Town of Brookfield

645 N. Janacek Road Brookfield, WI 53045 (P) 262-796-3788 (F) 262-796-0339



MEETING NOTICE

Meeting will be held at the Town of Brookfield Municipal Building, Eric Gnant Room 645 N. Janacek Road, Brookfield, WI

Wednesday, July 9, 2025

Architectural Review Committee

6:00 p.m.

AGENDA

- 1) Call to Order.
- 2) Meeting Notices.
- 3) Approval of Agenda.
- 4) Approval of Minutes.
 - a. June 11, 2025 Meeting Minutes
- 5) Old Business:
 - a. None.
- 6) New Business:
 - a. Charley Schalliol (Site Enhancement Services), representing Fidelity Investments, is requesting approval for four wall/building mounted signs and two monument sign tenant panels on a commercial building, located at 20333 Poplar Creek Parkway.
 - b. Lisa Burck (Innovative Signs), representing Master Spas and KH Holdings, is requesting approval for up to six (6) wall mounted signs on a multi-tenant commercial building.
 - c. Paul Butler (Bauer Sign and Lighting), representing Raymond James, is requesting approval for one wall mounted sign with channel letters on a multi-tenant commercial building, located at 20800 Swenson Drive.
- 7) Communication and Announcements.
- 8) Adjourn.

Posted this 3rd day of July, 2025 Rebekah Leto Town Planner

TOWN OF BROOKFIELD ARCHITECTURAL REVIEW COMMITTEE MINUTES JUNE 11, 2025

The regular meeting of the Architectural Review Committee was held in the East Conference Room of the Town Hall, 645 N Janacek Road, Brookfield, WI.

1) CALL TO ORDER

Chairman Dean Pearson called the meeting to order at 6:00 p.m. with the following people present: Town Planner Bryce Hembrook; Town Supervisors John Charlier (via Zoom) and Steve Kohlmann; and Committee members, Richard Diercksmeier, and Matt Paris. Committee member Alan Lee was absent.

2) MEETING NOTICES

Planner Hembrook reported that the meeting was noticed in accordance with Open Meeting Law.

3) APPROVAL OF AGENDA

Motion by Kohlmann to approve the agenda as presented.

Seconded by Paris.

Motion carried unanimously.

4) APPROVAL OF MINUTES

Paris noted that on Page 2, regarding Brookfield Animal Hospital's window signs, he did not make the motion to approve window signage as presented, and believes that Lee made the motion. Hembrook noted that the correction will be made.

Motion by Kohlmann to approve the minutes of the May 14, 2025 minutes with the correction as noted above.

Seconded by Paris.

Motion carried unanimously.

5) OLD BUSINESS

a. None.

6) NEW BUSINESS

- a. Charley Schalliol (Site Enhancement Services), representing Fidelity Investments, is requesting approval for four wall/building mounted signs and two monument sign tenant panels, located at 20333 Poplar Creek Parkway. Hembrook presented the item and provided details from the staff report. There are a total of six signs being proposed as follows:
 - Sign A 118.36 square foot LED internally illuminated individual channel letter sign located above the roofline facing Barker Road. The sign will include the gold and white logo with white letters with the company name;
 - Sign B- 23.78 square foot LED internally illuminated individual channel letter sign facing Barker Road. The sign is the same as Sign A, but on a smaller scale;
 - Sign C 23.78 square foot LED internally illuminated individual channel letter sign facing the east parking lot.
 The sign is the same as Sign B;
 - Sign D- 45 square foot blade sign that would be affixed to the north wall facing Crosstown Avenue. The sign
 is internally illuminated with a dark green background and the company's logo and name, and will extend 3'4"
 from the wall;
 - Sign E- 56 square foot freestanding sign, and 8'4" in height, to be internally illuminated. Sign display area is 15.31 square feet and includes a dark green background with the company logo and name. Location is along Barker Road and customer parking area.
 - Sign F- 31.58 square feet and 5 feet in height, to be internally illuminated. Sign display area is 14 square feet and includes a dark green background with the company logo and name. Location is along Crosstown and near parking area.

Hembrook explained that since the plan deviates from the master sign plan for the development (due to the fact that multiple tenants were anticipated for this building and now there is just one); Architectural Review Committee (ARC) can forward to Plan Commission and/or Town Board, especially for the roof sign and the blade sign. ARC can also approve as presented. The ARC was generally not in favor of Sign A. There were differing opinions regarding address numerals on the monument sign, with Pearson stating that since it is an ongoing requirement, why not require numerals in this case. Pearson also stated that Sign A does not meet the ordinance. He further commented on Café Hollander, which has a roof sign. The reason for that is that it is the look of their architecture, and existing in other areas already. Pearson is opposed to Sign A, and the blade sign as well because there is a monument sign at the entrance of the parking area. David Wimmer was present and stated the blade sign (Sign D) serves as a way-finding sign to the parking ramp from Barker Road. Mr. Wimmer addressed the concerns with Sign A as follows: this may be the only feasible location for a main identification sign on this elevation of the building, and Fidelity, as a single user of this building is very fortunate for the development. Wimmer expected to have as many as three individual office tenants on each floor. Fidelity is establishing their location here in consolidating two locations to the Town of Brookfield. Charley Schalliol added that there is a lot of client traffic that come to Fidelity locations, and this is a Midwest flagship. He added that the building architecture was not designed for a single tenant. There is not a large soffit at the top for signage. For the blade sign (Sign D) Schalliol stated that if that were to be flat on the wall the sign would shine into the residential area directly across from the building elevation. The blade sign also draws clients to the building when entering from the east by the jewelry store off Bluemound Road. Only the letters and the logo will be illuminated. Business closes at 5:30pm, so they have no reason to illuminate sign all night. He further stated that they are open to controls on illumination. Schalliol also explained the reasoning behind the rest of the signage. Kohlmann asked if there was any plan to ask for approval for any type of advertisements in the windows. Shalliol responded no. Hembrook pointed out that hours of operation are allowable by the door. Kohlmann stated that if Sign A passes tonight, it should also go to Plan Commission and Town Board for approval. Different options for lowering the sign, and other blade sign options were discussed.

Motion by Kohlmann to approve all signs as presented, with the exception of Sign A, and for Sign E, adding address numerals, for Fidelity Investments, located at 20333 Poplar Creek Parkway.

Seconded by Paris.

Further discussion:

Pearson asked for clarification on the east side parking ramp, and whether that is a surface lot or underground. Mr. Schalliol confirmed it is a ramp that leads to a surface lot, not underground. Sign F (monument) is parallel to the ramp, and can be seen from both directions.

Motion carried unanimously.

7) COMMUNICATION AND ANNOUNCEMENTS

None.

8) ADJOURN

Motion by Kohlmann to adjourn at 7:02 pm. Seconded by Diercksmeier.

Motion carried unanimously.

Respectfully submitted, Rebekah Leto, Town Planner

RL/lr

TOWN OF BROOKFIELD ARCHITECTURAL REVIEW COMMITTEE STAFF REPORT

TO: Architectural Review Committee

FROM: Rebekah Leto, AICP

Town Planner

REPORT DATE: July 3, 2025 ACC MEETING DATE: July 9, 2025

RE: ARC Staff Report – July 2025 Agenda Items

Fidelity Investments - Sign Review

Applicant: Charley Schalliol (Site Enhancement Services) – Representing Fidelity Investments

Location: 20333 Poplar Creek Parkway

Request: Approval of a wall mounted signs and updated plans on one monument sign.

- The Committee reviewed proposed signage plans at the June ARC meeting and approved signs B, C, D, and F as presented. The ARC approved sign E, the monument sign along Barker Road, with the condition that address numerals are added. The ARC denied sign A, which was proposed to be a roof mounted sign.
- In response to the ARC's decision, the applicant has updated the proposed signage for sign A to now be a wall sign and included numerals on sign E.
- Post-ARC meeting, the ARC mentioned that he believed there was confusion on the placement on sign F as presented at the last meeting. The final proposed location should be discussed at this meeting.
- Background
 - Fidelity Investments will be occupying the office space at the new Poplar Creek Town Center.
 During project approval, it was expected that multiple office tenants would occupy the building but now there will be a sole tenant in the space.
- Updated Signage
 - Sign A (Large sign facing Barker Road)
 - Proposing an 84.38 square foot LED internally illuminated individual cabinet sign to be located between the second and third floors facing Barker Road.
 - The sign will include a green background and the gold and white logo with white letters with the company name.
 - Allowable Size: 96' of tenant frontage area.
 - Allowed = 76.8 square feet.
 - Sign B, which has already been approved is 23.33 square feet. The two signs, if approved, would be approximately 107.71 square feet, exceeding the typical requirement.
 - The ARC may grant an exception for this.
 - Sign E (located along Barker Road and customer parking area)
 - Proposing a monument sign structure that is 56 square feet and 8'4" in height.
 - Sign will be internally illuminated.

- The sign display area is 15.31 square feet and includes a dark green background with the company logo and name.
- Address numerals have been provided on this sign and meet the font size requirement.
- Address numerals shows "600" but does not specify the address.

Recommendation

Per the discretion of the Committee. The focus should be on the two signs, sign A and E, and the applicant should clarify the location of sign F.

Master Spas - Sign Review

Applicant: Lisa Burck (Innovative Signs) – Representing Master Spas and KH Holdings

Location: 21795 Doral Road

Request: Approval of a wall mounted signs.

- The sign permit applications are for the new building located at 21795 Doral Road which was approved in 2024.
- There are three (3) spaces to lease and the property owner (KH Holdings) is retaining 2 spaces for his company.
- Allowable Square Footage
 - The building frontage is 200' on both the north and south facades, thus 160 square feet is typically allowed on the north and south facades.
 - Tenant space A and B is typically allowed 47.6 square feet and tenant space C is typically allowed
 64.8 square feet.
- Space A will be used by a future tenant and 47.6 square feet will be reserved for this space.
- Space B and C will be retained for the property owner's business(es).
- South Side Wall Signs facing IH-94
 - Sign 1 Master Spas wall sign located in tenant space C.
 - Proposed size is 47.6 sq. ft. whereas 64.8 sq. ft. is permitted for the space.
 - o Sign 2 Good Health Saunas wall sign located in tenant space B.
 - Proposed size is 64.15 sq. ft., whereas 47.6 sq. ft. is permitted for the space.
 - The main reason for this size is because the company name is longer.
 - Sign 3 Future tenant space (space A). Wall sign capped at 47.6 sq. ft. based on total building frontage.
 - o Total sign area for tenant spaces B and C is equivalent to the wall frontage being used. However, the two spaces are switched based on the longer name of the business occupying the space B.
 - o The wall signs are raceway mounted channel letters and internally illuminated.
- North Side Wall Signs facing Doral Rd
 - Applicant is proposing three wall cabinet signs located on the north side near the northern entrances and overhead doors (signs 4-6).
 - Each cabinet sign is 15 square feet with a white background and the company logo and is proposed to be internally illuminated.
 - The code restricts cabinet signs with a white background, unless an exception is granted.
 - o The third wall cabinet sign is reserved for a future tenant.

Raymond James – Sign Review

Applicant: Bauer Sign & Lighting - Representing Raymond James

Location: 20800 Swenson Drive

Request: Approval of a wall mounted sign.

- Commercial office building known as the Crossroad Corporate Center.
- Proposed sign consists of raceway mounted channel letters located in the upper-right portion of the building facing Swenson Drive (south side) that states "RAYMOND JAMES" in navy blue.
- Size requirements
 - o Proposed: 48.5 SF, being 24'-7" long x 24" tall.
 - Permitted: 260 SF based on 329 ft. of frontage along Swenson Drive of all total sign square footage, with a maximum square footage of 100 sq. ft. per sign.
- Lighting
 - o Internally illuminated with white LEDs.
 - The sign faces a single family subdivision (zoned RS-3) south of Swenson Drive, which is not in line with the provisions Section 17.08(8). The ARC may grant an exception to this.
 - o No information on the level of illumination was provided.
- There is a large parking area between Swenson Drive and the existing building, with a row of mature street streets along Swenson Drive.
- The raceways (mounting structure) will be painted to match the existing fascia. The letters will extend 4-5" from the wall.
- There are three other tenants that have similar signage on the same side of the building. The code permits two wall-mounted signs per office buildings. The ARC can grant a waiver for this.
- A monument sign exists on the side of the building facing I-94. No change are proposed to the monument sign.

Recommendation

Per the discretion of the Committee. The focus should be on the number of signs per building and if the internally-lit sign facing the residential neighborhood is acceptable. The neighborhood (RIP Van Winkle Park) is over 500 ft. from the face of the commercial building with mature trees in between.



INVESTOR CENTER | PROPOSED SIGNAGE

Milwaukee

20333 Poplar Creek Parkway Brookfield, WI 53045

June 25, 2025



6001 Nimtz Pkwy South Bend, IN 46828

phone 988.278.7107 f8x 574.237.8188



Primary Building Sign (West)



Canopy Sign (West)



Canopy Sign (East)



Secondary Building Sign (Crosstown Ave)

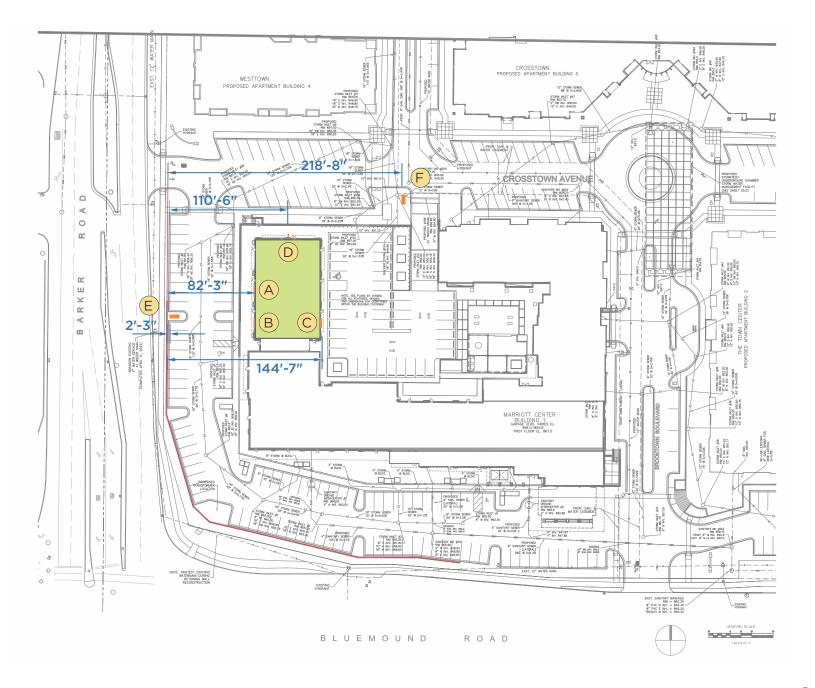


Monument Sign (Barker Road)



Monument Sign (Crosstown Avenue)





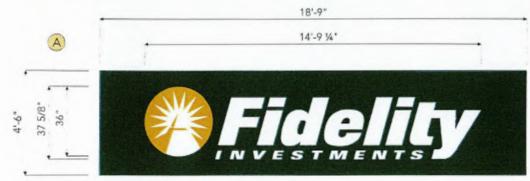






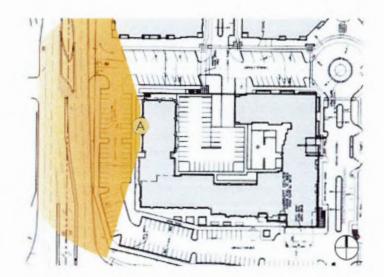


Night time illumination



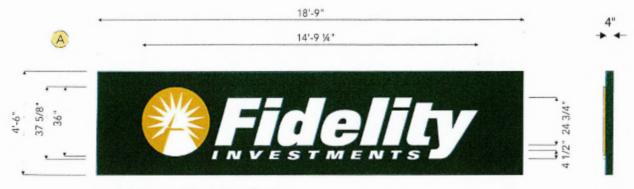
Custom Routed/Push-Thru Cabinet Utilized Square Footage: 84.38

Scale: 1/4"= 1'









Custom Routed/Push-Thru Cabinet

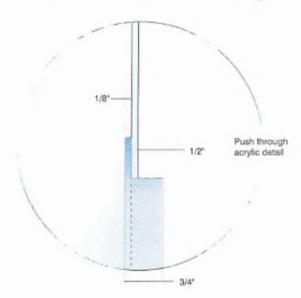
Utilized Square Footage: 84.38 Scale: 1/4"= 1'

Routed aluminum -3M 3630-22 Translucent 3M #230-141 sign face White vinyl applied Gold Nugget vinyl Clear acrylic crest second surface applied first surface

Sign is intended to be installed in accordance with the requirements of article 600 of the National Electrical Code and/or applicable local codes. This includes proper grounding and bonding of the sign.

Sign components to be in strict compliance with all UL standards.





Cabinet:

0.125" ALUM, PAINTED AKZO NOBEL PI-3435 GREEN 4" DEEP, ROUTED

Logo & Letters:

3/4" PLEX PUSHED THRU 1/2", COLORS AS NOTED BELOW

Illumination:

GE 24V TETRA MAX WHITE LED MOUNTED TO .050" WHITE ALUMINUM BAFFLES AND GE 24V100W POWER SUPPLIES - WITH EXTERNAL DISCONNECT SWITCH





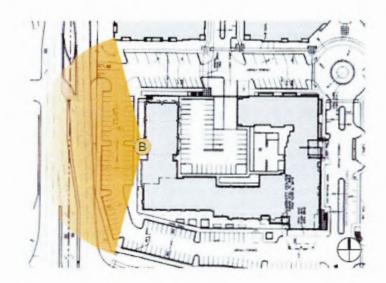




Night time illumination



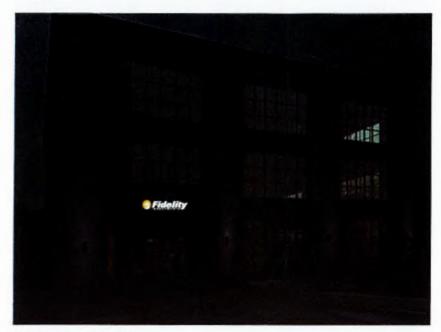
24" Logo Set - Type B Utilized Square Footage: 23.33 Scale: 3/8"= 1'







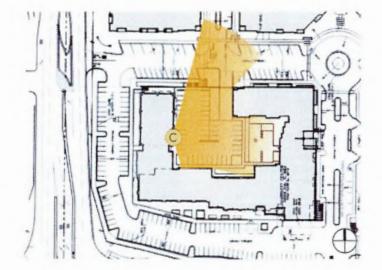




Night time illumination

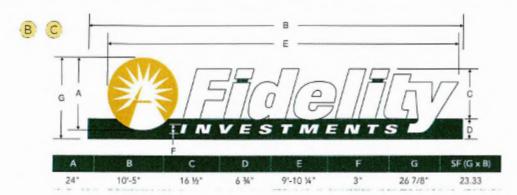


24" Logo Set - Type B Utilized Square Footage: 23.33 Scale: 3/8"= 1'









Mill finish on acrylic edge



- 3M #3630-20 Translucent

surface

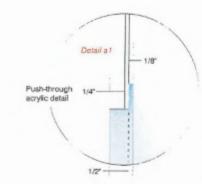
White Vinyl applied first

Note: LED patterns shown in letters and logo are for representational purposes only. Exact LED arrays to be per GE's recommendation and to provide even illumination across faces without visible hot spots or shadows.

Sign is intended to be installed in accordance with the requirements of article 600 of the National Electrical Code and/or applicable local codes. This includes proper grounding and bonding of the sign.

Sign components to be in strict compliance with all UL standards. (UL)





- 3 % deep aluminum

PI-3435 Green

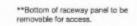
return painted Akzo Nobel

Aluminum subfloor

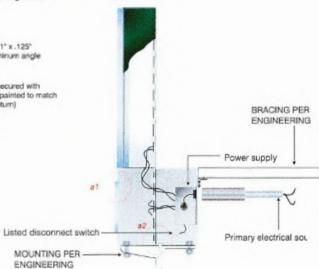
1" x 1" x .125" aluminum angle

Detail a2

Angle secured with screw (painted to match letter return)



Exact mounting method to be determined on a site by site basis. Mechanical fasteners must be corrosion resistant.



3 1/2" deep aluminum return painted PPG 25426 Gold (Metallic)



GE White Tetra Max LED unit

Mill finish on acrylic edge

1" thick routed clear plex pushed 11/16" past return



3M Gold Nugget vinyl -

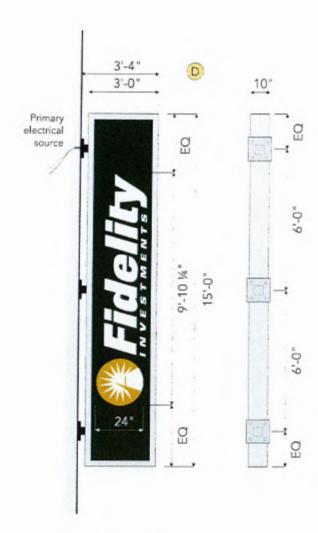
3M 3630-22 Translucent — White Vinyl



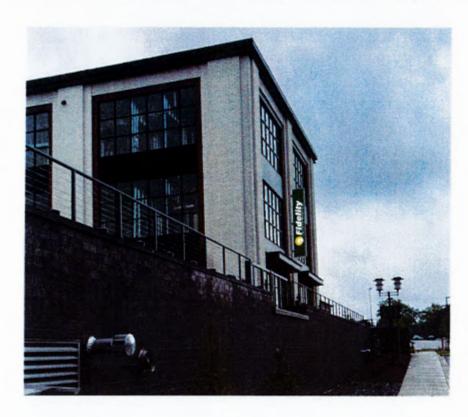
ASSEMBLED LOGO

**Light diffuser film to be utilized as required for proper illumination



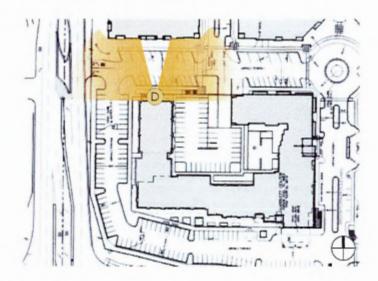


Custom Blade Sign Utilized Square Footage: 45



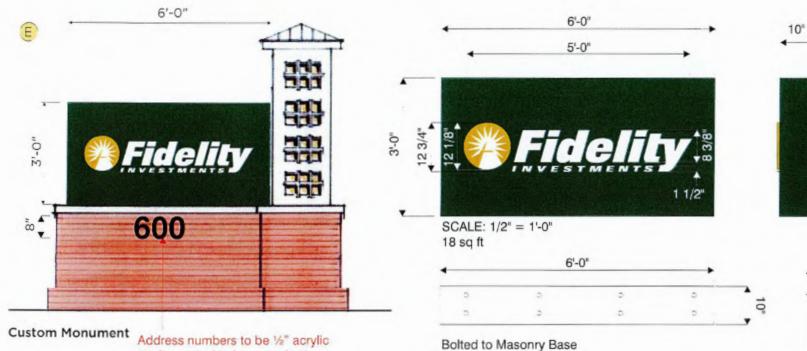


Night time illumination









Cabinet:

0.125" ALUM. PAINTED AKZO NOBEL PI-3435 GREEN 10" DEEP. ROUTED

Logo & Letters:

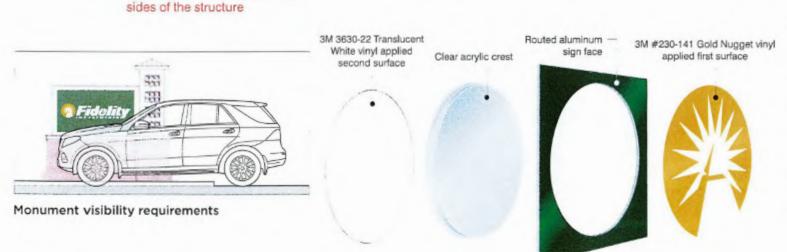
3/4" PLEX PUSHED THRU 1/2", COLORS AS NOTED BELOW

Illumination:

GE 24V TETRA MAX WHITE LED MOUNTED TO .050° WHITE ALUMINUM BAFFLES AND GE 24V100W POWER SUPPLIES – WITH EXTERNAL DISCONNECT SWITCH

Address Numbers:

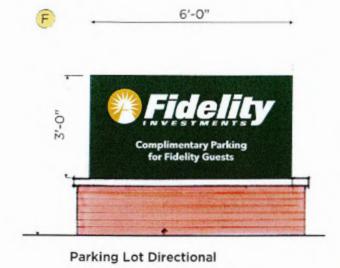
1/2" FCO ACRYLIC, STUD MOUNTED ON BOTH SIDES OF MONUMENT

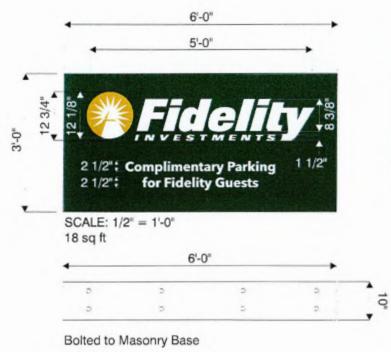


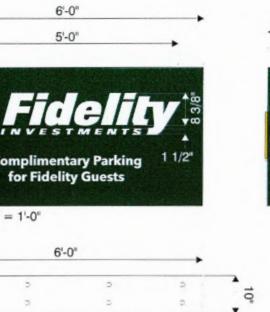
stud mounted to base, on both











Cabinet:

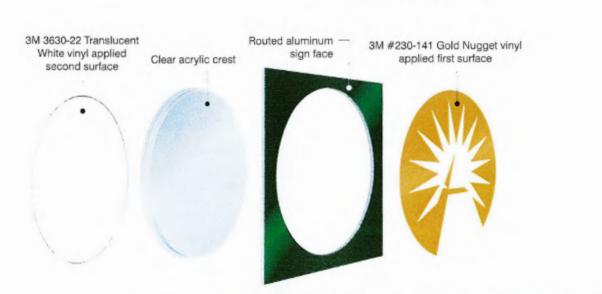
0.125" ALUM. PAINTED AKZO NOBEL PI-3435 GREEN 10" DEEP, ROUTED

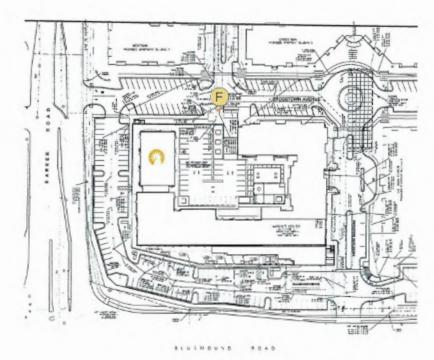
Logo & Letters:

3/4" PLEX PUSHED THRU 1/2", COLORS AS NOTED BELOW SECONDARY COPY IS 2ND SURFACE 3M 3630-22 WHITE VINYL

Illumination:

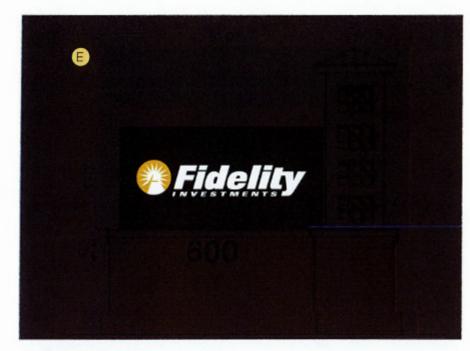
GE 24V TETRA MAX WHITE LED MOUNTED TO .050" WHITE ALUMINUM BAFFLES AND GE 24V100W POWER SUPPLIES - WITH EXTERNAL DISCONNECT SWITCH



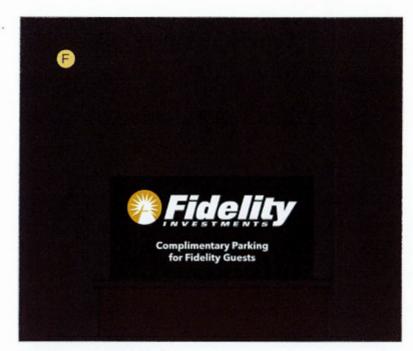








Custom Monument



Parking Lot Directional



These applications are for the new building at 21795 Doral Rd.

There are (3) spaces to lease and the property owner is retaining (2) spaces for his own company. The building is 200' wide which translates to 160 sq ft of signage for the north and south facades. If I calculate the breakdown by the tenant frontage, space A and B would be entitled to 47.6 sq ft and C is entitled to 64.8 sq ft, totaling 160 sq ft of signage for the building.

Space A will be for a future tenant and 47.6 sq ft of signage will be reserved for that space.

Space B and C will be retained by the owner for his businesses. Space B is entitled to 47.6 sq ft and C is entitled to 64.8 sq ft. However, due to the length of his business names he would like to swap the sq ft allowed so space B would use 64.15 and space C would use 47.6 sq ft.

The overall signage would still be lower than the maximum sq ft allowed but it would not meet the standard calculation of tenant frontage. Is this an acceptable proposal?

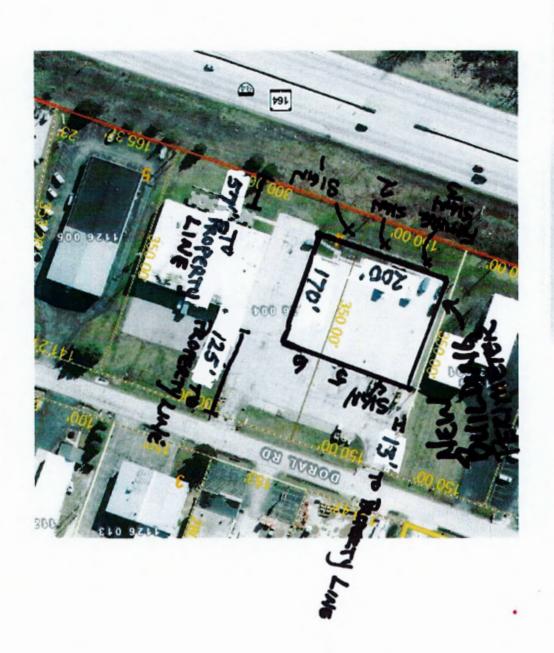
If you have any questions please call Troy Sproul at Innovated Signs 262-788-9695, or email troy@innovative-signs.com

Thank you,

Troy

Project Manager





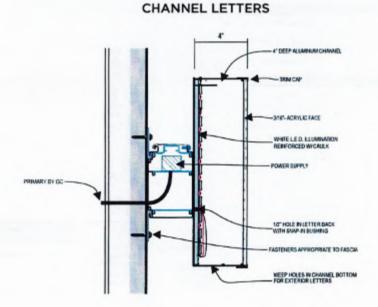
South Elevation

BUILD



3D RENDERING

RACEWAY MOUNTED



MASTER STAS

SURVEY NOTES

WALL MATERIAL

Blue building color will need to be identified

Corrugated Aluminum Siding * Double check for backing

☐ Concrete ☐ Brick

Needs Backing ☐ Has Backing ☐ Needs Access ☐ Has Access

S.E.D

INNOVATIVE

Master Spas Project Manager 05/09/2025 Troy S. EST - 15104 Brian H. Black Site Survey 7328 White Raceway Flush Mounted

20 AMP to 120 or 277 VAC

Power Location: TBD

Power Supply Location: TED

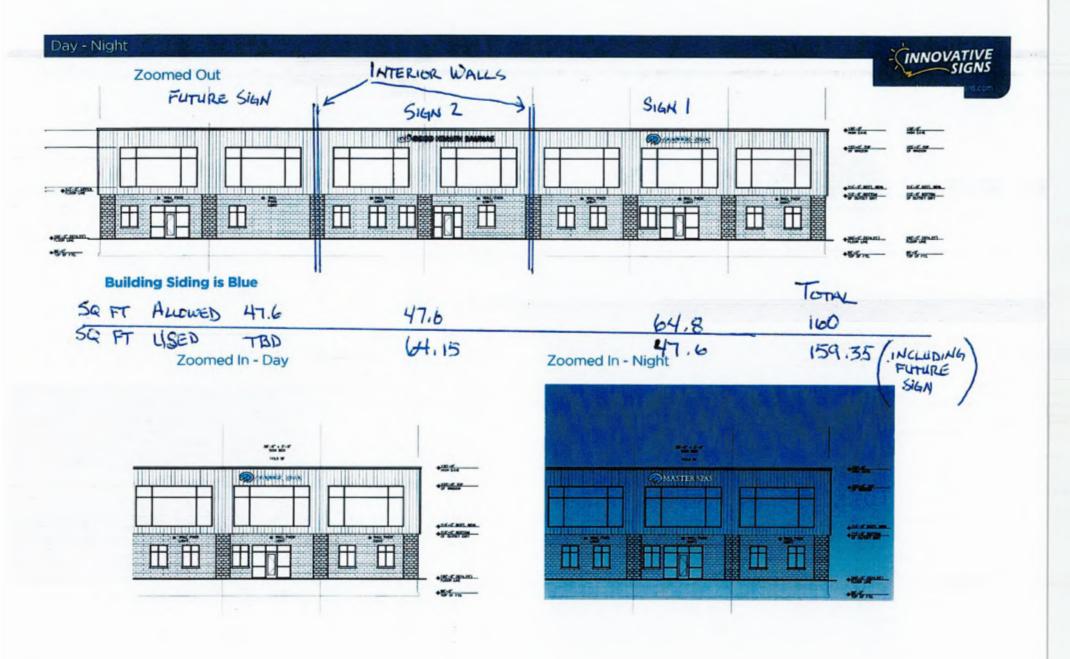
Channel Letters - Face Lit

- White 7100K LED's
- 3M Black blockout vinyl - Oracal 8500-528 Grey Blue Translucent blue vinyl

- 7328 White acrylic
- Black Trim Cap & Return
- Oracal 8500-528 Grey Blue
- Raceway color TBD
- 3M Blockout black
- 3M Blockout white

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Front Elevation

S14N2



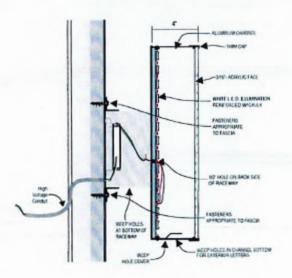
INNOVATIVE

Customer	
Good Health Saunas	
Date	Project Manager
05/09/2025	Troy S.
Order #	Designer
EST - 15103	Ashlee K.
Trim Cap	Surveyor
3/4" Black	Site Plan
Return	Acrylic Faces
4" Black	7328 White
Return Depth	Mounting
Standard 4"	Raceway Flush Mounted

BUILD

3D RENDERING

RACEWAY MOUNTED CHANNEL LETTERS



CARCOODISE VILLE SAUNAS

SURVEY NOTES

WALL MATERIAL

Blue building color will need to be identified

Double check for backing ☐ Brick

☐ Concrete ☐ Needs Access ☐ Has Access

Needs Backing

Has Backing

S.E.D

SqFT: 64.15

20 AMP to 120 or 277 VAC

Power Location: TRD

Power Supply Location: TIED

Channel Letters - Face Lit

White 7100K LED's

Translucent cut vinyl on both sides of faces for vibrant red effect(red)

3M 3630-33 Red

Black Trim cap

Black Returns

7328 White acrylic

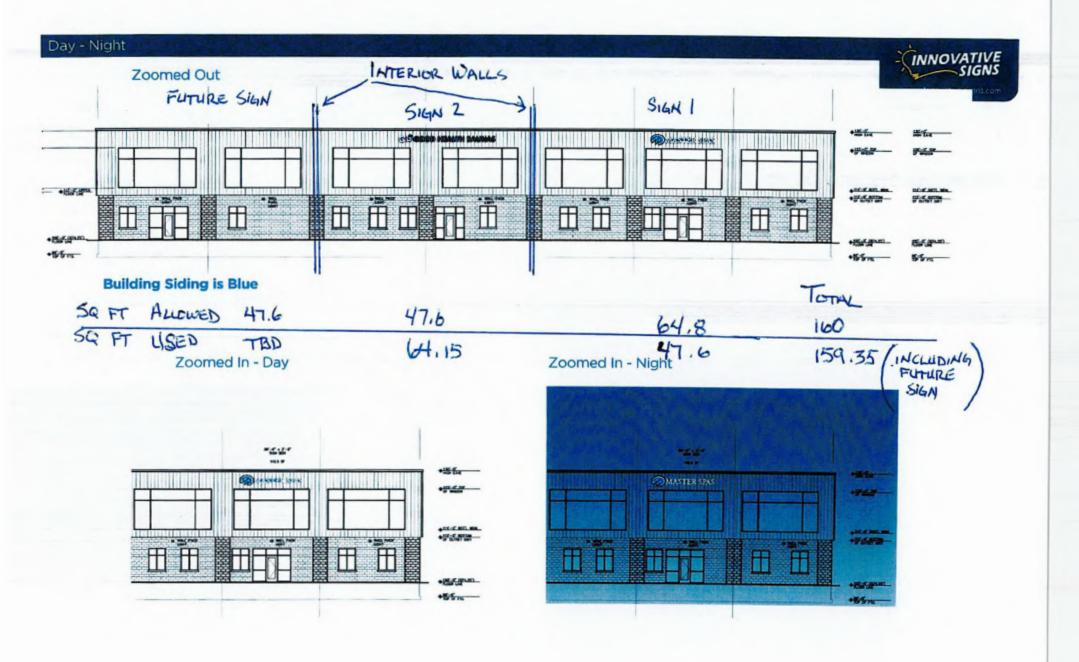
Raceway color: TBD

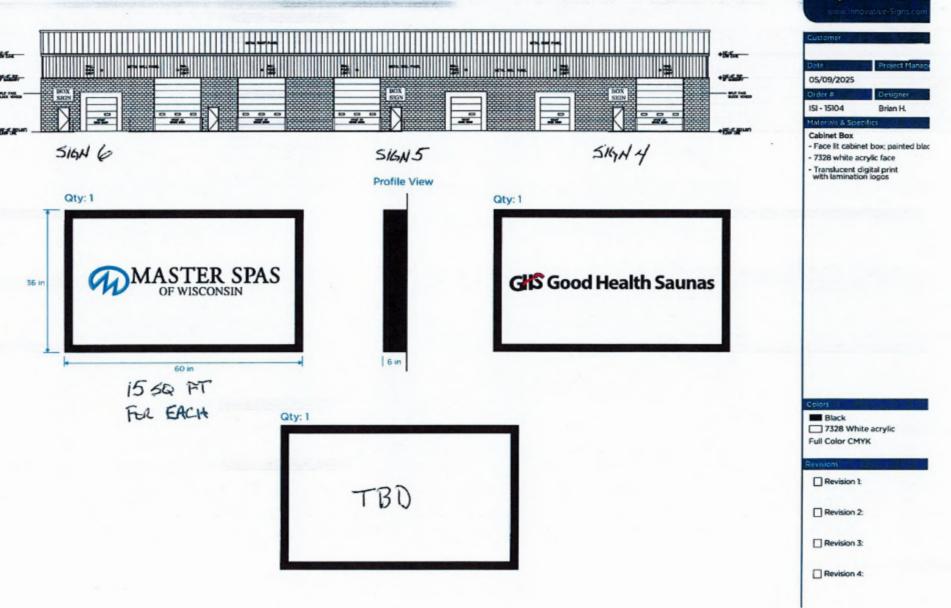
Revision 1:

Revision 2:

Scroll Down For Next Page











2500 South 170th New Berlin, Wisconsin Proudly Made in the USA! Web: www.bauersignusa.com

Phone: 262-784-0500

Fax: 262-784-6675

File	DALE TRAVIS ASSOCIATES, INC
Location	Waukesha, WI
Client	Roy
Sales rep	Paul Butler
Date	cb 03/14/25
Revision	cb 04/29/25, cb 06/03/25

PG 1/2



LETTERS TO BE FABRICATED AS INDIVIDUAL UNITS (WITH EXCEPTION OF "ES" AT END)

& WILL BUTT UP TO EACH OTHER FLUSH WHERE SHOWN WITH ARROWS.

290.7" x 24" = 48.5 sq ft.

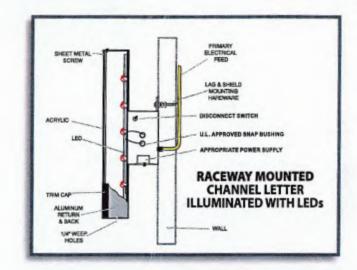
RAYMOND JAMES

LETTERS ABOVE ARE SPACED FOR FABRICATION PURPOSES

SPECIFICATIONS

FABRICATE AND INSTALL ONE SET OF INTERNALLY ILLUMINATED, RACEWAY MOUNTED CHANNEL LETTERS.

- FACES TO BE #7328 WHITE ACRYLIC
- GRAPHICS TO BE 3M DUAL COLOR FILM TO MATCH PMS 295C
- RETURNS TO BE .040 x 3" PTM PMS 295C
- BACKS TO BE .040 ALUMINUM
- TRIMCAPS TO BE 1" WHITE, PTM PMS 295C
- ILLUMINATED WITH WHITE LEDs
- POWERED WITH APPROPRIATE LOAD POWER SUPPLIES
- RACEWAY/S TO BE 5" x 3.5" EXTRUSION, PAINTED TBD TO MATCH FASCIA







2500 South 170th New Berlin, Wisconsin Proudly Made in the USA!

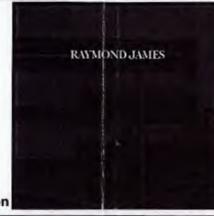
Web: www.bauersignusa.com Phone: 262-784-0500 Fax: 262-784-6675

File	DALE TRAVIS ASSOCIATES, INC
Location	Waukesha, WI
Client	Roy
Sales rep	Paul Butler
Date	cb 03/14/25
Revision	cb 04/29/25, cb 06/03/25

PG 2/2



existing *rough google maps measurements*



night illumination



proposed - location option A

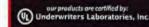


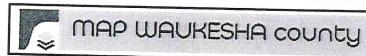
proposed - location option B

IMAGES FOR ILLUSTRATIVE PURPOSES ONLY, SIZING SUBJECT TO FIELD VERIFICATION

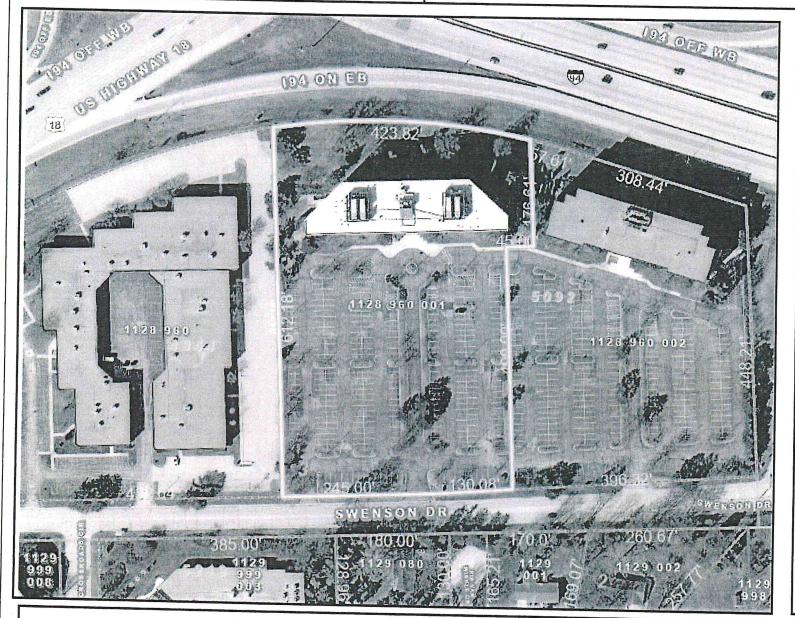
Printed artwork colors are not always representative of final product colors. Please refer to specifications for call out or salesman for samples.

FINAL ELECTRICAL CONNECTION IS CLIENT'S





Waukesha County GIS Map



Legend

Municipal Boundary_2K
Parcel_Dimension_2K
Note_Text_2K
Lots_2K

Lot

General Common Element
Outlot

SimultaneousConveyance

Assessor Plat CSM

Condominium

Subdivision

Cartoline_2K

EA-Easement_Line

PL-DA

PL-Extended_Tie_line

PL-Meander_Line PL-Note

PL-Tie

PL-Tie_Line

<all other values>

Railroad_2K

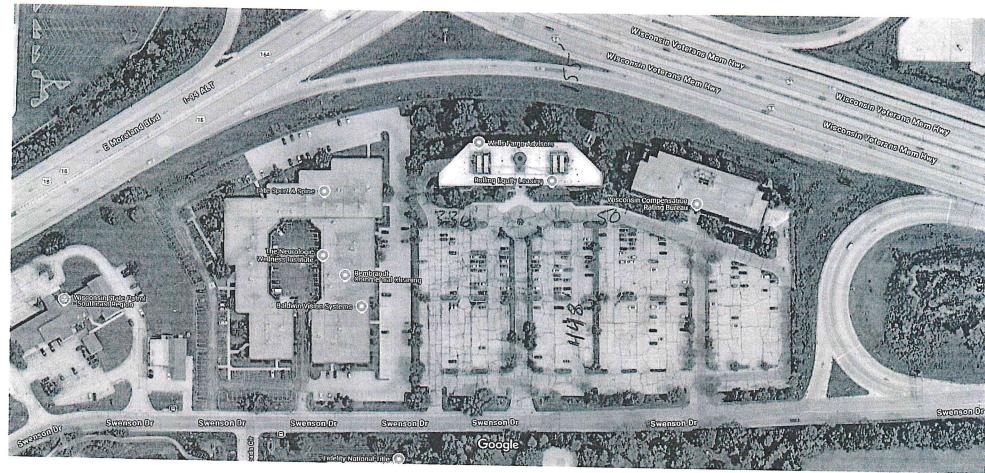
154.69 Feet

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Notes:

Printed: 6/12/2025





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