

Chart called the meeting to order at 6:35 p.m. with Beere and Novy present. (Weinkauff arrived at 6:55 p.m.)

Steve Wagner and Bill Matthews, Anderson- Ashton, Inc., were also present.

Beere moved, 2nd by Chart to approve minutes of the July 25, 2011 minutes. Motion carried.

Continue discussions on village hall building initial design including conceptual site and floor plans: Steve Wagner, Project Architect; and Bill Matthews, Project Manager, Anderson-Ashton, Inc.

Matthews began the discussion by bringing the subcommittee up to date on what had happened since the last meeting.

The survey for the property has been updated with topography. The wetlands were also delineated at the zoning administrator's request. (There was discussion at a meeting with engineer and zoning administrator about making sure the wetland area is not impacted with any more water. Matthews believes it is possible to do that.) Zoning is in the works to P-1, which gives the council flexibility in setbacks if more than one building is decided.

Matthews and Wagner met with the historical society and library about space needs. The historical society occupies a 30' x 30' area now. Most of their items are housed in that space. It sounded like that could be lessened by at least a third, which would still leave their needs somewhere around 600 square feet. The library also talked about 200 – 300 square feet for storage.

Matthews noted this is one thing we need to work towards either at this meeting or shortly after- what are we going to do about that space? Are we going to decide on a separate building, do we add space on to the end of the library for storage, is this going to be space that gets added on to the new building so they have a place to go- or is it going to be off site? This needs to be decided because it will change the overall plan. Matthews noted Novy mentioned having construction of that space bid separately so people would be aware of the cost implications. But, if the price is too high to put the space into the new building and we say we are not going to do it, then we have to redesign the space.

Novy indicated not all committee members were not aware of this idea. She explained this might be a way to deal with space for the historical society. Storage space for the library can be included in the project much easier. But, the historical society is a private organization. If the Village is going to build or add that space into a building project, it could be designed as an option- much like street projects, where you have a base product and then you include an option to do more. If you take this approach, you can separate out the costs to provide that space and that could then be a basis for the cost to lease the space- dividing the impact of financing its construction over 20 years. Knowing the costs will also help facilitate the decision making process- both for the historical society and the village. She indicated she didn't know how feasible this was, but thought it would provide more of a basis for the decision.

Matthews indicated it could be done, but it is more complicated to take this approach. Wagner indicated he would design that space strategically to an office standard so that the space would be convertible- it would have access off the main corridor, have access to the meeting areas, bathrooms, and would not be a remote situation. So that it looks like a future expansion of the building that gives options.

Matthews stated the next item was looking into the feasibility of adding onto the library and saving the ball diamond. After consulting with a storm water engineer, it was found feasible. He indicated we will go through the pros and cons, but the question to whether it is feasible is yes.

Wagner began with Architectural Site Plan Option #3 showing the Village Hall as an addition to the library building.

Chart asked how far you have to be from the well with the building. Wagner indicated two feet from the nearest overhang.

Chart noted a four foot drop in elevation in the 90 feet between the west wall of the village hall to the west wall of the library building. Wagner indicated intent to grade against the building to address the elevations.

Chart questioned the feasibility of dropping the elevation of the village hall two feet. Wagner indicated the challenge would be moving water and accommodating access from the library. Chart then questioned whether the village hall could be detached and still be placed behind the library. Wagner indicated you then end up with an alley condition between the two buildings and it's difficult to deal with water, etc.

Wagner reported the plan is drawn so that the entire parking lot is pitched towards the west, with water treated at the buffer and then moving towards the detention area. There will not be four foot of fall from the library to the buffer. You have about two feet of fall over the surface of the parking lot, and then an additional two feet from the treatment area to the detention area.

Wagner stated you want a gradual drop because of the speed of water. Chart questioned the location of the swale near the eastern edge of the ball diamond. He was concerned about a kid running to catch a ball and falling because of the swale.

Matthews noted, when a building location is decided, a hydrologist will be hired. The swale could be made more shallow, but the more shallow it is, the more it will extend into the ball field. Matthews stated they are not saying this is the best plan, they just wanted to present something that made keeping the ball diamond feasible.

Chart said these are the things that popped out at him. Matthews indicated the decision has to be based on whether there are more pros or cons to one plan or another. They are presenting something that makes keeping the ball diamond feasible, but they are not saying it is the best plan.

Chart questioned relocation of the ball diamond bleachers to the Wade Street side. He indicated there is not adequate space to place them where shown. There is only 8 to 9 feet between the diamond and a drop off into the ditch- and the bleachers are 9 feet wide. These are things that may not work.

Wagner noted, by detaching the village hall and placing it behind the library building you have more challenges moving the water from the top of the site to the bottom of the site; and you end up with more of a linear building because of setback constraints.

Wagner stated one of the challenges of Option 3 is future needs. What are the future needs of the library and the village hall? If you want to grow this building in the next twenty years, could it grow?

The challenges are greater because of the setbacks and the need to move water around the building. Setbacks reduce the buildable area of the property significantly.

By attaching the building, you have to make sure you match up key access points. You have to make sure you have an entrance off the library. Once you pick that up, you add some square footage to the building because you need to have circulation for that entry way.

Wagner continued that Option 1 relocates the play area. He chose to relocate it to the east of the library. He noted this is a difficult area to get to- somewhat remote from the parking area, but it is shaded. He was able to save the tree to the west of the library. One of the key ideas there was to limit the paving from the library view. You end up with a paving field anyway, but at least you get a break from it.

Chart questioned whether you would kill the tree by putting asphalt around it. Wagner indicated they would stay away from the drip line and hopefully the tree would survive. In this site plan, the sign is also moved to a more appropriate place- facing the ball diamond.

(6:55 p.m.- Weinkauff arrived at this time).

Chart questioned the size of the meeting room noting it is only 240 square feet larger than what is in the current municipal building. He measured the current room at 36' x 47', and noted the design at 46' x 42'. The question was whether that is large enough.

Wagner indicated the last time we talked about general seating it was at 100. Novy noted we talked about increasing the size of the room by the area the board members sit in and that there would be some type of partition wall that would separate that area from the general assembly area. Wagner indicated the ten council seats are shown as separate and beyond room capacity.

Wagner indicated this is as small as you can get to meet your needs, whether that is your current needs or your future needs- he couldn't answer.

Weinkauff stated largest anticipated needs of accommodating 120 – 160 people.

Wagner indicated, if you had to, you could put more people in there than what is shown. There are generous aisles and there is room in the back for coffee service. It was also noted that space should be designed for AV equipment.

Wagner stated Architectural Site Plan Option #3 addresses the question about the ball diamond and whether it can be saved. But, you have effectively land-locked your building with this layout. There is not a lot of growth that can happen with the exception of off to the north, but even then it is not much.

Matthews indicated the village hall is positioned in the only way you can locate it and save the ball diamond. Again, not necessarily saying this is a good idea or a bad idea. They were asked to see if it is feasible and it is. Whether it's a good idea or not is a different issue.

Wagner indicated the setbacks are the greater issue with this layout than the grading. You don't even get to the toboggan hill and you've hit the setback.

Weinkauf stated, when he looked at it before, he hoped we could get 20 feet between the buildings (with the village hall behind the library) and a patio in between. Wagner indicated the more you head north with the village hall, the more elevations cause problems- and then you run out of room for expansion.

Weinkauf stated you can always go west with expansion, but it was quickly noted that this would cause the ball diamond to go away anyway.

It was noted that the area of the building you would most likely want to expand is the assembly hall, but if you flip flop the building you end up with administration on the east side and that does not lend itself to green design. The administration area then loses any southern exposure.

Chart indicated these are all things that have to be taken into consideration. Matthews indicated you have to look at water again- how do you get it out from in between two buildings. If you put a drain in and pipe it underneath the building, this will cause ongoing maintenance-it will have to be cleaned out and kept clean.

Weinkauf asked if it would cost more money to build on the slope.

Matthews stated all of these building designs are fairly close- the square footage is about the same. Some designs might cause the need to move more dirt. But, until you decide on something and do the soil tests, you won't have a good feel for that. You need to decide which site option is preferable, and then design.

Wagner stated another issue with Option #3 is that the identity of the village hall is really the library. Even if you separate it and move it further back, the library is the prominent building and you can't get to the village hall from Wade because of the grades. And, you can't park on Wade because that is where the water will go. Some advantages of moving the building to the west is that it keeps its own identity.

Chart asked Wagner how he would incorporate the exterior look of an addition to match the existing library. Wagner stated "creatively". The building is designed uniquely. You would want an addition to look like it is part of it. If you build the village hall separately, you would only want to match the library building to a certain point- like similar building materials- not necessarily the geometry. That's when you run the pros and cons. Too many cons and maybe it doesn't make sense.

Wagner stated, if the library was turned east to west, it would be a much more efficient building. It is designed very well for it to be turned 90 degrees. If you turn it and look at the architecture- the shape lends itself to the sun and shading cycles of the day.

Wagner moved on to looking at other site plan options noting that these address some of the issues created with Option #3, but might create some of their own issues. The other options address other ways the site can be utilized. Wagner continued, right now, the ball diamond is "the commons".

Matthews interjected Options 1 and 2 are the same options that were presented at the last meeting with site and landscaping improvements. Wagner stated they were also modified to address some of the concerns of the library by giving them more green space and saving the tree out front. The previous Option 1 had as many parking spaces as we could get. That was changed to the minimal parking spaces needed, and the floor plans were changed based on space needs inside the building.

Some of the ideas incorporated in Architectural Site Plan Option 1 were to display areas for the library to add storage and show how the library building would have its own opportunity to expand. Option 1 also presents two parking areas- one for quick ins and outs; and one more general parking area for the assembly hall. It also includes the potential through-street application. The square footage of the building is shrunk to make it more efficient. This design has the potential for growth on both sides of the building, that orients to the south, with the larger assembly area to the north. It opens up an opportunity for what he would consider a "commons area": relocated playground areas- a few nodes that are for age specific groups; enough room and a flat area for half-court basketball and tennis; and three linkage points that come to a shared gazebo. Wagner stated his favorite linkage point is to the west because it includes the parking area and public gardens.

The water becomes less of a challenge for with this site plan by increasing the elevation to 788 on the southwest corner of the building. Water can flow around the building and down into a detention area. The water will have to be treated, but then will be directed to the ditch. Signage is relocated to more appropriate areas. Wagner indicated he knows discussion is still open as to what the assembly area will all be used for. But, if used for private events, it improves the amenities as clientele could use the gazebo- there could be a link off the assembly area to the gazebo.

There is still a lot of water going down through the parking lot that would need a treatment area before it gets into the detention area. It does not present itself quite as good to a stone treatment as it did in Option #3, but there is enough space to get it treated. It has potential.

Chart identified a four foot difference between the height of the commons area and the height of the road and was concerned that the entrance coming off of Wade Street would be too steep. Wagner indicated we would be working our way down to the two flat areas where you would place the basketball and tennis courts and gazebo to make that work. There is enough distance to make it work without steps and it would still be handicap accessible.

There would be a cross pitch to Wade Street if you decide to put the driveway through. If there is not a link- there is some flexibility of where you put the detention area.

Chart and Beere felt there was potential to Option 1.

Wagner moved on to Architectural Site Plan Option 2. This plan also includes site amenities, a reduced parking count (again), and gives more space to the library. It keeps detention in the same area, keeps the basketball court about where it is now, and adds a tennis court to west. There are not a lot of changes from its previous presentation, but it shows where the growth could go - which would be on the administration end of the building. Water flow would be restricted if growth was required on the assembly hall end, but the building could be flipped if it had to be. Wagner does not see the floor plan coming out of this. The floor plan can be changed once the site is chosen.

In Option 2, the east side of the library stays as is. One of the challenges of this plan is that it is more spread out. He would prefer to consolidate the commons in one area and not split it out into so many parts. In this plan, you still have the toboggan hill, the remainder of the commons area is consolidated and there is pristine green space. While the eastern side of the library is unchanged as presented, a patio could be located there.

Chart questioned where sewer hook ups are for these buildings. It was noted that a sewer main runs to Wade and State Streets. Both Matthews and Wagner stated they see the sewer connection flowing down hill to the north. All of the site plans also require disturbing soils to the north.

Chart questioned well setback requirements. Wagner indicated one issue with the DNR is infiltration basins. They require a very large setback of 150 – 200 feet. Above and beyond that, everything else is manageable as far as where the well can go. The flexibility is there and it can be located. Chart indicated the library well has a six inch casing. It was thought that a new well would be required regardless of whether the village hall was built as an addition to the library; or as a separate building.

Chart stated concerns about maintenance. He would not want to have to drive over park amenities with heavy equipment to service the well. Wagner indicated those items will be considered in placement of the well.

Wagner moved on to Architectural Site Plan Option 4 noting the whole concept of commons again. This site plan is presented with very limited information and is submitted for preliminary discussion only. The proximity of the new building allows the existing library to remain completely as is- nothing changes and everything stays as is. The design of the village hall building and parking would be completely separate. Wagner stated he wanted to throw this concept out there early in the process so that it doesn't come up later. This option takes a complete jump from a very limited personality of the building- and takes it to the extreme of having its very own identity. It actually has its own views now- of the wetland and garden area.

Matthews indicated, if that was our flattest area, we now have the parking lot there. Matthews indicated other site amenities might be harder to locate because of grade changes.

Wagner stated having the village hall closer to the library and allows more cross connections. When you separate the buildings to the extent of Option 4, people are coming only to the library- or only to the village hall. In the other site plan options, people might come to pay taxes and stop at the library. But, Wagner wanted to throw the concept out there because it does offer a very distinct identity for the village hall. With this utilization, you can still get a tennis court- or basketball court. He doesn't know if it does anything for utilization of the site, but it gives the village hall its own complete identity. There is plenty of space in between the buildings and more options in terms of how you design the exterior.

Weinkauf commented when you go to a college campus you see many buildings of different designs close to each other. He didn't think closeness of the buildings should limit design that much.

Matthews stated as long as you don't add on, you can still do a lot of things with the design of this building being right across the parking lot.

Beere stated said he likes the separateness of Option 4, but he does not like that the parking is not available to the library. You also don't have the ease of going from one building to another- especially if you are handicapped. You would have to drive from one building to the other. Option 4 is less handicap friendly. But, he likes the way the parking lot is tucked back into the street.

Chart stated he still likes Option 1 because you can add on to that building two ways.

Matthews stated he thinks the gazebo idea, the tennis and basketball courts, and separating the kids play areas by age has some real advantages in Option 1. But, that's the end of the ball diamond.

Weinkauf stated people that live around the ball diamond have been looking at it out of their windows for forty years. It is something that people have grown very accustomed to and it is a safe place for kids to play for that reason. Safety wise, they don't think it should be gone.

Chart stated the idea with the ball field is that it gets used two weeks in June and then in July. Chart walked the area for an hour and a half prior to the meeting. One lady stopped in, her older child went into the library and she went with the younger kids to the play area. Chart believes the playground part of the park is utilized more than the ball field.

Weinkauf stated, if you separate play areas by age groups, the area right outside the library's door should be utilized for the small kids. It was then pointed out that if you separate a play area there, parents couldn't watch their kids on both sides of the building. With Options 1 and 2, the way it is shown, you could sit in between and watch all the play areas.

Beere indicated the 24' gazebo could even accommodate things like music in the park- all around there could be grass seating and kids could play in different areas and you could keep an eye on them. Matthews stated, as far as utilizing the property and affecting more people, there is no doubt that Options 1 or 2 do that.

In general, committee members felt a lot of opposition would go away from individuals who want to save the ball diamond if they could see the other ways the property could be utilized.

Wagner indicated that is why it was done this way- to present utilization of the property. It allows you to start seeing how it could work, how many people you are affecting, and what this can do for the future of Rochester. Wagner stated park amenities were born out of park study that was done of the area.

Chart questioned whether the building in Option 1 could be moved further to the west to give a little more space between the buildings. He was worried that placing asphalt so close to the maple tree might kill it. Wagner stated, in both options 1 and 2, he gives more green space back to the front of the library and consolidates off street parking so there is more green space and infiltration for plantings, etc.

Wagner and Matthews discussed moving the village hall fifteen feet west on Option 1 and taking up some of the initial pitch in the green space area before you get to the driveway. It was noted that the driveway would have to move over.

Chart indicated the curve in the driveway is what he liked about Option 2- that the driveway doesn't run straight through- that it makes drivers turn and go down. Wagner indicated safety is key because you have young people here. By moving the building west in Option 1, it requires a curve in the driveway.

There was then discussion about making the driveway go through from State to Wade Street. Novy expressed concerns about election day traffic if the driveway does not go through. She commented on how the intersection works at the top of the hill. You can't see around the corner until you are there. During heavy volume elections, we need to flow 2,000 voters through the parking lot. She stated

concern about the one way in; one way out situation at the top of the hill if the driveway is not extended.

There was discussion about making the drive one-way. If this was done, then the flow just goes and you don't have to worry about it. Tony Hegemann, present in the audience, stated it will always be a two way as long as it is there. If you give it some angles, it will slow traffic.

It was noted that if the intersection of CTH D and CTH W gets busy, people take State Street up and around Spring Street as a natural short cut back to CTH W. And, the fact that the post office is at the bottom of the hill pushes more traffic up the hill and around to get to CTH W. All these items further complicate traffic flow at the driveway entrance.

Matthews summarized these are the four options. There are two things that are important to decide before we move forward. One is to figure out where we want to put storage for the historical society and library- we can add the space onto the library, if wanted, or, expand the village hall building and add it as an alternate. This is something they need to know – whether storage needs are to be incorporated or not incorporated into the plans. We also need to decide the building footprint- where are we are going to put it- so we can get soil tests, get a hydrologist, get a grading plan, etc. Matthews indicated we are at a dead stop until we determine these things.

Committee members noted, as far as storage goes, adding onto the library for storage is easier if the village hall is a separate building.

Terri Bates, present in the audience, questioned whether there were any legal issues about a government building housing a historical society. She thinks of them as being separate. Novy replied what exists right now is a lease agreement. They operate separately and pay for their own utilities. Government agencies can lease part of their public space to private entities.

There was discussion on whether the historical society would be willing to spend the money it would take for the addition. Novy noted this is the question. They are already here and enjoying the space- but it's always been a very low cost lease agreement.

Again, Novy suggested the strategy of putting a dollar figure on it- rather than just saying no- or yes. This gives everyone involved the opportunity to make a decision based on a dollar figure- it clarifies the issue. How much does it cost? You can put a dollar figure on it and project financing costs over the 20 years. It gives the historical society the option to decide what they want to do- build and lease this space or, possibly, explore other options. This way they can make the decision.

Matthews stated it does give something to base a decision on. But, the other way is simply to ask the historical society how much they are willing to pay. If there is no way we can build it for that, we would know that pretty quick.

Chart stated there is an intangible value to the historical society that is hard to put a dollar on.

Matthews questioned whether the historical society has looked at other alternatives. This was unknown. The two options identified for construction of historical society space was either attached to the library- or as an addition to the village hall.

Terri Bates suggested comparing accommodation of the historical society to what they do in other cities- either purchasing an old hall or old building. She thinks the historical society is great, but it comes down to what they can afford.

Weinkauf stated the historical society might rent a private place rather than the public funding space for them. There was then general discussion on several possible places for rent or sale in the area.

Matthews stated again this is something that must be decided before the project can move forward.

Committee members discussed what they liked and didn't like about the four options shown.

Weinkauf indicated he liked Option 3 before we started talking, but was hoping the village hall could be moved away from the library building and be a free standing building.

Matthews stated the courtyard situation this creates is not ideal and gives the most overall problems – you keep the ball diamond, but you lose the identity of the village hall.

Committee members discussed how they would present these options to the Village Board. Chart questioned whether the subcommittee should present the option they liked the most, or present all four proposals and see what the board likes. Consensus was that the committee at least needs to give the Board input. It was noted that Option 4 would be more appealing if it had all the other site amenities on it too. Wagner indicated he could add the amenities for presentation to the Board.

Beere stated he likes the idea of saving the ball diamond, but he also likes the other amenities. He noted Option 2 keeps more green space closer to the library.

Chart stated he likes Option 1 because you can add on to the building both ways- if you need more assembly room space, you can go in that direction; if you need more administrative space, you can go that way. The site is more broke up. He would like to get more green space between the library and parking lot. That change could also be made- along with adding amenities to number four.

Wagner stated he will get both options updated by the middle of next week.

In addition to presenting the options, committee members thought it would be best to say what they like and don't like about them. They agreed Options 1, 2 & 4 are in a category, because they do not preserve the ball field but look at the other things that can be done with the site. Option 3 saves the ball field. Matthews indicated, from a construction standpoint, Option 3 is going to be the most difficult.

It was agreed to draw up a list of pros and cons for each option.

It was noted that one thing gained with Options 1, 2 & (possibly) 4 is a tennis court and keeping the basketball court. A family with three kids could go in different directions and a parent could keep an eye on the whole works. The loss of the ball diamond would prohibit league play, but green space could still allow one or two people to play catch- or pick up. That could still happen in the green space.

Diane Benavides, present in the audience, questioned whether the north side of the property could be treed because it seems like the people who live in that area think the village hall will just be an ugly monstrosity. It was noted that landscaping plans had not yet been developed.

Weinkauf moved, 2nd by Beere to schedule a Special Meeting of the Village Board for Monday, October 3rd at 6:00 p.m., in advance of the Plan Commission meeting at 7:00, for presentation of these options, with possible action to be scheduled for the regular board meeting on October 10th. Motion carried.

Wagner indicated he would be at the regular board meeting to answer any questions.

There was discussion on whether to proceed with floor plan review. It was noted that the site plan selection will impact the floor plan so it was decided to hold off on this issue.

Beere moved, 2nd by Weinkauf to adjourn at 8:10 p.m. Motion carried.

Respectfully submitted,

Betty J. Novy, MMC, CMTW, WCMC
Clerk-Treasurer

DRAFT