

VILLAGE OF GRAFTON

PLAN COMMISSION MEETING MINUTES

MAY 22, 2012

The Plan Commission meeting was called to order at 6:00 p.m. by Chair Jim Brunnuell. The Pledge of Allegiance followed.

Plan Commission members present: Jim Brunnuell, Mark Paschke, Richard Rieck, Alan Kletti, Carl Harms, and Amy Plato.

Absent: Randy Silasiri

Staff Present: Village Administrator Darrell Hofland, Director of Planning and Development Michael Rambousek, Director of Public Works/Executive Utility Director Dave Murphy, Building Inspector Tom Johnson, Utility Director Tom Krueger and Administrative Secretary Deborah A. Brown.

MINUTES

Motion by Commissioner Harms, seconded by Commissioner Paschke, to approve the April 24, 2012 Plan Commission meeting minutes as presented. Approved 5-0 (Abstained - A. Kletti).

HEAR PERSONS REQUESTING TO BE HEARD

None

REVIEW AND CONSIDERATION OF A SITE PLAN REQUESTED BY GROTH DESIGN GROUP FOR A PROPOSED OFFICE BUILDING TO BE LOCATED ON BADGER COURT TO ACCOMMODATE OFFICES OF REGAL-BELOIT.

Director of Planning and Development, Michael A. Rambousek summarized the site plan with the Plan Commission. He stated that the applicant, Groth Design Group, is requesting Plan Commission review and approval for a site plan for a new single story 45,218 square foot LEED office building for Regal-Beloit to be located on southwest corner of the soon to be constructed Badger Court and Cheyenne Avenue. This 6.13 acre property is zoned BP - Business Park and within that district an office building is considered a permitted use. Currently, this business is located in the former Leeson Building on WIS 60 in the Village of Grafton.

Director Rambousek noted that the new building will accommodate a shared service center to support global Regal Information Technology, Engineering and Sales/Marketing operations. The applicant has indicated that all of the activities that are being proposed now and anticipated in the future are considered business professional employment. He also advised the Plan Commission that Regal-Beloit is proposing one

sign that will be an illuminated wall sign on the east facade of the building. A concept design is shown on the building plans for the initial review of the Plan Commission. Final details will be provided to the Planning and Development Staff as part of the sign permit review process. The architectural plans will be going to the Architectural Review Board on May 31, 2012 for approval and will be a condition of this consideration tonight. He also mentioned that construction is anticipated to begin almost immediately after approval of the project and is scheduled to be completed by December, 2012.

Director Rambousek stated that the project is off to a nice start, and the site plan has no major issue. He stated that, architecturally, the building will require an upgrade for the Planning and Development staff to recommend approval to the Architectural Review Board. Director Rambousek is recommending that the Plan Commission approve the site plan with one additional condition which would be dedication of right of way on Badger Court at no cost to the Village of Grafton. He reviewed the recommended conditions of approval for this project: 1) review and approval of the architectural plans by the Architectural Review Board; 2) the addition of 1 ADA parking stall to the proposed parking lot; 3) the installation of bicycle racks; 4) review and approval of the lighting and landscaping plan by the Director of Planning and Development, and 5) dedication of right of way on Badger Court would be at no cost to the Village.

Rich Pipek of Groth Design Group-N58 W6181 Columbia Road, Cedarburg, WI (Architect) was present for the Regal-Beloit building.

Mr. Pipek stated that he has been working with Director Rambousek on the architectural plans which he will have worked out the changes for the Architectural Review Board meeting next week. He did ask if there be one change on the site plan to place the bike racks in the rear of the building rather than the front entrance area.

Director Rambousek had no problem with that change.

Commissioner Kletti asked if there was any outside storage.

Director Rambousek responded there would be no outside storage.

Commissioner Paschke had commented that the proposed new street does not line up with Cheyenne Court.

Village Engineer Dave Murphy explained that it was will not line up due to wetland issue which pushed it to the south.

Commissioner Paschke also noted to Mr. Pipek that when going to the Architectural Review Board next week, to remember that any mechanical units on the roof must be noted and screened from view.

Motion by Commissioner Paschke, seconded by Commissioner Rieck, to approve a site plan requested by Groth Design Group for proposed office building to be located on Badger Court to accommodate the offices of Regal-Beloit subject to the following conditions: 1) review and approval of the architectural plans by the Architectural Review Board; 2) the addition of 1 ADA parking stall to the proposed parking lot; 3) the installation of bicycle racks; 4) review and approval of the lighting and landscaping plan by the Director of Planning and Development, and 5) dedication of right-of-way of the proposed Badger Court by the developer at no cost to the Village. Approved unanimously.

REVIEW AND CONSIDERATION OF A SITE PLAN REQUESTED BY GRAFTON WATER AND WASTEWATER UTILITY FOR A PROPOSED UTILITY STORAGE GARAGE FACILITY REPLACEMENT TO BE LOCATED AT 1900 NINTH AVENUE

Director Rambousek stated that the applicant, Kueny Architects, LLC, is requesting review and consideration of site and architectural plans for a storage garage facility for the Grafton Water and Wastewater Utility located at 1900 Ninth Avenue. The property is zoned I – Institutional and within that district accessory utility buildings are classified as permitted uses as long as they do not exceed 32 feet in overall building height. The new building is 9,000 square feet in area and at its tallest average point from grade is 31 feet. He explained that the new garage is located at the northeast corner of the site just east of the main vehicular entrance into the overall site from Falls Street. The garage will a split grade building taking into account the slope of the hill on the east side of the property making the second floor of the garage accessible to fleet vehicles via the existing incinerator parking lot. The lower level will also be accessible by fleet vehicles via the main entrance to the site. As a result, the garage will have to functional levels to store and maintain fleet vehicles and equipment. He added that the architectural plans will be reviewed at the next Architectural Review Board meeting scheduled for May 31, 2012.

Director Rambousek further noted that the main entrance into the site from Falls Street will now have two sub-access points. The first access point will be a new drive for the general public that leads to the Water and Wastewater Utility building and employee parking. The second access point is a gated area for fleet vehicles and staff only that provides access to the new garage facilities lower level and the overall utility site. Throughout the new general public drive there are a series of gates that keep the yard and garage area separate from the general public. This gate system was requested by the Planning and Development Department as part of the initial review of the plans for security purposes. It is important to note that as part of this project, the existing garage located on the northwest portion of the site will be demolished prior to construction of the new building. The incinerator building is scheduled for demolition in 2013, for budgetary purposes.

The Planning and Development Staff requested landscaping to be added at the front of the property which the applicant has been working with the Planning and Development Staff. Director Rambousek is recommending approval of a site plan requested by

Kueny Architects, LLC for a proposed utility storage garage facility replacement to be located at 1900 Ninth Avenue, Grafton Water and Wastewater Utility subject to the following conditions: 1) review and approval of the architectural plans by the Architectural Review Board and 2) review and approval of the final landscaping plan by the Director of Planning and Development.

Present was Jon Wallencamp of Kueny Architects, LLC.-10505 Corporate Drive #100, Pleasant Prairie, WI 53158

Mr. Wallencamp reviewed a new façade sample board with the Plan Commission members. He noted the new dump station for waste haulers and that curb and gutter will be added to the entrance ways. He also mentioned the fact that there would be two traffic patterns, one for smaller vehicles, and one for the specific use for the larger trucks for waste haulers. These new traffic patterns will help with the limited general public access.

Commissioner Kletti questioned the size of the storage facility for future growth in the Village and its equipment requirements.

Utility Director of Water and Wastewater Utility, Tom Krueger responded by stating that he thinks the new proposed facility is adequate for the current needs as well as the needs in the future.

Village Engineer Dave Murphy also agreed and stated that there will be empty spaces for future equipment on the upper level of the facility.

Commissioner Rieck had questioned whether the trees along the north entrance would be staying.

Mr. Wallencamp responded by stating that the trees would be staying.

Commissioner Paschke questioned the truck circulation and the large open area of asphalt to the south of the entrance way. He recommended that the Planning Staff work with Mr. Wallencamp on possibly a landscaped area in the middle of the open area to help with traffic flow and work in the green space with water quality.

The Plan Commission held a brief discussion on the driveway entrance and whether it would be asphalted or concrete because of the high heavy truck loads.

Engineer Dave Murphy stated that they would be looking a cost estimates on both asphalt and concrete. They would continue to work with Director Rambousek on this matter.

Motion by Commissioner Rieck, seconded by Commissioner Kletti, to approve a site plan requested by Kueny Architects, LLC for a proposed utility storage garage facility replacement to be located at 1900 Ninth

Avenue, Grafton Water and Wastewater Utility subject to the following conditions: 1) review and approval of the architectural plans by the Architectural Review Board and 2) review and approval of the final landscaping plan by the Director of Planning and Development. Approved unanimously.

REVIEW A REQUEST FOR A TEMPORARY DONATION TRAILER TO BE LOCATED AT 1715 WISCONSIN AVENUE FUTURE SITE OF GOODWILL STORE

Director Rambousek summarized a request by Goodwill Industries of Southeastern Wisconsin, Inc. for a temporary use for a proposed attended donation trailer in the parking lot of the future site of the Goodwill Retail Store and Donation Center located at 1715 Wisconsin Avenue for the purpose of collecting donated clothing and household items as early stock item. A trailer would remain on site for this purpose until the store opening in early August, 2012. Once the store opens, the donation trailer would be removed immediately. He then informed the Plan Commission members that the donation trailer is approximately 48 feet long and 102 inches wide. The trailer would be located at the northeast corner of the parking lot.

The Planning and Development Department has reviewed a temporary use description request and has no problem with the proposal in general. The trailers proposed location adjacent to Seventh Avenue seems to be appropriate due to its proximity from the construction area. The applicant will be required to fence (snow-type/construction fencing) around the construction areas near the route to the donation trailer. In addition, access to the trailer shall be prevented via the existing Seventh Avenue vehicular ingress/egress.

Director Rambousek recommended that the Plan Commission approve the request for a temporary donation trailer to be located at 1715 Wisconsin Avenue on the northeast corner of the parking lot of the future site of Goodwill Retail and Donation Center subject to the following conditions: 1) the applicant will be required to fence (snow-type/construction fencing) around the construction areas near the route to the donation trailer; 2) access to the trailer shall be prevented via the existing Seventh Avenue vehicular ingress/egress, and 3) the temporary use of a donation trailer is approved until June 29, 2012, and must be removed immediately after that date unless an extension is granted by the Plan Commission.

Representing Goodwill Industries was Renee Bowerman of Broydrick Group. Ms. Bowermans only concern was the deadline date of June 29, 2012. She asked if the period could be extended into early August of 2012.

Chair Brunnuell responded by stating that the June 29, 2012 is the deadline date set. The Plan Commission is offering that Goodwill Industries can come back at the next Plan Commission meeting on June 26, 2012, if an extension is needed at that time. This way, if there are any issues with the donation trailer on site, the Plan Commission can make the proper determination at that time about extending the deadline date.

Commissioner Harms questioned the hours of operation.

Director Rambousek stated that the planned hours of operation would be approximately 8:00 a.m. to 7:00 p.m. There will be at least one, if not two, Goodwill Industries employees on site during these hours of operation. The employees will help people unload their donations and provide them with a donation receipt. During the non-business hours, the steps that lead into the trailer are removed and the trailer door is closed and locked.

Motion by Commissioner Harms, seconded by Commissioner Plato, approve the request for a temporary donation trailer to be located at 1715 Wisconsin Avenue on the northeast corner of the parking lot of the future site of Goodwill Retail and Donation Center subject to the following conditions: 1) the applicant will be required to fence (snow-type/construction fencing) around the construction areas near the route to the donation trailer; 2) access to the trailer shall be prevented via the existing Seventh Avenue vehicular ingress/egress, and 3) the temporary use of a donation trailer is approved until June 29, 2012, and must be removed immediately after that date unless an extension is granted by the Plan Commission. Approved unanimously.

Planning and Development Department Performance Measurements

Director Rambousek identified the new category on the performance measurements document, which is Economic Development workload.

OLD BUSINESS

None

NEW BUSINESS

Trustee Lisa Uribe-Harbeck, 907 17th Avenue, Grafton, WI and Trustee Susan Meinecke, 519 Greenfield Drive, Grafton, WI had questions on the Habitat for Humanity project status and placement of the project on an upcoming Plan Commission agenda.

Chair Brunnquell explained that the Village and Planning and Development staff, along with himself, has been working with Habitat for Humanity for some time now. This specific project had some challenges. The Village has asked that Habitat for Humanity come back with a project plan that would work with the Village's standards and guidelines.

Director Rambousek also noted that he has met with Jon Orth and his team with Village President Brunnquell several times regarding this project. He added that over the years he and the Village President have made major concessions, subject to the final approval of the Plan Commission and/or Village Board. For example, a major concession has been the staff support for a project that includes more than one residential unit on the site. Based on a request from Habitat for Humanity, the Village President and the Planning Staff compromised and extended their support for two units.

Then, when Habitat for Humanity indicated that two units would not work for them, Village President Brunnuell and Director Rambousek indicated they would support three units. Keep in mind, the Village's Comprehensive Master Plan 2035 has always designated this property for future single family development. Director Rambousek added that to this point the Planning and Development Staff has compromised significantly. However, there has been no compromise from Habitat for Humanity and there are some major site issues than cannot be ignored. First, the proposed location of the structure(s) is at the far rear of the lot, while every existing single family home to the west of the site on Columbia Road is setback near the front of the property. He added that there are some wetland issues at the front of the Habitat for Humanity property, but the issues has not been studied and detail. Regardless, the propose structure(s) needs to move as far to the front of the property as possible to fit in with the development fabric of the community. He added that this would be a requirement of any other project. Secondly, even though there has been a concession that would potentially allow three total units, the Planning and Development Staff is recommending that this development be comprised of one building, similar to the residential buildings that front Columbia Road.

Chair Brunnuell added that the applicant must work with the Village of Grafton as well and that no formal application has been submitted from Habitat for Humanity at this time.

ADJOURN

Motion by Commissioner Paschke, seconded by Commissioner Plato, to adjourn the meeting at 6:31 p.m. Approved unanimously.