



AGENDA  
ARCHITECTURAL REVIEW BOARD MEETING  
RICHFIELD VILLAGE HALL  
4128 HUBERTUS ROAD, HUBERTUS WISCONSIN  
FEBRUARY 17, 2016  
6:30 P.M.

*Pursuant to the requirements of Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Village of Richfield Architectural Review Board, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location. Notice of Village Board Quorum (Chairperson to announce the following if a quorum of the Village Board is an attendance at the meeting: "Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments under the Public Comments section of the agenda, during Public Hearings, or if the rules are suspended to allow them to do so.")*

1. Call to Order/ Roll Call
2. Verification of Open Meetings Law compliance
3. Pledge of Allegiance
4. Approval of Minutes:
  - a. December 16, 2015 – Regular Meeting
5. DISCUSSION/ACTION
  - a. Discussion/Action regarding a proposed Headquarters Station for the Richfield Volunteer Fire Company (RVFC) at Heritage Park, Village of Richfield, Petitioner
6. ADJOURNMENT

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

4a

Architectural Review Board Meeting  
12/16/2015  
Village Hall, 4128 Hubertus Road

6:30 PM

**1. Call to Order/Determination of Quorum**

Chairman Bob Wirth called the meeting to order at 6:30 PM, noting that a quorum of the Board was present. Board members: Del Schmechel, Tim Einwalter, Jason Duehring and Jim Otto were present.

Also present: Administrator Jim Healy

Building Inspector Joel Jaster had an excused absence.

**2. Confirmation of Open Meetings Law Compliance**

Administrator Jim Healy confirmed that the agenda was posted at the Colgate, Hubertus, and Richfield U.S. Post Offices as well as online and at Village Hall. Digital copies of the agenda were also sent to the West Bend Daily News, Milwaukee Journal Sentinel, Hartford Times Press, and Germantown Express News.

**3. Pledge of Allegiance**

**4. Approval of Minutes**

**a. November 18, 2015 – Regular Meeting**

Motion by Commissioner Einwalter to approve the November 18, 2015 minutes; Seconded by Commissioner Schmechel; Motion passed without objection. Commissioner Duehring abstained.

**5. DISCUSSION/ACTION ITEMS**

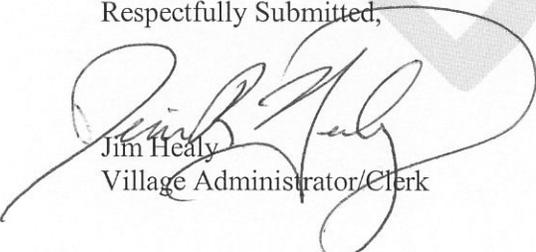
**a. Discussion/Action regarding a proposed accessory building and façade upgrade at 1913 STH 175 (Tax Key: V10\_030500Z)**

Motion by Commissioner Duehring to recommend approval to the Plan Commission for the design elevations for the proposed accessory structure, as presented, by The Custom House, LLC for Chase Electric, located at 1913 STH 175 (Tax Key: V10\_030500Z); Seconded by Commissioner Schmechel. Motion passed without objection. Commissioner Otto abstained.

**6. Adjournment**

Motion by Commissioner Schmechel to adjourn; Seconded by Commissioner Duehring. Motion passed without objection at 6:47 PM.

Respectfully Submitted,



Jim Healy  
Village Administrator/Clerk



VILLAGE OF RICHFIELD  
ARCHITECTURAL REVIEW BOARD COMMUNICATION FORM  
MEETING DATE: February 17, 2016

SUBJECT: Village of Richfield’s Fire Company HQ, Heritage Park  
DATE SUBMITTED: February 4, 2016  
SUBMITTED BY: Jim Healy, Village Administrator

*POLICY QUESTION: DOES THE ARCHITECTURAL REVIEW BOARD WISH TO RECOMMEND TO THE PLAN COMMISSION THE APPROVAL OF THE PROPOSED FIRE COMPANY HEADQUARTERS FOR THE VILLAGE OF RICHFIELD?*

*ISSUE SUMMARY:*

**BACKGROUND:**

On July 17, 2014, the Village Board held a special meeting to hear the results of a report conducted by Kunkel Engineering Group regarding the future location of a centralized headquarters at Heritage Park. The study, which was based on a previously conducted report done for the Richfield Volunteer Fire Company (RVFC) in 2005 by McGrath Consulting Group, essentially looked at three (3) scenarios: 1) construction of an independent fire station, 2) construction of a new fire station attached to the existing Village Hall, and 3) the construction of an independent fire station with the potential for a future Village Hall expansion to the east. Ultimately, the scenario in which the fire station was built independently on the west side of Heritage Park was shown to be the recommended solution.

The RVFC’s current headquarters, Station No.1, is located on STH 175 in the upper northeast part of the Village, separated from the rest of the Village by a railroad track. The building was built in 1950 and in 2013 underwent a façade renovation to house the Company’s larger pieces of apparatus. This headquarters is the nucleus of their organization, much like Village Hall is the nucleus of activity for the Village’s operations. It is the central hub in which they operate both administratively and for emergency response purposes. The RVFC also has a station located at 1101 STH 164 and a garage located on the south side of Bark Lake for limited storage.

Traditionally, a fire station headquarters is centrally located to allow emergency responses throughout the serviced area in similar amounts of time. The RVFC currently covers the Village’s 36 square miles and 11 square miles in the Towns of Erin (west), Polk (north), and Germantown (east). As you well-know, fires can grow at a rate many times its volume per minute. Therefore, time is truly ‘of the essence’ and becomes critical when our volunteers respond to an emergency situation. The timely delivery of services depends to a great extent on the location of the fire stations. During the 2005 McGrath study, there was considerable discussion regarding the future placement of a new headquarters for the Company being in a centralized location. In the end, it was determined that Heritage Park, the “navel” of our community (3 miles in every direction), was the optimal choice.

According to the U.S. Census, there were 4,338 housing units in the Village in 2010. If all of the Village’s undeveloped land is developed at a 3 acre density, per our ordinances, an additional 2,904 single-family homes could be constructed in the Village with the majority of them being on the western third of town. Additionally, from 2000-2010, the greatest percent of our Village’s resident population continued to be those that are 65+ in age. One can only then assume as the Village continues to expand and grow and our population continues to age, there will be an increased demand on our Fire Company that our current facilities will not be able to handle both administratively and logistically.

In order to help plan where the new headquarters should be located, the Company developed its response time standards in 2005. The Fire Company set their response time standard at ten (10) minutes– five (5) minutes to staff the apparatus and leave the station and five (5) minutes travel time– to be accomplished 90% of the time. In light of those stated metrics, the Village



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purchased land on the western portion of the park from the Neureuther family in 2006 for the purpose of erecting a fire station at Heritage Park.

This type of public/private partnership has already conservatively saved millions of taxpayer dollars and having the headquarters station on a centralized Village property, with amenities like overnight sleeping quarters for our 'paid on call' volunteers, will not only further reduce our response times, but it will also help ensure the longevity of our Fire Company for hopefully another 116 years.

**BUILDING DESIGN DISCUSSION:**

When we started the programming with MSI General and the Richfield Volunteer Fire Company, the direction we wanted to go was to develop a traditional-style firehouse, which would neatly blend into the fabric of the existing community. We choose strong, durable, materials that would increase building efficiencies and convey a presence of strength, community and purpose. As a part of this process, the Fire Company and MSI General toured fire stations from other communities all across the State. They spoke with fire chiefs to learn from them what they liked, didn't like, and would do differently if they had the opportunity to start over. The result of which is the design we have before us tonight.

The drive behind how our form followed function was to develop a plan to fit today's immediate needs but also accommodated for the future growth of the community both in plan and architectural design elements. The choice of clay brick, natural stone and limestone banding, as well as siding and asphalt shingles, all eluded to the aesthetic for the traditional design that we were driving towards.

On the front elevation, the focus point of the design is entrance to the building. The function of this area is three-fold. Not only is it one of the entrances to the administrative part of the building, it will function is the sole public entrance and display area for our refurbished Studebaker Fire Engine. It was important to the Fire Company and the Village that this piece of our community's history be prominently displayed because it reflects positively on our 116 year public/private partnership. Above the main entrance is an internally illuminated clock, a subtle nod to their historical significance. Clock towers were placed historically near the centers of town and were oftentimes the tallest structures around. Before hands were added to the clock, they would merely make noises from time-to-time to signify the hour. As the timekeeping became more of a precise science, the addition of "hands" were added so that anyone would tell the time no matter when it was during the day or night. The inherent placing in the community also signified a sense of place as well as conveyed the time.

The stone work on the front elevation was created to highlight the administrative offices for the Chief and to frame the window pattern we see throughout the design. Unquestionably, the more difficult design aspect of this proposal is how to account for the 10,000 square foot garage. I think that the architect for MSI has done a great job detailing the pillars in between bays and creating a nice patterned theme with the raised eyebrow arches above all the doors on the front elevation. From the south elevation, the height of the banding is wrapped around the elevation of the garage in an attempt to visually breakup the space on the north facing elevation. The banding also plays into the roofline height for the dormitory.



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On the west elevation, the elevation you would see coming from STH 164 going eastbound, the design is more a function of the programmatic layout. This will be the area where their lockers and equipment will be stored for the firefighters to dress when responding to a call. It did not make sense to have windows on the lower portion of this elevation and the idea of adding false windows for a consistent look we did not believe was a responsible use of tax dollars. In concept, this west elevation will be somewhat obscured by two layers of plantings. The first row directly next to the building in green space, and the second row would be separating the asphalted parking lot for emergency responders from the graveled lot for our park patrons. Additionally, it is the belief of the architect that even though this will be a domineering mass, the eye of anyone driving in this direction will be naturally pulled towards the entrance.

Overall, the Village is very proud to present this design to the Architectural Review Board tonight. The building committee walked a fine line between meeting the needs of the Fire Company and the future anticipated needs of the Village in the design, material selection and site placement for the new facility. It is our opinion that this will be a fire house our entire community can and will be proud of for many years to come.

*FUTURE IMPACT AND ANALYSIS:*

*REVIEWED BY:*

*Village Deputy Treasurer*

Forward to Plan Commission: Yes  
 Addition Approvals Needed: Yes

*ATTACHMENTS:*

1. MSI General Plan Designs
2. MSI General, Architectural Renderings

*STAFF RECOMMENDATION:*

Motion to recommend approval to the Plan Commission for the design elevations for the proposed municipal building for the Richfield Volunteer Fire Company, generally located at 4128 Hubertus Road at Heritage Park.

APPROVED FOR SUBMITTAL BY:

VILLAGE CLERK USE ONLY  
 BOARD ACTION TAKEN

Village Staff Member

Village Administrator

Resolution No. \_\_\_\_\_  
 Ordinance No. \_\_\_\_\_  
 Approved \_\_\_\_\_  
 Other \_\_\_\_\_

Continued To: \_\_\_\_\_  
 Referred To: \_\_\_\_\_  
 Denied \_\_\_\_\_  
 File No. \_\_\_\_\_

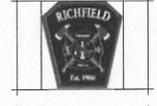


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REVISIONS:

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PROJECT ADDRESS:  
 Richfield Fire Dept. Station New 2  
 4166 Hubertus Road  
 Richfield, WI 53076

ALL WORK TO BE COMPLETED AS SHOWN AND IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.

Date: 8-20-15  
 Drawn By: B. Zanker

Sheet Title:  
**SITE PLAN**

Sheet Number:  
**C-101**

Project Number:  
**4397**

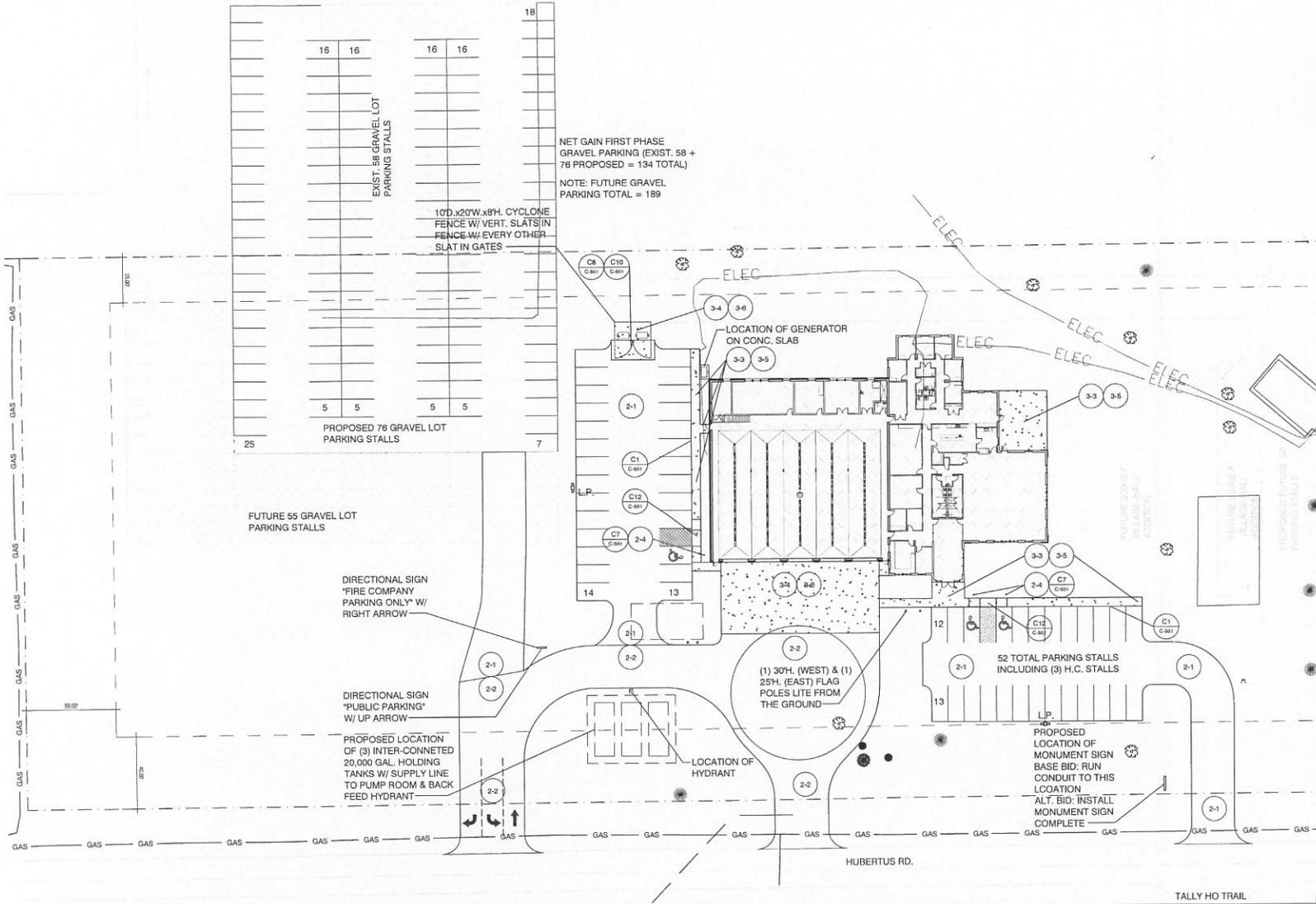
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MANAGERS

ENGINEERS

CONTRACTORS

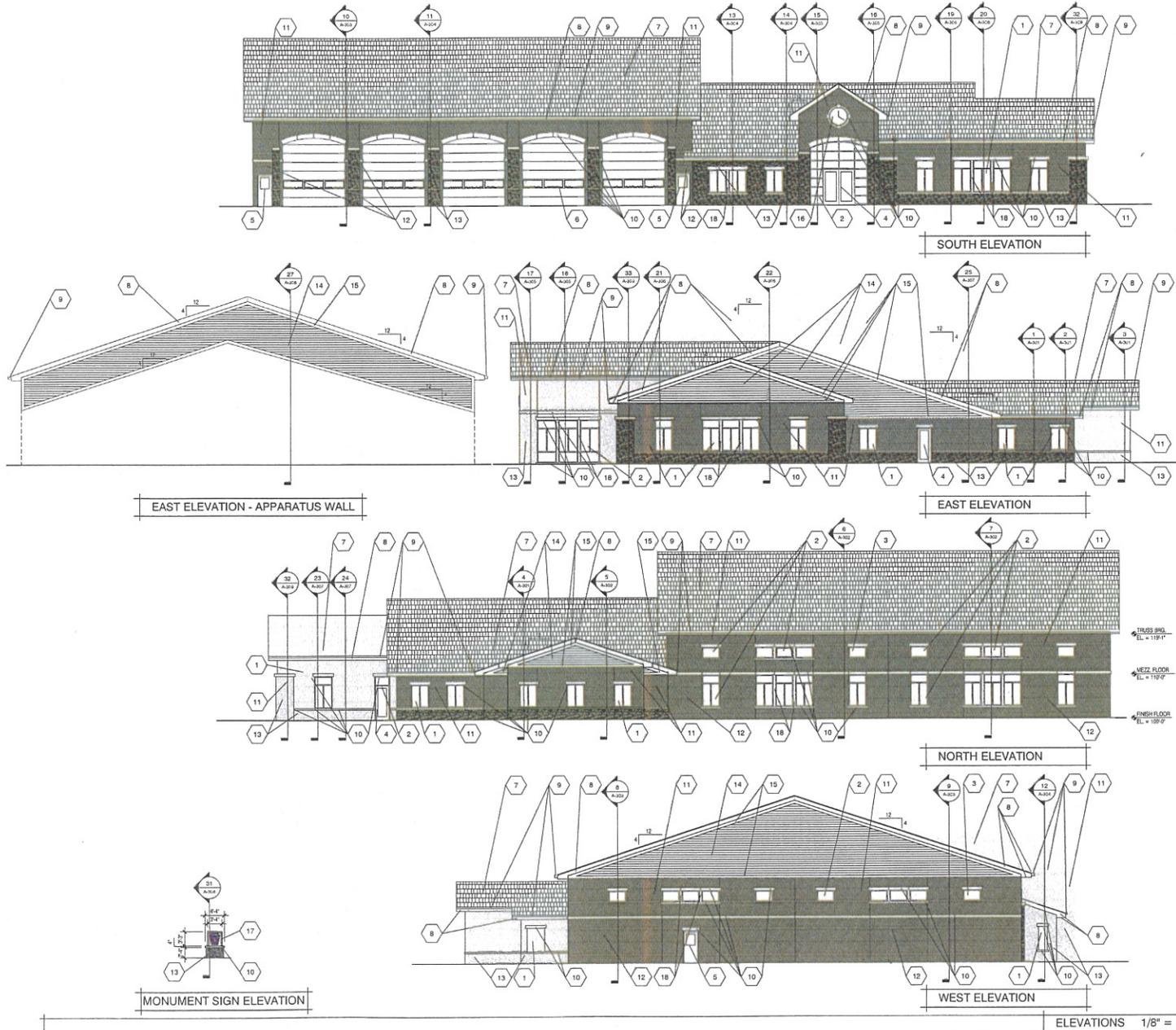
ARCHITECTS



REFERENCE KEYNOTES	Division 01- General	Division 02- Concrete	Division 04- Masonry	Division 05- Metals	Division 07- Thermal and Moisture Protection	Division 08- Doors and Windows	Division 09- Finishes
<ul style="list-style-type: none"> <li>1. SEE SPECIFICATIONS FOR ALL MATERIALS AND METHODS OF CONSTRUCTION.</li> <li>2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.</li> <li>4. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.</li> <li>5. THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES AND STRUCTURES.</li> <li>6. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDING OF ALL WORK.</li> <li>7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND SAFETY OF ALL PERSONNEL AND THE PUBLIC.</li> <li>8. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDING OF ALL WORK.</li> <li>9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND SAFETY OF ALL PERSONNEL AND THE PUBLIC.</li> <li>10. THE CONTRACTOR SHALL MAINTAIN ADEQUATE RECORDING OF ALL WORK.</li> </ul>	<ul style="list-style-type: none"> <li>1. ALL CONCRETE SHALL BE PLACED AND FINISHED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>2. ALL CONCRETE SHALL BE CURED AND PROTECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>3. ALL CONCRETE SHALL BE PLACED AND FINISHED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>4. ALL CONCRETE SHALL BE CURED AND PROTECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> </ul>	<ul style="list-style-type: none"> <li>1. ALL MASONRY SHALL BE PLACED AND FINISHED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>2. ALL MASONRY SHALL BE CURED AND PROTECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>3. ALL MASONRY SHALL BE PLACED AND FINISHED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>4. ALL MASONRY SHALL BE CURED AND PROTECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> </ul>	<ul style="list-style-type: none"> <li>1. ALL METALS SHALL BE PLACED AND FINISHED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>2. ALL METALS SHALL BE CURED AND PROTECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>3. ALL METALS SHALL BE PLACED AND FINISHED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>4. ALL METALS SHALL BE CURED AND PROTECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> </ul>	<ul style="list-style-type: none"> <li>1. ALL THERMAL AND MOISTURE PROTECTION SHALL BE PLACED AND FINISHED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>2. ALL THERMAL AND MOISTURE PROTECTION SHALL BE CURED AND PROTECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>3. ALL THERMAL AND MOISTURE PROTECTION SHALL BE PLACED AND FINISHED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>4. ALL THERMAL AND MOISTURE PROTECTION SHALL BE CURED AND PROTECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> </ul>	<ul style="list-style-type: none"> <li>1. ALL DOORS AND WINDOWS SHALL BE PLACED AND FINISHED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>2. ALL DOORS AND WINDOWS SHALL BE CURED AND PROTECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>3. ALL DOORS AND WINDOWS SHALL BE PLACED AND FINISHED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>4. ALL DOORS AND WINDOWS SHALL BE CURED AND PROTECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> </ul>	<ul style="list-style-type: none"> <li>1. ALL FINISHES SHALL BE PLACED AND FINISHED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>2. ALL FINISHES SHALL BE CURED AND PROTECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>3. ALL FINISHES SHALL BE PLACED AND FINISHED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> <li>4. ALL FINISHES SHALL BE CURED AND PROTECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL MASTER SPECIFICATIONS.</li> </ul>	

1 SITE PLAN 1" = 20'-0"





EXTERIOR MATERIAL KEY NOTES

1. ASPHALT/FLY ASH SHINGLE
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 SINGLE OR B'S RESPONSIBILITY

NO.	REVISIONS
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 Richfield Fire Dept. Station New 2  
 4168 Hubertus Road  
 Richfield, WI 53076

ALL WORK TO BE COMPLETED AS SHOWN, AND IN ACCORDANCE WITH THE LATEST EDITION OF THE MSJ GENERAL SPECIFICATIONS.

Date: 6-2015  
 Drawn By: S. Zerker  
 Sheet Title: EXTERIOR ELEVATIONS  
 Sheet Number: A-201  
 Project Number: 4397  
 P11499

MANAGERS

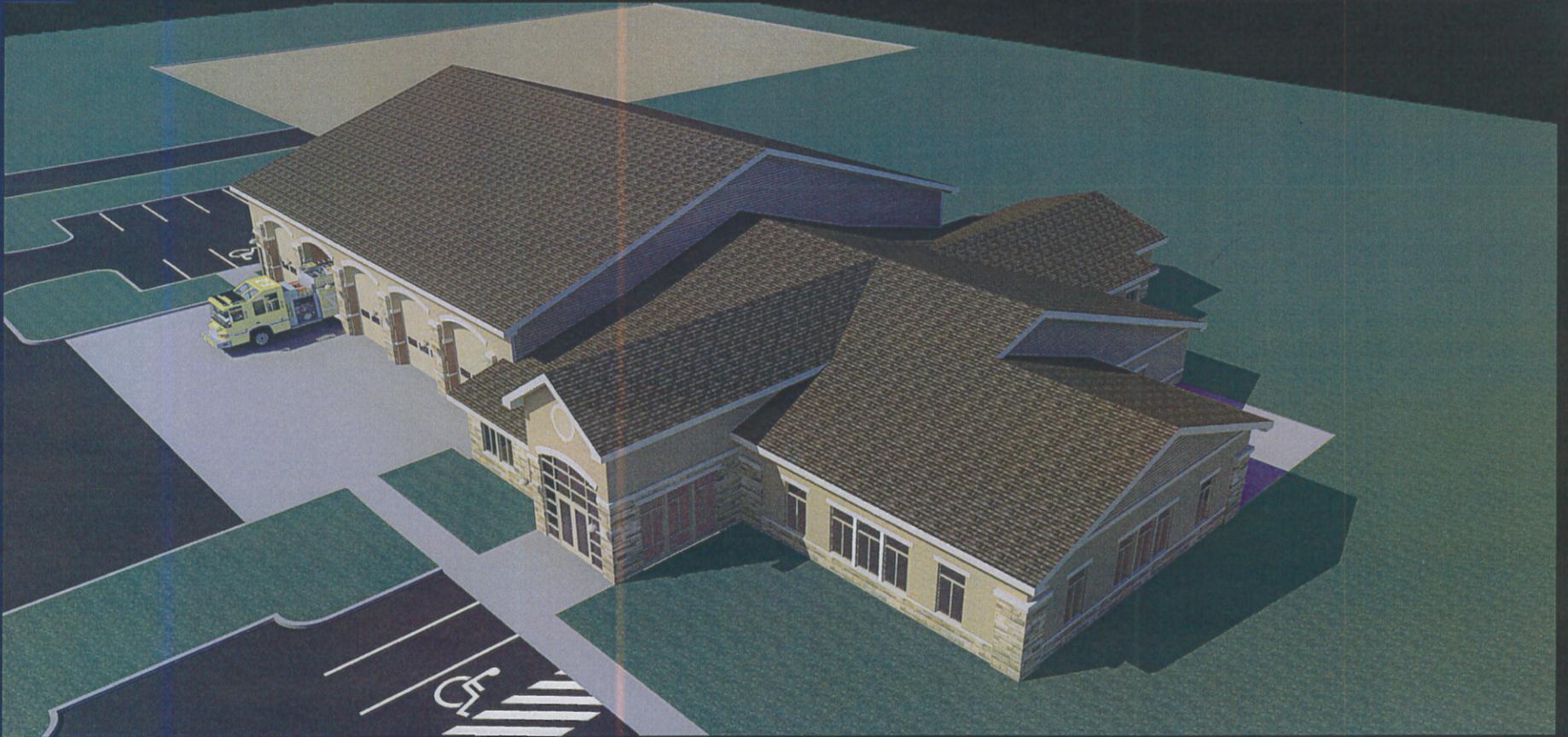
ENGINEERS

CONTRACTORS

ARCHITECTS

ELEVATIONS 1/8" = 1'-0"

# RICHFIELD FIRE DEPARTMENT



SINGLE SOURCE RESPONSIBILITY



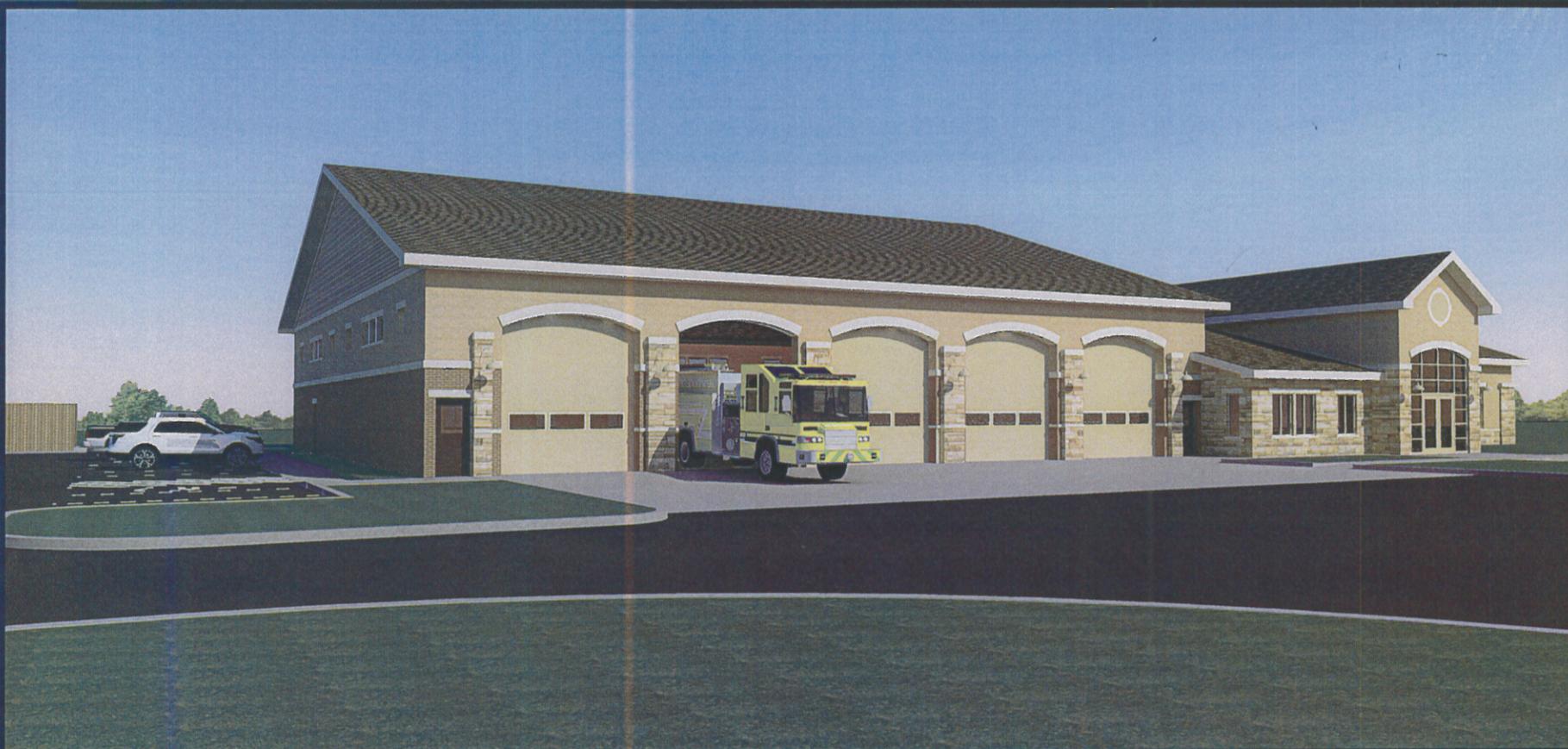
# RICHFIELD FIRE DEPARTMENT



SINGLE SOURCE RESPONSIBILITY



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SINGLE SOURCE RESPONSIBILITY

