

VILLAGE OF GRAFTON

PLAN COMMISSION MEETING MINUTES

APRIL 23, 2013

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

Plan Commission members present: Village President Jim Brunnuquell, Mark Paschke, Trustee Richard Rieck, Carl Harms, Randy Silasiri, Alan Kletti, and Amy Plato

Staff Present: Village Administrator Darrell Hofland and Village Clerk Kelly Popp

Others Present: Village Planning Consultant of Gräef Stephanie Allewalt, AICP, LEED AP, Vice President of Peter of WELD Specialty Supply Corporation, and Gene Schmit

MINUTES

Motion by Commissioner Paschke, seconded by Commissioner Harms to approve the March 26, 2013, Plan Commission meeting minutes as presented. Approved unanimously.

HEAR PERSONS REQUESTING TO BE HEARD

None

COMMENCE PUBLIC HEARING

Statement of Public Notice

Before the public hearing, Chair Brunnuquell commented that the Commission would commence the public hearing, but no action would be taken given that this is the first this ordinance has been under review.

Village Clerk Kelly Popp affirmed the purpose of the Public Hearing is to review an ordinance repealing, creating and amending Section 19.08.0110 of the Grafton Code relating to a quorum, voting on matters before the Zoning Board of Appeals, and rebuilding damaged or destroyed structures.

Chair Brunnuquell stated the suggested changes are noted; this is pretty straight forward. Mr. Brunnuquell asked for any comments from Commissioners. No comments were made. Village of Grafton Administrator Darrell Hofland briefly reviewed the specifics.

Chair Brunnuquell then opened the discussion to the public; there were no public comments.

Chair Brunnuquell closed the public hearing.

Consideration of an ordinance repealing, creating, and amending Section 19.08.0110 of the Grafton Code relating to a quorum, voting on matters before the Zoning Board of Appeals, and rebuilding damaged or destroyed structures

Motion by Commissioner Rieck, seconded by Commissioner Plato to postpone until next month's meeting, the ordinance repealing, creating, and amending Section 19.08.0110 of the Grafton Code relating to a quorum, voting on matters before the Zoning Board of Appeals, and rebuilding damaged or destroyed structures. Approved unanimously.

Review and consideration of a minor site plan approval requested by Cedarburg Pharmaceuticals, Inc., located at 870 Badger Circle for relocating the outside dumpster and new generator to be located at the northwest side of parking lot near the loading docks

Chair Brunnuell asked for background from Village Administrator Darrell Hofland. Village Administrator Hofland identified that Cedarburg Pharmaceuticals, Inc., 870 Badger Circle, which is adjacent to Village Hall, are planning to install a generator. Mr. Hofland mentioned that a dumpster will consequently need to be relocated to make room for the new generator; the dumpster will be relocated slightly to the north. In the Village Ordinances, there is a requirement for landscaping. The deed restrictions ask for bollards to be installed. The concept is consistent with the Village's intent. The action is contingency upon confirmation with the business park developers' approval and final plans being reviewed by Village staff.

Mike Eberle of ARO Eberle Architects, 116 King Street, Suite 202, Madison, Wisconsin 53703

Mr. Eberle discussed the site plan revision handouts and stated the handouts addressed two prior comments, adding the additional bollards and the proposed landscape plan. He noted on the second sheet is the proposed landscape plan showing the species of evergreen requested. They wanted to provide a species of evergreen that was low and did not grow too tall. He asked for any other questions. Commissioner Kletti asked where the generator fuel was stored. Mr. Eberle stated this is a 24 hour tank. Anything greater than that quantity would be set up to fill. This is considered a day fuel tank. The size of the fuel tank is in the mid-range of the three choices given.

Motion by Commissioner Rieck, seconded by Commissioner Paschke to approve the proposed minor site plan for the installation of a new backup generator and the relocation of dumpsters located at 870 Badger Circle, subject to the following conditions: 1) a proposed site plan illustrating the location of bollards must be approved by Planning and Development Staff, 2) a landscaping plan must be approved by the Planning and Development Staff. Approved unanimously.

Review and consideration of a minor site plan approval requested by Cal-X, Inc., located at 900 B Cheyenne Avenue, to allow for the installation of a new bulk nitrogen tank on the southeast (back) of building

Village Administrator Hofland commented Mr. Jaskolski is in the audience representing Cal-X. Cal-X is located in the southern half of the building. The specific location of the tank is on the southeast side or the back side of the building. The latest revised plan was distributed tonight to the Plan Commission. There is no need for landscaping. The area is surrounded by a loading area serves all tenants. This plan will reduce traffic to the property and make things more efficient for Cal-X. The plan and installation will require a fence and corresponding bollards. It was inquired whether the Village Planning Consultants of Gräef had a chance to review the plans. Village Planning Consultant Stephanie Allewalt stated that Gräef has had a chance to review the plans presently.

Commissioner Kletti asked if this has been reviewed by the Grafton Fire Department. Mr. Hofland stated the Village will be sure that it is in compliance with the Fire Department. Chair Brunnuell stated the Fire Department will review this and it will be one of the conditions in the motion.

Scott St. Peter of WELD Specialty Supply Corporation, 8929 N 107th Street, Milwaukee, WI 53224

Mr. St. Peter of WELD Specialty Supply Corporation commented on the liquid nitrogen. He stated this is not a fire hazard at all. He mentioned that Kapco on Hickory Street, does have a tank that was installed by us as well; this was a similar tank. When asked what nitrogen was used for, it was stated that it is typically used for cutting stainless steel among a few other things.

The Commission then moved forward with the motion to approve.

Motion by Commissioner Kletti, seconded by Commissioner Plato, to approve a minor site plan requested by Cal-X, Inc., located at 900 B Cheyenne Avenue to allow for the installation of a new bulk nitrogen tank to be installed on the southeast (back) of building, subject to the following conditions; 1) an elevation of the south façade showing the materials and proportions of the proposed 6 foot fence, along with corresponding bollards, shall be submitted for review and approval by the Village of Grafton Planning and Development staff, 2) a site plan showing the dimensions of the nitrogen tank to be replaced, and the dimensions and location of the proposed bulk nitrogen tank, shall be submitted for review and approval by the Village of Grafton Planning and Development Staff, and 3) a review for compliance and approval by the Grafton Fire Department. Approved unanimously.

Old Business/New Business

Village Administrator Hofland commented on the recruitment for Director of Planning position. He stated that the deadline was last Thursday. There were quite a few in-state applications and several out-of-state applications. He stated the next time the Plan Commission meets, hopefully, the Village will be in round one of the interview process. The process should be completed by the end of May.

ADJOURN

Motion by Commissioner Paschke, seconded by Commissioner Plato, to adjourn the meeting at 6:13 p.m. Approved unanimously.