

VILLAGE OF THIENSVILLE
COMMITTEE OF THE WHOLE
AGENDA

DATE: Monday, March 4, 2013

LOCATION: 250 Elm Street
Thiensville, WI

Time: 6:00 PM

I. Call To Order

II. Roll Call

President:	Van Mobley	
Trustees:	Kim Beck	Kenneth Kucharski
	Ronald Heinritz	David Lange
	Rob Holyoke	John Treffert
Administrator:	Dianne Robertson	
Staff:	Director of Public Works Andy LaFond, Fire Chief Brian Reiels	
	Police Chief Scott Nicholson	

III. BUSINESS

A. Review Capital Expenditures

B. Review And Recommendation Regarding Thiensville Business Association Request To Move The Farmer's Market To Village Park

Documents: [STAFF ANALYSIS MOVING THE FARMERS MARKET TO VILLAGE PARK.PDF](#)

C. Review And Recommendation Regarding Main Street Parking Lot And Green Bay Road Bridge Improvements

Documents: [GREEN BAY ROAD PIGEON CREEK BRIDGE IMPROVEMENTS.PDF](#), [THIENSVILLE VILLAGE OF.PDF](#), [WATER MX-3501_20130205_113019 \(2\).PDF](#), [WATER MX-3501_20130221_180650.PDF](#)

D. Review And Recommendation Regarding Moving WE Energies Electric Poles With The Main Street Parking Lot Project

E. Review And Recommendation Regarding Appointing Fire Department Members Matthew J. Heiss, Jacob D. Exline, Anna C. McGee, James R. Schumacher And Kristen Timm

F. Review And Recommendation Of A New Operator's License For Amy Lynn Gleisner

G. Review And Recommendation Regarding Village Ordinance 10-32 No Dogs Allowed In Village Parks

Documents: [MEMO DOGS IN PARKS.PDF](#)

H. Review Of Reserved Capital Project Fund Report And 2013 Capital Projects Fund

Documents: [CAPITAL PROJECT FUND REPORT.PDF](#)

I. Review And Recommendation Regarding A Highland Road Interchange On I-43

- J. Review And Recommendation Regarding Ordinance No. 2013-01 Maintenance Of Sewer Services For Redeveloped Facilities

Documents: [ORDINANCE 2013-01.PDF](#)

- K. Review And Recommendation Regarding Resolution No. 2013-04 Granting A Temporary Easement To WE Energies At The Village Owned Property At 5616 Cairdel Lane

Documents: [RESOLUTION 2013-04.PDF](#)

- L. Review And Recommendation Regarding The MMSD I/I Program Funding Option Trustee Treffert

Documents: [MMSD II PROGRAM FUNDING OPTION.PDF](#)

- M. Review And Recommendation Regarding A Sign Code Revision Regarding B-1 Projecting Sign Size Trustee Heinritz

Documents: [SIGN CODE CHANGES AS OF 2-13-2013.PDF](#), [RON HEINRITZ MEMO 1-15-2013.PDF](#)

IV. BUSINESS FROM THE FLOOR

A. Citizens to be Heard

Open to any citizen who wishes to speak on items not on the agenda. Please step to the podium and give your name and address for the record.

V. MISCELLANEOUS BUSINESS BY TRUSTEES AS MAY PROPERLY BE BROUGHT BEFORE THE BOARD.

- A. Inter-Governmental Committee with Mequon
- B. Use of 101 Green Bay Road, Old Village Hall & Fire Station
- C. Acceptance/Report of Gifts Received
- D. Dialog with Mequon regarding water utility service
- E. Review next month's meeting date schedule

VI. ADJOURNMENT

Dianne S. Robertson, Village Clerk

March 1, 2013

Please advise the Thiensville Municipal Hall, 250 Elm Street (242-3720) at least 24 hours prior to the start of this meeting if you have disabilities and desire special accommodations.

Notice is hereby given that a quorum of the Village Board and/or Village Committees may be in attendance at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take any formal action thereto at this meeting.



Village of Thiensville

Department of Public Works

250 Elm Street
Thiensville, WI 53092-1602

Phone (262) 242-3720

Fax (262) 242-4743

Memorandum

To: Thiensville Business Association
Dianne Robertson, Administrator
Van Mobley, President
David Lange, Trustee
Kim Beck, Trustee
Jesse Dailey

Date: February 25, 2013

From: Andy LaFond, Director of Public Works

RE: TBRC Promotional Sub Committee's Discussion to Move the Farmers Market to Village Park.

The TBRC Design & Promotional Subcommittee and the TBA have been discussing the possibility of moving the Tuesday Farmers Market to the Village Park, extending the hours, and offering electricity. I wanted to provide an analysis of Park use and availability of Village staff on Tuesdays.

In 2012 the TMYBA had games on 11 Tuesdays with a total of 44 games. The Softball association had games on 18 Tuesdays with a total of 54 games. Homestead High School had games on 3 Tuesdays. When we are in peak season parking is at a premium and often times parking on summer nights spills over onto Village streets extending onto Elm, Riverview, and Vernon as early as 4 PM during High School Games, and 5:30 PM on other nights. If a Farmers Market on Tuesdays in the park would extend into the late afternoon/early evening we would lose 56 parking spaces and add the additional need for Farmers Market patron parking.

Other Issues to overcome would be Park rentals and Boat launching. In 2012 we had one Tuesday park rental, so this may not be an issue. The Board would also have to decide to not allow boat access to the river from the Thiensville boat launch on Tuesdays as the proposed layout would close the west lot.

There is certainly enough power in the park to provide electricity, but the Village at this time does not own any equipment to distribute the power. There is also the issue of setting up this temporary power every Tuesday. Village staff time is limited on Tuesdays due to Garbage collection. We do have the availability to alter working hours and could require a staff member to come in early for Farmers Market setup.

The two major summer park events (Lions Fest and Family Fun) utilize the entire week to set up for the event with equipment often arriving Monday thru Wednesday. In June and early July the Market typically has fewer vendors, with cooperation of the event organizers we could also work through this.

I am excited to see thoughts surface to increase use of the park and draw people to what I consider is Thiensville's Crown Jewel, the Village Park! Main Street's most recent traffic counts indicate 7,000 to 21,000 cars per day depending on which section. No amount of marketing may be enough to overcome moving the Farmers Market off of Main Street and the exposure to so many motorists.

BEFORE



AFTER



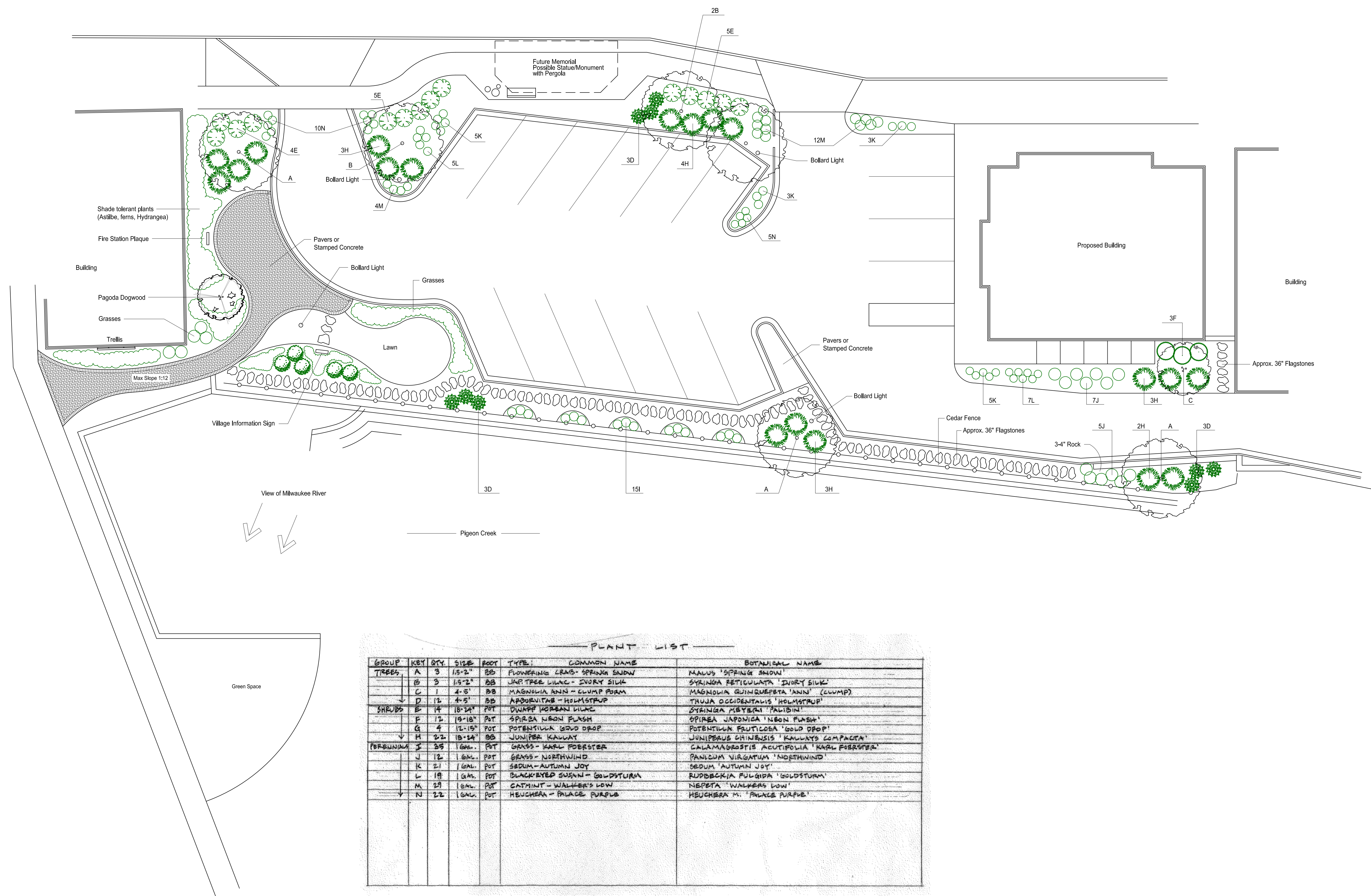
GREEN BAY ROAD PIGEON CREEK BRIDGE IMPROVEMENTS



STYLE 1



STYLE 2



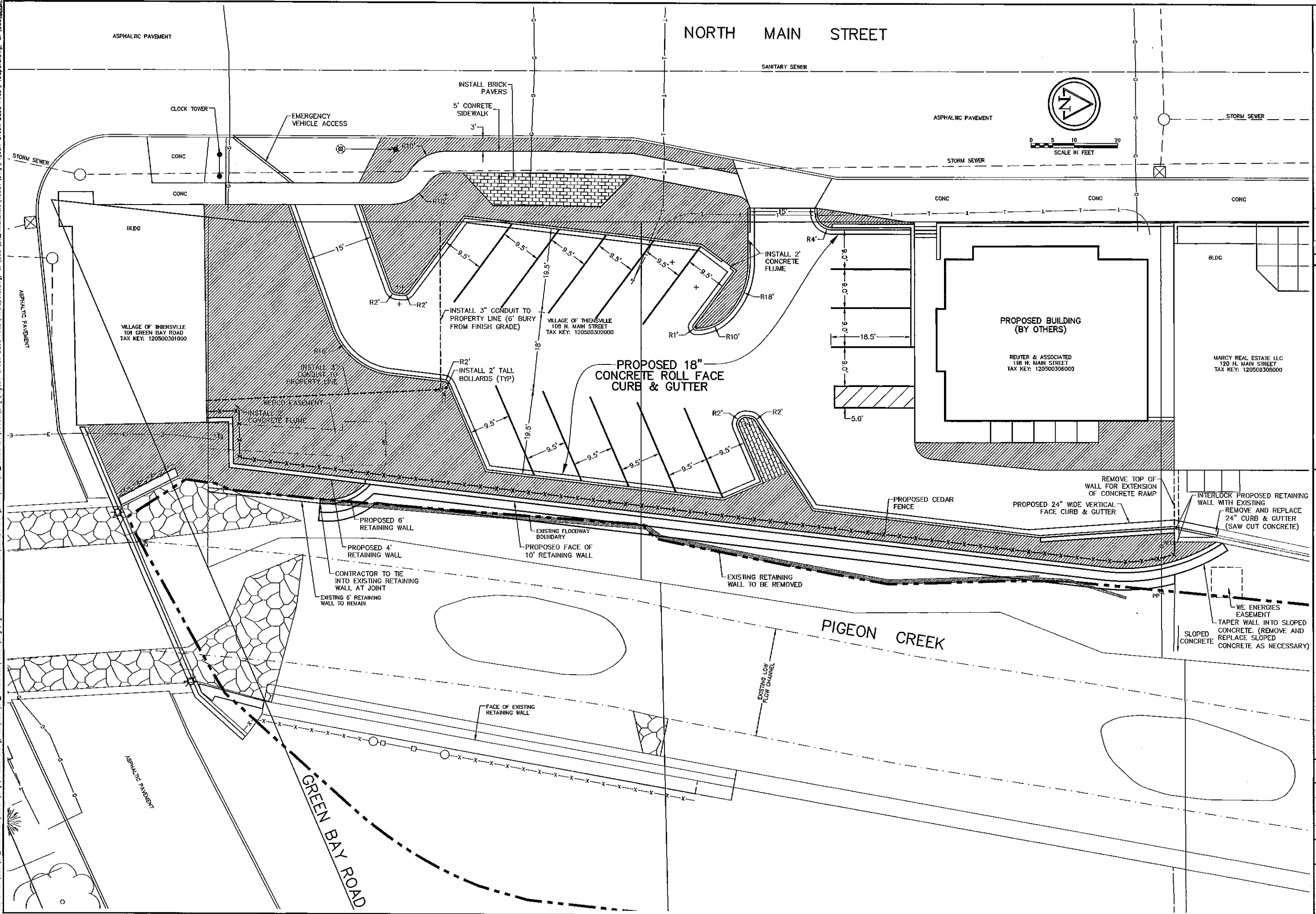
Notes

A landscape plan for:

Scale
1" = 10'-0"

Architect
Kerry Mattingly
RL

Revised 2/6/2013



		TOWN: 9 N RANGE: 21 E SECTION(s): 23 NW
7		
6		
5		
4		
3		
2		
1		

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PROPOSED SITE PLAN
108 AND 118 NORTH MAIN STREET
VILLAGE OF THIENSVILLE
OSHAUKEE COUNTY, WISCONSIN

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RUEKERT & MIELKE INC.

DESIGNED BY: MFC

DRAFTED BY: MEM

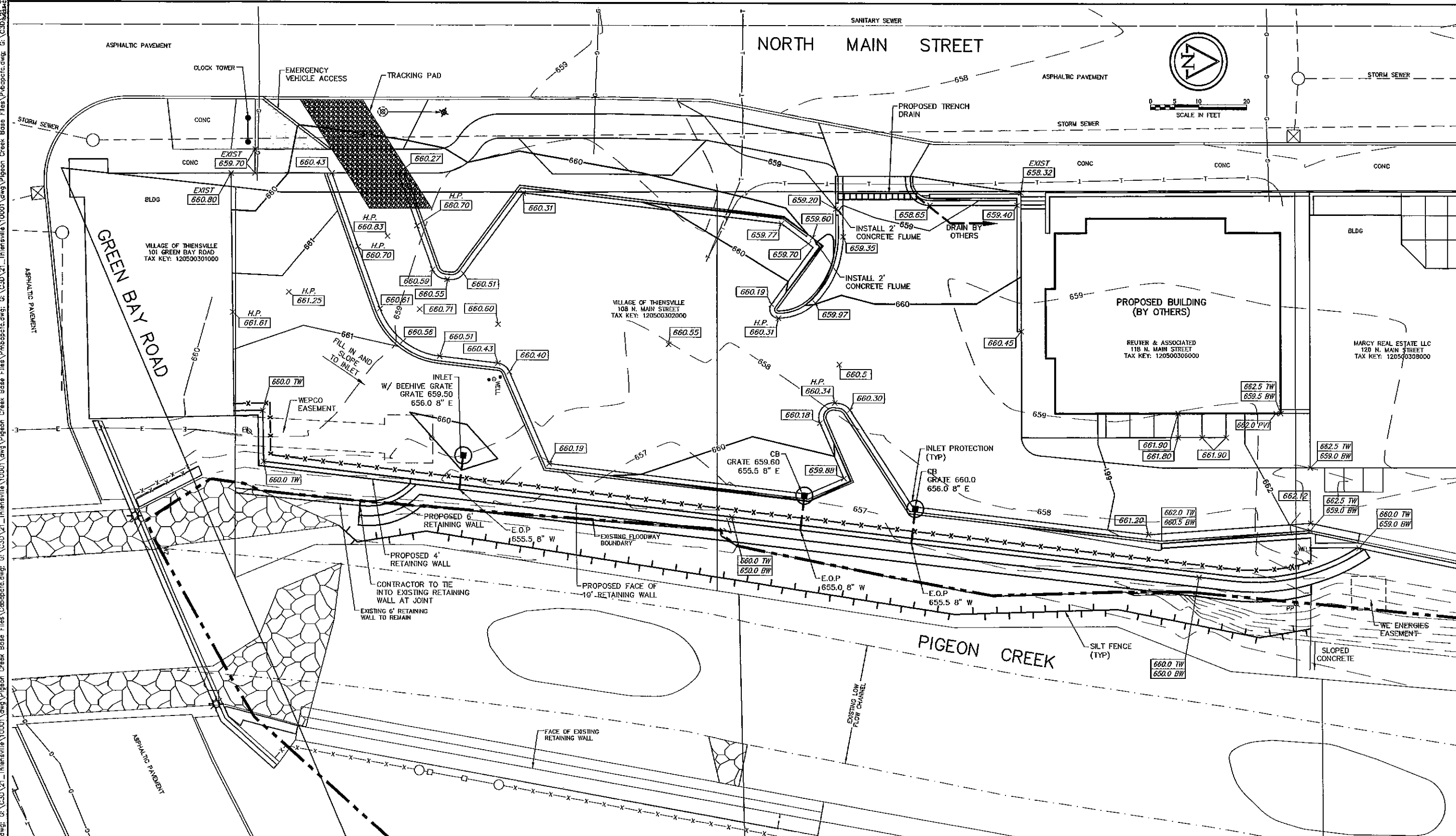
CHECKED BY:

DATE: OCTOBER, 2012

FILE NO.
21-10001.200

SHEET NO.
2

Feb 04, 2013, 4:37pm, PLOTTED BY: HAHLELSKI, SAVED BY: dklemm
C:\CD\21_Thiensville\10001.dwg 12-003-cpl-Grading and Erosion Control.dwg Layout1
IMAGES: C:\SW\Raster\cpl\10001.dwg 12-003-cpl-Grading and Erosion Control.dwg
XREFS: C:\CD\21_Thiensville\10001.dwg 12-003-cpl-Grading and Erosion Control.dwg



Construction Sequence

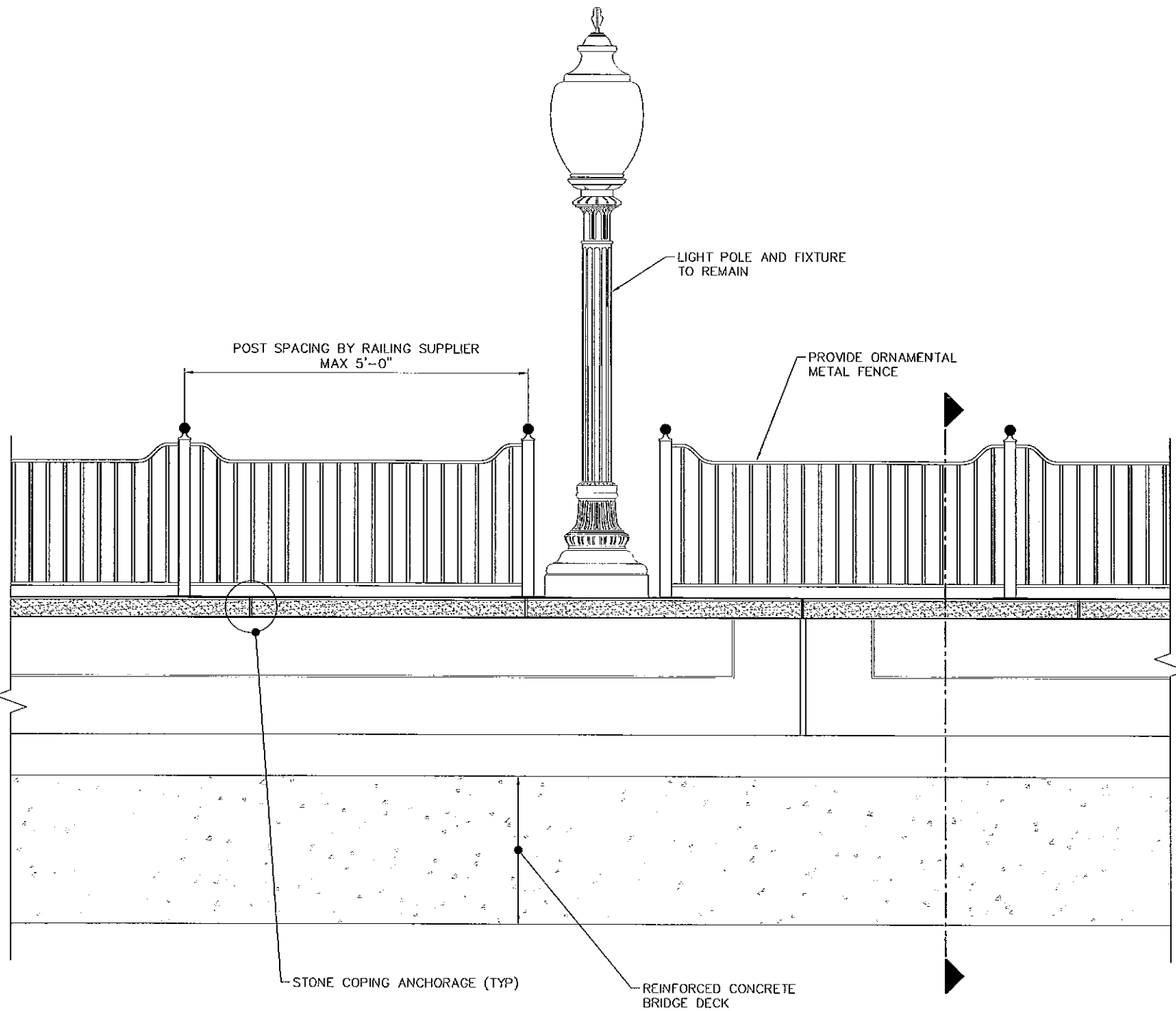
1. Install silt fence prior to any land disturbing activity.
2. Demolish existing buildings.
3. Clear and grub as necessary to begin removing existing retaining wall. Construct proposed wall immediately. Upon completion of the proposed wall, restore areas along Pigeon Creek that were disturbed, following landscape plan. Construct proposed storm sewer in conjunction with proposed wall. Contractor to install stone ditch checks in front of upstream end of storm sewer pipes to filter runoff. Contractor to maintain drainage during filling operations. Catch Basin Structures shall be constructed after majority of site has been filled to final grade.
4. Upon completion of proposed wall, remove existing pavement, structures and landscaping designated for removal. All items designated for removal shall be hauled, and properly disposed of, off-site. Install Tracking pad. Grade and compact clean granular fill material to bring site to proposed elevation. Repair and/or maintain erosion control measures as grading progress to maintain proper control of storm water runoff. Contractor to direct runoff to proposed storm sewer pipes constructed as part of the wall.
5. Should dewatering become necessary, the contractor will follow DNR Technical Standard 1061 and use a silt bag and discharge runoff onto a vegetated surface.
6. Complete utility installation, curb and gutter and asphalt paving. Note that stabilization of the disturbed, mass graded areas must take place if they are not being graded during the utility installation process.
7. Install final restoration of all disturbed areas, following utility installation.
8. Once the site has been 80 percent stabilized, remove erosion control measures and restore disturbed areas to proposed grades.

Erosion Control Notes

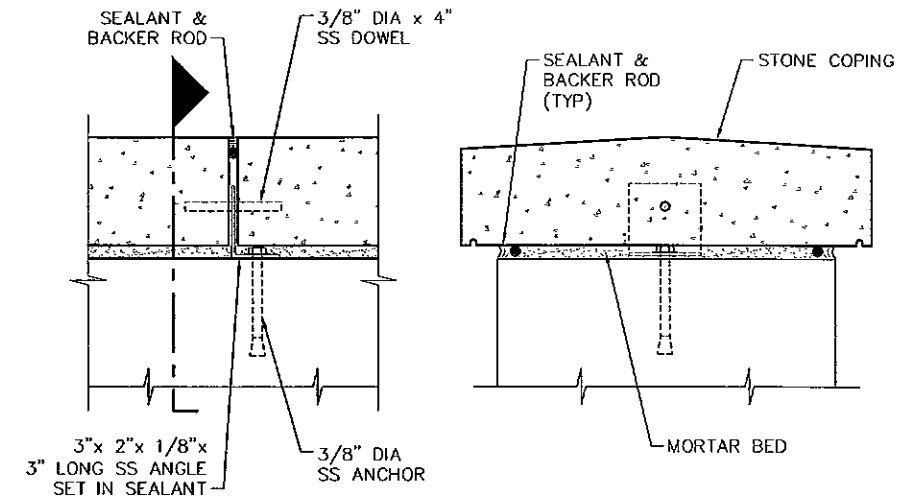
1. All erosion and sediment control measures shall be installed and maintained in accordance with the applicable DNR Technical Standard.
2. Additional Erosion and Sediment Control measures not shown on drawings may be required as a result of the construction methods employed by Contractor and as directed by Owner or Engineer.
3. Contractor shall sweep roadways of sediment and construction debris after each day and as directed by Owner or Engineer.
4. Erosion and sediment control measures shall be inspected at least once per week and after precipitation events of 1/2-inch or greater. Contractor shall repair damaged and/or ineffective erosion and sediment control measures within 24 hours of an inspection.
5. Erosion and sediment control devices shall be properly installed and maintained at the end of each day.
6. Areas brought to final grade shall be permanently stabilized within 7 days.
7. Contractor shall maintain site drainage at all times during construction.
8. Erosion and sediment control measures can be removed once the area tributary to the measure is 80% stabilized. Contractor shall obtain Owner and Engineer approval prior to removing the measure(s).

TOWN: 9 N RANGE: 21 E SECTION(s): 23 NW	
7 6 5 4 3 2 1	
A B C D E F G H I J K L M N O P Q R S T U V W X Y Z	
Ruekert-Mielke engineering solutions for a working world W233 N2060 Ridgeway Parkway • Wausau, WI 54980-1020 (822) 542-9783 • Fax: (822) 542-9831 • www.ruekert-mielke.com	
MAIN STREET MUNICIPAL PARKING LOT	
PROPOSED GRADING AND EROSION CONTROL PLAN 108 AND 118 NORTH MAIN STREET VILLAGE OF THIENSVILLE OSHAKEE COUNTY, WISCONSIN	
© COPYRIGHT 2012 RUEKERT & MIELKE INC.	
DESIGNED BY: MFC	
DRAFTED BY: MEM	
CHECKED BY:	
DATE: OCTOBER, 2012	
FILE NO. 21-10001.200	
SHEET NO. 3	

Feb 21, 2013 1:51pm PLOTTED BY: jclasko SAVED BY: jclasko
S:\CADD\21\Thiensville\00000\Green Bay Rd Bridge Modifications\Drawings\SSX-RAILING02.dwg RAILING MODIFICATIONS
XREFS: 0440000P



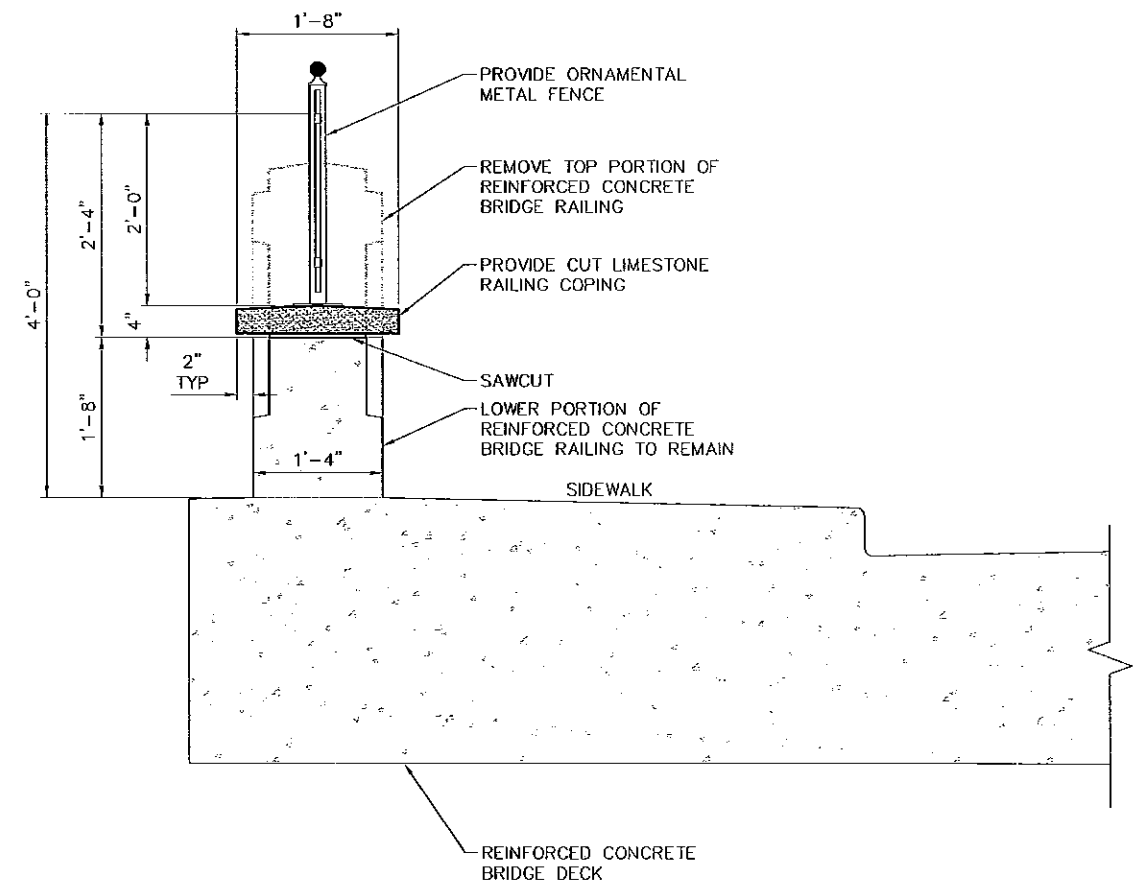
SECTIONAL ELEVATION



ELEVATION

SECTION

STONE COPING ANCHORAGE NO SCALE
0440000P 4



SECTION

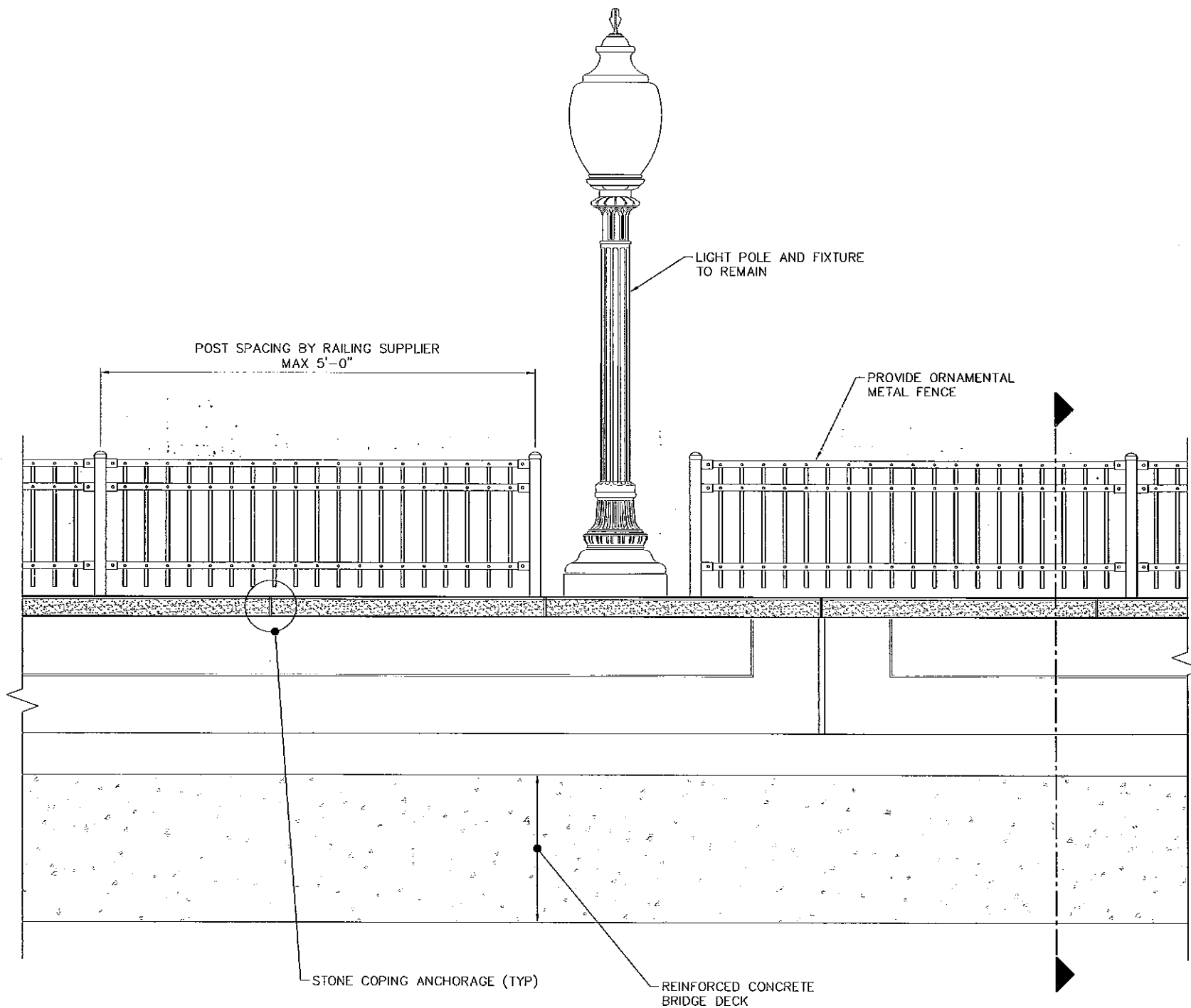
GREEN BAY ROAD BRIDGE MODIFICATIONS NO SCALE
SSX-RAILING 12

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BRIDGE RAILING MODIFICATIONS

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CHECKED BY:
DATE:
FILE NO.
SHEET NO. 1

Feb 21, 2013 1:54pm PLOTTED BY: jreslak, SAVED BY: jreslak
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XREFS: 07400COP

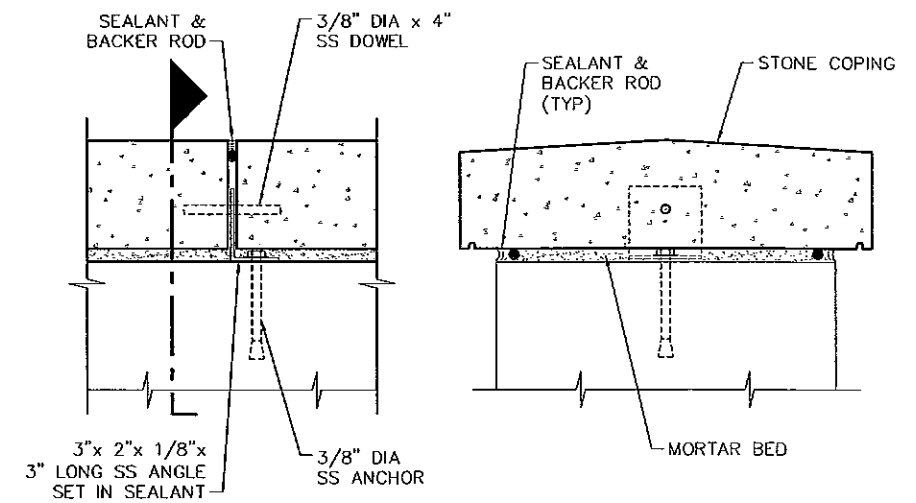


SECTIONAL ELEVATION

GREEN BAY ROAD BRIDGE MODIFICATIONS

SSX-RAILING 12

NO SCALE



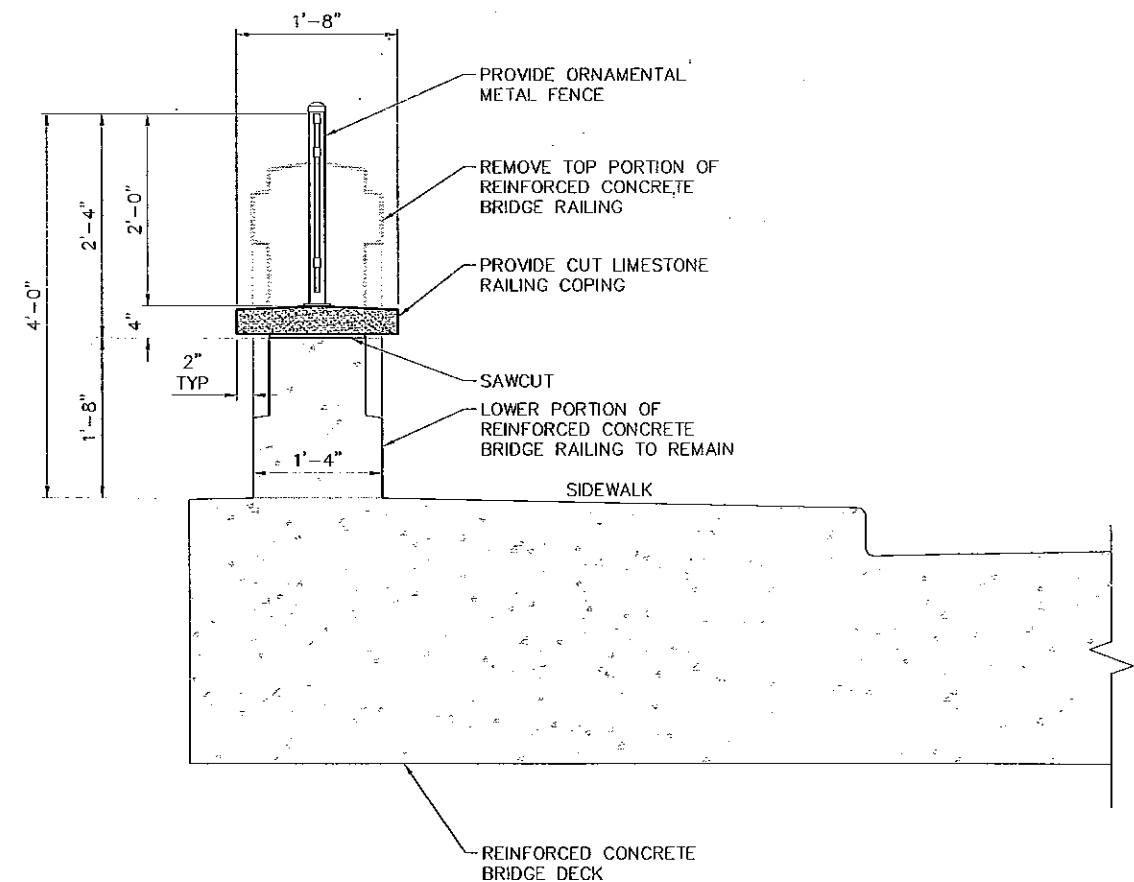
ELEVATION

SECTION

STONE COPING ANCHORAGE

04400COP 4

NO SCALE



SECTION

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DESIGNED BY: MFC

DRAFTED BY: JMC

CHECKED BY:

DATE:

FILE NO.

SHEET NO.
2

Memorandum

To: Thiensville Village Board

From: Andy LaFond, Director of Public Works

RE: Proposed Changes to No Dogs Allowed in Parks Ordinance

Date: 2/28/2013

Below are the current Village ordinance and a proposed ordinance by Staff. If there is a change to allow dogs in Village parks my recommendation would be to purchase 9 dog waste stations. Six for village park, one for the Rotary River walk, one for Molyneux park, and one for the Crescent lane detention basin. The cost would be \$3,375 for the dog waste stations

Current:

Sec. 10-32. - Presence in village park.

No dog or cat shall be allowed in the village parks.

Proposed:

A. Dogs used by a disabled person to assist him/her in his/her activities and any police canine performing a law enforcement function are allowed in Village parks.

B. All other dogs are allowed in Village parks with the following restrictions:

(1) Dogs are allowed in parks if they are on a leash, no longer than six feet in length, at all times and held by a person of sufficient size and strength to restrain the dog.

(2) Dogs are restricted to pathways and grassy areas on the perimeter of the parks and are not allowed in playground areas, tennis courts, park buildings, and softball/baseball fields.

Memorandum

- (3) Dogs will only be allowed in parks during regular park hours, and they will not be allowed during special events. Special events include:

 - (a) Sports tournaments.
 - (b) Lions Fest.
 - (c) Family Fun Before The Fourth
 - (d) Other special events as determined by the Village Board of Trustees.
- (4) Dog owners must maintain effective verbal control of their dogs. Dogs that show aggression toward people or other dogs must be removed immediately. The owner is personally liable for any damages or injury the dog inflicts or receives.
- (5) Owners must clean up after their dog.
- (6) Dogs must wear a collar with identification at all times, be licensed and vaccinated, healthy (have no contagious conditions or diseases), and be parasite free.
- (7) The number of dogs per person is limited to three.
- (8) Dogs in heat shall not be allowed in the park.
- (9) Dogs shall not chase or disturb wildlife.
- C. Any person violating any provisions of this Code shall be subject to a violation, and upon the conviction of any such violation, such person shall be subject to a penalty as provided in _____ of this Code.

**Village of Thiensville
Capital Projects Replacement Fund Designations
12/31/2012**

Bike Route Signs	2,100.00	2,100.00	2010
	2,100.00		
Assessment Revaluation	4,000.00	4,000.00	2011
	4,000.00		
HAVA Election Supplies			
Year 1	4,000.00	2005	
Year 2	1,500.00	2006	
	4,660.00	2009	
	200.00	Election Grant	
	(2,857.88)	less pmts 2008	
	7,502.12		
Green Bay--Heidel to Limits Design	437,572.29	437,572.29	2011
	437,572.29		
Main Street Profile & Concrete Replacement	282,068.31	282,068.31	2012
	282,068.31		
Old Village Hall			
From Prior Years	19,444.64		
	6,000.00	2007	
	7,340.00	2008	
	(7,372.00)	less pmts 2007	
	(26.46)	less pmts 2008	
	(1,300.00)	less pmts 2009	
	24,086.18		
Main Street Water Main	455,589.38	455,589.38	2011
	455,589.38		
Police Squad Cars			
Year 1 of 3	20,000.00	20,000.00	2012
	20,000.00		
Police Dept. Trac Citation & Accident Report System	2,460.05	2,460.05	2011
	2,460.05		
Police Dept. TIPPS Photo Imaging	1,800.00	1,800.00	2008
	1,800.00		
Police Dept. Radar Unit	3,500.00	3,500.00	2012
	3,500.00		
Police Department Portable Radio	2,805.00	2,805.00	2011
	2,805.00		
Fire Dept. Hose Replacement	952.41	952.41	2011
	3,000.00	3,000.00	2012
	3,952.41		
Fire Dept. Radio Replacement	2,755.57	2,755.57	2011
	2,755.57		

Fire Dept. Equipment Replacement	60,000.00	2010
	<u>42,040.90</u>	2011
***** 102,040.90		
Fire Dept. Computer Software Replacement	<u>2,114.46</u>	2011
2,114.46		
Fire Dept. Paging System	<u>6,453.00</u>	2012
6,453.00		
Public Works Equipment Replacement	<u>46,026.99</u>	2012
***** 46,026.99		
Downtown Wayfinding Signs	<u>5,000.00</u>	2012
5,000.00		
E. Freistadt Road Sign	<u>1,350.00</u>	2011
1,350.00		
Replace Street Light Fixtures	7,444.11	2010
	16,250.00	
	<u>36,000.00</u>	2012
59,694.11		
Replace Street Light Poles	<u>3,400.00</u>	2012
3,400.00		
Office Furniture & Files	<u>5,000.00</u>	2011
5,000.00		
Geomelt Storage Tank	2,500.00	2012
Geomelt Salt System to Truck #1	<u>4,000.00</u>	2012
6,500.00		
Emerald Ash Borer Program	<u>4,845.00</u>	2012
4,845.00		
Diamond Groomer	<u>22,000.00</u>	2011
22,000.00		
Geese Control	<u>1,600.00</u>	2009
1,600.00		
Total Designated Fund Balance	<u>1,516,215.77</u>	
	tb-414	

Note: Total Fund Balance
Over and above Designated \$ (533,785.40)

Note: Total CP Fund Balance \$ 982,430.37

12/31/12 Fund Balance	\$ 982,430.37
2013 Budget-Purchase 128-136 N. Main Street	\$ 117,571.00
Remodel from Sewer-Estimate	\$ 142,501.74
DPW Equip Pool	\$ 46,026.99
Fire Equip Pool	<u>\$ 102,040.90</u>
	\$1,390,571.00

VILLAGE OF THIENSVILLE
2013 CAPITAL PROJECT EXPENDITURE REPORT
MARCH 4, 2013

<u>ITEM BUDGETED</u>	<u>AMOUNT BUDGETED</u>	<u>AMOUNT IN RESERVES</u>	<u>TOTAL AMOUNT AVAILABLE</u>	<u>ACTUAL EXPENSE</u>	<u>DIFFERENCE</u>
ADMINISTRATION					
Riverview Drive Bike Route Signs	\$ -	\$ 2,100.00	\$ 2,100.00	\$ -	\$ 2,100.00
Technology Upgrades (Website & Cable Access)	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
New Voting Machine	\$ -	\$ 7,502.12	\$ 7,502.12	\$ -	\$ 7,502.12
	\$ 10,000.00	\$ 9,602.12	\$ 19,602.12	\$ -	\$ 19,602.12

POLICE DEPARTMENT

Office Furniture	\$ 6,000.00	\$ -	\$ 6,000.00	\$ -	\$ 6,000.00
Police Bicycle	\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00
3 Viewu Wearable Video Cameras	\$ 4,500.00	\$ -	\$ 4,500.00	\$ 4,500.00	\$ -
2 Squad Replacement (Year 1 of 3)	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00	\$ -	\$ 40,000.00
2 Ballistic Shields	\$ 4,200.00	\$ -	\$ 4,200.00	\$ 4,200.00	\$ -
Livescan System W/10 Print Capture Printer	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	\$ 25,000.00
Badger Trac Citation & Accident Report System	\$ -	\$ 2,460.05	\$ 2,460.05	\$ -	\$ 2,460.05
TIPPS Photo Imaging	\$ -	\$ 1,800.00	\$ 1,800.00	\$ -	\$ 1,800.00
Radar Unit	\$ -	\$ 3,500.00	\$ 3,500.00	\$ -	\$ 3,500.00
Portable Radio	\$ -	\$ 2,805.00	\$ 2,805.00	\$ -	\$ 2,805.00
	\$ 61,700.00	\$ 30,565.05	\$ 92,265.05	\$ 8,700.00	\$ 83,565.05

FIRE DEPARTMENT

Replace Extrication Air Bags	\$ 8,500.00	\$ -	\$ 8,500.00	\$ -	\$ 8,500.00
2 Stainless Steel Pump Cans	\$ 900.00	\$ -	\$ 900.00	\$ -	\$ 900.00
6-6' Boston Hooks	\$ 1,020.00	\$ -	\$ 1,020.00	\$ -	\$ 1,020.00
Cut Off Saw	\$ 1,200.00	\$ -	\$ 1,200.00	\$ 983.96	\$ 216.04
Hose Replacement Program	\$ 3,000.00	\$ 3,952.41	\$ 6,952.41	\$ -	\$ 6,952.41
10-Minitor V Pagers W/Warranty	\$ 4,500.00	\$ -	\$ 4,500.00	\$ -	\$ 4,500.00
Repair Corrosion on Apparatus Equipment	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
4 Masks W/Team Talk	\$ 3,200.00	\$ -	\$ 3,200.00	\$ -	\$ 3,200.00
4 Sets of Turnout Gear	\$ 8,000.00	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00
Equipment Replacement Fund	\$ -	\$ 102,040.90	\$ 102,040.90	\$ -	\$ 102,040.90
Radio Replacement	\$ -	\$ 2,755.57	\$ 2,755.57	\$ -	\$ 2,755.57
Paging System	\$ -	\$ 6,453.00	\$ 6,453.00	\$ -	\$ 6,453.00
Computer Software Replacement	\$ -	\$ 2,114.46	\$ 2,114.46	\$ -	\$ 2,114.46
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 40,320.00	\$ 117,316.34	\$ 157,636.34	\$ 983.96	\$ 156,652.38

PUBLIC WORKS DEPARTMENT

Vehicle Replacement Fund	\$ 20,000.00	\$ 46,026.99	\$ 66,026.99	\$ -	\$ 66,026.99
DPW Office Remodel	\$ 22,500.00	\$ -	\$ 22,500.00	\$ -	\$ 22,500.00
Office Furniture & Files	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00
Street Light Pole Replacements	\$ 6,500.00	\$ 3,400.00	\$ 9,900.00	\$ -	\$ 9,900.00
Emerald Ash Borer Program	\$ 9,000.00	\$ -	\$ 9,000.00	\$ -	\$ 9,000.00
Add Geomelt Salt System to Truck #1	\$ -	\$ 4,000.00	\$ 4,000.00	\$ -	\$ 4,000.00
Geomelt Storage Tank	\$ -	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00
Downtown Wayfinding Signs	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00
E. Freistadt Road Entrance Sign	\$ -	\$ 1,350.00	\$ 1,350.00	\$ -	\$ 1,350.00
Replace Street Light Glass Fixtures	\$ -	\$ 59,694.11	\$ 59,694.11	\$ 3,840.00	\$ 55,854.11
Emerald Ash Borer Program	\$ -	\$ 4,845.00	\$ 4,845.00	\$ -	\$ 4,845.00
	\$ 58,000.00	\$ 131,816.10	\$ 189,816.10	\$ 3,840.00	\$ 185,976.10

DPW PARK DEPARTMENT

Diamond Groomer	\$ -	\$ 22,000.00	\$ 22,000.00	\$ -	\$ 22,000.00
Streetscape Trees-Main Street	\$ -	\$ -	\$ -	\$ -	\$ -
2 Chain Saws	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ 400.00
Tennis Ct. Practice Wall/Pickle Ball/Fence Rep.	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
Annual Fishladder Maintenance	\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00
Geese Control	\$ -	\$ 1,600.00	\$ 1,600.00	\$ -	\$ 1,600.00
	\$ 15,400.00	\$ 23,600.00	\$ 39,000.00	\$ -	\$ 39,000.00

VILLAGE OF THIENSVILLE
2013 CAPITAL PROJECT EXPENDITURE REPORT
MARCH 4, 2013

<u>ITEM BUDGETED</u>	<u>AMOUNT BUDGETED</u>	<u>AMOUNT IN RESERVES</u>	<u>TOTAL AMOUNT AVAILABLE</u>	<u>ACTUAL EXPENSE</u>	<u>DIFFERENCE</u>
<u>UNCLASSIFIED IMPROVEMENT FUND</u>					
Water Main on Main Street	\$ -	\$ 455,589.38	\$ 455,589.38	\$ -	\$ 455,589.38
Green Bay Road-Heidel to North Limits	\$ -	\$ 437,572.29	\$ 437,572.29	\$ 5,332.25	\$ 432,240.04
Assessment Revaluation	\$ -	\$ 4,000.00	\$ 4,000.00	\$ -	\$ 4,000.00
Old Village Hall Improvements	\$ -	\$ 24,086.18	\$ 24,086.18	\$ -	\$ 24,086.18
Road Repairs/Alta Loma/Madero/Bel Aire	\$ 478,000.00	\$ -	\$ 478,000.00	\$ 510.07	\$ 477,489.93
Green Bay Road Bridge Enhancement	\$ 75,000.00	\$ -	\$ 75,000.00	\$ -	\$ 75,000.00
Profile & Concrete Replace, Main Street	\$ -	\$ 282,068.31	\$ 282,068.31	\$ 28.75	\$ 282,039.56
Redevelop & Main Parking Lot	\$ 117,571.00	\$ -	\$ 117,571.00	\$ 6,254.50	\$ 111,316.50
Remediation DPW Yard	\$ -	\$ -	\$ -	\$ -	\$ -
CONTINGENCY	\$ 89,872.00	\$ -	\$ 89,872.00	\$ 776.73	\$ 89,095.27
	<u>\$ 760,443.00</u>	<u>\$ 1,203,316.16</u>	<u>\$ 1,963,759.16</u>	<u>\$ 12,902.30</u>	<u>\$ 1,950,856.86</u>
TOTALS	\$ 945,863.00	\$ 1,516,215.77	\$ 2,462,078.77	\$ 26,426.26	\$ 2,435,652.51
Less Total CIP Fund Balance		\$ (982,430.37)			
Balance due negative unrestricted Fund Balance		<u>\$ 1,479,648.40</u>			
See Note Below					
12/31/12 Fund Balance		\$ 982,430.37			
2013 Purchase - 108 N. Main Street		\$ 117,571.00			
Remodel VH Due from Sewer		\$ 142,501.74			
DPW Equipment Pool Investment Account		\$ 46,026.99			
Fire Equipment Pool Investment Account		<u>\$ 102,040.90</u>			
		<u>\$ 1,390,571.00</u>			
Paper Deficit in Capital Projects Fund		\$ (125,644.77)			

ORDINANCE NO. 2013-01

**AN ORDINANCE TO REPEAL AND RECREATE SECTION 78-134 OF THE
MUNICIPAL CODE WITH REGARD TO MAINTENANCE OF SEWER
SERVICES**

The Village Board of the Village of Thiensville do ordain as follows:

Section 78-134.1. Disturbance and Abandonment.

- 1) In the event an existing building is razed or remodeled in a manner resulting in the disturbance of an existing lateral, there must be a complete replacement of the existing lateral with a new PVC lateral entirely at the expense of the property owner.
- 2) An exception to the replacement of an existing lateral may be granted by the Director of Public Works if satisfactory evidence is submitted timely demonstrating that the existing lateral is of PVC construction or the existing lateral has been lined and the exiting lateral has been televised demonstrating that it is entirely free from major defects.
- 3) In the event of abandonment, the lateral shall be severed from the main and a permanent seal, of a method and material approved by the Director of Public Works, shall be placed at the main connection so as to permanently seal the main from infiltration. The abandonment shall be inspected and tested to the satisfaction of the Director of Public Works. The permanent seal shall be installed at the expense of the property owner.

Section Four: All ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby and to such extent repealed.

Section Five: This ordinance shall take effect and be in force from and after its passage and posting.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Thiensville this 18th day of March, 2013.

ATTEST:

Van A. Mobley, Village President

Dianne S. Robertson, Village Clerk

VILLAGE OF THIENSVILLE

RESOLUTION NO. 2013-04

A RESOLUTION GRANTING AN EASEMENT
TO WE ENERGIES

WHEREAS, the Village of Thiensville owns property at 5616 Cairdel Lane in the City of Mequon which is used to send floodwater from the detention pond on MATC property to the Crescent Lane Detention Pond; and

WHEREAS, WE Energies has requested a temporary easement to install the upgraded electric facilities.

NOW, THEREFORE BE IT RESOLVED that the Village Board hereby accepts a temporary easement to WE Energies at Village owned property located at 5616 Cairdel Lane for installation of upgraded electric facilities with the understanding that WE Energies is responsible for damage to any existing facilities and if there are any trees, shrubs or bushes within the easement area WE Energies shall replace them elsewhere on the property.

PASSED AND ADOPTED by the Village Board of the Village of Thiensville, County of Ozaukee, State of Wisconsin on this 18th day of March, 2013.

Van A. Mobley, Village President

Dianne S. Robertson, Village Clerk



250 Elm Street, Thiensville, WI 53092
262-242-3720 Fax 262-242-4743

**Village of
Thiensville**

Memo

To: Village President & Village Board
From: Dianne Robertson, Administrator
Date: February 27, 2013
Re: WE Energies Easement Request

WE Energies has requested an easement on Village owned property located at 5616 Cairdel Lane, which abuts the detention basins between MATC and Crescent Lane. Assistant Village Attorney Tim Schoonenberg reviewed the document and has the following recommendations:

- He does not like that WE Energies say in their letter that they are not responsible for cutting into sewer laterals but the easement agreement does not address that issue.
- If there are trees, shrubs or bushes within the easement area he recommends negotiating to have WE Energies replace them elsewhere on the property.

we energies



W140 N9100 Lilly Rd.
Menomonee Falls, WI 53051
www.we-energies.com

January 3, 2013

Mr. Van Mobley, Village President
Village of Thiensville
250 Elm Street
Thiensville, WI 53092

Subject: Easement for electric facilities crossing West Cairdel Lane
Work Request #: 3335799

Dear Mr. Mobley:

In order to install the upgraded electric facilities on the property located in the Village of Thiensville, Ozaukee County, Wisconsin, we will need easement rights prior to installation. I have enclosed two copies of the easement and the exhibit indicating its location. The exhibit is only temporary until the equipment has actually been installed and our surveyors complete a final one. Please have the easements signed and notarized in black ink, return one copy in the enclosed envelope, and retain one for your records. When our facilities have been installed, we will finalize the exhibit and send it along with a copy of the easement for your review. After you review the exhibit, the document will be recorded with the office of the Register of Deeds for your county.

Please note that the Public Service Commission gives you a minimum of five days to examine the materials provided before signing an easement agreement. However, you have the option to waive the five-day review period and sign and return the easement at any time.

For your safety, we will have Diggers Hotline locate underground utilities including natural gas, electric, telephone, cable television, sewer and water. **We also need your help to make sure we don't damage any of your privately maintained facilities.** To avoid damage to your facilities – such as an underground sprinkler system, electric, propane, sewer and sump pump lines, well, septic system, yard lighting, etc. – please notify us of their location. **It is very important that we are aware of these facilities. We Energies and/or its agents are *not* responsible for damage to your facilities that we are *not* aware of before our work begins.**

If you have any questions, please call me at 414.254.0661 and reference the work request above. We appreciate your prompt attention to this matter.

Sincerely,

A handwritten signature in cursive script that reads "Michele Arendt".

Michele Arendt
Right of Way Agent

Enclosures

**DISTRIBUTION EASEMENT
OVERHEAD & UNDERGROUND**

WR NO. 3335799

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, **VILLAGE OF THIENSVILLE, a municipal corporation**, hereinafter referred to as "Grantor", owner of land, hereby grants and warrants to **WISCONSIN ELECTRIC POWER COMPANY, a Wisconsin corporation doing business as We Energies**, hereinafter referred to as "Grantee", a permanent easement upon, within and beneath a part of Grantor's land hereinafter referred to as "easement area".

The easement area is described as a strip of land 12 feet in width being a part of Grantor's land as described in the **Warranty Deed** recorded **January 24, 2001** in the office of the Register of Deeds in and for Ozaukee County as **Document No. 669582**, being part of the **Northwest 1/4 of Section 14 Township 9 North, Range 21 East**, in the Village of Thiensville, Ozaukee County, Wisconsin.

The location of the easement area with respect to Grantor's land is as shown on the attached drawing, marked Exhibit "A", and made a part of this document.

RETURN TO:
We Energies
PROPERTY RIGHTS & INFORMATION GROUP
231 W. MICHIGAN STREET, ROOM A252
PO BOX 2046
MILWAUKEE, WI 53201-2046

14-014-07-006-00

(Parcel Identification Number)

1. **Purpose:** The purpose of this easement is to install, operate, maintain, repair, replace and extend underground utility facilities, electric pad-mounted transformers, concrete slabs, power pedestals, riser equipment, terminals and markers, together with all necessary and appurtenant equipment under and above ground and to construct, erect, operate, maintain and replace overhead utility facilities, including a line of poles, together with the necessary conductors, anchors, guy wires, underground cable, pedestals riser equipment and all other appurtenant equipment above ground, as deemed necessary by Grantee, all to transmit electric energy, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. **Access:** Grantee or its agents shall have the right to enter and use Grantor's land with full right of ingress and egress over and across the easement area and adjacent lands of Grantor for the purpose of exercising its rights in the easement area.
3. **Buildings or Other Structures:** Grantor agrees that no structures will be erected in the easement area or in such close proximity to the electric facilities as to create a violation of the Wisconsin State Electrical Code or any amendments to it.
4. **Elevation:** Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.
5. **Restoration:** Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.
6. **Exercise of Rights:** It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.
7. **Binding on Future Parties:** This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

Grantor:

VILLAGE OF THIENSVILLE

By: _____

Van Mobley, Village President

By: _____

Dianne S. Robertson, Village Clerk

Acknowledged before me in Ozaukee County, Wisconsin on _____, 2013, by

Van Mobley, the Village President and Dianne S. Robertson, the Village Clerk of the Village of Thiensville, a municipal corporation.

Notary Public Signature, State of Wisconsin

Notary Public Name (Typed or Printed)

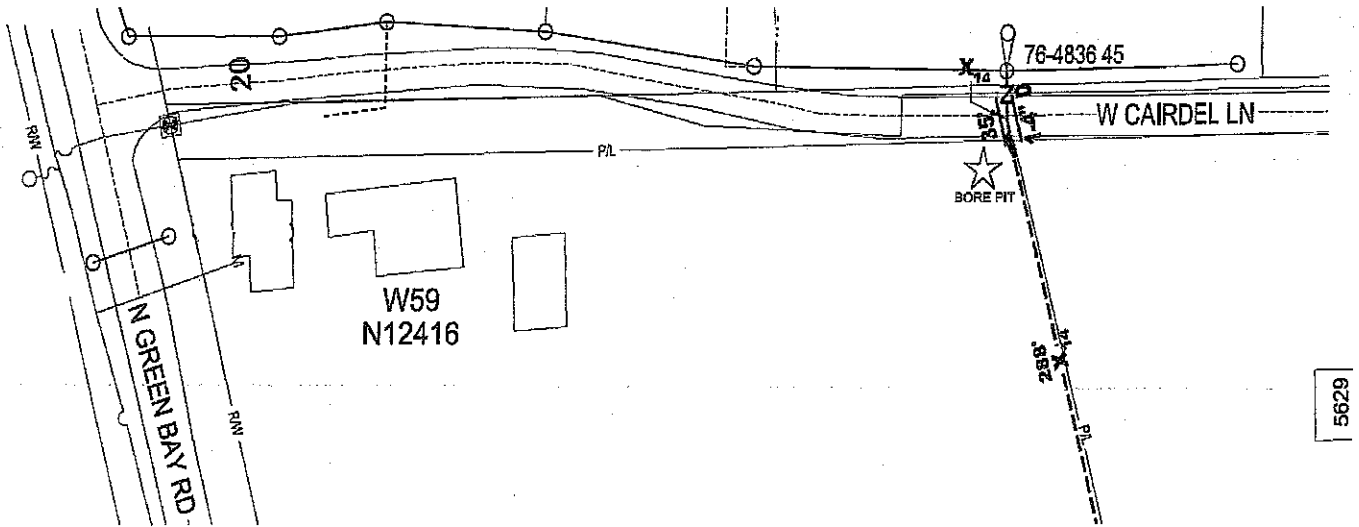
(NOTARY STAMP/SEAL)

My commission expires _____

TEMPORARY EXHIBIT A

 = 12' Easement Area

Tax Key 140140700600



Basic Concept: The property owner pays the first \$1000, the balance is cost shared: 80% village, 20% property owner. (Similar in concept to health insurance: deductible & co-pay)..

Examples	Property Owner	Village
\$3000 repair using liner		
<u>\$1000 deductible</u>	\$1000	
\$2000 Balance	<u>400(20%)</u>	<u>\$1600 (80%)</u>
Totals	\$1400	\$1600

\$7000 replacement via excavation		
<u>\$1000 deductible</u>	\$1000	
\$6000 Balance	<u>\$1200(20%)</u>	<u>\$3600(80%)</u>
Totals	\$2200	\$3600

Assumption: Village sewer utility will pay 100% of inspection/detection

Reasoning:

1. Spread the MMSD \$ further: help ensure that all laterals in the Luisita area are fixed plus the potential of using MMSD \$ in other areas of the Village.
2. Fairness: Once the MMSD \$ are consumed and other leaking laterals are detected as time goes on, it won't be able to be said that the Luisita area got a completely "free ride" if these later property owners are forced to pay 100% (no MMSD or Sewer utility assistance). Also there will some equity in treatment for those that had to pay %100 in the past.
3. Precedence setting: The Village **may** decide to offer repair assistance using sewer utility funds with cost sharing in the future if MMSD does not.

Thanks for considering the Cost Sharing Idea.

John Treffert

Municipalities in WMSD Service Area

Municipality	Allocation 2010	Allocation 2011	Allocation 2012	Allocation 2013	Cumulative	SBMP Available	Approved Transfers from SBMP	Total Funds Available	100% Program Revised	20% Program Cap Revised
Bayside	8077	\$ 64,981	\$ 65,769	\$ 64,030	\$ 202,857	\$ 16,200	\$ -	\$ 202,857	\$ 503,085	\$ 100,517
Brookfield	31412	\$ 246,278	\$ 251,075	\$ 259,055	\$ 787,820	\$ -	\$ 62,197	\$ 850,017	\$ 1,953,794	\$ 390,759
Brown Deer	13172	\$ 105,390	\$ 103,054	\$ 100,834	\$ 322,460	\$ -	\$ 26,346	\$ 348,806	\$ 798,701	\$ 159,940
Butler	2876	\$ 21,353	\$ 22,363	\$ 23,455	\$ 70,037	\$ 5,545	\$ -	\$ 70,037	\$ 173,692	\$ 34,738
Caledonia	497	\$ 3,967	\$ 4,108	\$ 3,459	\$ 12,031	\$ 993	\$ -	\$ 12,031	\$ 29,837	\$ 5,967
Cudahy	12870	\$ 102,576	\$ 108,049	\$ 112,345	\$ 333,840	\$ 25,692	\$ -	\$ 335,840	\$ 832,883	\$ 166,577
Elm Grove	13049	\$ 105,901	\$ 107,883	\$ 108,217	\$ 334,850	\$ 26,287	\$ 26,287	\$ 361,137	\$ 830,428	\$ 166,086
Fox Point	13776	\$ 107,826	\$ 113,042	\$ 112,853	\$ 347,497	\$ -	\$ 27,254	\$ 374,751	\$ 861,783	\$ 173,359
Franklin	41932	\$ 331,978	\$ 358,922	\$ 375,223	\$ 1,108,055	\$ 83,429	\$ -	\$ 1,108,055	\$ 2,747,976	\$ 549,595
Germanatown	23189	\$ 186,187	\$ 190,823	\$ 190,267	\$ 590,466	\$ 46,462	\$ 46,462	\$ 636,928	\$ 1,464,356	\$ 292,871
Glendale	23421	\$ 193,427	\$ 181,531	\$ 172,848	\$ 571,227	\$ -	\$ 47,599	\$ 618,826	\$ 1,416,643	\$ 283,329
Greendale	16767	\$ 133,082	\$ 132,630	\$ 135,161	\$ 417,520	\$ 33,400	\$ -	\$ 417,520	\$ 1,035,698	\$ 207,140
Greenfield	37483	\$ 298,144	\$ 311,973	\$ 300,626	\$ 948,226	\$ 74,751	\$ -	\$ 948,226	\$ 2,351,600	\$ 470,320
Hales Corners	8087	\$ 64,830	\$ 69,094	\$ 68,370	\$ 210,381	\$ 16,191	\$ -	\$ 210,381	\$ 521,745	\$ 104,349
Menomonee Falls	44374	\$ 360,405	\$ 375,288	\$ 378,764	\$ 1,153,841	\$ 89,426	\$ 89,426	\$ 1,248,266	\$ 2,873,926	\$ 574,785
Mequon	45393	\$ 367,328	\$ 367,004	\$ 371,323	\$ 1,151,048	\$ 91,309	\$ -	\$ 1,151,048	\$ 2,854,599	\$ 570,920
Milwaukee	364153	\$ 2,890,101	\$ 2,808,194	\$ 2,790,931	\$ 8,853,379	\$ 361,283	\$ 364,153	\$ 9,217,332	\$ 21,966,380	\$ 4,391,276
Muskego	28910	\$ 235,900	\$ 241,299	\$ 246,771	\$ 751,880	\$ 56,397	\$ -	\$ 751,880	\$ 1,864,662	\$ 372,932
New Berlin	50790	\$ 415,417	\$ 425,269	\$ 429,294	\$ 1,320,770	\$ 102,717	\$ -	\$ 1,320,770	\$ 3,275,510	\$ 685,102
Oak Creek	39367	\$ 310,183	\$ 319,480	\$ 310,939	\$ 979,379	\$ 78,141	\$ (669,040)	\$ 310,939	\$ 2,430,348	\$ 486,070
River Hills	6377	\$ 52,058	\$ 53,811	\$ 51,547	\$ 163,793	\$ -	\$ 12,884	\$ 176,677	\$ 406,207	\$ 81,241
St. Francis	7774	\$ 65,934	\$ 66,304	\$ 66,206	\$ 205,218	\$ 16,016	\$ -	\$ 206,218	\$ 511,421	\$ 102,284
Shorewood	17960	\$ 141,040	\$ 136,858	\$ 142,138	\$ 437,996	\$ 35,590	\$ -	\$ 437,996	\$ 1,085,734	\$ 217,147
Thiensville	3586	\$ 29,506	\$ 29,820	\$ 29,330	\$ 92,042	\$ 7,274	\$ 7,274	\$ 99,316	\$ 228,264	\$ 45,653
Wauwatosa	64842	\$ 528,467	\$ 523,233	\$ 515,745	\$ 1,632,087	\$ 130,700	\$ -	\$ 1,632,087	\$ 4,047,576	\$ 809,515
West Allis	51563	\$ 406,229	\$ 397,502	\$ 398,490	\$ 1,253,784	\$ -	\$ 102,342	\$ 1,356,126	\$ 3,109,384	\$ 621,877
West Milwaukee	3795	\$ 31,819	\$ 31,724	\$ 34,038	\$ 101,376	\$ 7,772	\$ -	\$ 101,376	\$ 251,412	\$ 50,282
Whitefish Bay	24708	\$ 199,703	\$ 204,488	\$ 208,741	\$ 637,840	\$ 49,671	\$ -	\$ 637,840	\$ 1,581,347	\$ 316,269
Total	\$ 1,000,000	\$ 8,000,000	\$ 8,000,000	\$ 8,000,000	\$ 25,000,000	\$ 1,357,225	\$ 143,183	\$ 25,143,183	\$ 62,000,000	\$ 12,400,000

2-15-2013

ARTICLE V- PERMANENT SIGNS

Sec.16.5 – Sign plan required

Sign Plan: Properties located in the R-4 and R-5 Multiple Family residence Districts, the B-1 through the B-4 Business Districts, and the I-1 Institutional District and the P-Park Districts shall submit a sign plan for review by the Historic Preservation Commission, when applicable, prior to review and approval by the Plan Commission.

E. A landscape plan for the sign base (monument sign) shall extend landscaping for a minimum of fifty (50) square feet of landscape area five (5) feet from the base of the sign.

ARTICLE 11. – PROHIBITED SIGNS

Sec. 16.10 – Prohibited signs

~~———— E. Pole Signs: New pole or pylon signs are prohibited as signage. Other signage types allowed by this Code are sufficient for all developments. (Pole or pylon signs in existence as of the date of this Ordinance will be considered legal non-conforming signs and may remain in place either until said sign is proposed for replacement, a change in the sign face, or is required to be removed because it is in a dilapidated state and/or structurally unsound (at which time the replacement sign must have a visible base or support other than a pole or pylon) or until the specific sign has met the end date in any future amortization schedule approved by the Village Board.~~

Sec. 16.16 – Design guidelines

All signs shall be architecturally integrated with their surroundings in terms of size, shape, color, texture and lighting so that they are complementary to the overall design of the building, the aesthetics of the community and are not in visual competition with other signs in the area.

All signs shall complement their surroundings without competing with each other, shall convey their message clearly and legibly, shall be weather resistant, and if illuminated, shall not be overly bright for their surroundings and not exceed 1 foot candle of illumination at the property line. Externally illuminated signs shall have adequate shading and be directed at the sign in such a way that the lighting will not produce glare affecting oncoming vehicles.

The following additional design guidelines shall be considered in the review and consideration of signage proposed within the Village of Thiensville:

- Village of Thiensville 2010 Master Architectural Guidelines
- Town Center Plan and Design guidelines
- Historic Preservation Commission Guidelines for signs located on any historic landmark site, structure or district.

The design guidelines for signage included in Chapter 1.2.12 of the Mequon-Thiensville Town Center Design Guidelines and Phase I Concept Design Plan 2005, and from time to time amended, Historic Preservation Commission Guidelines and Architectural Guidelines shall be used as additional criteria in the review and approval of signs within the Town Center.

A. Ground or Monument signs

1. The color scheme of the sign shall follow the color scheme of the principal building, to the greatest extent practical.
2. Architectural features (e.g., sills, piers, reveals, capstone, medallions, etc.) which are part of the architectural style of the principal building shall be incorporated into the sign, to the greatest extent practical.

B. Shopping Center and Multiple-Tenant Commercial Building Signs. A shopping center or multiple tenant commercial building may provide the following signage:

1. Sign Plan Required: Sign plans for multi-tenant buildings shall be designed to complement the style, color and materials of the building. The best sign programs are integrated such that they become a natural part of the building façade. New signs proposed for existing buildings shall provide a compatible appearance with the building signage of the other tenants. With multiple signs on a single building, even where no sign program currently exists, an attempt should be made to incorporate a unifying element (such as size) to all tenant signs as they are replaced.
2. Master Identification Signage. A Master identification sign may be provided which displays the name of the shopping center and may also include information such as, but not limited to, names of individual stores, hours of operation and/or special sales information. The master identification sign shall not exceed ~~thirty-two (32)~~ forty (40) square feet per side in area and ~~ten (10)~~ fifteen (15) feet in height and the location shall be approved by the Plan Commission prior to issuance of a sign permit.
3. Exterior Wall Signage. One exterior wall sign may be provided for each individual tenant business that has an exterior storefront wall in a shopping center. No exterior wall sign shall extend more than twelve (12) inches out from a building's wall surface. In multi-tenant buildings, separate signage may be allowed that complies with the requirements for the maximum square footage allowed for the building frontage. The maximum area of each tenant wall sign shall be computed using the formula in Sec. 16.17 A. Wall Signs. If a tenant's store is at a corner and has two exterior storefront walls, one separate exterior wall sign may be permitted on each exterior wall as long as the combined area of both signs does not exceed 100 percent of the total area allowed for the tenant space and the sign on a minor storefront may not be more than 30 percent of the total allowed signage for the tenant.

(ALSO, SEE FIGURE 2 AND 3 IN THE APPENTIX FOR GRAPHICS AND FORMULA EXAMPLES FOR CALCULATING THE MAXIMUM AREA FOR INDIVIDUAL TENANT WALL SIGNS)

C. Landscaping: ~~A minimum of 50 square feet of landscaping shall be designed around the base of ground/monument signs to integrate the sign with the surrounding area.~~

1. In the case of a free-standing or monument sign, a landscaped area shall extend a minimum of five (5) feet from the base of the sign and shall be approved by the Plan Commission.
 2. Where any sign is to be externally illuminated using ground mounted fixtures, landscape planting shall be installed in such a manner to entirely shield the light source from the surrounding view. Landscaped plantings shall be of the type as will ensure effective year long screening.
- D. Internal Lighting: The sign face shall be constructed with an opaque surface to allow internal light to only project through the cut-out lettering and/or logos. Dark colored backgrounds on signs are generally encouraged. Stark white or extremely bright background colors such as bright red, orange or yellow are discouraged.
- E. External Lighting shall be directed at the sign only and shall not exceed 1 foot candle of illumination at the property line. Externally illuminated signs shall have adequate shading and be directed at the sign in such a way that the lighting will not produce glare affecting oncoming vehicles. ~~Externally illuminated signs are discouraged.~~
- F. Consistency within The Sign Plan: The background color, type, style and print color of the sign should be consistent. However, the use of a logo which provides identification for the business can be used to bring distinction to the business within the framework established by the sign program.

Sec. 16.17 – Signs permitted in ~~all business districts and the I-1 Institutional district~~ the Green Bay Road and the Main Street Historic District with a permit

Signs ~~are permitted in all business and manufacturing districts~~ the Green Bay Road and the Main Street Historic District are subject to the following restrictions: **(SEE FIGURE 1 in the APPENDIX FOR EXAMPLES OF SIGN TYPES)**

- A. **Wall Signs.** One wall sign per commercial building placed against and not extended more than twelve (12) inches out from a building's wall surface. The maximum area of any wall sign shall be computed using the following formula.

~~1. BUILDINGS SET BACK 30 FEET OR LESS FROM THE RIGHT OF WAY LINE~~

~~Single Tenant Buildings with a setback of thirty (30) feet or less:~~ Total maximum area of signage shall not exceed .50 feet in area for every one (1) linear foot of building front width; however, no sign shall exceed fifty (50) square feet in area for any one premise. Thus, a building with a front width of 100 linear feet would be allowed maximum wall signage of 50 square feet: 100ft. X .5 = 50 square feet of wall signage.

~~Multi-tenant Buildings with a setback of thirty (30) feet or less:~~ In multi-tenant buildings ~~set back thirty (30) feet or less,~~ separate signage for individual tenants may be allowed that in the aggregate does not exceed the maximum square footage allowed for the total building façade.

The sign area for each tenant will be proportional to the front width of the tenant space based upon and computed using the ratio of the front width of the tenant space to the total front width of the building façade.

For example,

- Tenant A has thirty (30) feet of frontage on a building with a total front width of sixty (60) linear feet that is allowed a maximum sign area of thirty (30) square feet (.5ft. X 60ft.)
- The ratio of Tenant A's front width of thirty (30) feet to the total building front width of sixty (60) feet is (30 divide by 60) or 50% of the total building width. Thus, Tenant A would be allowed a maximum sign area of ten (15) square feet.
- If Tenant B occupies twenty (20) feet of frontage, the ratio of Tenant B's front width to the total building front width is 20 divide by 60 or 33%. Thus, Tenant B would be allowed a maximum sign area of ten (10) square feet.
- The remaining tenant would be allowed five (5) square feet of wall signage.

~~2. BUILDINGS SET BACK GREATER THAN 30 FEET FROM THE RIGHT OF WAY~~

~~Buildings with a setback GREATER than thirty (30) feet:~~ Total maximum area of signage shall not exceed 0.5 feet in area for every one (1) linear foot of building front width. For a building set back thirty feet (30) or more from the right of way line, an additional 1.0 foot for each foot the building is setback over thirty (30) feet up to a maximum sign of seventy (70) square feet.

For example,

- ~~A building with a front width of 100 linear feet that is setback 50 feet from the right-of-way line would be allowed maximum wall signage of seventy (70) square feet, as calculated below:~~
- ~~(.5 feet X 100ft. = 50 square feet) Plus (1.0 feet X 20 feet = 20 square feet [the difference between a 30 foot setback and a 50 foot setback] for a total maximum sign area of 70 square feet.~~

~~Multi-tenant Buildings:~~ In multi-tenant buildings, with a setback greater than thirty (30) feet, separate signage may be allowed that in the aggregate does not exceed the maximum square footage allowed for the total building façade. The sign area for each tenant will be proportional to the front width of the tenant space based on the ratio for the front width of the tenant space to the total front width of the building façade.

For example,

- ~~If Tenant A occupies half a buildings front width of 100 feet with a building setback of 50 feet, Tenant A would be allowed 50% of the maximum 70 square feet or a maximum allowed signage of 35 square feet.~~
- ~~If Tenant B occupies twenty five (25) feet of frontage, Tenant B would be allowed 25% of the maximum allowed signage (25 feet divide 100feet = 25%) or 17.5 square feet.~~

(SEE FIGURES 2 AND 3 IN THE APPENDIX FOR FORMULA EXAMPLES AND GRAPHICS ILLUSTRATING HOW TO CALCULATE THE MAXIMUM AREA FOR WALL SIGNS)

Wayfarer signs may be deemed permissible in the Green Bay Road and the Main Street Historic District subject to the following limitations; one sign per commercial building placed against and not extended more than 12 inches outside of a building's wall surface and shall not exceed .75 square feet in area for every one (1) linear foot of building face on which it is mounted or shall not exceed the following calculation: building face on which the sign is mounted and building setback of face of building = total frontage and setback times .30 = total square feet allowed per building whichever is less; however, limited to 78 square feet in area and 15 feet high in the historic district; and limited to 78 square feet in total area, unless a deviation from the size requirements of this subsection is approved by the Village Plan Commission. "Height" as noted in this subsection shall be determined by measuring the entire sign, from base to top, excluding any border or framing surrounding the sign surface. Wayfarer signs including multiple advertisers may be permitted in the historic district.

B. Monument, Ground Signs and Ground-mounted Projecting Signs: There shall not be more than one freestanding monument, ground or ground-mounted projecting sign (defined as a double-sided sign face attached to a single decorative support beam using a decorative bracket) for each principal building.

1. **Area of Monument and Ground Signs.** The area of a monument or ground sign shall be proportional to the size of the building ~~and distance back from the right-of-way~~. Monument and ground signs shall not exceed twelve (12) square feet on one side nor twenty-four (24) feet on all sides for any one premises, except in the case of multi-tenant buildings as regulated in Sec. 16.16 DESIGN GUIDELINES of this chapter, the master identification sign shall not exceed thirty-two (32) square feet in area and ten (10) feet in height and the location shall be approved by the Plan Commission prior to the issuance of a sign permit.
2. **Location.** A monument or ground sign may not be located closer than four (4) feet to any property line or driveway. Monument or ground signs shall meet the following setback requirements: Front yard setback: 0 feet. Side yard setback: ten (10) feet; setback from driveway ~~ten (10) feet~~ four (4) feet. Under no condition shall a sign be allowed within the street right-of-way.
3. **Height.** Ground or monument signs shall not exceed six (6) feet in height as measured from preconstruction grade at the base of the sign except that decorative finials attached to the top of the supports may be up to six (6) inches above the six (6) foot height maximum for supports. A monument sign base shall not project higher than three (3) feet, as measured from preconstruction grade at the base of the sign. The face of a monument sign may not exceed three (3) feet in height.
4. **Design.** Monument signs and ground signs shall have a base constructed of brick, stone or wood. Ground supports shall be constructed of brick, stone or wood and shall be architecturally designed.
5. **Area of Ground-mounted Projecting Signs.** A ground-mounted projecting sign may have no more than two faces (back to back) and the maximum area of the sign face may be no greater than (9) square feet in area for each face.
6. **Height of a ground-mounted projecting sign.** The maximum height of the sign face for a ground-mounted projecting sign may be no higher than six (6) feet six (6) inches above grade. The maximum height of the support structure ~~is~~ shall not exceed eight (8) feet.

7. Location of a Ground-mounted Projecting Sign. Ground-mounted projecting signs may ~~project no further extend no~~ further than three (3) feet from the support structure and the far end of the sign face may be no closer than three (3) feet to the ultimate right-of-way.
8. Landscaping. ~~A minimum of 50 square feet of landscaping shall be designed around the base of ground/monument and ground-mounted projecting signs to integrate the sign with the surrounding area shall extend a minimum of five (5) feet from the base of the sign and shall be approved by the Plan Commission.~~
9. Time and Temperature Devices may be erected as either monument signs or wall signs and shall meet all requirements attendant to those sign types. No time and temperature device, however, shall be located closer than 750 feet to another time and temperature device, or exceed twenty-five square feet in area.
10. Internal Lighting: The sign face shall be constructed with an opaque surface to allow internal light to only project through the cut-out lettering and/or logos. Dark colored backgrounds on signs are generally encouraged. Stark white or extremely bright background colors such as bright red, orange or yellow are discouraged.

C. **Marquee, Awning, Window or Canopy Signs** affixed flat to the surface of the marquee, awning, window or canopy are permitted provided that the sign does not extend vertically or horizontally beyond the limits of said marquee, awning, window or canopy. Plastic type awnings of any kind are not allowed. "Traditional" type awnings/canopies are strongly recommended. A marquee, awning or canopy sign may extend to within one (1) foot of the vertical plane formed by the curb. A name sign not exceeding four (4) square feet in area located immediately in front of the entrance to an establishment may be suspended from a canopy provided that the name sign shall be at least eight (8) feet above the sidewalk. The gross surface of an awning, canopy or marquee sign shall not exceed fifty (50) percent of the gross surface area of the face of the awning, canopy or marquee to which such sign is affixed or thirty (30) square feet in area, whichever is less.

D. **Building-mounted Projecting Signs (including Awning Signs)** shall be permitted in the Village subject to the following requirements:

1. The owner of a projecting sign must file with the Village Clerk a current certificate of insurance before he/she shall be permitted to install a projecting sign over a public right-of-way, and must maintain a certificate of insurance that complies with the terms of this ordinance at all times while the sign is displayed.
2. The certificate of insurance purchased and maintained by the sign owner must have commercial general liability aggregate of a minimum of \$1,000,000.00, and must name the Village of Thiensville as an additional insured party.
3. The projecting sign shall be illuminated from the exterior only. No interior illumination shall be permitted on projecting signs.
 - a. The projecting sign shall in no case be closer than two (2) feet from a curb or project more than four (4) feet from the façade of a building; and shall have a minimum clearance of eight (8) feet, measured grade level to the bottom of the sign, and a maximum height of twelve (12) feet, measured grade level to the top of the sign; and shall not exceed ~~nine (9)~~ sixteen (16) square feet in area per surface; and shall have

no more than two (2) surfaces, a front and a back, both of which are perpendicular to the building façade.

- b. The projecting sign must be mounted firmly, in a workmanship-like manner and projects more than one foot, generally perpendicular from a structure or building face.

(SEE FIGURE 4 IN THE APPENDIX FOR MEASURING HEIGHT AND CLEARANCE OF SIGNS)

E. A-frame/Sandwich Board Signs. ~~An a-frame/Sandwich Board Sign is a portable sign that stands on the ground, has two sides of which form a triangle (A-frame).~~ No A-frame sign shall be permitted until a permanent sign has been permitted for the premises.

1. One A-frame Sign is allowed per business by permit and shall stand no more than four (4) feet in height with each sign surface not to exceed eight (8) square feet. A-frame signs shall not exceed fifteen (15) square feet per side and shall be placed on private property. A-frame signs shall be secured in a manner acceptable to the Building Inspector.
2. A-frame signs can only be placed within the linear building frontage of the business or entity it represents and can only advertise that business.
3. A-frame signs can only be displayed during the business hours of the entity it represents.
4. A-frame signs must be built in a professional manner of durable materials such as wood or plastic composites that mimic wood and must be framed around d the edges.
5. A-frame signs must be placed so as not to block building entrances, exits, sidewalks or other traveled right-of-way areas, and on private property when available. If there is no private location for an A-frame sign, only then will public right-of-way be considered for placement.
6. A-frame signs must be adequately weighted or anchored to prevent movement by wind or other elements.

F. Window Signs.

Permanent window signs (WINDOW VINYLs) shall be placed only on the inside of the windows of commercial buildings and shall not exceed thirty (30) percent of the total glass area of the pane upon which the sign is displayed. Permanent window signs may be placed on the interior of the glass doors to a commercial building and shall not exceed twenty-five (25) percent of the glass pane upon which the sign is displayed.

(PLEASE SEE SECTION 17.0704 SIGNAGE REQUIRMENTS FOR UNIQUE AND UNUSUAL CIRCUMSTANCES.

Sec. 16.17a. Signs allowed in all Commercial, Park and Institutional Districts but outside the Green Bay Road and the Main Street Historic Districts . For commercial, park and institutional uses in B-1, B-2, B-3, B-4, P-1 and I-1 Districts but outside the Green Bay Road and the Main Street Historic Districts, the following signs are hereby allowed subject to Plan Commission approval and issuance of a sign permit.

1. Wall signs.

- a. Number. There shall not be more than one wall sign for each principal building placed against and not extended more than 12 inches outside of the building's wall surface except for multi-tenant buildings as regulated in Section _____ of this chapter and except in the case of buildings that front two public streets, one may be permitted for each façade facing a public street.
- b. Area. The gross surface area of a wall sign shall not exceed 0.5 feet in area for every one (1) linear foot of building front width or 60 square feet, whichever is smaller.
- c. Location. A wall sign may be located on the outermost wall of any principal building but shall not extend further than 12 inches out from the building's wall surface.
- d. Height. The wall sign shall not project higher than the parapet line of the wall to which it is affixed. A wall sign shall not exceed 12 feet in height from the base of the building wall to which it is affixed.
- e. Internal Lighting: The sign face shall be constructed with an opaque surface to allow internal light to only project through the cut-out lettering and/or logos. Dark colored backgrounds on signs are generally encouraged. Stark white or extremely bright background colors such as bright red, orange or yellow are discouraged.
- f.

2. Freestanding, pole or monument signs. Monument signs are encouraged by the Village in areas where a freestanding or pole signs are not appropriate, such as a very small front yard.

- a. Number. There shall not be more than one freestanding, pole or monument sign for each principal building.
- b. Area. The gross surface area of a freestanding, pole or monument sign shall not exceed forty (40) square feet on one side nor eighty (80) square feet on all sides, except in the case of multi-tenant buildings as regulated in Sec. 16.16 DESIGN GUIDELINES of this chapter. Freestanding, pole or Monument Signs. Freestanding, pole or Monument Signs shall not exceed fifteen (15) feet in height above the finish grade at the base of the sign.
- c. Location. A freestanding, pole or monument sign may not be located closer than four (4) feet to a public road ultimate right-of-way, property line or driveway.
- d. Height. A freestanding/pole sign shall not extend higher than fifteen (15) feet from the grade at the base of the sign. A monument sign shall not extend higher than six (6) feet from the grade at the base of the sign.
- e. Internal Lighting: The sign face shall be constructed with an opaque surface to allow internal light to only project through the cut-out lettering and/or logos. Dark colored backgrounds on signs are generally encouraged. Stark white or extremely bright background colors such as bright red, orange or yellow are discouraged.

3. Window signs.

- a. Neon signs. Each business tenant shall be allowed to display on each public streets it fronts a neon sign not to exceed 300 square inches in size for 50 percent of the window area, whichever is less. Neon signs shall emit a steady light and only be illuminated during business hours. Blinking, flashing, strobe or other light animation shall not be allowed.

b. Temporary signs. Temporary, non-illuminated signs covering less than 25 percent of the individual window area shall be allowed.

c. Business decals. Business decals not exceeding two square feet in size shall be allowed.

4. Multiple Tenant Signs. In accordance with the regulations in Section 16.16-Design Guidelines, multiple tenant buildings located in the B-1, B-2, B-3, B-4 and I-1 Districts but outside the Green Bay Road and the Main Street Historic District shall be limited to one wall sign per tenant not exceeding 30 square feet. The multiple tenants may also share the free standing sign. Major tenants may be allowed a larger wall sign subject to Plan Commission approval.

5. Building Mounted Projecting Signs.

a. The owner of a projecting sign must file with the Village Clerk a current certificate of insurance before he/she shall be permitted to install a projecting sign over a public right-of-way, and must maintain a certificate of insurance that complies with the terms of this ordinance at all times while the sign is displayed.

b. The certificate of insurance purchased and maintained by the sign owner must have commercial general liability aggregate of a minimum of \$1,000,000.00, and must name the Village of Thiensville as an additional insured party.

c. The projecting sign shall be illuminated from the exterior only. No interior illumination shall be permitted on projecting signs.

d. The projecting sign shall in no case be closer than two (2) feet from a curb or project more than four (4) feet from the façade of a building; and shall have a minimum clearance of eight (8) feet, measured grade level to the bottom of the sign, and a maximum height of twelve (12) feet, measured grade level to the top of the sign; and shall not exceed twelve (12) sixteen (16) square feet in area per surface; and shall have no more than two (2) surfaces, a front and a back, both of which are perpendicular to the building façade.

e. The projecting sign must be mounted firmly, in a workmanship-like manner and projects more than one foot, generally perpendicular from a structure or building face.

(SEE FIGURE 4 IN THE APPENDIX FOR MEASURING HEIGHT AND CLEARANCE OF SIGNS)

SECTIONS 16.24 — Signage Requirements for unique and unusual circumstances

~~In the case of those properties that are unable to accommodate any of the types of signage permitted by this ordinance due to unique and unusual circumstances of the site, or when a sign does not meet the letter of the regulations contained herein but is more compatible with the building or site, with adjoining uses as well as the general character of the area and/or zoning district in which the sign is located, or where there are site specific hardships such as topographic~~

~~aberrations and visual encumbrances, the Plan Commission may, in its judgment, waive or modify the provisions of this chapter where it would further the public interest.~~

~~OR SIMPLY~~

SECTION 16.24 Variances

The Plan Commission may, in its judgment, waive or modify the provisions of this chapter where it would further the public interest.

Memorandum

To: Committee of the Whole

From: Ron Heinritz, Chairman Historic Preservation Commission

Date: 2/28/2013

Re: Revisions to Sign Code

On January 9, 2013 Village Planner Jon Censky appeared before the Historic Preservation Commission and presented changes to the Village Sign Code regarding section 16.16, 16.17, 16.17a, and 16.24 in regards to sign sizes located in the B-1 Business District and Village Historic District.

The Commission was in general agreement with the proposed revisions with exception to Section 16.17 (D) 3(a) regarding the proposal for increasing the square footage for a projecting sign. The proposal would increase the size from 9 square feet per side to 16 square feet per side. This would be an increase of 7 square feet per side. The Commission feels that this would be excessive and that the size would be larger than the allowable ground sign (12 square feet) from Section 16.17 (B) (1) and larger than any existing projecting sign located on South Main Street.

The Commission would be agreeable to an increase in the size from 9 square feet to 12 square feet per side. This would be an increase of 3 square feet per side.

If a larger sign than allowed would further the public interest this could be addressed under Section 16.24 Variance.