

**City of Oconomowoc  
Architectural Commission Meeting Minutes  
November 2, 2022**

The meeting was called to order by the Deputy Clerk at 4:32 pm. Due to the absence of Chairman Flint, motion by Schultz to nominate Johnson as Chairman pro-tem; second by Krogstad. Motion carried 3-0.

**Members Present:** Schultz, Johnson and Krogstad  
**Members Absent:** Flint and Schrang  
**Staff Present:** Gallo, Duffy, Mayor Magnus and Dehnert

**2. Approve the October 5, 2022 Minutes:** Motion by Krogstad to approve the October 5, 2022 minutes; second by Schultz. Motion carried 3-0.

Krogstad recused herself due to a potential conflict on the next item.

**3. Lifetime Oconomowoc – Consider/approve building plans for the lot on the northeast corner of Blue Ribbon Drive and Blue Ribbon Circle North, approximately 1000 Blue Ribbon Circle North:** Gallo explained these building plans were originally discussed at the August 3, 2022 Architectural Commission meeting. The property is zoned Business Park, and this will be a 246,970 sf multi-tenant building. Materials include precast concrete wall panels with accents of HDPE wood grain panel siding. Dumpsters will be on the rear elevation. The front elevation has changed from a 54' tall flare to now include a wire mesh screen which is 50' tall at its highest point and drapes diagonally across the front of the building. Gallo noted that rooftop units are not currently shown because that will depend upon the tenants. A master sign plan will also be required. Lastly, the applicant is no longer requesting approval of a 90' flag pole. Gallo recommended approval based on conditions listed in the background. John Kutz and Andrea Hunley of MSI General provided a sample board of the building materials and explained they were trying to create a sail appearance with the screening which will have framing around it. Future signage will be attached to the metal screening. They have included windows over the recessed loading docks and the dumpsters will be attached to the building on 2 sides on the rear elevation. Gallo addressed the 90' tall flag and suggested the members could have staff administratively approve screening of the HVAC units as each new tenant comes in to the building. Kutz believes all HVAC will have to be screened in this development due to the requirement of the business park. Motion by Schultz to approve building plans for Lifetime Oconomowoc as presented subject to the following: 1) the flagpole shall not exceed 40' in height unless special approvals are granted by the City; 2) all HVAC rooftop units shall be screened; 3) a master sign plan is required and shall be approved by the Architectural Commission prior to issuance of any sign permits; and 4) HVAC units can be administratively approved by staff; second by Johnson. Motion carried 2 – 0.

**4. Reports and comments from the City Planning Department:** None.

**5. Reports and comments from the Architectural Commissioners:** None.

**6. Adjourn:** Motion by Schultz to adjourn at 4:52 pm; second by Krogstad. Motion carried 3-0.

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Chris Dehnert, Deputy City Clerk