: None

APPROVAL OF MINUTES: *MOTION Baum second Laszewski to Approve the minutes from 9-10-18. MOTION carried unanimously.*

Kennedy Middle School, W160 N11836 Crusader Court. The Germantown School District is requesting approval of a new replacement sign and electronic message center (EMC) for the school. Planner Retzlaff summarized the proposal indicating that since the September 10th Plan Commission meeting, the School District decided to relocate the proposed sign location to Crusader Court.

MOTION Baum second Peter to Approve the proposed monument sign and electronic message center (EMC) for Kennedy Middle School at W116 N11836 Crusader Court subject to the following (6) conditions:

- 1. A separate electrical permit shall be obtained from Inspection Services prior to installation.***
- 2. All electronic components shall be labeled by a licensed lab and inspected prior to or concurrent with installation.***
- 3. The School District shall provide written evidence to the Zoning Administrator from the sign manufacturer and/or installer that the electronic message board complies with the automatic light level adjustment and other operational requirements prior to issuance of an electrical permit as required under 17.46(7)(h)6. and (h)7. of the Zoning Code.***
- 4. The School District shall operate and maintain the electronic message board in compliance with the message display appearance, duration/timing and all other requirements under 17.46(7)(h) at all times.***
- 5. The monument sign shall be located a minimum of five (5) feet from the nearest property line and shall not obstruct the view of traffic on Williams Drive or Crusader Court.***
- 6. A detailed site plan shall be prepared and submitted to the Village for review and approval. Said plan shall indicate the proposed sign location with existing and proposed grades, proposed filling (if any), and exactly where the monument sign and landscaping will be installed relative to the nearest property lines and existing ditch. In the event the sign location impacts storm water management, the School District shall coordinate with the Village Engineer and provide any additional information and/or plan revisions necessary to ensure storm water management on the site is not significantly impacted by the new monument sign.***

MOTION carried unanimously.

Wago Corporation – N120 W19129 Freistadt Road. Site and building plans for a 66-stall parking lot expansion for the existing manufacturing and office facility. Planner Retzlaff summarized the proposal.

MOTION Baum second Nilles to Approve the proposed site development and building plans as proposed for the 66-stall parking lot expansion for the Wago Corporation facility located at N120 W19129 Freistadt Road subject to the following conditions:

- 1. This approval is subject to all the conditions and requirements set forth herein and adopted by the Plan Commission. Approval is granted for the site development and building plan set dated September 4, 2018, lighting plan dated September 7, 2018 and landscape plan dated August 24, 2018 (revised) unless superseded by subsequent plan sheets approved by the Village Planner pursuant to revisions required herein and/or by the Plan Commission.**
- 2. All landscaping, screening, grading, and paving improvements shown on the approved site plans shall be installed as proposed prior to issuance of an occupancy permit unless a cash bond or letter of credit in an amount equal to 120 percent of the estimated installation and material costs reviewed and approved by the Village is submitted to the Village as necessary to ensure that installation of the proposed features and improvements will be completed within one (1) year after issuance of the occupancy permit.**
- 3. Due to the amount of anticipated runoff traveling north off the parking lot, the owner shall install an additional erosion mat along the entire north side of the proposed parking lot. The erosion mat must extend from the parking lot to the edge of drive located further to the north.**
- 4. An erosion control plan shall be developed and submitted to the Village for engineering review prior to commencement of construction. Said plan shall include the following:**
 - Temporary erosion control measures should be called out in the plan if stabilization requirements are not met prior to the onset of winter;**
 - The proposed silt fence should be “hooked” at the ends to prevent bypass flow;**
 - The plan shall be signed and stamped by a professional engineer.**
- 5. The owner shall remove and replace two sections of sidewalk along Freistadt Road as part of this project. The concrete slabs are located in Wago’s driveway that accesses Freistadt Road.**

Commissioner Kimmler suggested a different type tree be planted on the parking islands that won't overgrow the light poles. He said either a more narrow crowned or ornamental type tree is recommended.

MOTION carried unanimously.

Cousins Subs – N96 W15630 County Line Road. Site development and building plans for exterior renovations and replacement wall sign for the existing restaurant. Planner Retzlaff summarized the proposal.

MOTION Laszewski second Baum to Approve the site and building plans for the proposed building renovations for the Cousin’s restaurant located at N96 W15630 County Line Road subject to the following conditions and Amending Condition #4 to require installation of a sampling manhole.

- 1. This approval is subject to all the conditions and requirements set forth herein and**

adopted by the Plan Commission. Approval is granted for the architectural and engineering plans dated August 28, 2018, unless superseded by subsequent plan sheets approved by the Village Planner pursuant to revisions required herein and/or by the Plan Commission.

- 2. State approved plans and a \$20,000 occupancy bond are required by Inspection Services as part of the building permit application.***
- 3. The owner/operator shall coordinate with the Village's Building Inspector to verify that the existing or new grease trap(s) comply with current code requirements and specifications prior to issuance of a building permit. Any required work to upgrade or replace said grease trap(s) shall be completed prior to issuance of final occupancy and/or refund of the occupancy bond;***
- 4. The owner/operator shall coordinate with the Village's Wastewater Utility to ensure the existing sampling manhole complies with current code requirements and specifications prior to issuance of a building permit. Any required work to upgrade or replace said grease trap(s) shall be completed prior to issuance of final occupancy and/or refund of the occupancy bond.***

MOTION carried unanimously.

MOTION Laszewski second Baum to Approve the proposed replacement wall sign for the Cousins restaurant located at N96 W15630 County Line road subject to the following conditions:

- 1. A separate electrical permit shall be obtained from Inspection Services prior to installation.***

MOTION carried unanimously.

Discount Ramps – N102 W19400 Willow Creek Way. Certified Survey Map (CSM) to combine two existing parcels that comprise the Discount Ramps property totaling 17.43 acres. Planner Retzlaff summarized the proposal indicating the CSM was a condition of the site plan approval.

MOTION Baum second Laszewski to Approve the Certified Survey Map land combination for the two parcels owned by DRGT LLC for the Discount Ramps distribution/warehouse facility located at N102 W19400 Willow Creek Way subject to the following conditions:

- 1. All technical corrections and issues raised by the Village Surveyor in the September 20, 2018 memo shall be addressed and/or corrected prior to recording the CSM.***

MOTION carried unanimously.

Community Development Department-2050 Comprehensive Plan: Planner Retzlaff asked if Plan Commission members had any comments or concerns with the request for qualifications for consultant services for the 2050 Comprehensive Plan update. Discussion followed. He said the Village Administrator is most interested in seeing a significant amount of community engagement and hopefully get some innovative approaches on how to reach residents who may not ordinary be reached with our standard process. Community engagement will be a principal focus in the request for proposal.

ANNOUNCEMENTS: Chairman Wolter said the Oktoberfest celebration is scheduled for September 29th through September 31st at Dheinsville Park.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Lori Johnson
Planning Assistant

SIGN PERMIT REVIEW

10/8/18 Plan Commission Meeting

Verizon / Germantown Commons

Village Planner Report

Germantown, Wisconsin

Summary

Optimum Signs, agent for DDS Germantown Investment LLC, property owner, and Verizon Cellular, operator, is requesting sign approval for a new retail store in the Germantown Commons building located at N112 W16076 Mequon Road.

Property Location: N112 W16076 Mequon Road

Applicant/

Property Owner: DDS Germantown Investment LLC
c/o Stephen Provancher
6108 N. Shoreland Ave
Milwaukee, WI

Current Zoning: B-3: General Business District

Adjacent Land Uses		Zoning
North	Residential	Rm-3
South	Residential	Rm-3
East	Commercial	B-2
West	Commercial	B-2/PDD



Background/Proposal

Optimum Signs, agent for DDS Germantown Investment LLC, property owner, and Verizon Cellular, operator, is requesting approval for the following new signage for a new retail store in the Germantown Commons building located at N112 W16076 Mequon Road:

- (2) 3' x 13'10" (41.5 sqft each; 83 sqft total) wall-mounted LED internally-illuminated channel lettering and logo raceway mounted on the south and east elevations (same sign/same size on each); and
- (1) 33" x 70" (16 sqft) monument sign panel insert

Staff Comments

The proposed wall signs meet the sign requirements including the allowance for 1.5 sqft of sign area for every 1 linear foot of building frontage (83 sqft proposed vs. the maximum allowance of 168 sqft for 112 linear feet of building frontage). The proposed monument sign panel insert has a dark background and is also code compliant.

Exterior modifications to the tenant space and remaining building have been approved under a Zoning Permit issued to the property owner and tenant. Tenant space improvements include removing the overhead garage doors on the south elevation (used by the former oil change tenant) and replacement of the large windows and brick wall to the same/similar appearance that existed prior to the oil change operation. Also, the entire building will be painted with a new gray exterior color scheme that will retain the existing exposed "half-timbered" or "fachwerk" construction appearance reminiscent of the "Germanic theme" approved for the original building design.

Village Planner Recommendation

APPROVE the proposed wall signs and monument sign panel insert for the Verizon retail store located in the Germantown Commons center located at N112 W16076 Mequon Road with the following conditions:

1. Electrical permits shall be obtained from the Inspection Services prior to installation.



Village of



Germantown

Willkommen

Fee must accompany application

\$275 Sign Review Fee

\$ 75 Sign Face Replacement

Paid \$ Date 9-20-18

SIGN REVIEW APPLICATION

Pursuant to Section 17.46 of the Municipal Code

Please read and complete this application carefully. All applications must be signed and dated.

- 1 **APPLICANT OR AGENT**
Optimum Signs, Inc.
W134 N5504 Campbell Dr
Menomonee Falls WI
53051
Phone (262) 289 9481
Fax (414) 312-4308
E-Mail Scott@optimumsignsWI.com
- PROPERTY OWNER**
DDS - Germantown Investment, LLC
Stephen Provancher, Member
N112 W16076 Mequon Rd
Germantown, WI
Phone (262) 271-4440
sp@MLG-commercial.com

- 2 **PROPERTY ADDRESS OR GENERAL LOCATION**

N112 W16076 Mequon Road

- 3 **SIGN INFORMATION**

Sign Dimensions _____ height x _____ width Single/Multi Tenant (circle one)
Number of Sides _____ Building Frontage SF _____
Total Square Footage of Sign (include all sides) _____
Total height of the Sign _____
Is the Sign to be illuminated X yes _____ no
Type of Sign Construction Materials aluminum + Lexan
Distance to Closest Property Line _____

Are there any existing signs on the property _____
If yes, what is the total Square Footage of existing signs _____

What are the intentions for the existing signs: Take down _____ Remain _____

- 4 **SIGNATURES -- ALL APPLICATIONS MUST BE SIGNED BY OWNER!**

Scott M. [Signature] 5 Sept 2018
Applicant Date

[Signature] 9/10/18
Owner Date



INDIRECT STORE



CELLULAR SALES
N112W16076 MEQUON RD
GERMANTOWN, WI 53022

EXTERIOR SIGNAGE SUBMITTAL

ML 3729
06.25.2018

VERIZON APPROVAL:

DESIGN REVIEW APPROVAL:

SUBMITTAL RECORD	
DATE	REMARKS



LEGEND		QTY
1	TENANT PANELS	2
2	SOUTH ELEVATION WALL SIGN	1
3	EAST ELEVATION WALL SIGN	1
4	STORE HOURS	3

KEY

SIGN LOCATION —

BUILDING OUTLINE - - - -



Table 3

Sign Letter Height Lookup Table

Sign Viewing Type

Parallel

Illumination Type

Internal Opaque

Sign Offset from Curb (Feet)	Required Sign Letter Height (Inches)							
	Total Number of Lanes on Roadway							
	1	2	3	4	5	6	7	8
5 - 9	3	5½	7½	9½	11½	14	16	18
10 - 14	4	6½	8½	10½	12½	15	17	19
15 - 19	5½	7½	9½	11½	14	16	18	20
20 - 24	6½	8½	10½	12½	15	17	19	21
25 - 29	7½	9½	11½	14	16	18	20	22
30 - 34	8½	10½	12½	15	17	19	21	23½
35 - 39	9½	11½	14	16	18	20	22	24½
40 - 44	10½	12½	15	17	19	21	23½	25½
45 - 49	11½	14	16	18	20	22	24½	26½
50 - 54	12½	15	17	19	21	23½	25½	27½
55 - 59	14	16	18	20	22	24½	26½	28½
60 - 64	15	17	19	21	23½	25½	27½	29½
65 - 69	16	18	20	22	24½	26½	28½	30½
70 - 74	17	19	21	23½	25½	27½	29½	32
75 - 79	18	20	22	24½	26½	28½	30½	33
80 - 84	19	21	23½	25½	27½	29½	32	34
85 - 89	20	22	24½	26½	28½	30½	33	35
90 - 94	21	23½	25½	27½	29½	32	34	36
95 - 99	22	24½	26½	28½	30½	33	35	37
100-109	23½	25½	27½	29½	32	34	36	38
110-119	25	27½	29½	32	33½	36	38½	40
120-129	27½	29½	32	33½	36	38½	40	42½
130-139	29½	32	33½	36	38½	40	42½	44½
140-149	32	33½	36	38½	40	42½	44½	47
150-159	33½	36	38½	40	42½	44½	47	48½
160-169	36	38½	40	42½	44½	47	48½	51
170-179	38½	40	42½	44½	47	48½	51	53
180-189	40	42½	44½	47	48½	51	53	55
190-199	42½	44½	47	48½	51	53	55	57
200-219	44½	47	48½	51	53	55	57	59½
220-239	48½	51	53	55	57	59½	61	63½
240-259	53	55	57	59½	61	63½	65½	68
260-279	57	59½	61	63½	65½	68	69½	72
280-299	61	63½	65½	68	69½	72	74	76
300-319	65½	68	69½	72	74	76	78½	80½
320-339	69½	72	74	76	78½	80½	83	84½
340-359	74	76	78½	80½	83	84½	87	89
360-379	78½	80½	83	84½	87	89	91	93
380-399	83	84½	87	89	91	93	95½	97
400+	87	89	91	93	95½	97	99½	101½

Landlord and/or Zoning Restrictions:

City:
Wall signs shall not exceed 1.5 SF per linear foot of building frontage

Landlord:
None

Location:	Permitted:	Proposed:
South Elevation	1.5 x 47'-2" = 70.25 SF	42.5 SF

Verizon Guideline Conformance/Exception:

- SOUTH ELEVATION
- The target “v” height is 27.5 inches
 - We are proposing a sign with a 24 inch “v” height, which is the largest sign that conforms with Verizon’s minimum negative space requirements



Table 1B

Sign Letter Height Lookup Table

Sign Viewing Type

Perpendicular

Illumination Type

Internal Opaque

Driving Environment

Complex (4-5 Lanes)

Position Of Sign Relative To Vehicle Turning Point		Required Sign Letter Height (Inches)								
		Posted Speed Limit On Roadway (MPH)								
		25	30	35	40	45	50	55	60	65
Turn Not Permitted		3½	4	5	5½	6½	7	7½	8½	9
Location Of Sign Before Turn Into Site (Feet)	650+									
	600-649									
	550-599									
	500-549									9
	450-499							7½	8½	10
	400-449						7	8	10	12
	350-399					6½	7½	9½	11½	13½
	300-349			5	5½	7½	9½	11½	13½	15½
	250-299	3½	4	5	7	9	11	13	15	17
	200-249	4½	5	7	9	11	13	15	17	19
	150-199	6½	6½	8½	10½	12½	14½	16½	18½	20½
	100-149	8	8½	10½	12½	14½	16½	18½	20½	22½
	50-99	10	10	12	14	16	18	20	22	24
Sign Located At Turn Into Site		8	12	14	16	18	20	22	24	26
Location Of Sign After Turn Into Site (Feet)	50-99	11½	13½	15½	17½	19½	21½	23½	25½	27½
	100-149	13½	15½	17½	19½	21½	23½	25½	27½	29½
	150-199	15½	17	19	21	23	25	27	29	31
	200-249	17	19	21	23	25	27	29	31	33
	250-299	19	21	23	25	26½	29	30½	32½	34½
	300-349	20½	22½	24½	26½	28½	30½	32½	34½	36½
	350-399	22½	24½	26½	28½	30½	32½	34½	36½	38½
	400-449	24	26	28	30	32	34	36	38	40
	450-499	26	28	30	32	34	36	38	40	42
	500-549	27½	29½	31½	33½	35½	37½	39½	41½	43½
	550-599	29½	31½	33½	35½	37½	39½	41½	43½	45½
	600-649	31	33	35	37	39	41	43	45	47
	650+	33	35	37	39	41	43	45	47	49

Landlord and/or Zoning Restrictions:

City:
Wall signs shall not exceed 1.5 SF per linear foot of building frontage

Landlord:
None

Location:	Permitted:	Proposed:
East Elevation	1.5 x 47'-2" = 70.25 SF	42.5 SF

Verizon Guideline Conformance/Exception:

EAST ELEVATION
- The target “v” height is 15.5 inches
- We are proposing a sign with a 24 inch “v” height, which conforms with Verizon’s two sign rule





STORE NUMBER	ADDRESS	SHEET TITLE	DATE	REVISION	PREPARED BY	SHEET NUMBER
ML 3729	N112W16076 MEQUON RD GERMANTOWN, WI 53022	STREET/CONTEXT PHOTOS	06.25.2018		BlinkSigns	5



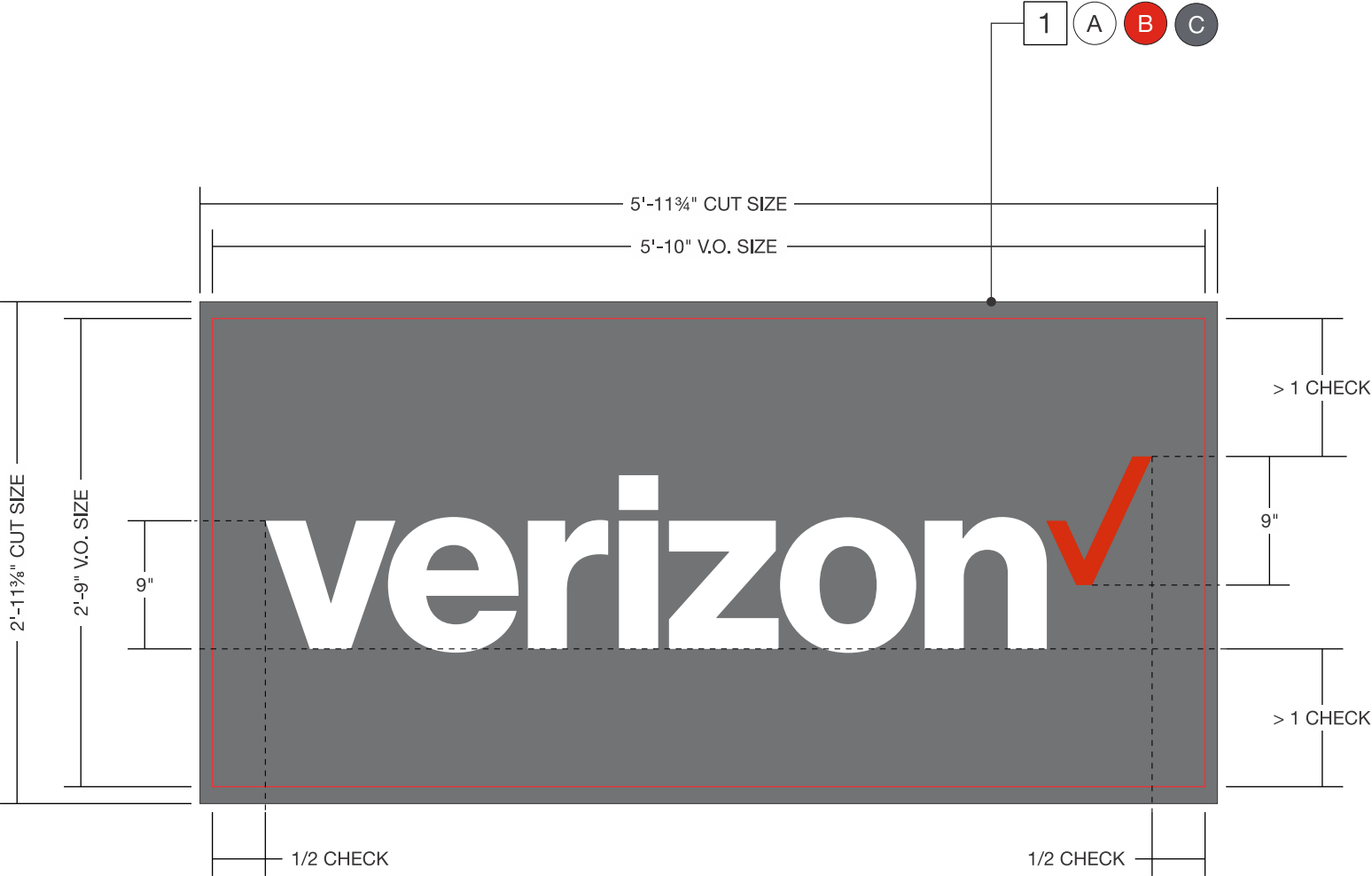


EXISTING CONDITION



REVISED CONDITION





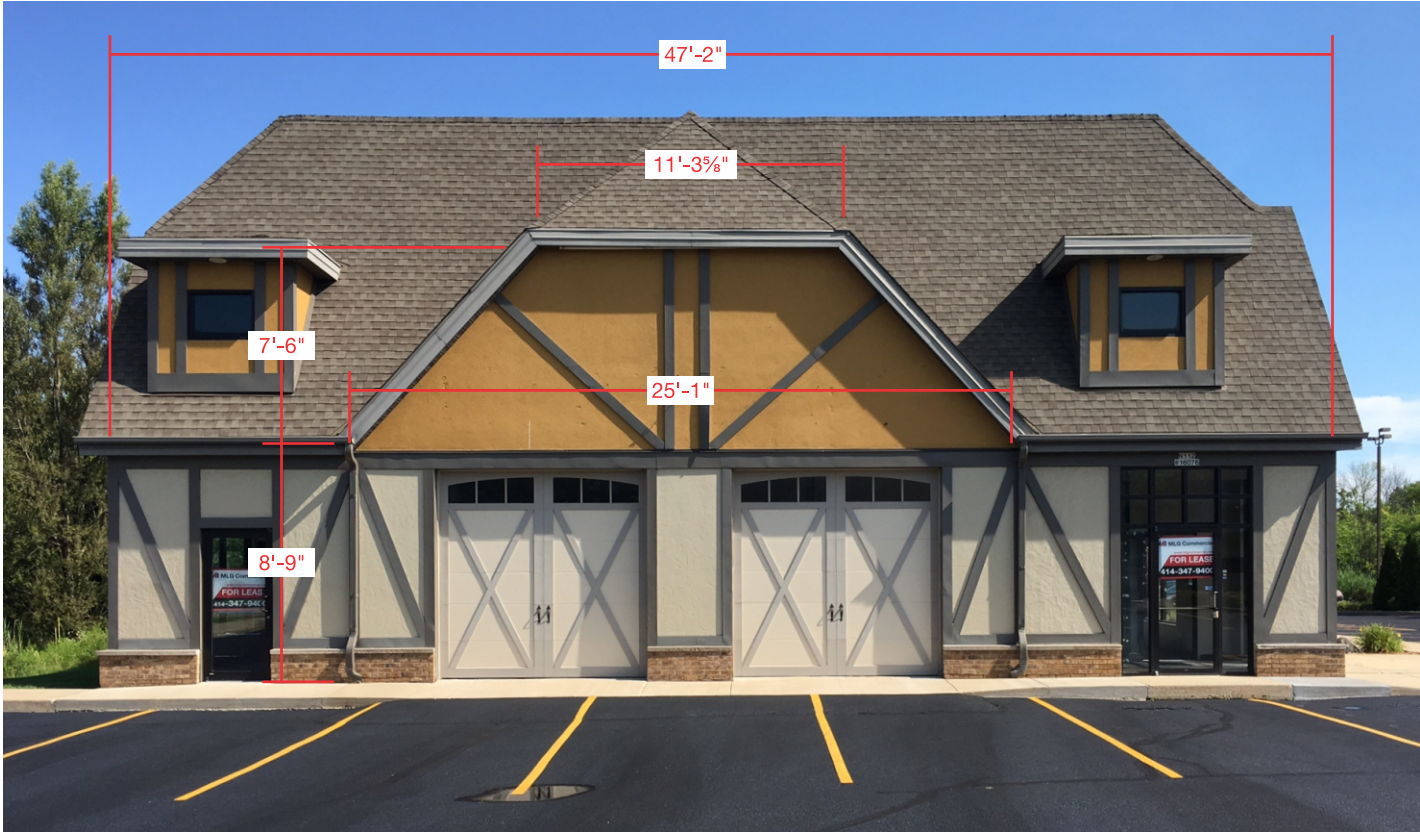
SIGN 1 - FRONT VIEW
SCALE 1" = 1'-0"

KEY NOTES		QTY
1	WHITE LEXAN TENANT PANEL WITH APPLIED VINYL FIELD & LOGO MOUNTED TO EXISTING DOUBLE-SIDED SIGN	2

COLORS

- A LEXAN PANEL
- B 3M TRANSLUCENT POPPY RED 3630-143
- C 3M OPAQUE DARK GRAY 7725-41





EXISTING CONDITION



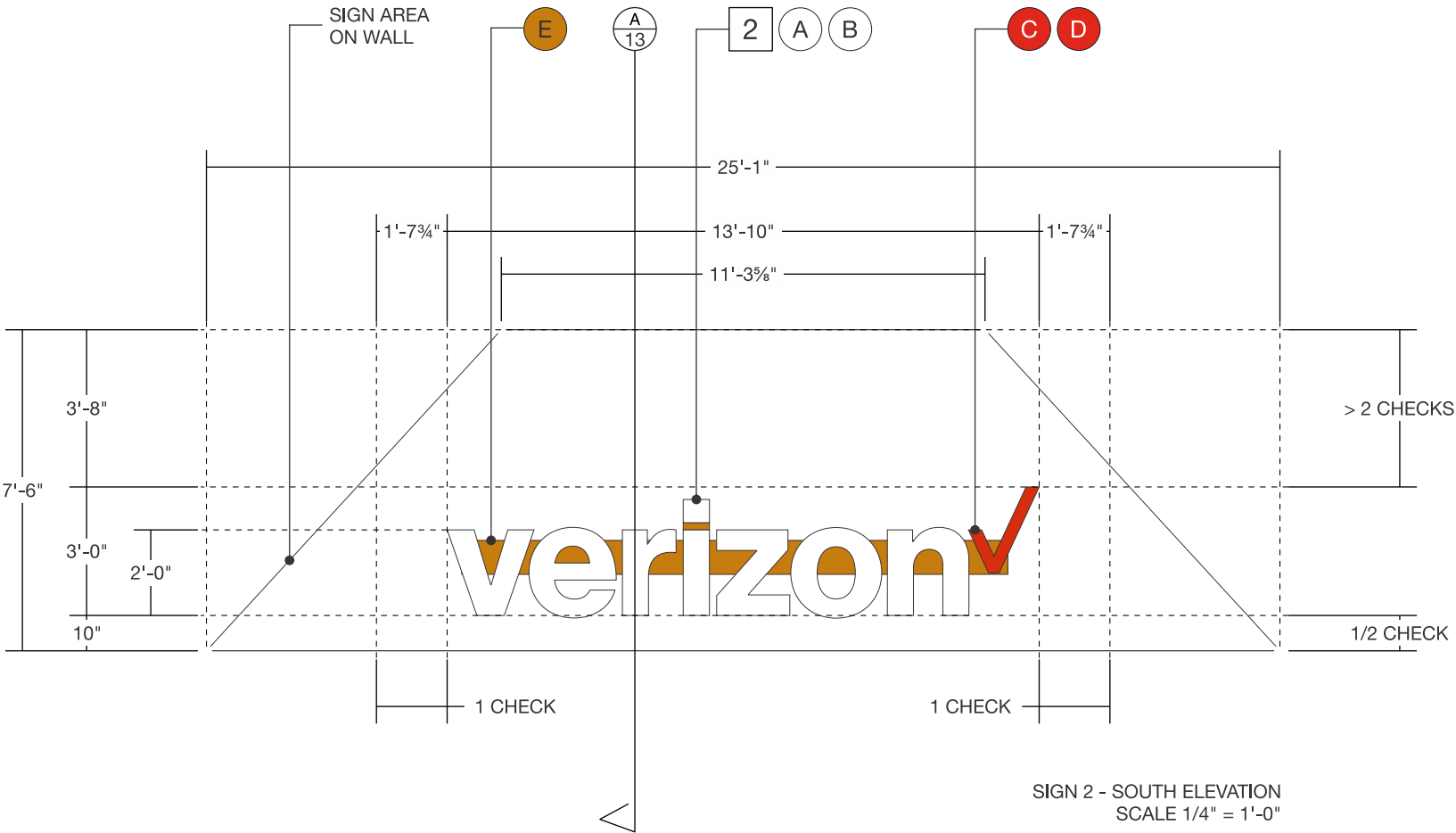
SIGN BAND LRV = 30

REVISED CONDITION



KEY NOTES		QTY
2	2" DEEP, FACE-LIT, FABRICATED ALUMINUM CHANNEL LETTERS. RACEWAY MOUNTED.	1

COLORS	
A	MATTE WHITE ACRYLIC
B	SATIN WHITE TRIM & RETURNS
C	3M TRANSLUCENT POPPY RED 3630-143
D	SATIN PMS 485 TRIM & RETURNS
E	PMS 145 C



TARGET "V" HEIGHT: 27.5"
ACTUAL "V" HEIGHT: 24"





EXISTING CONDITION



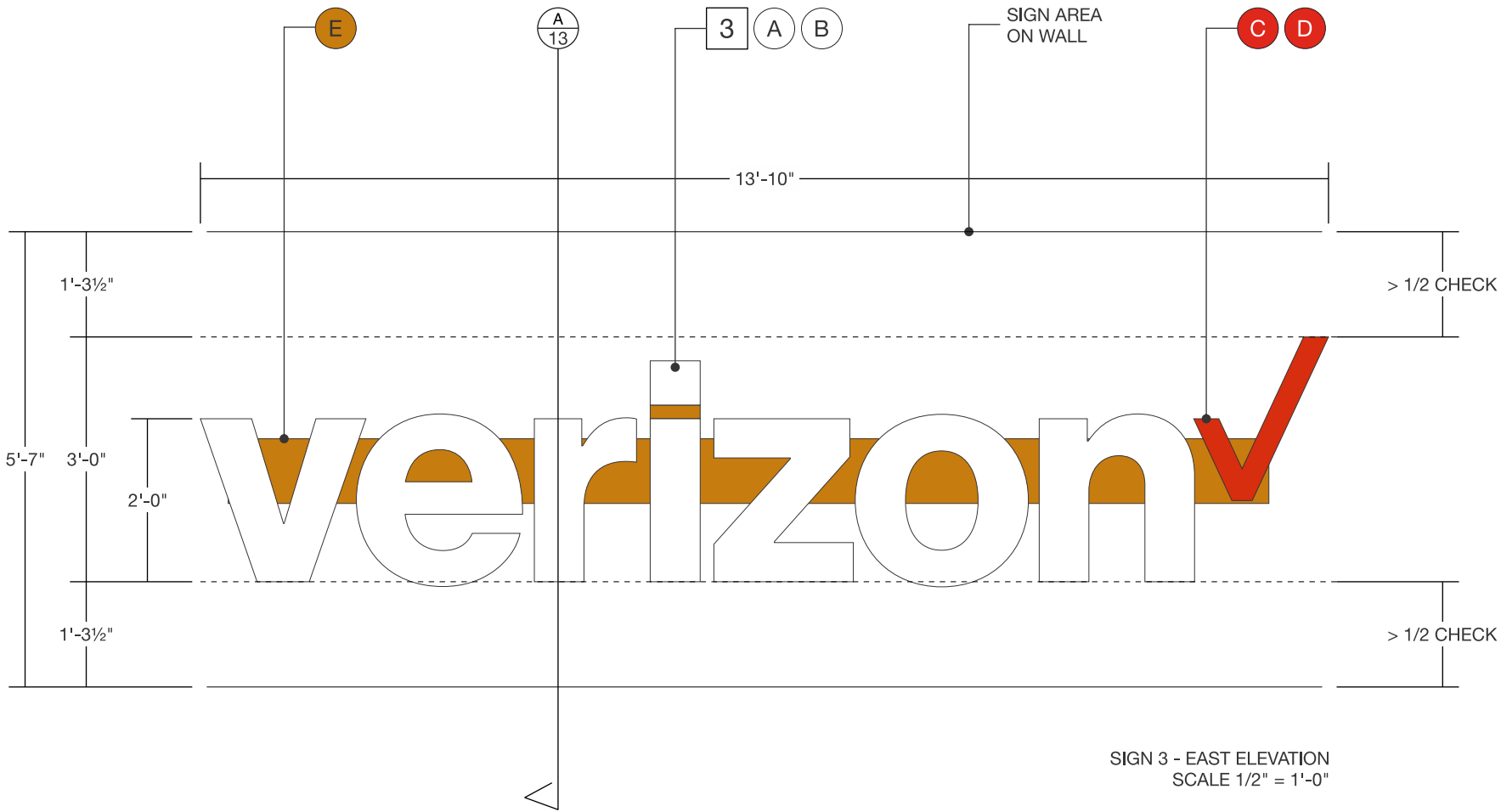
SIGN BAND LRV = 30

REVISED CONDITION



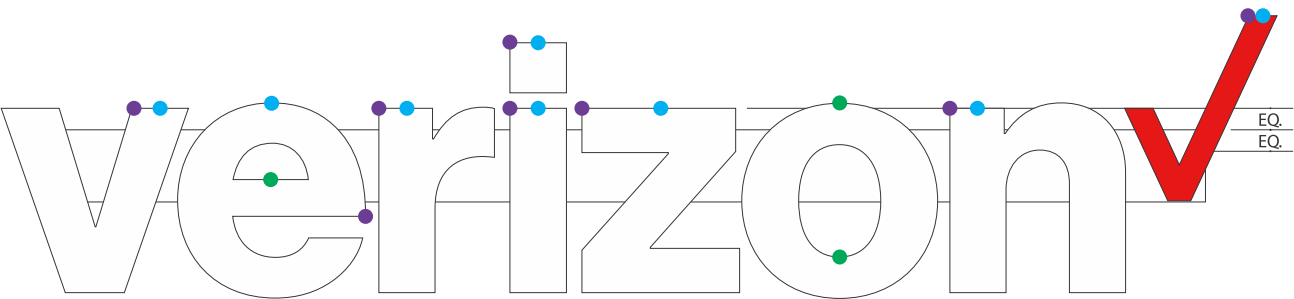
KEY NOTES		QTY
3	2" DEEP, FACE-LIT, FABRICATED ALUMINUM CHANNEL LETTERS. RACEWAY MOUNTED.	1

COLORS	
A	MATTE WHITE ACRYLIC
B	SATIN WHITE TRIM & RETURNS
C	3M TRANSLUCENT POPPY RED 3630-143
D	SATIN PMS 485 TRIM & RETURNS
E	PMS 145 C



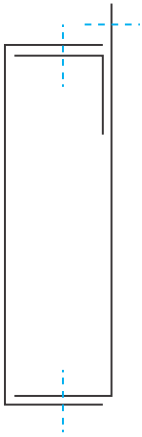
TARGET "V" HEIGHT: 15.5"
ACTUAL "V" HEIGHT: 24"





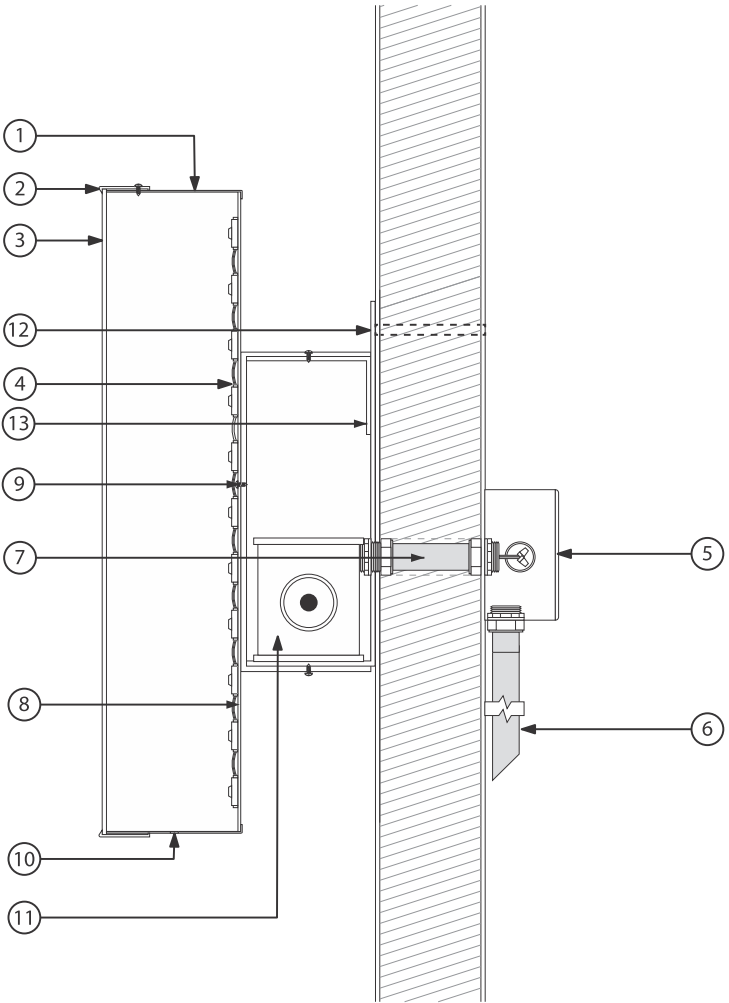
- = Trim Cap Seam (Corner Locations)
- = Trim Cap & Return Seam Location
- = Return Seam Location

WIREWAY	
11	7" (H) x 2 3/4" DEPTH UL LISTED WIREWAY. 2" EXTENDED MOUNTING TAB. CONTAINS SLOAN 701507-MODW 60W PWR SUPPLY (QTY VARIES)
12	2" EXTENDED TAB FOR MOUNTING. MOUNTING HARDWARE: VARIES ON STRUCTURE (SUPPLIED WITH 3/8" THREADED SPEED CLIPS)
13	WIREWAY: U-CHANNEL WITH ATTACHED LETTERS TO MOUNT OVER L-CHANNEL WITH ANGLE MOUNT TOP



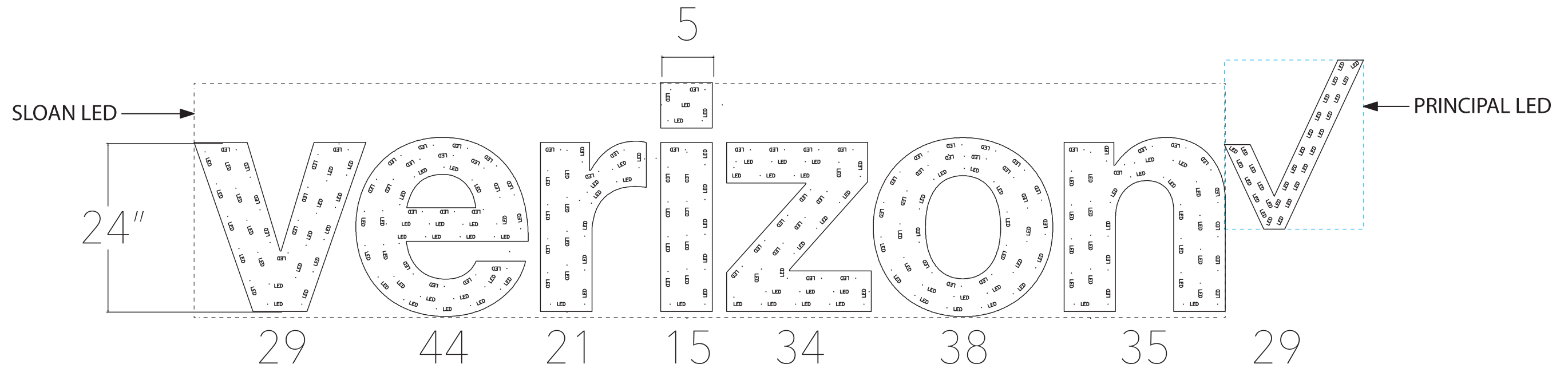
WIREWAY DIAGRAM - CROSS SECTION

VERIZON LETTERS	
1	0.040 ALUMINUM RETURNS (2" DEPTH): PAINTED MP #6425 SP SATIN HI HIDE WHITE
2	3/4" TRIM CAP: PAINTED MP #6425 SP SATIN HI HIDE WHITE
3	3/16" ACRYLIC FACE: #7328 P95 MATTE ACRYLIC FACE
4	LED UNITS (WHITE): SLOAN PRISM
CHECKMARK LOGO	
1	0.040 ALUMINUM RETURNS (2" DEPTH): PAINTED MP #643 SATIN: PMS 485
2	3/4" TRIM CAP: PAINTED MP #643 SATIN: PMS 485
3	3/16" ACRYLIC FACE: #7328 WHITE ACRYLIC WITH APPLIED 3M 3630-143 VINYL
4	LED UNITS (RED): PRINCIPAL PL-FS3 RD1-P
IDENTICAL SPECS	
5	UL LISTED HOUSING: SECONDARY WIRING SPLICE POINT (WHEN NEEDED)
6	PRIMARY POWER CIRCUIT (PROVIDED/PERMITTED BY OTHERS) TO BE PLACED WITHIN 5 FEET OF CENTER OF SIGN
7	CONDUIT: SECONDARY ELECTRICAL RUN
8	0.063 ALUMINUM BACK: PRECOAT WHITE FINISH
9	MOUNTING HARDWARE: #8 HEX SCREW INTO BACKER PANEL
10	WEEP HOLES



A - SECTION DETAIL
NOT TO SCALE



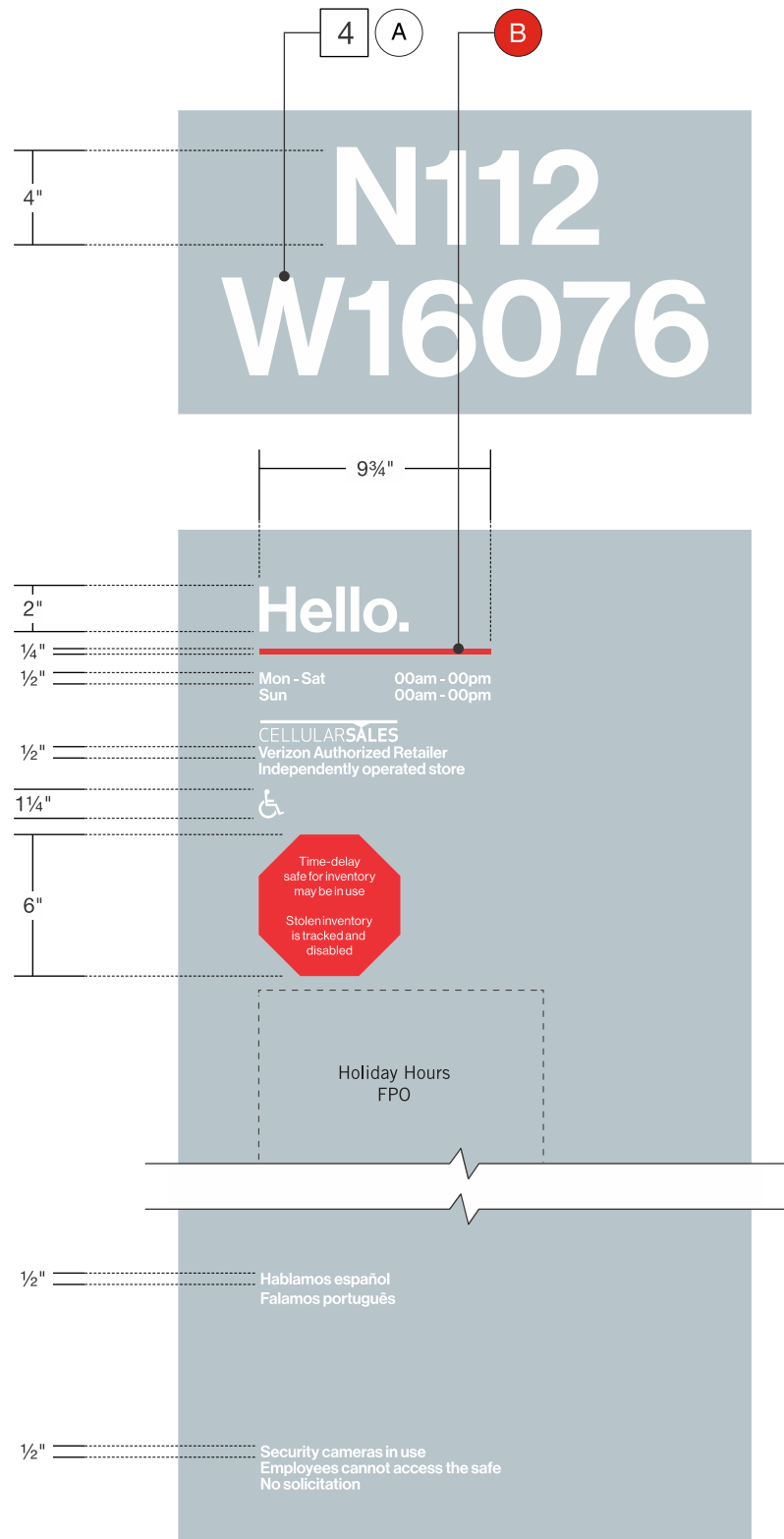


MODULE AMOUNT

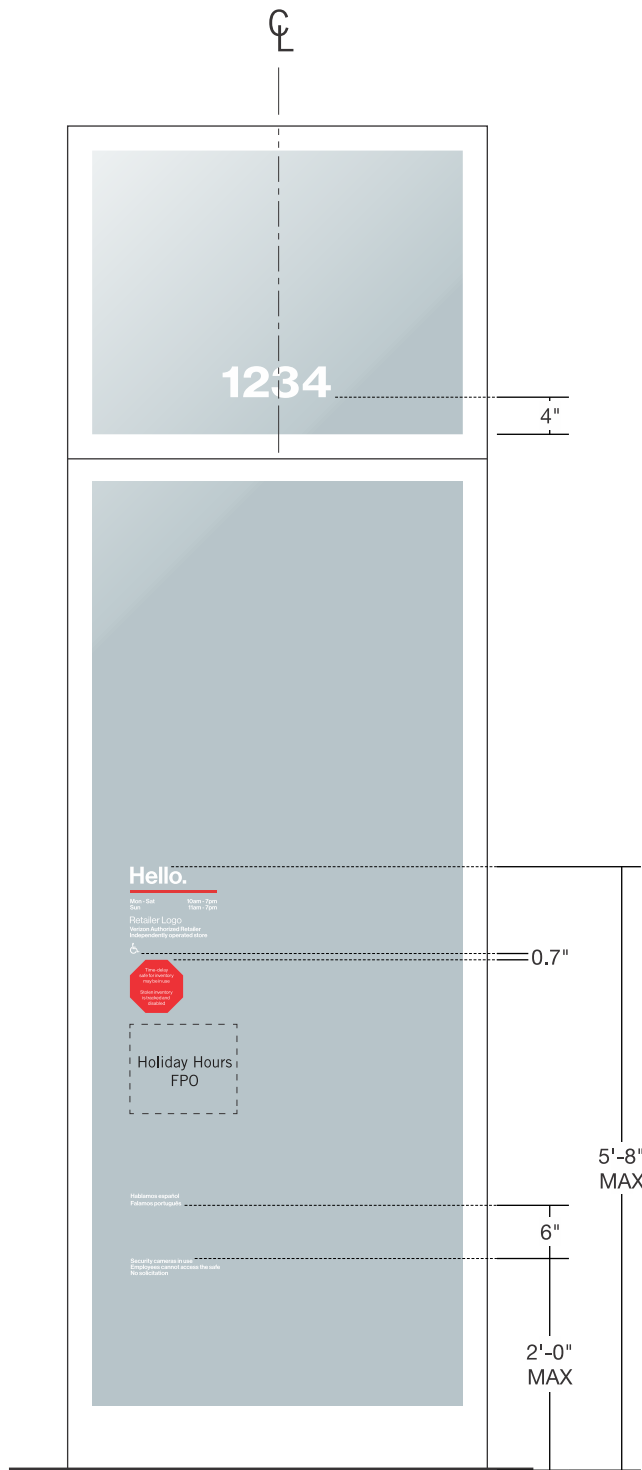
48 MODULES PER POWER SUPPLY (SLOAN 120D1 HAS TWO SECONDARY LEGS EACH 48+48 MODULES)

POWER SUPPLIES = 3 SLOAN 120D1

POWER SUPPLIES WILL BE REQUIRED TO BE INSTALLED IN A POWER SUPPLY BOX



ACTUAL LAYOUT SCALE: 1 1/2" = 1'



TYPICAL LAYOUT SCALE: NTS

KEY NOTES		QTY
4	WHITE & RED VINYL STORE HOURS APPLIED FIRST-SURFACE TO ENTRANCE DOOR	3

COLORS

- A WHITE VINYL
- B 3M OPAQUE TOMATO RED 7725-13

CLIENT TO PROVIDE
CORRECT HOURS
PRIOR TO PRODUCTION

SIGN 2 OPTION C

Exhibit



EXISTING CONDITION



REVISED CONDITION

NOTE: WITH OPTION C WE PROPOSE PAINTING THE BUILDING PMS COOL GRAY 4 C WITH ACCENTS PAINTED PMS COOL GRAY 10 C.



PROJECT NUMBER	ADDRESS	SHEET TITLE	DATE	REVISION	PREPARED BY	CHECKED BY
REL 3739	11120 W 160TH MEADOW RD GERMANTOWN, WI 53022	SIGN 2 - WEST ELEVATION WALL SIGN - RENDERING	06.07.2018	06.28.2018 BR	mark starks	



Request for Qualifications – Consultant Services

Village of Germantown, Wisconsin

2050 Comprehensive Plan

Background

The Village of Germantown, Wisconsin is seeking qualified and experienced consultants to assist with updating the Village's 2020 "Smart Growth" Comprehensive Plan (to the "Village of Germantown 2050 Comprehensive Plan" referred to herein as the "2050 Plan"). Purposes of the 2050 Plan are to:

- Satisfy the Village's comprehensive planning obligations and requirements under Wisconsin's "Smart Growth Law" Chapter 66.1001 Wis. Stats.;
- Serve as a policy guide and implementation framework for the Village Board, Plan Commission, other elected and appointed officials, Village staff, residents, property owners and developers when making decisions regarding land use and zoning, future development and re-development, the need for and timing of water, sewer, park and other capital improvements, and the overall preservation and enhancement of the Village's character and quality of life; and
- Serve as a basis for and guide to developing and/or updating Village ordinances, park & recreation plans (e.g. Comprehensive Outdoor Recreation Plan), utility and other capital improvement plans, neighborhood and corridor land use plans (e.g. I-41/USH45 Corridor, Holy Hill Road/Gateway Crossing Corridor, Country Aire Drive Corridor, Main Street District), etc.

The 2050 Plan will analyze and reflect current trends to develop a useful, functional and flexible plan to ensure the Village of Germantown remains an economically competitive community of choice while protecting and enhancing its character, levels of service and overall quality of life. The 2050 Plan must be creative, clear, concise, illustrative and address issues and opportunities that are unique to the Village of Germantown. The planning process should include significant public participation and utilize effective methods to engage the citizens of the community. The Village anticipates that the 2050 Plan project will take twelve to fifteen months to complete from the date a contract is executed for the consultant's services with an anticipated completion date no later than spring, 2020.

Germantown is located along and straddles the I-41/USH45 highway corridor north of and adjacent to the Milwaukee metropolitan area in southeastern Wisconsin.

Germantown is approximately 34 square miles in area, with a population of approximately 20,000 persons. Approximately 35 percent of the Village land area is developed with a variety of agricultural, single-family, multi-family, commercial,

institutional and industrial/office land uses, including four business parks (Germantown Industrial Park, Germantown Business Park, Willow Creek Business Park, and the Gateway Crossing Corporate Park) and four active Tax Incremental Financing Districts (TID). The Village of Germantown is governed by an elected President and Board of Trustees and managed by a Village Administrator. In 2007, Germantown was ranked the 30th most appealing place to live in the United States by Money Magazine. Germantown's web site is <http://www.village.germantown.wi.us>.

Consultant Qualifications & Capabilities

Qualified consultants, consulting firms or teams (collectively referred to herein as "consultant") are required to demonstrate that they have an amount of available staff and resources with the necessary expertise, skill and experience necessary to:

- Complete the 2050 Plan project in a 12-15 month timeframe
- Collect, compile and analyze relative data and information provided by the Village obtained from varying sources, including community workshops, community opinion surveys, etc.;
- Estimate, project and/or analyze existing population trends, employment and economic development trends and competitiveness factors, and assess relevant national, regional and local land use, economic development issues and trends;
- identify, develop and implement relevant innovative community engagement tools and techniques, including the use of social media, that will foster public outreach and encourage citizen participation;
- facilitate public meetings, workshops, charettes, presentations, etc.;
- prepare a comprehensive plan that complies with Wisconsin's "Smart Growth Law" and requirements under Chapter 66.1001 Wis. Stats.;
- utilize existing and create new project and community-specific GIS data, mapping, including the preparation of future land use and all other required maps for the 2050 Plan;
- Assist with the identification and development of land use, economic development, natural resource, park & recreation, and other development and growth management related policies, regulatory changes and achievable implementation strategies

These are general and the minimum qualifications the Village feels are necessary to successfully complete the 2050 Plan and are not intended to be a comprehensive list of any or all tasks or responsibilities. It is expected that the consultant selected will provide the Village with specific recommendations for approaches, tasks and deliverables based on their experience and expertise from past work on comprehensive plan or other relevant planning projects.

Statement of Qualifications

The consultant's statement of qualifications should be comprehensive but concise and shall include the following information:

- Cover Letter.
- Consultant Information. Name, location, mailing address and phone number, and firm website address for the consultant, including any sub-consultants.
- Key Personnel. Name, address, phone number, e-mail addresses and length of service with the consultant for the project management team and other key personnel who will be working on the 2050 Plan project. Identify the role of each for the 2050 Plan project and the personnel that will be most involved in any live or in-person community engagement events, meetings and presentations.
- Statement of Qualifications. A narrative or other statement by the consultant detailing the qualifications of the project management team and other key personnel, including any sub-consultants who will be working on the 2050 Plan project.
- Availability. A statement regarding the availability of the project management team and other key personnel of the consultant and any sub-consultants to complete the 2050 Plan project. The statement shall discuss the consultant's ability to integrate this project into the consultant's present and anticipated workload.
- Project Approach. An overview of how the consultant would approach this project with the Village of Germantown including any key recommendations for the process.
- References/Project List. Provide a list of at least three (3) planning projects and clients for which similar planning services have been provided within the last five (5) years, including a description of each project, contact names and information for the clients.
- Planning Project Examples. Samples of at least two (2) similar planning projects cited in the References/Project list that the consultant feels are indicative of the quality of their work and qualifications for this project (digital copies or web-based links are acceptable).
- Additional Information (Optional). Provide other supporting information the consultant feels may help the selection committee further understand the consultant's qualifications and fit for completing the 2050 Plan project.

Submittal Requirements

Consultants shall submit one (1) original unbound, twenty (20) bound and one digital copy in PDF format (email, flash drive, Dropbox or other suitable delivery system) of the Statement of Qualifications to the address below no later than Wednesday, November 7, 2018 by 4:30pm (CDT).

Village of Germantown
Jeffrey W. Retzlaff, AICP, Community Development Director
N112 W17001 Mequon Road
P.O. Box 337
Germantown, WI 53022

The submittal shall be sealed and be clearly labeled "Village of Germantown 2050 Plan". Each consultant assumes full responsibility for delivery of their statement of qualifications to the Village on or before the deadline.

Consultant Selection

The Village selection committee may select up to three (3) qualified consultants from those submitting responses to this Request for Qualifications (RFQ). The selected consultants will be invited to an interview with the selection committee and, if selected, will be required to submit a formal proposal for the 2050 Plan pursuant to a separate and more detailed project description developed by the Village in cooperation with the selected consultant. The following factors may be used in evaluating and selecting the qualified consultant(s):

- Responsiveness to this Request for Qualifications
- Qualifications and experience of the project management team and other key personnel individuals who will be working on the 2050 Plan.
- Demonstrated experience developing and implementing innovative and successful concepts, ideas, and techniques for public participation and community engagement
- Demonstrated experience completing and the quality of other comprehensive or other relevant planning projects
- Information received by the Village from the consultant's references
- Results of the Interview Process

The tentative timetable for consultant selection is as follows (and subject to change at the discretion of the Village):

- | | |
|--|----------------------|
| ☐ Distribute/Publish RFQ | October 5, 2018 |
| ☐ Consultant RFQ Response submittal deadline | November 7, 2018 |
| ☐ Consultant Interview(s) | November 26-29, 2018 |
| ☐ Consultant Selection (Village Board recommendation) | November 30, 2018 |
| ☐ Village Board Approval/Contract Authorization | December 3, 2018 |

Questions

The Village will only accept written questions regarding the 2050 Plan RFQ. Questions need to be submitted via e-mail on or before October 31, 2018 and include “2050 Plan RFQ” in the subject line to ensure a timely response. Send all questions to the email address below:

Jeffrey W. Retzlaff, AICP, Director Community Development Department
jretzlaff@village.germantown.wi.us

The Village will respond in writing to all questions received. A copy of all questions received and the Village’s response will be made available by email on or before November 2, 2018, to all consultants who submit questions or who request a copy by email.

MAIN STREET-SAXONY VILLAGE CONNECTIVITY PLAN

10/8/18 Plan Commission Meeting

Germantown Community Development Department

Village Planner Report

Germantown, Wisconsin

Summary

The Village of Germantown has been selected by the US Environmental Protection Agency (EPA) to receive technical assistance for the development of a bicycle and pedestrian “connectivity plan” for the Main Street area including the Saxony Village residential development and surrounding Main Street neighborhood.

Background

Earlier this year, the Village was asked by Washington County to submit a joint application/proposal (copy attached) to the US EPA for a Land Revitalization Technical Assistance Grant that is available to all existing US EPA grant holders. As summarized in the attached “success story” fact sheet regarding Germantown’s Saxony Village site re-development, Washington County and the Village were partners on an original EPA “brownfields” assessment grant that was useful in leveraging an additional \$375,000 in State of Wisconsin brownfield clean-up funds and \$25 million of private developer funds to make the re-development possible.

The County and Village were recently informed that they (we) have been awarded \$20,000 in technical assistance services to be provided by the EPA and HDR Inc., a national architectural, engineering, and consulting firm based in Omaha, Nebraska. As discussed in the attached Work Plan (copy attached), the EPA/HDR project team will be working with Village and County staff and a local “stakeholder” group to develop a bicycle/pedestrian “connectivity plan” centered around the Saxony Village and surrounding Main Street area. The final product is expected to be a planning document comprised of diagrams, renderings and other graphics presenting potential improvements that could be made within the study area intended to improve and enhance bicycle and pedestrian accessibility within the area, e.g. off or on-street bike facilities, pedestrian paths, site furniture, lighting, public art, paving, landscaping, fencing, screenwalls, etc.

As shown in the tentative agenda (copy attached), the entire project is expected to commence and be completed in 3 days in early November (with a final plan rendering and booklet completed soon thereafter). The project will involve an iterative process between the project team and stakeholder group resulting in the development and selection of a final concept plan over a 3-day period (Wednesday November 7 through Friday, November 9).

Village staff is in the process of assembling a group of 10-15 local “stakeholders” comprised of residents, business owners/operators and other interested persons. Members of the Plan Commission who are interested in and available to participate should contact Village staff.

Washington County Site Redevelopment Program

A U.S. Environmental Protection Agency
Brownfield Redevelopment Program



Washington County's Site Redevelopment Program Success Story *Saxony Village Apartments Site Redevelopment Profile*

Site Redevelopment Program (SRP) Overview

Since 2012, Washington County has been proactively working to evaluate and assess sites in need of redevelopment—commonly referred to as “brownfield” sites. Assessment, cleanup, and redevelopment of brownfields is critical for eliminating threats to human health and the environment and revitalizing Washington County’s communities. In 2013, Washington County formed a coalition with the City of Hartford, City of West Bend, Village of Jackson, Village of Richfield and Village of Slinger to apply for a U.S. Environmental Protection Agency (USEPA) Brownfield Coalition Assessment Grant for Hazardous Substance and Petroleum Brownfields.

In 2017, the USEPA announced that Washington County was successful in securing a second USEPA Countywide Coalition Brownfield Assessment Grant totaling \$600,000 to fund an update of the community-wide inventory and site prioritization, perform Phase I and Phase II environmental site assessments on priority sites, complete remedial action plans and redevelopment plans for select sites, and perform community outreach and education.

Saxony Village Apartments – Project Overview

With an estimated value of \$28 million, the Saxony Village Site Redevelopment project will transform three vacant parcels totaling 23.8 acres into 172 one & two bedroom apartments spread over six buildings in the Village of Germantown. Before this project could begin, the land needed to be assessed and remediated for any potential contamination from previous industrial uses.



Site History

Industrial use of two of the parcels dates back at least 125 years, with one parcel used as a bulk fuel storage and distribution facility from 1892 through the 1980s, and the other used as a lumberyard and agricultural chemical facility. More than \$1 million in cleanup was previously performed at the bulk fuel storage facility. However, all the parcels were still not ready for remediation and redevelopment until Phase I and II Environmental Site Assessments were performed. The USEPA grant, secured by Washington County, provided the necessary funds to perform the assessments, making remediation redevelopment possible.

Saxony Village Site Redevelopment Partners and Funding Sources

Funding for the ESAs and redevelopment was comprised of \$38,000 from the USEPA grant as well as funding provided by the County. The development agreement included payment of over \$1 million in impact fees to the Village (\$6,147 per residential unit). USEPA funded activities were a critical factor in helping to leverage \$375,000 in State of Wisconsin Brownfields cleanup funding and \$25 million in private financing.

Site Redevelopment Collaboration Partners

Washington County Planning Division	Village of Germantown	JB Development (Property Owner)
Economic Development Washington County	Vandewalle & Assoc. Redevelopment Planning	Stantec



Washington County Site Redevelopment Program

A U.S. Environmental Protection Agency
Brownfield Redevelopment Program



Phase I and Phase II Environmental Site Assessments (ESAs)

A **Phase I ESA** report identifies a site's potential for environmental contamination liabilities. If the risk for contamination is determined to be likely, a **Phase II ESA** tests the site for the presence of the contaminants.

Stantec Consulting Services completed a Phase I ESA at the Saxony Village site on April 7, 2016 which indicated the site's historic uses presented a contamination risk. Stantec then conducted a Phase II ESA on the site, reporting the presence the following contaminants:



- ❖ Lead – *Neurotoxin (affects cognitive development of babies & children)*
- ❖ Arsenic – *Carcinogen (known cancer-causing agent)*
- ❖ Petroleum Hydrocarbons – *Hormone Disrupters (interferes with hormonal processes in our bodies)*

These toxins can seep into groundwater and be dispersed into our air, making their removal a public health imperative. After the Phase II ESA was completed, these toxins and other contaminants were safely removed so that redevelopment could begin and the project could stay on track for construction.

Site Redevelopment Benefits: Successful Redevelopment at Saxony Village



Construction on Saxony Village began in the fall of 2016 and is nearing completion for an anticipated April occupancy. Site redevelopment presents an enormous benefit to the Village of Germantown's economic prosperity and public health. Here are just a few of the economic benefits anticipated from the Saxony Village site redevelopment:

- ✓ **\$28 million Total Project Value**
- ✓ **Over \$1 million in Village Impact Fees**
- ✓ **Significantly Increasing Village Property Tax Base**
- ✓ **Economic Reinvestment in Historic Downtown Germantown**

Clean-up and remediation of the site has numerous health benefits, as both neurotoxins and carcinogens were present at the site. Village of Germantown and Washington County residents will no longer be exposed to the lead, arsenic, and petroleum hydrocarbons which were removed. Now a formerly contaminated and unused industrial site has been transformed into an economically thriving part of the community, and is another success story of the Site Redevelopment Program.

Stay Up-to-Date with the Site Redevelopment Program

- ✓ **Attend** SRP meetings – they are open to the public. The next SRP meeting will occur in spring 2018. A meeting agenda will be posted on the program website at: <http://www.co.washington.wi.us/srp>
- ✓ **Try out** the EDWC Site Redevelopment Project Tool at: <https://businessreadywi.com/business-intelligence/redevelopment-tool/>
- ✓ **Contact** Debora Sielski, Washington County Planning and Parks Dept., at (262) 335-4445 or deb.sielski@co.washington.wi.us



**Germantown Land Revitalization Project
Saxony Village-Main Street Connectivity Plan
Project Agenda**

Meeting Location: Germantown Library

Wednesday, November 7, 2018

1:00 – 2:00 PM	Welcome & Kick Off Meeting - Village, County, EPA, & EPA Contracting Team
2:00 – 4:30 PM	Site Tour
4:30 – 5:30 PM	Visioning Meeting Setup
5:30 – 7:30 PM	Visioning/Programming Meeting - Welcoming Remarks (Village) - EPA Project Description (EPA Staff) - Site Design Facilitation (Doug Bisson & Nicole Henderson)

Thursday, November 8, 2018

8:00 AM – 12:00 PM	Alternative Concept Development - Village, County, EPA, & EPA Contractors meet at 8AM to debrief Wednesday evening input - Design Team work
12:00 – 1:30 PM	Site Pin-up Session - Welcoming Remarks (Village) - EPA Project Description (EPA Staff) - Site Design Overview (Doug Bisson & Andy Gorham)
1:30 – 5:30 PM	Alternative Concept Development - Village, County, EPA, & EPA Contractors meet at 1:30PM to debrief Noon input - Design Team work
5:30 – 7:30 PM	Site Pin-up Session - Welcoming Remarks (Village) - EPA Project Description (EPA Staff) - Site Design Overview (Doug Bisson & Andy Gorham)

Friday, November 9, 2018

8:00 AM – 12:00 PM	Alternative Concept Development - Village, County, EPA, & EPA Contractors meet at 8AM to debrief Thursday evening input - Design Team work
12:00 – 1:30 PM	Site Pin-up Session (AV Requested) - Welcoming Remarks (Village) - EPA Project Description (EPA Staff) - Site Design Overview (Doug Bisson & Andy Gorham)
1:30 – 2:30 PM	Wrap-up / Next Steps Discussion
2:30 PM	Travel

Connecting Saxony Village

EPA Region 5: Germantown, Wisconsin

Final Work Plan

The following tasks will be conducted by the CSRA/HDR Team in preparation of a **Connectivity Plan** for the Village of Germantown, Wisconsin, that centers on Saxony Village, a multifamily development currently under construction on a remediated brownfield site. Located just west of Germantown's historic Main Street District and at the south terminus of Park Avenue (a street that runs north to the Fireman's Park area), the development will be a highly-visible project with important impacts on the community's mobility systems.

The design effort will create a bike/pedestrian Connectivity Plan with a general study area defined along the following corridors:

- Park Avenue, running from Freistadt Road on the north to the Saxony Village site on the south
- Main Street, from Division Road on the west to Fond du Lac Avenue on the east
- Squire Drive, from Main Street on the north to Mequon Road on the south
- Pilgrim Road, from Main Street on the north to Mequon Road top the south

Secondary street and primary trail connections from Saxony Village to adjacent residential neighborhoods and open spaces will also be included at a more general level than the study area corridors.

The study area corridors connect a number of important community sites, including Haupt Strasse Park, the Main Street District, Fireman's Park, the Gehl Foods Performing Arts Pavilion, Kennedy Middle School, the Senior Activity Center, and the Mequon Road commercial area, to Saxony Village, which is a former brownfields site. Enhancing streetscapes, providing pedestrian and bike facilities, and including green infrastructure features along the study area corridors is intended to be a catalyst for future development in downtown Germantown and adjacent neighborhoods, and leverage existing and planned amenities throughout the village. The Connectivity Plan will also help inform the design features and character of future street improvement construction projects throughout Germantown.

The Connectivity Plan will propose site improvements to the corridors that may include the following: off- or on-street bike facilities, widened pedestrian paths, site furnishings at key gathering locations, decorative lighting, specialty paving, public art installations, trees, landscaping, ornamental fencing or screen/seat walls, and green infrastructure. The Plan will include associated diagrams and renderings that highlight the proposed improvements.

Some of these design elements will be recommended to be carried into Saxony Village itself to create a more cohesive community connection for the development's future residents to use.

Project Deliverable:

1. Final Connectivity Plan
2. One (1) photo-realistic digital rendering
3. Connectivity Plan Booklet

Proposed Tasks:

Task 1.1 Project Management and Initiation

This task includes the steps necessary for the management of a successful project, including administrative procedures, QA/QC process, coordination phone calls, and other project management elements.

Task 1.2 Data Collection and Review

Relevant information and data needed for the design effort (i.e. GIS data base and map files; site survey with topography and utilities noted; Saxony Village plans and architectural renderings; Main Street streetscape plans; aerial photos; parks, greenway, and trails plans; floodplain and hazard zones; green infrastructure reference materials, such as the MMSD Green Team initiatives; etc.) will be provided by Washington County (County), the Village of Germantown (Germantown), or other municipal/regulatory entity to the CSRA/HDR Team during this phase. Working with key contacts, we will compile and distribute a list of key information to be collected and transmitted to the CSRA/HDR Team. Collected data and materials will be reviewed prior to the site visit.

Task 1.3 GIS Data and Base Mapping

The CSRA/HDR Team will create relevant analysis diagrams and/or base maps of the site and adjacent areas. These maps and diagrams will be utilized during the ensuing tasks.

Task 1.4 Site Visit and Design Workshop

After reviewing the findings of the previous tasks, the CSRA/HDR team will prepare for a 3-day Design Workshop to be held at a location near the project site, during which the primary inputs for the draft Connectivity Plan will be developed.

The CSRA/HDR Team assumes that all coordination and logistics for all onsite meetings, including the workshop, will be managed by the Village of Germantown, including identifying a meeting location and inviting appropriate community members to the workshop. The Team will provide a draft agenda for the visit, but will assume all other communications are managed by the Village of Germantown.

The Workshop will consist of the following:

- **Kick-Off Meeting** (EPA, County, Germantown, Saxony Village reps, etc.): Introduce the CSRA/HDR Team to the local County and Village officials, as well as the representatives from Saxony Village, and to discuss goals, visions, and precedents for the project.

- **Site Tour:** Representatives from the County, Germantown, and Saxony Village will lead the CSRA/HDR Team on a tour of the study area, the Saxony Village site, and adjacent neighborhoods/districts within Germantown. The purpose of this tour is to familiarize the participants with the project area, discuss opportunities and issues, and photo document key elements. The tour is typically held immediately following the Kick-off Meeting.
- **Visioning/Programming Meeting** (EPA, County, Germantown, Stakeholder Committee): Following the Study Area Tour, the CSRA/HDR Team will conduct a Visioning/Programming meeting for the site with the EPA, the County, the Village, and a Stakeholder Committee (to include representatives of Saxony Village). The Stakeholder Committee will also be made up of key community representatives selected by local officials to participate. The objective is to identify and refine the aspirational goals, design vision, and desired design elements for the site, which will become the design basis/program for the Connectivity Plan.
- **Design Workshop:** Utilizing the design program established during the Visioning/Programming meeting, the CSRA/HDR Team will conduct a 2-day iterative Design Workshop in which master plan design concepts will be created, tested, and refined based on comment and feedback received during three scheduled pin-up sessions. The result will be a draft Connectivity Plan. The Workshop should be held in an accessible location in Germantown close to the study area.

The materials produced onsite during the Workshop will be prepared in pen, colored pencil, and/or marker, and will be based on direction provided by the County, the Village, and the Stakeholder Committee during the pin-up sessions. These drawings will later be converted to electronic format (AutoCAD, Sketch-Up, Photoshop, and/or Illustrator) to inform the development of the Final Connectivity Plan.

The following is a draft Workshop schedule:

Day One

8:00 – 11:00	Travel
11:00 – 12:00	Kick-off Meeting (EPA, County, Germantown, Saxony Village reps, etc.)
1:00 – 3:00	Site Tour
4:00 – 6:00	Visioning/Programming Meeting (EPA, County, Germantown, Stakeholder Committee)

Day Two

8:00 – 12:00	Alternative Concept Development
12:00 – 1:30	Noon Pin-up (EPA, County, Germantown, Stakeholder Committee)
1:30 – 5:30	Preferred Concept Development
5:30 – 7:30	Evening Pin-up (EPA, County, Germantown, Stakeholder Committee)

Day Three

8:00 – 12:00	Preferred Concept Refinement/Final Production
12:00 – 1:30	Noon Pin-up (EPA, County, Germantown, Stakeholder Committee)
1:30 – 2:30	Wrap-up / Next Steps Discussion
3:00 – 7:00	Travel

Please note that the site visit/workshop schedule is a tentative proposal and will be refined with input from the Village of Germantown representatives. This process is only successful if key participants from a Stakeholder Committee can attend and provide input on the potential design options offered by the CSRA/HDR Team.

Task 1.5 Connectivity Plan Concept Refinement

Following the Design Workshop, digital revisions and refinements (AutoCAD, Sketch-Up, Photoshop, and/or Illustrator) to the draft Connectivity Plan will be made by the CSRA/HDR Team based upon input received during the final pin-up session of the Design Workshop. Plan revisions will be coordinated with technical specialists (i.e. civil engineers, traffic engineers, etc.) as necessary.

The Connectivity Plan will represent an image of the planned connectivity within the defined project boundaries. Minimal call out boxes will identify specific planning elements assigned to the plan. No additional text or description will be attached to the plan.

Task 1.6 Connectivity Plan Review Call

A Skype webinar/conference call with the EPA, the County, and the Village will be conducted in order to review the refined and digitally rendered draft Connectivity Plan. This call will provide key participants with an opportunity to review the draft plan and provide feedback and guidance, which will be incorporated into a refined concept. In addition, the location/view point within the study area for one (1) photo-realistic digital rendering will also be selected during this task.

The CSRA/HDR Team assumes that it will respond to a single set of consolidated comments on the refined Design Plan and Booklet (Task 1.8). Additional rounds of edits would result in costs outside of this initial budget.

Task 1.7 Connectivity Plan Refinement and Photo-Realistic Digital Rendering

Based on feedback from the previous task, revisions and refinements to the draft Connectivity Master Plan will be made. In addition, one (1) photo-realistic digital rendering (based on the view identified in the previous task) will be developed by the CSRA/HDR Team. This rendering will be a high-quality source file appropriate for large-scale printing, as well as image files (jpg and pdf) suitable for inclusion in PowerPoint presentations or marketing documents. The rendering and associated callouts will provide the public with a representation of what the completed project could look like.

Task 1.8 Draft Connectivity Plan Booklet

The CSRA/HDR Team will develop an illustrative booklet that summarizes the overall plan. It is envisioned that the booklet will be a marketing document, formatted as a two-sided 8.5x11" or smaller pamphlet, meant to detail the major elements of the master plan itself while promoting future plan implementation. This document will include the rendered Connectivity Plan with detailed call-outs, associated diagrams or sections, the photo-realistic rendering, and supporting text describing the proposed improvements to the study area. The booklet will be created with the goal of providing the County and Village an informative document to reference and inform future street improvement projects. The booklet will also promote effective walkability and green infrastructure design elements into not only Saxony Village but also future development projects.

The draft Connectivity Plan booklet will be circulated to the EPA, Washington County, and the *Village* of Germantown staff for review and comment.

The CSRA/HDR Team assumes that it will respond to a single set of consolidated comments on the refined Connectivity Plan (Task 1.6) and Booklet. Additional rounds of edits would result in costs outside of this initial budget.

The CSRA/HDR Team will make minor revisions, as necessary, to the draft booklet based on the comments provided during the previous task. *Comments should not include changes to the previously approved Connectivity Plan (Task 1.6)*

Task 1.9 Final Connectivity Plan Booklet

The CSRA/HDR Team will prepare and deliver the Final Connectivity Plan booklet and digital copies of the booklet, plan, and photo-realistic rendering to the EPA, County, and the Village for their reference and future use.

US EPA - Land Revitalization Technical Assistance Proposal

Village of Germantown Saxony Village / Main Street Corridor and Connections Washington County, Wisconsin

Despite its ideal location adjacent to the Main Street district, a prime 23-acre area in the heart of the Village of Germantown remained undeveloped for years due, in large part, to its status as a “brownfield site”. Now known as Saxony Village, this three parcel area is located in the historic commercial and industrial center of the Village, crossed by two major rail lines and a State Highway. Industrial use of two of the parcels dates back at least 125 years, with one parcel used as a bulk fuel storage and distribution facility from 1892 through the 1980s for coal and fuel, and the other used as a lumberyard and agricultural –chemical facility. These uses have resulted in groundwater and soil contamination that required extensive remediation. Through a cooperative effort between the U.S. EPA, Washington County, the Village of Germantown and the property owner, \$38,000 from the FY2014 USEPA Brownfield Assessment Grant was used to leverage an additional \$375,000 in State of Wisconsin Brownfield Clean-up Grant to facilitate redevelopment of the land.

Located on the south side of Main Street and south of the Wisconsin & Southern Railroad, the new Saxony Village development now provides a linkage between the residential area to the south and east and the historic Main Street district with both vehicle access via the extension of Hilbert Lane and pedestrian access via the pedestrian trails and sidewalks through the development. Saxony Village is a new multi-family community comprised of 172 studio, one-, two-, and three-bedroom apartment units in five buildings on 23 acres of land near the heart of Germantown’s historic Main Street district.

This key redevelopment will serve as a catalyst for a “renaissance” of potential redevelopment of other properties within the historical Village Center. One of the next challenges for the Village is the need and desire to improve accessibility and connectivity to/from Saxony Village and the historic Main Street district including Fireman’s Park, Kennedy Middle School, Germantown Senior Center, businesses and other residential areas. The use of USEPA Technical Assistance Funds will not only provide an analysis and design recommendations for improved connectivity between Saxony Village and the historic Village Center, but also consider the redevelopment and reuse of other blighted sites within this key area of the Village.

Firemen’s Park is a 17-acre neighborhood/community park site located near the northernmost edge of the urbanized area in central Germantown, just north of the Saxony Village development on historic Main Street. Firemen’s Park is located west of and adjacent to Kennedy Middle School. Together the school and park site combine to provide residents with nearly 40 acres of outdoor recreation opportunities.

Firemen’s Park, and the adjacent Kennedy Middle School grounds are home to several well attended recreation programs including youth baseball and softball games and tournaments, as well as soccer, basketball, and volleyball. The park also hosts several well attended community

special events including Concerts in the Park, Family Carnival, Easter Egg Hunt, Taste of Germantown, and the 4th of July Celebration, as well as over 50 plus family/company picnics each year. Firemen's Park is also home to the Germantown Senior Center which offers many programs and services to the seniors of the community.

With the support of Gehl Foods, local businesses, and the community, the Germantown Kiwanis Club is in the final stages of a campaign to build an outdoor performing arts pavilion in Firemen's Park. The construction of the *Gehl Foods Performing Arts Pavilion* began in December 2017 with grand opening slated for June 2018. In 2018, the Village will be working on plans for a new multi-purpose shelter and related site improvements (pathways, pedestrian lighting) with the goal of achieving maximum and efficient use of the park for all program and special event attendees.

An additional challenge the Village faces is providing connectivity to parks and open spaces from the historic Village Center and nearby residential areas including Saxony Village. One of the long-term goals of the Village is to develop a community pathway system that link parks to residential neighborhoods, schools, and businesses, especially around the Main Street District. The residents of Saxony Village as well as current residents and business patrons in the Firemen's Park service area would benefit greatly from improved pedestrian access to Firemen's Park. The implementation of sidewalk improvement projects along Main Street and Park Avenue, along with improvements to the Highway 145/Park Avenue intersection will provide residents of all ages with improved and safe access to Firemen's Park and the many programs and special events offered annually. USEPA Technical Assistance for planning and design would allow the Village to move towards a better integrated mixed-use neighborhood and consider the redevelopment and reuse of the historic Village Center.