

VILLAGE OF GRAFTON

PLAN COMMISSION MEETING MINUTES

November 26, 2013

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

Plan Commission members present: Jim Brunnquell, Mark Paschke, Carl Harms, Alan Kletti, David Liss, Randy Silasiri, and Amy Plato

Staff/Officials present: Village Administrator Darrell Hofland, Director of Planning and Development Jessica Wolff, and Administrative Secretary Deborah A Brown

Others present: Alan Schupp-Representative for Habitat for Humanity Lakeside, Ozaukee Chapter, and William Hollrith representing Hollrith Realty

MINUTES

Motion by Commissioner Kletti, seconded by Commissioner Harms to approve the October 22, 2013 Plan Commission meeting minutes as presented. Motion carried.

HEAR PERSONS REQUESTING TO BE HEARD

None

Chair Brunnquell noted that Trustee David Liss was taking the replacement seat of Trustee Richard Rieck and welcomed David to the Plan Commission.

Review and consideration of a Petition of Annexation requested by Habitat for Humanity Lakeside Ozaukee Chapter, property owners of a 1.04 acre parcel located currently in the Town of Grafton (Parcel 03-026-04-011.00) on the north side of Columbia Road just west of the Sendik's Store (2195 First Avenue)

Director of Planning and Development Jessica Wolff gave background on the request for annexation. She stated that the applicant, Habitat for Humanity – Ozaukee Chapter is requesting annexation petition from the Plan Commission. The property is located on the north side of Columbia Road and is currently within the Town of Cedarburg (Parcel No. 03-026-04-011.00). It is located immediately west of the Sendik's store (2195 First Avenue).

She stated further that this project has been reviewed by the Plan Commission over the last several years and recently several issues have been addressed that allowed the project to move forward.

The most recent concept plan provided by Habitat for Humanity indicates three units would be built on this property. On December 18, 2012, a public hearing was held to review a proposed amendment to the 2035 Comprehensive (Master) Plan Land Use Map. The Plan Commission at the December 18, 2012 meeting made a recommendation to the Village Board to adopt a resolution to amend the Comprehensive Plan for 2035's Land Use Map as requested by Habitat for Humanity, which was approved by the Village Board. A pre-annexation agreement has also been negotiation by Village staff for future Village Board consideration. However, there was no action taken on the rezoning of the property since it has not been formally annexed into the Village of Grafton. Once annexed into the Village, the property would automatically be zoned A-3 Agriculture Holding by default and is proposed to be rezoned to PUD – Plan Unit Development.

She then reviewed the upcoming meeting schedule with Commission members. She noted that the Village Board would be meeting on December 2, 2013 for the consideration and recommendation of annexation on this parcel. After that the Plan Commission would hold a public hearing on the rezoning of this parcel in January 2014. This would have to then go to Architectural Review Board for consideration of design.

Ms. Wolff indicated that overall the Planning and Development Staff is comfortable with the request of annexation petition. She further stated that the Planning and Development staff and Habitat for Humanity will continue to work together on final plans that will be acceptable to both parties.

Alan Schupp was present for Habitat for Humanity Lakeside Ozaukee Chapter.

Chair Brunnquell then asked for any comments from the Commission members.

Alan Kletti inquired on the timeline of the Habitat project. Mr. Schupp responded that the first single family home would possibly be built in 2014. The other two homes would be planned to follow in 2015 or 2016 pending funding.

With no further comments the Commission moved forward with the recommendation to Village Board.

Motion by Commissioner Silasiri, seconded by Commissioner Harms to recommend the Village Board approve an annexation ordinance of a 1.01 acre parcel located currently in the Town of Cedarburg (Parcel 03-026-04-011.00) on the north side of Columbia Road just west of the Sendik's Store (2105 First Avenue), owned by Habitat for Humanity Lakeside Ozaukee Chapter.

Motion carried.

Mr. Schupp then thanked the Plan Commission members, President Brunnquell, Darrell Hofland Village Administrator, the past Planner, and Jessica Wolff Director of Planning and Development for all their past and current efforts in regard to this Habitat project.

He stated that when the project is completed, the Village of Grafton should be very proud to be a part of it.

Review and consideration of a request for a sign variance by Hollrith Realty located at 1545 Wisconsin Avenue

Director Wolff provided an introduction to the request for a sign variance. She stated that the applicant is seeking approval of a 5 foot front setback variance for a new monument sign to replace the existing sign at Hollrith Realty located at 1545 Wisconsin Avenue. The proposed sign is subject to the requirements of the Downtown Signage Overlay Restrictions.

The proposed monument sign features a block base with a tall support column on the west side. The proposed sign face is high density urethane with external lighting.

She noted that the Village of Grafton Code under Title 20 requires all ground signs to be set back a minimum of 10 feet from the front lot line. The proposed 5 foot variance (for a reduced set back of 5 feet) is appropriate for this portion of Wisconsin Avenue and is consistent with other signs in the area. She further noted that the proposed sign meets the dimensional requirements of Title 20 including sign type, size, height, and color. However, according to the Downtown Sign Guidelines, the sign size should also be in proportion with the building, surrounding signs, and the area's character.

Ms. Wolff commented that staff commends the applicant on their choice of a monument-style sign. She expressed however, that staff feels the tall support column near the house is not consistent with the residential character of the area and other nearby signs. She asked that the Plan Commission review the sign and add any other suggestions on the design.

William Hollrith was present for Hollrith Realty-1545 Wisconsin Avenue. Mr. Hollrith gave a statement on the background of the Hollrith Realty sign. He stated they put a lot of time and effort in the planning of their logo and the sign itself. He further noted that he felt it met the requirements by the Village, and that the sign supports the local area. He noted that the block used in the sign foundation would be similar to the block used on the house foundation and that the sign foundation and support column will be painted the same color as the house. He also noted that he went to a nearby neighbor and received comments on the design of his new sign. The neighbor was pleased with its appearance. Mr. Hollrith then asked that the Commission accept the sign design and the proposed five foot setback variance.

Chair Brunquell asked that the Commissioners share any concerns or comments at this time. He also asked if Mr. Hollrith brought with him the other options discussed on the sign. The Commission members held a discussion on the other sign options as well as the submitted option. It was by consensus that the Commissioner thought that overall the proposed sign was an improvement and visual upgrade from the old sign and had no significant concerns with the proposed sign itself. However, the Commission would like to see the pillar cap on the new monument sign be brought down to 70

inches tall (i.e., removal of one block course) and stay at the 90 inches wide as presented and continued to work with the Planning and Development Staff on the lighting and landscaping design of this project.

Motion by Commissioner Liss, seconded by Commissioner Paschke to approve the sign variance requested by Hollrith Realty located at 1545 Wisconsin Avenue, with the following conditions:

1. Applicant shall submit cut sheet of the proposed light fixtures for Staff review. Fixtures shall be shielded and blend in with the base of the sign with low intensity illumination.
2. Applicant shall submit a landscaping plan for the area around the sign base for Staff review.
3. Applicant shall lower the cap on the pillar by one course for a total height of 70 inches.

Motion carried.

Extraterritorial Review

A. Town of Grafton/Don & Rosanne Korinek-1440 Lakefield Road-C.U.P.

The Commission reviewed the Town of Grafton CUP request by Don Korinek and had no concerns with the project.

Old Business

None

New Business

Chair Brunnquell announced that the December 17, 2013 Plan Commission meeting has been cancelled.

ADJOURN

Motion by Commissioner Kletti, seconded by Commissioner Harms, to adjourn the meeting at 6:30 p.m. Motion carried.