Village Hall Facility Study Group Report

26 October 2011

A Village Hall is a special place for a community, especially a small community. It is a gathering place for people to come together and shape their world. The Village Hall and its environment send a message to the community and outside world of the quality and character of the community. It is for that very reason that the community itself must be involved when it comes to the design and changes of its community buildings.

Executive Summary

The Village Board directed a diverse group of citizens and business owners to explore what to do about the Village Hall facilities. That group through a deliberative process explored 14 different options comparing those options against 9 objectives. The group concluded after a pronounced conversation that a new facility was needed, but that the facility should be part of an updated civic campus at the current location. The facility should meet modern needs and be capable of serving the community for the next 50 plus years and the Village should not lose momentum on this goal.

The overriding theme the group generated was that the Village needed a cultural gathering place, a familiar place for the community to call its own and reflect the desires of multiple generations of residents. They summarized their recommendation as follows:

The investment made by the community in the late 1980's bought the community three additional decades of service. That investment saved the shell of the building, but could not change the access, safety, or functionality of the structure. During those 30 years the community has continued to shape itself as a special place to live in Southeastern Wisconsin. Once again it is time for the community to make an investment in its civic capacity. This is an opportunity that should not be missed to utilize the campus space and building design to better reflect and highlight the spirit of our community creating a space that serves the needs of our growing region.

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The History

The Village Board had discussed what to do about the Village Hall since it was last remodeled in the late 1980's. In the early 2000's problems started to arise with the maintenance of the facility and its dated design elements which led to safety, customer service, and space need issues. Designs were done to examine three buildings (the community center, public works garage, and Village Hall). Only the public works garage project moved forward. The community center project was removed due to fundraising challenges and the Village Hall project was left in limbo.

Staff was told to expect to stay in the existing Village Hall and to prepare a report on the improvements needed to stay in the building. That report was completed and the costs and limited improvements available led some Village Board members to ask if some other direction was needed. Quickly various properties and buildings were thrown out as possible solutions. All of these "solutions" had their supporters and opponents and the issue could have quickly divided the community.

In 2011 a Study group representing various constituencies of the community (business and residential) along with interest groups was formed to examine the question of where the Village Hall should be located. This group within one year would examine the existing facility and the needs of the community, examine various options, and recommend a solution to the Village Board. The Group would not design the facility, but determine where and why the Village Hall should be located so that the Village Board could plan its Capital Improvement Plan accordingly and move forward.

The Work Group

Pat Tetzlaff, Village Trustee
Paul Cain
Matt Carran
Jenny Evan
Bob Fourness
Tom Kent
Dennis Lipofski
Kerry Pinkner
Art Rude
Reid Steinmetz
Jeremy Smith, Village Administrator
Kasey Fluet, Assistant Development Director
Mike Bahr, Architect with Plunkett Raysich Architects

The Study Group's Recommendation

The Study Group's recommendations were as follows:

- The Village Hall should remain located at the Civic Campus in partnership with the Library.
- The new building site plan should consider how the removal of the old building will impact Main Street and help create a campus setting.
- The Civic Campus should be redesigned in conjunction with the Main Street process to promote a gathering location for the community.
- A relocation of other "community" buildings that fit that civic campus mission should be planned for inclusion at this location to make strong use of available land, allow for the vitality of the campus area, utilize the synergies of shared parking and infrastructure, and free up other commercial spaces for economic growth.
- A connection with an expanded Library and a new approximately 20,000 square foot Village Hall should be designed in partnership with the Library Board. This size is based on the recommendation of the 03 June 2010 Sussex Village Hall Study Feasibility Report (see Exhibit A), which anticipated full build out of the community over the next decade.
- Any new facility should have vestiges of the old structure in the architecture to tie the history of the community with the progress of tomorrow.
- The Village Board should examine this project for inclusion in the next Capital Improvement Plan so as to not lose momentum on the project or worse yet have to study the issue once again in 10 years. The Village Board should also immediately proceed with the next steps.
- The Village Board should not put any money into the existing structure except what it must to get to the new facility.
- The group gave the current building exhaustive consideration and unanimously the decision was to eliminate any expansion or remodel to the current Village Hall. Expanding the Village Hall would not resolve the problems such as security, meeting room facilities, easier accessibility for the elderly and disabled and an addition would be just as expensive as new construction without allowing for the full flexibility of design to accomplish the larger goals of the community.

The Next Steps

12 / 2011

- Have the Village Board Adopt the report and recommendation.

2012-20??

- Continue the conversation.
- Allow the public to "see the building" in a way that works for them (tours, meetings, modern technology, invited groups, signage, comment cards, discuss opportunities, etc.

2012

- The Village includes the project in its 2012 Capital Plan and hires an architect to assist the Village through the project.
- The Village Board establishes a design committee with a mission and timeline.

Winter, Spring 2013

- The Community holds focus group design workshops.

2013-2014

- A Design is created with the community.

2015-20??

- The Design is approved and elements are implemented with the Main Street project and per an updated Capital Improvement Plan.

The Process

FEBRUARY

The first Village Hall Facility Study Group meeting was held in February of 2011. At this meeting the committee was asked to analyze and evaluate the space needs for the Village Hall, to consider collocation of facilities, review options to expand or relocate the Village Hall.

After the introductions, some of the members expressed that they were not in favor of seeing the current Village Hall building being replaced while others were in support of a new option.

The group then toured the Village Hall Building. Some of the members remembered the building layout from their days of attending school when the building was the public school before being renovated and became the Village Hall in 1979. The day of the tour, construction for the new Sussex Chamber office and lunch room facility was under way and provided the committee with some of the challenges renovating the current building proposed.

A committee member commented on his experience of a meeting he had at the Hall with the Village Engineer earlier this year, he said "I felt like I was meeting in a hallway, there is no privacy from other conversations happening in the same vicinity".

Mike Bahr discussed in further detail the challenges renovating and expanding the current Village Hall to the needed 20,000 square feet as identified in the 03 June 2010 Sussex Village Hall Study Feasibility Report. The group discussed many questions related to the study and its findings.

Before the next meeting the members were asked to consider the goals and needs of the community with respect to the Village Hall.

MARCH The members considered the goals and objectives of the Village Hall. The discussion resulted in determining the importance of 9 objectives for the Village Hall Building. The group utilized a dollar exercise to prioritize the importance of the factors. The number one objective as determined by the committee for a Village Hall was the Redevelopment Impact it would have on defining the downtown area and the impact it would have on the Main Street properties. The objectives determined are listed in order of importance with 1 being highest:

1. Identify and grow our Downtown
2. Space for existing, Village needs only
3. Campus setting
4. Access/Transportation
5. Historical sensitivity
6. Joint facilities, external
7. Building aesthetics
8. Joint facilities, Village only
9. Tax impact

The members were pleased with the progress of the committee and some were even surprised at how the discussions had helped them prioritize their decision process. Here are some of the points they made about their ranking of the objectives.

This project helps us create a place of identity, a cultural place to gather around.

It identifies us as more than just a bedroom town, but a place to live.

If the Community doesn't invest in itself and its downtown, what message are we sending to the businesses and residents living there? We shouldn't just pull out.

This project can be an Anchor for the center of town and give us a chance to refresh and update the core of our community.

A Campus setting can be centrally located, and walkable to other destinations.

We need to focus on the future, what is the next generation going to look for in their civic spaces, going green, being a one stop shop for items, etc.

Don't forget the diversity of the community, especially in age with ADA, security. How we treat people with our spaces says a lot about us.

At the end of the meeting, the members were provided with 14 aerial views, including existing

buildings, vacant land and the current location, of possible site locations for a Village Hall. Those 14 locations are attached as Exhibit B. They were asked to familiarize themselves with the locations and to consider how the sites rate based on the objectives established.

APRIL

The Village staff prepared a chart listing the 14 locations and the 9 objectives in order of importance. Each site was rated on a scale of 1-14, 1 being the highest rating. The chart (attached as Exhibit C) helped the group to identify the sites that best met the objectives.

The committee used this scale program to narrow the consideration to the top 4 sites which were:

A. New location within Library/Village Hall Campus
B. Current Village Hall location
C. Public Safety Building
D. Community Center

The committee asked the Architect to provide a drawing that reflected a 20,000 sq. ft building, to include pros and cons for each location in his site analysis.

The key from the group was that the Village already owned the land and the community could accomplish multiple goals within the locations.

JUNE

Mike Bahr provided a rendering of each site along with the pros and cons of each site (See attached as Exhibit D). The committee reviewed and discussed each location in great detail. The first site ruled out was the Community Center mostly because the members felt the Village Hall should remain on Main Street. The next site the members eliminated was the new building near the Public Safety Building, because they did not feel the site allowed for a campus setting. The most favorable renderings were those of the existing civic campus.

The group discussed the existing Village Hall in great detail

The current Village Hall and any improvements are a big band aid and a temporary solution to the needs of the community.

The community outgrew the old building.

It looks great from a distance, but up close is when reality hits.

The cost to maintain, the lack of ability to insulate, and the cost comparisons of new vs. old, leave you without much doubt that it is time to move forward.

I came for a meeting here for the first time and I weaved through the building, dodging storage, and cold hallways and I realized this was our image to the community and our image to the world looking to do business here. That is not the image I want for my community.

The group dissected the plans and found the new plan attaching a Library Expansion to the Village Hall by some joined entrance corridor to be the most favorable solution with details to come from a different group later on.

This setting was most favorable because it creates a place for the community to gather.

Centrally located and walkable to other destinations.

The residents are already familiar with this location and the design can grow with the community.

It will allow the varied cohorts of the community to gather more not less, which builds a stronger community.

The group also discussed keeping this project on track and the importance of not setting this on a shelf.

The group worked very hard on this study with productive discussions and now we want to see some productive outcomes. Don't let it be another government plan on a shelf.

The community is only growing and we need to plan for the growth.

A committee member stated "I realize the subject of a new Village Hall might be an emotional subject for residents to consider because of the cost and history of the building but we need to look at growing for the future".

The planets are aligning with Main Street, and groups cooperating, now is the time to act.

SEPTEMBER The committee discussed a draft of the report, added their points of emphasis, and asked Staff to prepare a final report for final consideration in October.

OCTOBER The group made a formal recommendation of the final report to the Village Board.

Summary

Thank you, thank you, thank you to the group that worked very hard for one year! They came together with varied experiences and opinions about the existing building and what we should do. In fact the only thing that really tied the group together was our commitment to Sussex. Every member of this group contributed a great deal of value to the conversation. What amazed me the most was how "our" discussions coalesced around the value of the civic campus and what a great gathering place we believe should be developed here. I too share the feeling of the committee that we should not lose the momentum that this work group has begun with this important community project. The existing Village Hall has served us well, but remember that the current building wasn't always "the Village Hall" and now is the right time once again to move forward to meet the needs of the community. Thank you again workgroup members for your efforts and I look forward to continuing this project with the help of the community.

- Pat Tetzlaff, Village Trustee and Work Group Chair

Exhibits

Exhibit A:

The following ten pages reprint the "Book One" of the 03 June 2010 Sussex Village Hall Feasibility Report.

Feasibility
book one - report
final report
Sussex Village Hall Study
Sussex, WI
PRA Project #10041
03 June 2010
Mortenson
construction
Plunkett
Raysich
architects

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  - Administration – *Evan Teich*
  - Administration – *Jeremy Smith*
  - Administration – *Susan Freiheit*
  - Building Inspection – *Thomas Martin*
  - Finance – *Nancy Whalen*
  - Public Works / Engineering – *Eric Nitschke*

Existing Conditions Analysis Section 2

Space Needs Section 3
- Architectural Program

Cost Estimates Section 4
- Option A
- Option B
- Option C

Introduction

The team of Mortenson Construction and Plunkett Raysich Architects (PRA) is privileged to provide this review of the Sussex village hall. Our work was assisted by the cooperation of village staff and members of the village board, whom have all impacted the findings of this study through frank and open discussion of village needs. We are grateful for the time everyone has devoted to this project.

The team was tasked with identifying a cost effective way to resolve the maintenance and functional issues present in the current village hall.

Work began on 03/29/2010 and was divided into several tasks:

- Establishment of future space needs for village administration.
    - Through questionnaires with staff.
    - Through interviews with staff and community leaders.
    - Through observation by the team.
- Report on the existing conditions of village hall.
- Exploration of possible options:
    - Option A - minimal work to extend the use of the building for up to 10 years.
    - Option B - major expansion and renovation.
    - Option C - construction of a new building.

Executive Summary

The current village hall is an attractive building, originally constructed in 1922 as a public school. An addition and renovation were completed in 1989 to convert the building for use as the village hall and now provides for a total of approximately 11,250gsf[1]. Unfortunately, the building is not suitable for long term use as the center of village government. Some notable problems include:

- No legal handicap entry
- No legal handicap restrooms
- Poor building security
    - Elevator entrance is unsupervised
    - Visitors often need to travel through non-public areas
- Small, poorly configured public waiting areas
- Small, poorly configured board room
- Small work areas that lack flexibility
- Inefficient configuration with functions spread across three floors.
- Little file storage space
- Poor acoustics
    - Confidential conversations can easily be heard in the public areas of the building
    - Noise travels easily from office to office to meeting rooms
- Aging building enclosure, in need of maintenance
- Aging building systems, in need of replacement
- Poorly insulated building

[1] gsf is "Gross Square Footage" and refers to the total square footage of the building, as measured to the outside face of the wall.

Village hall operations are split over two floors and a basement. The shape of the building puts stress on operations because much of the space has to be used for corridors and stairs. Therefore, the workspaces are all smaller than typical and, perhaps, even smaller than would have been prudent in the 1980's[2].

The existing building requires a lot of work to simply correct maintenance concerns. Option A addresses the things that are easy to correct, the "low hanging fruit," to extend the use of the building for another ten years. The total project cost is estimated to be approximately $530,000 if done in 2010.

We project that an optimal village hall would require approximately 18,800gsf in 2010 and 19,750gsf in 2030. Option B addresses this expansion option. The total project cost to expand the building for the full 2030 size is approximately $4,990,000 if built in 2010.

Option C is meant to provide a comparison of building new against the renovation and expansion offered in Option B. Providing a new 19,750gsf village hall located north of the current library parking lot would cost approximately $5,550,000 (total project costs) if built in 2010. This may be a worthwhile investment as the configuration would not be compromised by the need to work within the confines of the existing building, and operating and energy costs would be lower. Plus, this option includes $200,000 in costs for enhanced parking and other site work to provide a new outdoor civic park area.

Existing Building Conditions

The building is well maintained but suffers from a variety of problems due to aging systems, poor design, and poor construction detailing. The building issues are typical of adaptive reuse projects in which the project budget is limited, and decisions were made to lower the construction cost despite the impact on long term operating and maintenance / replacement costs.

Some of the issues are easily fixed such as replacing worn carpeting, tuck pointing the exterior masonry, or replacing the membrane roof and rooftop HVAC units. Of these issues, we place a higher priority on things that will extend the life of the building over the issues that may be simply cosmetic but all have to be addressed and balanced within the restrictions of the municipal budget.

Other issues are less easy to resolve such as providing handicap access to the front door, insulating the exterior walls, or providing proper flashing to divert water from entering the building. Fixing such problems tend to be costly and can adversely impact the operation of the building while the work is done.

The exterior walls of the building are simple masonry bearing walls without any cavity or drainage core to allow control of penetrating water or provide any sort of insulation. Not only in this an issue for controlling water, but undoubtedly, this allows a large amount of lost energy. We consulted with several experts including masons employed by Mortenson Construction, Masonry Restoration Specialties, and the International Masonry Institute – Wisconsin to discuss insulating the exterior walls. These experts have provided suggestions for work that could be done but nobody is willing to certify that their suggestion won't trigger other issues within the wall, such as cracking and popping bricks caused by thermal shock. Therefore, the universal suggestion is to <u>not</u> try to insulate the exterior wall and simply live with the higher heating and cooling costs.

The lack of wall insulation and the low quality HVAC system requires a lot of energy to heat and cool. A large amount of the energy is electricity needed to run the air conditioning and all of the staff supplied unit heaters used in the winter. This cost is about twice as high as would be expected in a new properly designed building.

[2] The office worker of the last several decades has seen an exponential increase in paperwork and rapid changes in technology that require more space and flexibility than prior decades. This trend is likely to continue.

Please see the appendix for more information on the building conditions.

If the building were to remain, we suggest developing a perpetual annual maintenance / replacement program so that some items can be budgeted for correction each year.

Space Needs

Department heads were asked to fill out a twelve page questionnaire to provide details about staffing, work area, filing, equipment, and meeting space needs. The questionnaire also collected information about workflow, security, general storage, public contact, and other things that will be useful for any future design work. Interviews were held with each department head and representatives of the village board to verify issues and discuss possible options.

The projected space needs addresses issues by focusing on providing appropriately sized work areas, space for filing and equipment, and a variety of meeting spaces. Also noteworthy is the creation of a large new multipurpose / board room and bringing the recreation department back into village hall.

The suggested space needs are as follows:

Department	2010	2030
Administration	2,224nsf[3]	2,370nsf
Planning and Development	1,236nsf	1,236nsf
Finance	888nsf	1,226nsf
Public Works / Engineering	905nsf	1,105nsf
Recreation	1,379nsf	1,379nsf
Shared / Common Areas	6,800nsf	6,800nsf
Wall thickness, structure, corridors, stairs, etc	5,373gsf	5,647gsf
Building Total	**18,804gsf**	**19,763gsf**

Please see the appendix for a detailed estimate of the space needs.

Note: The growth from 2010 to 2030 is very modest. Adding the extra spaces at a later time would be difficult because they are all relatively small and spread through the building. It would be far easier, and less expensive, to provide this space now rather than waiting to add it in 2030. Therefore, we suggest that any construction should match the full 2030 space needs.

[3] nsf is "Net Square Footage" and refers to the rooms measured to the face of the wall. Building structure, wall thickness, and small corridors are not included in this number.

Design Options

The team considered many issues during the course of our investigation, including (but not limited to):

- Flexibility
- Staff growth
- Village growth
- Meeting needs
- Filing needs
- Age of building systems
- Energy efficiency
- Staff efficiencies
- Security
- Impact of peak events, such as large community gatherings
- Traffic
- Parking and vehicular circulation
- Pedestrian circulation
- Integration with neighbors (library, residences, business, etc)
- Integration with down town Sussex.
- Accessibility
- Future library expansion

Each of the three options addresses these issues in different ways.

Option A

This option is intended to address only the things that are easiest to accomplish to extend the use of the building for up to another ten years. This option does not address major problems with the building and much of the maintenance work that would be done with this option will have to be repeated if the building remains in operation longer than ten years. This option, however, is useful as it requires the smallest amount of capital spending right now while providing time for the village to properly plan for a larger project that can offer a long term solution.

We suggest resolving the following maintenance issues:

- Gut and replace restrooms, to make then handicap accessible and lower water use.
- Repoint exterior masonry.
- Recaulk exterior joints.
- Patch roofing.
- Replace rooftop HVAC units.
- Route additional duplex outlets and data outlets.
- Provide additional lighting at all workspaces and counters.
- Provide trench drain at the exterior elevator lobby door.
- Replace wall heater in the elevator lobby.
- Replace water stained ceiling tiles.
- Replace carpeting.

Performing this maintenance related work will extend the life of the individual systems from ten to fifteen years.

We also suggest the following building changes be considered:

- Subdivide prior police area to provide a small IT room and staff break area with kitchenette.
- Reconfigure administration area to provide more file and project space once IT leaves the area.
- Enlarge the second floor storage area by opening it up to the "hidden room."
- Install floor to ceiling walls to provide noise separation between the finance / assistant administrator / engineering areas.
- Provide acoustical wall panels in all workspaces and meeting areas.

This work should resolve some of the staff concerns about lack of privacy and poor lighting, allow more conferencing use of the second floor conference room, and provide a little bit more flexibility in the administration area.

The estimated total project cost of this option is approximately $530,000 if built in 2010.

Please note that this work is intended as a short term "bandaid" and so does not address the big issues. For instance, it does not improve energy efficiency, provide suitable storage, work, and meeting spaces, provide a suitable ADA front door, a flexible board room, or correct building safety and security issues. Also, this option does not provide a long term fix to maintenance issues: For example, the roof is being patched and will still need to be replaced in about ten years time, and the masonry repointing will have to be repeated at about the same time.

Option B

This option is intended to maintain the current location of village hall by renovating and expanding the current building. This allows the village hall to remain in the same handsome building people have come to identify as the center of village government.

We suggest resolving the following maintenance issues:

- Gut and replace restrooms, to make then handicap accessible and lower water use.
- Tuck point exterior masonry.
- Caulk exterior joints.
- Replace roof
- Replace windows that would be left exposed to the exterior.
- Replace all mechanical, electrical, and plumbing systems.
- Replace all interior finishes (paint, ceiling, carpets, etc)

This is a "gut and replace" type of project which would bring all existing building systems up to the current code and able to reach higher levels of energy efficiency.

We also suggest the following building changes be made:

- Remove most of the interior non-bearing walls.
- Remove the existing public entry.
- Update the existing elevator.
- Provide a new addition to the north, composed of two stories and a basement. Optionally, split this up into three additions located on the north, east, and west sides of the building.
- Provide a new public elevator near the lobby.
- Provide new public meeting facilities in the basement.
- Provide new parking north of the library.

The work involved with this option completely guts the building, replaces all the building systems, updates all interior finishes, fixes all of the maintenance issues, and expands the building with an addition on the north side. The addition would allow the current exterior walls (which cannot be insulated) to be "buried" within the building and new exterior walls with proper insulation and vapor barrier would enclose the addition. Adding on to the east and west sides of the building would allow the same energy "fix" to be provided to those existing exterior walls but may create floors that are more difficult to configure, and three small additions would cost more than one large addition. The south wall of the building would be left un-insulated and so those spaces should be set aside for unoccupied uses, such as stairways, storage, and equipment spaces. Finding the right functions to locate between the bearing walls of each of the small additions will be key to making the new plan work.

This option is weakened by several major deficiencies:

- Need to work around the existing building structure, which will create inefficiencies in the design.
- Need to move out of the building while the work occurs.
- Is unable to fully address the energy efficiency issues.

The estimated total project cost of this option is approximately $4,990,000 if built in 2010.

Option C

This option provides a brand new village hall elsewhere on the existing site. This opens up possibilities for creating new and dynamic outdoor spaces that are reinforced by the new village hall and the future library expansion. The new construction would allow for the upmost in flexible spaces and energy efficiency at only a slightly higher cost than option B.

The major benefits to this option include:

- Able to provide a structural system and floor configuration that matches the needs of the interior spaces and provide greater flexibility.
- Able to plan the building for greater growth potential.
- Able to locate staff and workspaces nearby each other to ease workflow issues.
- Able to provide separate corridors for staff and for the public, and increase security.
- Could be a two story building, with or without a basement.
- Operating costs could be less than the current building, even while being much larger.
- Provides a "one move" scenario; no need to find temporary quarters as is required in Option B.
- Removing the existing building allows more flexibility in how pedestrians may enter the site from Main Street and the adjacent intersection with Silver Spring Drive.
- Removing the existing building allows a fresh look at how vehicles enter and move within the site.
- Placement of the building could help in creating a larger outdoor civic square.
- Careful planning of the entire site could ensure the successful integration of a future library expansion.

The downside of this approach include is that:

- Some citizens may object to losing the pseudo-historic village hall

The estimated total project cost of this option is approximately $5,550,000 if built in 2010. Of this amount, approximately $200,000 is set aside for reconfiguring the parking lot and providing a new central outdoor civic park area.

Next Steps

2010 will remain to be a very competitive time for bidding construction projects. In order to capitalize on this, we suggest you consider moving forward with the following steps as shown:

	Option A	Option B	Option C
• Select an option to proceed with.	+2 months	+2 months	+2 months
• Develop the initial design.	+1 month	+2 months	+2 months
• Pursue relevant grants.	+1 month	+1 month	+1 month
• Find temporary quarters.	n/a	+1 month	n/a
• Verify site conditions.	n/a	+2 months	+2 months
• Develop bidding documents.	+1 month	+2 months	+2 months
• Bid the project.	+1 month	+1 month	+1 month
• Relocate into temporary quarters.	n/a	+2 weeks	n/a
• Construction.	+4 months	+12 months	+12 months
• Move into completed project.	n/a	+2 weeks	+2 weeks

Exhibit B:

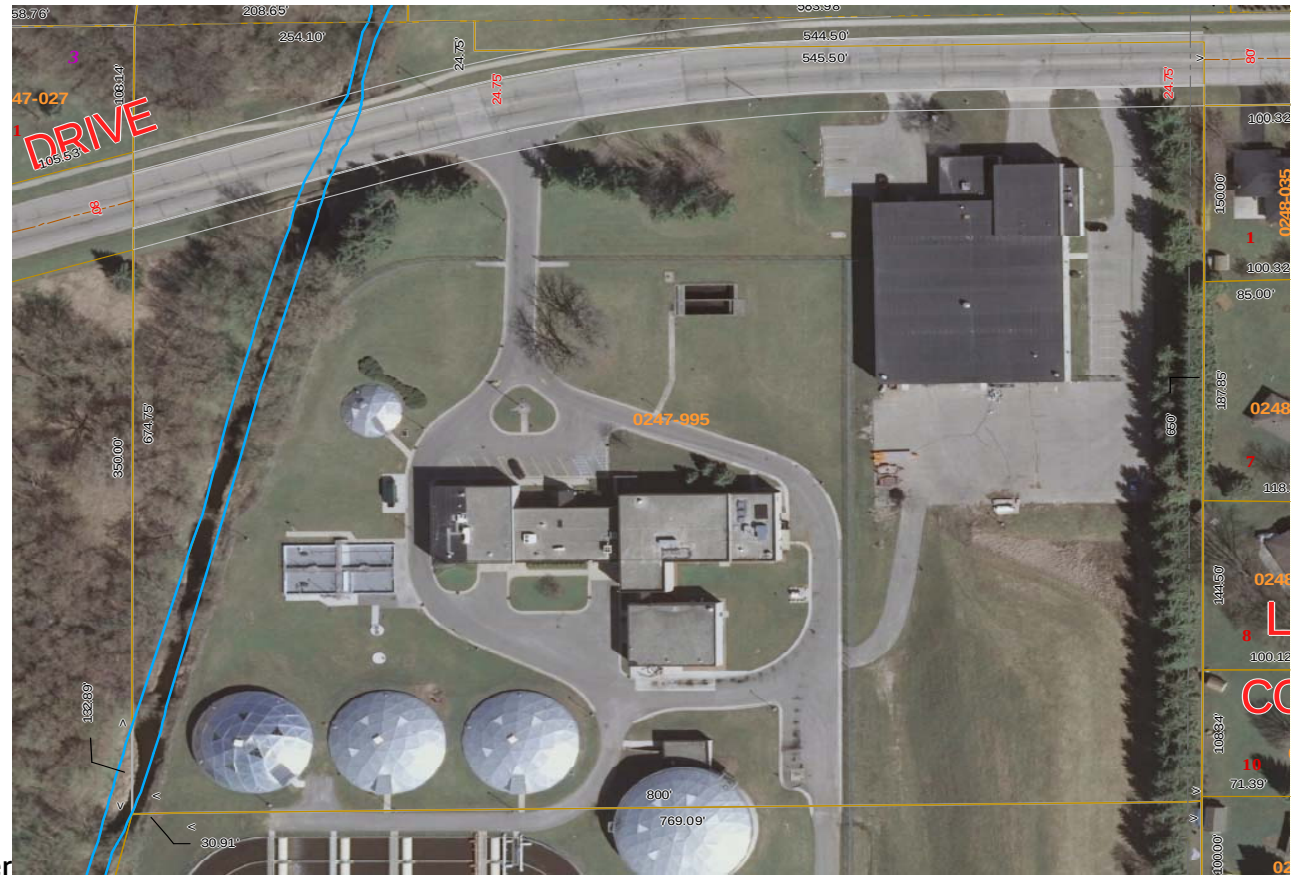
The following images were distributed to the committee in March to illustrate the fourteen possible sites.

#1 - 1 Acre Parcel on Silver Spring

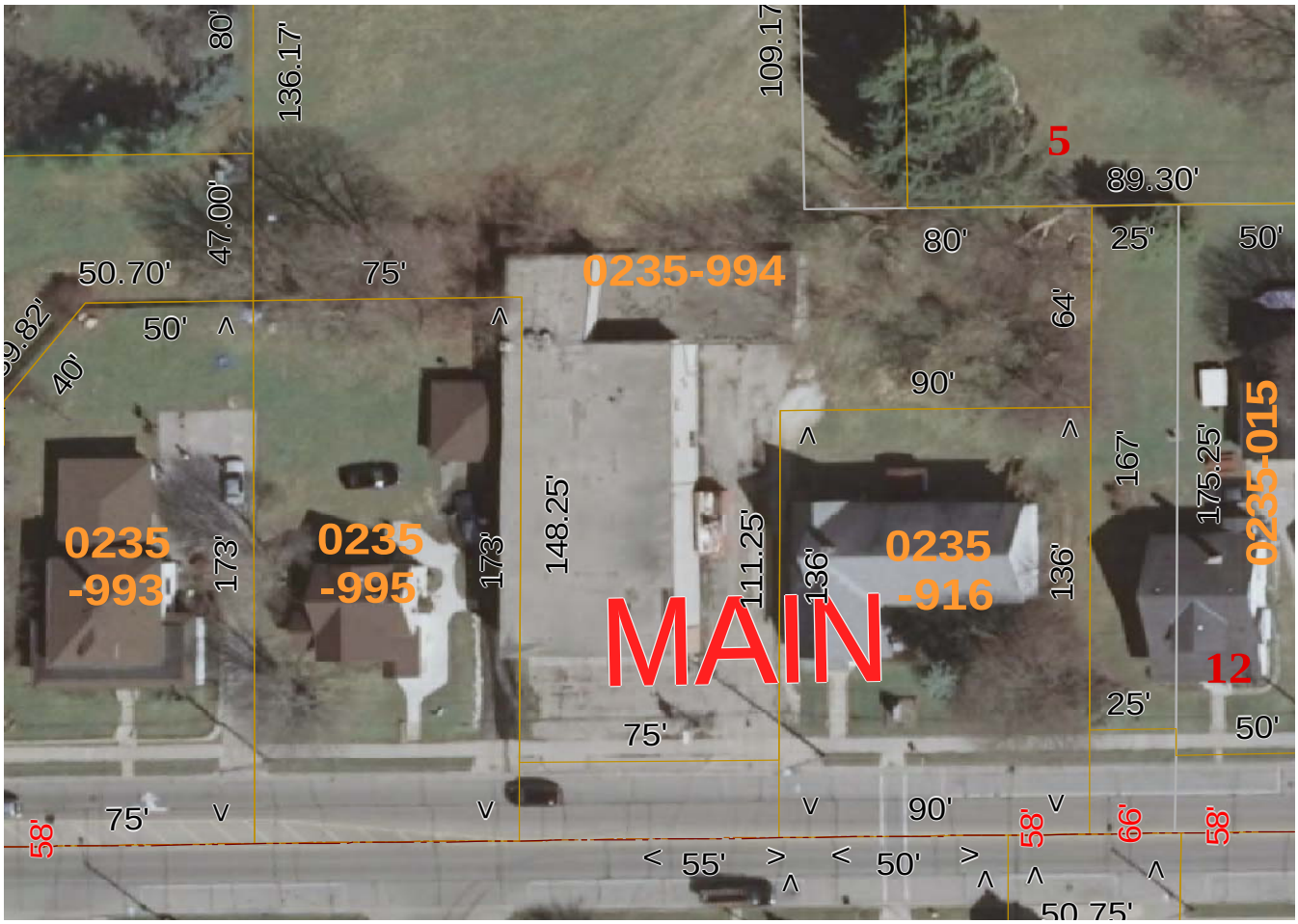
#2 - Old Templeton Site on Main Street

#3 - Community Center and #4 - Armory Park

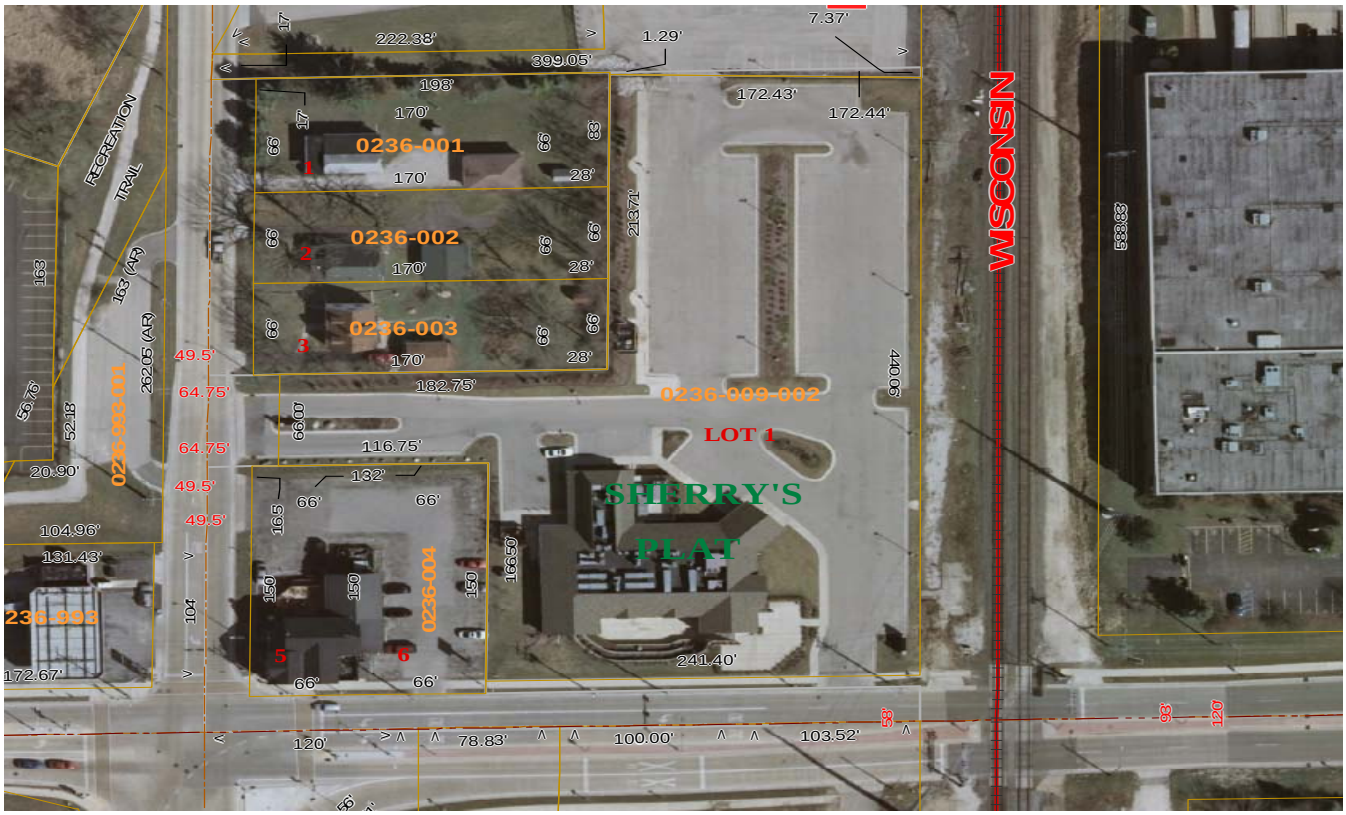
#5 - Public Works Garage on Clover



#6 - Eggerts Empty Building on Main Street



#7 -Seigo's empty building on Main Street



#8 - Golner Farm Location

#9 - Main Street ¾ acre empty parcel

#10 - Indian Creek 20,000 Square Foot Building and **#11 - Vacant Lot to the East of the Building**

#12 - Public Safety Building

#13 - Village Hall Campus, Existing Location and **#14 Village Hall Campus, New location**

Exhibit C:

The following table summarizes the scoring for each of the possible sites, as developed by the committee in April.

		GOALS AND NEEDS																		
	Locations	Redevelop. Impact		Space for existing		Campus setting		Access Transportation		Historical sensitivity		Joint facilities - external		Building Aesthetics		Joint facilities - Village only		Tax Impact		Totals
Rankings		score	sub total	score	sub total	score	sub total	score	sub total	score	sub total	score	sub total	score	sub total	score	sub total	score	sub total	
1	New location within Campus	1	0.19	1	0.18	1	0.15	1	0.097	2	0.194	1	0.083	2	0.166	1	0.055	2	0.11	1.225
2	Current Village Hall location	2	0.38	2	0.36	2	0.3	2	0.194	1	0.097	4	0.332	1	0.083	6	0.33	1	0.055	2.131
3	Public Safety Building	3	0.57	4	0.72	3	0.45	3	0.291	3	0.291	2	0.166	3	0.249	2	0.11	3	0.165	3.012
4	Community Center	4	0.76	5	0.9	4	0.6	4	0.388	4	0.388	5	0.415	5	0.415	3	0.165	5	0.275	4.306
5	Golner Farm Silver Spring	5	0.95	3	0.54	7	1.05	6	0.582	14	1.358	6	0.498	4	0.332	7	0.385	14	0.77	6.465
6	Armory site	7	1.33	6	1.08	5	0.75	5	0.485	14	1.358	3	0.249	6	0.498	4	0.22	14	0.77	6.74
7	Vacant lot next to Indian Creek	6	1.14	7	1.26	6	0.9	8	0.776	14	1.358	7	0.581	14	1.162	14	0.77	14	0.77	8.717
8	Public Works Garage on Clover Dr	14	2.66	13	2.34	8	1.2	13	1.261	14	1.358	8	0.664	14	1.162	5	0.275	4	0.22	11.14
9	Main Street 3/4 acre parcel	8	1.52	14	2.52	14	2.1	7	0.679	14	1.358	14	1.162	12	0.996	14	0.77	6	0.33	11.435
10	Indian Creek 20,000 sq ft building	10	1.9	8	1.44	14	2.1	9	0.873	14	1.358	14	1.162	14	1.162	14	0.77	14	0.77	11.535
11	Seigo's	11	2.09	9	1.62	14	2.1	12	1.164	14	1.358	14	1.162	14	1.162	14	0.77	14	0.77	12.196
12	Eggerts Furniture building	9	1.71	12	2.16	14	2.1	12	1.164	14	1.358	14	1.162	13	1.079	14	0.77	14	0.77	12.273
13	1 acre parcel on Silver Spring	12	2.28	10	1.8	14	2.1	12	1.164	14	1.358	14	1.162	12	0.996	14	0.77	14	0.77	12.4
14	Old Templeton site on Main St	13	2.47	11	1.98	14	2.1	14	1.358	14	1.358	14	1.162	13	1.079	14	0.77	14	0.77	13.047

Exhibit D:

The following renderings illustrate possible site configurations, as reviewed by the committee in June.

CURRENT ZONING

ZONING DISTRICT: I-1

Min. lot size: 12,000 sq.ft
not less than 80' wide

Building Setbacks:

-Front/Street	30 ft.
-Side	10 ft.
-Rear	25 ft.

Pavement Setbacks:

-Front	NA
-Side	NA
-Rear	NA

Min. Building Separation: NA
Max. Building Height: 30 ft.
Min. Green Space Requirement: 25% of site

SITE LAYOUT SUMMARY

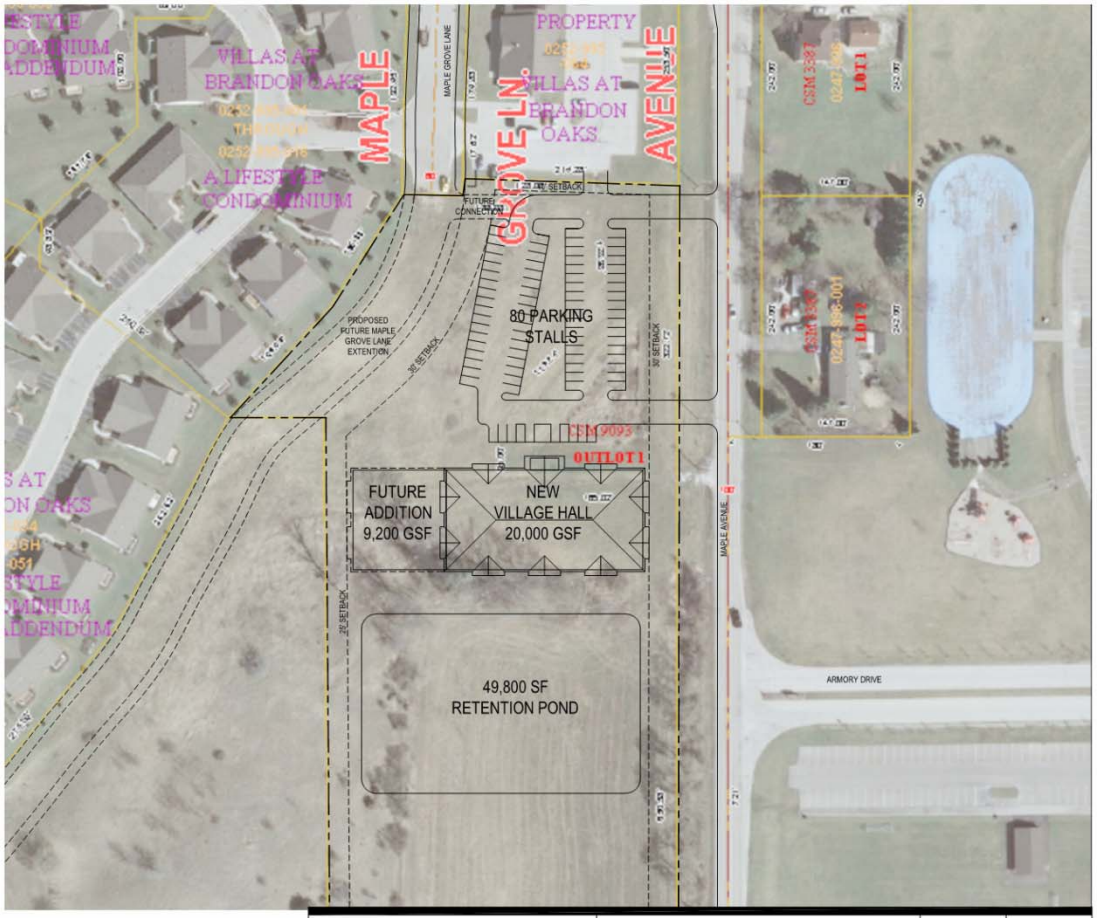
Property Area:	304,770 sq.ft.
	6.99 Acres
Parking Provided:	80 Stalls
Paved Area:	33,370 sq.ft.

Green Space Provided (25% Req):
242,200 sq.ft. or 79% of Property Area
(property area - paved area - building footprint)

ISSUES FOR THIS SITE:

Pros:
New one story building with optimal solar orientation. Enhanced daylighting possiblities are available. Great visibility from Maple Avenue. Potential future addition increasing the size of building by nearly one half. Possible connection to adjacent parking lot for weekend activities.

Cons:
Civic presence now moved off of Main Street and less visible to citizens on a day-to-day basis. A portion of the site is within the proposed Grove Lane extension.



0 50' 100' 200'
GRAPHIC SCALE

N

Plunkett Raysich Architects.LLP Plunkett Raysich Architects 11000 West Park Place Milwaukee, WI 53224 FAX 414 359-3070 TEL 414 359-3060 Email: pra@prarch.com Web: http://www.prarch.com	Sussex Village Hall Site Analysis Single Story New Building Maple Avenue & Armory Drive Site Number 1	DATE 13 June 2011 DRAWN BY dk	JOB NUMBER 11011 SHEET NUMBER S1

CURRENT ZONING

CURRENT ZONING DISTRICT: P-4
PROPOSED ZONING DISTRICT: I-1

Min. lot width:
Building Setbacks:
- -Front/Street 30 ft.
- -Side 10 ft.
- -Rear 25 ft.

Pavement Setbacks:
- -Front NA
- -Side NA
- -Rear NA

Min. Building Separation: NA
Max. Building Height: 30 ft.
Min. Green Space Requirement: 25% of site

SITE LAYOUT SUMMARY

Property Area: NA

Parking Provided: 80 Stalls
Paved Area: 30,440 sq.ft.

Green Space Provided: NA

ISSUES FOR THIS SITE:

Pros:
New one story Village Hall retains Civic presence on Main Street. Located near adjacent park land. Ample parking is provided.

Cons:
Building can not take advantage of ideal solar orientation while maintaining a strong presence along Main Street due to site constraints. Limited with any future possible expansion.

0 50' 100' 200'
GRAPHIC SCALE
N

Plunkett Raysich Architects, LLP Plunkett Raysich Architects 11000 West Park Place Milwaukee, WI 53224 FAX 414 359-3070 TEL 414 359-3060 Email: pra@prarch.com Web: http://www.prarch.com	Sussex Village Hall Site Analysis Single Story New Building Main Street & Weaver Drive Site Number 2	DATE 13 June 2011 DRAWN BY dk	JOB NUMBER 11011 SHEET NUMBER S2

CURRENT ZONING

ZONING DISTRICT: B-4

Min. lot width: Conform to the Downtown Design & Development Plan

Building Setbacks:

-Front/Street	The average building setback of adjacent buildings.
-Side	10 ft.
-Rear	15 ft.

Pavement Setbacks:

-Front/Street	25ft. or Greater (10% of parking may be approved)
-Side	5ft.
-Rear	10 ft.

Min. Building Separation: 5 ft.
Max. Building Height: 45 ft.
Min. Green Space Requirement: NA

SITE LAYOUT SUMMARY

Proposed Property Area:	340,560 sq.ft.
	7.82 Acres
Parking Provided:	99 Stalls
Paved Area:	74,440 sq.ft.

Green Space Provided:
241,550 sq.ft. or 70% of Property Area
(property area - paved area - building footprint)

ISSUES FOR THIS SITE:

Pros:
Citizens are familiar with location. Civic presence remains intact throughout construction of addition. Good visiblity along Main Street. Area available for future expansion if required.

Cons:
Existing building inadequacies remain. Limited access to adequate parking.

0 50' 100' 200'
GRAPHIC SCALE

N

Plunkett Raysich Architects, LLP Plunkett Raysich Architects 11000 West Park Place Milwaukee, WI 53224 FAX 414 359-3070 TEL 414 359-3060 Email: pra@prarch.com Web: http://www.prarch.com	Sussex Village Hall Site Analysis Two Story Addition Main Street & Ivy Avenue Site Number 3	DATE 13 June 2011 DRAWN BY dk	JOB NUMBER 11011 SHEET NUMBER S3

CURRENT ZONING

ZONING DISTRICT: B-4

Min. lot width: Conform to the Downtown Design & Development Plan

Building Setbacks:

-Front/Street	The average building setback of adjacent buildings.
-Side	10 ft.
-Rear	15 ft.

Pavement Setbacks:

-Front/Street	25ft. or Greater (10% of parking may be approved)
-Side	5ft.
-Rear	10 ft.

Min. Building Separation: 5 ft.
Max. Building Height: 45 ft.
Min. Green Space Requirement: NA

SITE LAYOUT SUMMARY

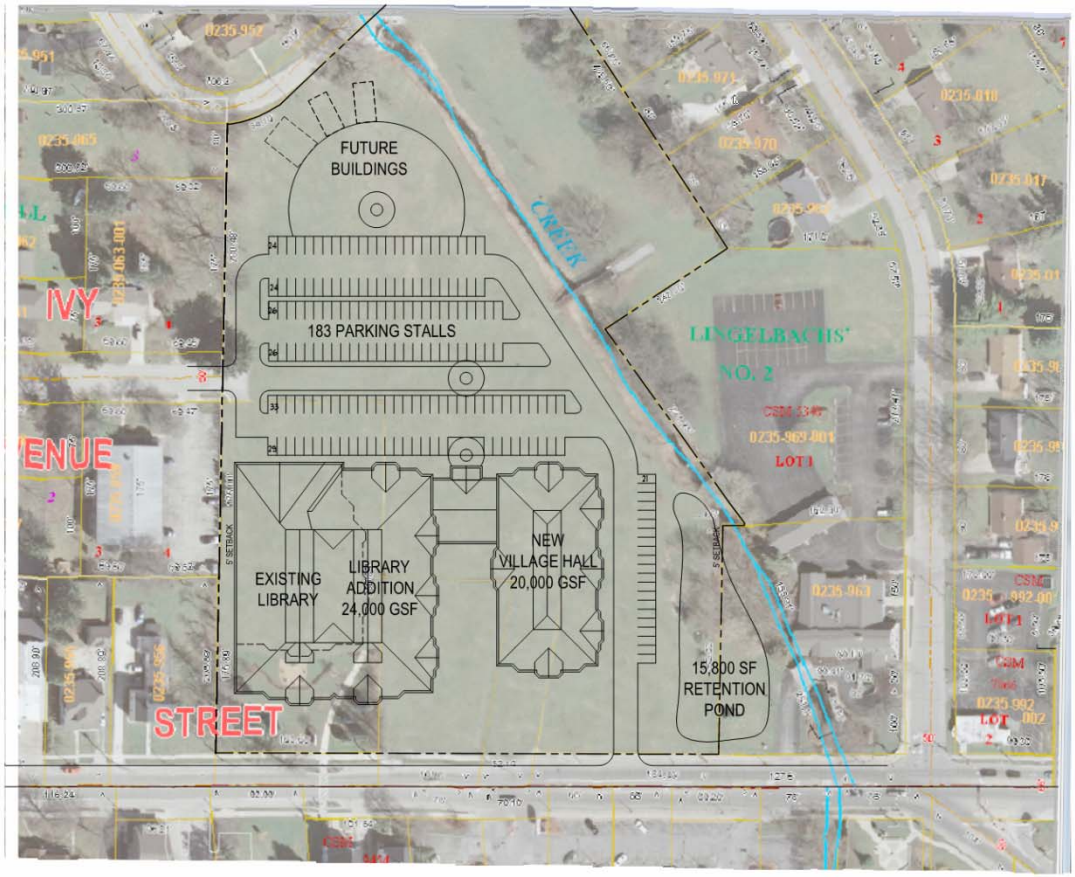
Proposed Property Area:	340,560 sq.ft.
	7.82 Acres
Parking Provided:	183 Stalls
Paved Area:	75,160 sq.ft.

Green Space Provided:
195,800 sq.ft. or 57% of Property Area
(property area - paved area - building footprint)

ISSUES FOR THIS SITE:

Pros:
Citizens are familiar with location. Civic presence remains intact throughout construction of addition. Ample parking available. Connected to expanded Library.

Cons:
Current proposed expansion does not comply with zoning setbacks. Visibility from Main Street is not ideal. The Site has limited possibilities for potential future expansion.



0 50' 100' 200'
GRAPHIC SCALE
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Plunkett Raysich Architects, LLP Plunkett Raysich Architects 11000 West Park Place Milwaukee, WI 53224 FAX 414 359-3070 TEL 414 359-3060 Email: pra@prarch.com Web: http://www.prarch.com	Sussex Village Hall Site Analysis Single Story Addition Main Street & Ivy Avenue Site Number 4	DATE 13 June 2011	JOB NUMBER 11011
		DRAWN BY dk	SHEET NUMBER S4

CURRENT ZONING

ZONING DISTRICT: B-4

Min. lot width: Conform to the Downtown Design & Development Plan

Building Setbacks:

- -Front/Street: The average building setback of adjacent buildings.
- -Side: 10 ft.
- -Rear: 15 ft.

Pavement Setbacks:

- -Front/Street: 25ft. or Greater (10% of parking may be approved)
- -Side: 5ft.
- -Rear: 10 ft.

Min. Building Separation: 5 ft.
Max. Building Height: 45 ft.
Min. Green Space Requirement: NA

SITE LAYOUT SUMMARY

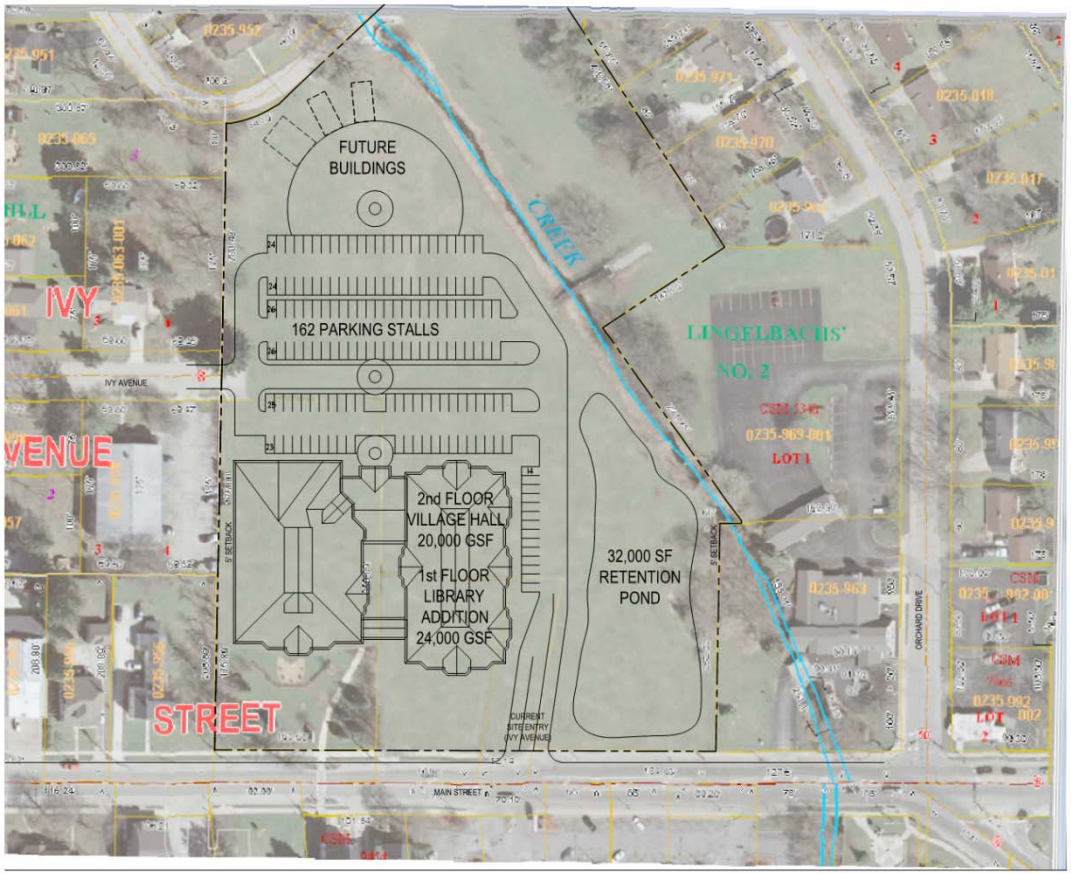
Proposed Property Area: 340,560 sq.ft. / 7.82 Acres
Parking Provided: 162 Stalls
Paved Area: 73,660 sq.ft.

Green Space Provided:
219,840 sq.ft. or 64% of Property Area
(property area - paved area - building footprint)

ISSUES FOR THIS SITE:

Pros:
Citizens are familiar with location. Civic presence remains intact throughout construction of addition. Ample parking available. Connected to expanded Library. Shared utilities with Library.

Cons:
Current proposed expansion does not comply with zoning setbacks. Visibility from Main Street is not ideal. The Site has limited possibilities for potential future expansion. Shared utilities with Library.



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GRAPHIC SCALE

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Plunkett Raysich Architects.up

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Sussex Village Hall
Site Analysis
Two Story Addition
Main Street & Ivy Avenue
Site Number 5

DATE	JOB NUMBER
13 June 2011	11011
DRAWN BY	SHEET NUMBER
dk	S5