

VILLAGE OF GRAFTON

PLAN COMMISSION MEETING MINUTES

MARCH 25, 2014

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

Plan Commissioners present: Village President Jim Brunnquell, Alan Kletti, Carl Harms, Trustee David Liss, and Amy Plato

Plan Commissioners excused: Mark Paschke and Randy Silasiri

Officials/Staff present: Director of Planning and Development Jessica Wolff and Administrative Secretary Deborah Brown

MINUTES

Motion by Commissioner Harms, seconded by Commissioner Kletti to approve the February 25, 2014 Plan Commission meeting minutes as presented. Motion carried.

HEAR PERSONS REQUESTING TO BE HEARD

President Brunnquell noted that agenda items #5 and #6 had been pulled and therefore the public hearing on both items were cancelled.

COMMENCE PUBLIC HEARING

Statement of Public Notice

Administrative Secretary Brown stated the purpose of the Public Hearing is for public review and comment on a conditional use permit (CUP) as requested by Michael Krueger to allow for a emergency medical transportation service (SIC# 4119-Local Passenger Transportation) at 600 Beech Street.

Director Wolff noted that last month the Plan Commission approved the amendment to the Village of Grafton Zoning Ordinance to add SIC #4119 Local Passenger Transportation as a conditional use in the M-1 zoning district. Michael Krueger, owner of Lifestar Emergency Medical Services LLC, has requested a conditional use permit to allow an emergency medical transportation service located at 600 Beech Street. Mr. Krueger could not attend this meeting but has given background to the Planning and Development Department on the plan of operations.

Director of Planning and Development Jessica Wolff stated that Lifestar is a state licensed ambulance service based on West Bend with four locations throughout Wisconsin. The applicant has one ambulance and one paramedic crew consisting of

two EMS personnel at the Beech Street location. They provide ambulance service in Ozaukee County, primarily to institutional clients such as hospitals and skilled nursing facilities. Lifestar estimates that 80 percent of its calls are non-emergency responses (i.e., no lights or sirens used). Director Wolff indicated that she worked closely with Police Chief Wenten and Fire Chief Rice on this request for conditional use permit. Neither had any concerns about this operation.

She noted that she received a very favorable letter from Ted Grob Corporation which indicated their support of this company across the street from their location. She stated that the Planning and Development Department is in favor of the approval of this request but have outlined a few conditions.

There were no public comments.

Trustee Liss stated that he had spoken with Chief Rice. Chief had no concerns because the Grafton Fire Department gets all the 911 calls and this company would not be in direct competition with Grafton Fire Department.

Director Wolff stated that Lifestar's focus is on non-emergency calls but could assist with emergency calls if needed.

Chair Brunnuell questioned if they could also respond to medical calls for the interstate corridor and do they transport from hospital to hospital calls. Director Wolff responded by stating that she believes they do in both cases.

With no further comments or concerns, Chair Brunnuell closed the public hearing item.

COMMENCE PUBLIC HEARING

Statement of Public Notice

Administrative Secretary Brown stated the purpose of the Public Hearing an amendment to the Village of Grafton Zoning Ordinance including Table 19.03.0301.B Conditional Uses, Section 19.03.0703 Detailed Standards of Conditional Uses in Nonresidential Districts, and Section 19.09.0103 Specific Words and Phrases to allow tourist rooming houses as a conditional used in the CBD Central Business District zoning district.

Director Wolff stated that last month, Plan Commission held a discussion on the topic of tourist rooming houses as a potential future use in the Village. It was the consensus of the Plan Commission that tourist rooming houses should be regulated as a conditional use and directed the Planning and Development Department staff to prepare an amendment to the Zoning Ordinance.

She informed the Commission that the staff has reviewed other communities' similar regulations on this matter and has presented amendments to the Zoning Ordinance for the Commission's review.

She then reviewed three amendments to the Zoning Ordinance including the list of detailed standards for the use and clarifications to the definitions section of the Ordinance. All these changes were to bring the Village's Zoning Ordinance up to date with the Wisconsin Chapter DHS 197.

There were no public comments.

Commission Harms had a question if foreign exchange students would fall under this ordinance. Director Wolff response was no, any family member of a residence would not apply to this ordinance.

With no further comments or concerns, Chair Brunnuell closed the public hearing item.

Consideration of a conditional use permit (CUP) as requested by Michael Krueger to allow for an emergency medical transportation service (SIC #4119-Local Passenger Transportation) at 600 Beech Street

Motion by Commissioner Harms, seconded by Commissioner Kletti to approve a conditional use permit to allow an emergency medical transportation service (SIC# 4119-Local Passenger Transportation) in the M-1 Industrial District at 600 Beech Street with the following conditions:

- 1) No more than three employees per shift.
- 2) Use limited to 1,223 square feet of floor area.
- 3) All building code and other Village and State codes pertaining to occupancy of the building will be met.

Motion carried.

Consideration of an amendment to the Village of Grafton Zoning Ordinance including Table 19.03.0301.B Conditional Uses, Section 19.03.0703 Detailed Standards of Conditional Uses in Nonresidential Districts, and Section 19.09.0103 Specific Words and Phrases to allow tourist rooming houses as a conditional used in the CBD Central Business District zoning district

Motion by Commissioner Liss, seconded by Commissioner Harms to recommend approval to Village Board to amend the Village of Grafton Zoning Ordinance Table 19.03.0301.B Conditional Uses in the Central Business District, Section 19.03.0703 Detailed Standards for Conditional Uses in Nonresidential Districts, and Section 19.09.0103 Specific Words and Phrases relating to tourist rooming houses as presented. Motion carried.

Discussion on amending the boundary of the South Commercial District Redevelopment Plan

The Commission members then reviewed information on amending the boundary of the South Commercial District Redevelopment Plan.

Director Wolff gave background and reviewed the proposed properties to be added to the South Commercial District Redevelopment Plan. She further noted the attached Proposed South Commercial District Boundary Map identified three additions—the Weston parcel, the Habitat for Humanity parcel, and the former Grafton State Bank property. Staff recommends proactively adding the former Grafton State Bank property to the district to provide maximum flexibility if this property should redevelop in the future. Inclusion in the district will not affect the current use of the property.

She also noted that Staff consulted with Village Attorney Michael Herbrand and determined that (1) the proposed Weston parcel and the Habitat for Humanity parcel must be added to the South Commercial District boundary in order to be consistent with the Village’s residential ratio policy and (2) a similar boundary amendment to TID #4 was not necessary since the Village’s residential ratio policy in the Comprehensive Plan 2035 references the South Commercial District, not TID #4.

Robert Meier, 1967 W. Acorn Drive, was in attendance and asked what the time table was on amending this district boundary and would it effect the Habitat for Humanity project which is why he was attending this meeting.

Director Wolff stated that this proposed amendment would have to come back to the Plan Commission in April for a public hearing and potential action. It would then go to the Village Board in May for final approval. She indicated that it should not have any impact on the Habitat project.

Mr. Meier also asked if the Pine Ridge Condo Association would be contacted on this amendment.

Director Wolff stated that they would not have to be contacted regarding this amendment because it would not affect their properties. She also indicated that she would be meeting with the Pine Ridge Association board members in the next week or so.

No action was taken on this informational agenda item.

Old Business/New Business

None

ADJOURN

Motion by Commissioner Kletti, seconded by Commissioner Plato to adjourn the meeting at 6:22 p.m. Motion carried.