

VILLAGE OF GRAFTON

PLAN COMMISSION MEETING MINUTES

APRIL 22, 2014

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

Plan Commissioners present: Village President Jim Brunnuell, Alan Kletti, Carl Harms, Trustee David Liss, Mark Paschke, and Randy Silasiri

Plan Commissioners excused: Amy Plato

Officials/Staff present: Director of Planning and Development Jessica Wolff

MINUTES

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

HEAR PERSONS REQUESTING TO BE HEARD

None

COMMENCE PUBLIC HEARING

Statement of Public Notice

Director Wolff stated the purpose of the Public Hearing is for public review and comment on amending the boundary of the South Commercial District Redevelopment Plan.

Director Wolff noted at the March Plan Commission meeting, Staff presented three properties—the Weston parcel, the Habitat for Humanity parcel, and the former Grafton State Bank property—that should be added to the South Commercial District boundary.

She further indicated that the proposed amendments to the South Commercial District boundary will ensure consistency with the Village’s residential ratio policy and provide maximum flexibility for potential future redevelopment.

There were no comments from the public or Commissioners. With no further comments or concerns, Chair Brunnuell closed the public hearing.

COMMENCE PUBLIC HEARING

Statement of Public Notice

Director Wolff stated the purpose of the Public Hearing is for the public review and comment on petition to rezone parcel from PUD-Planned Unit Development to A-3 Agriculture Holding requested by Steve Weston, owner of property located at 1929-31 First Avenue.

Chair Brunnuell noted that this rezoning is different than the Village's past practices since normally the A-3 district is only used for newly annexed property. He indicated that in the future, similar requests would be directly rezoned to the appropriate district based on the type of development proposed.

Director Wolff noted that Mr. Weston came before the Plan Commission in February for conceptual review of creation of a new lot on First Avenue south of Falls Road. Since then Staff determined that the Village needed to amend the South Commercial District boundary to include this property, which is on tonight's agenda. The certified survey map will create a 25,392 square foot lot. Staff is recommending the new lot be zoned A-3 at this time then once the lot is sold it will most likely be rezoned R-5 to match the property to the south. Staff received several inquires about the project but there were no objections to what is proposed.

Deb McDaniel and Jim Uselding, 1951 First Avenue

Ms. McDaniel and Mr. Uselding represent Family Tree, the community based residential facility located immediately south of the proposed new lot. They were under the impression that the area in question had to remain in open space. Director Wolff indicated that while the Village's Zoning Code does include green space requirements, the apartment complex still meets the requirement with the new lot area taken out.

Mr. Uselding indicated that Family Tree would be interesting in acquiring the new lot for a potential expansion of their facility.

The applicant Steve Weston, 12753 North East Shoreland Drive Mequon, was also in attendance.

There was a discussion among Commissions regarding the rezoning process and the use of the A-3 district in this case.

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

Consideration of a recommendation to Village Board on amending the boundary of the South Commercial Redevelopment Plan

Motion by Commissioner Harms, seconded by Commissioner Paschke to adopt a resolution to amend the boundary of the South Commercial District Redevelopment Plan as depicted on "Proposed South Commercial District Boundary Map." Motion carried.

A resolution to amend the boundary of the South Commercial District Redevelopment Plan as depicted on “Proposed South Commercial District Boundary Map was offered by Trustee Liss.

Motion by Commissioner Kletti, seconded by Commissioner Paschke to recommend the Village Board approve a resolution to amend the boundary of the South Commercial District Redevelopment Plan as depicted on “Proposed South Commercial District Boundary Map.” Motion carried.

Review and consideration of a certified survey map of property located at 1929-31 First Avenue requested by property owner Steve Weston

There were no comments from Commissioners.

A resolution regarding the Certified Survey Map for property located south of 1929-31 First Avenue was offered by Commissioner Harms.

Motion by Commissioner Kletti, seconded by Commissioner Paschke to adopt a resolution regarding the Certified Survey Map for property located south of 1929-31 First Avenue as requested by property owner Steve Weston, based on the following conditions:

1. Revise Certified Survey Map to include the following:
 - a. Indicate what type of monuments will be installed at the two corners along the westerly line of the CSM, that currently show nothing having been found and nothing being set; also add that information to the legend.
 - b. Indicate the outside diameter of all found and set monument in the legend.
 - c. Indicate the boundaries and platted status of lands abutting the CSM, underscored with dashed or dotted lines.
 - d. In the last sentence of the Surveyor’s Certificate, change “City of Mequon” to “Village of Grafton.”
 2. Certified Survey Map must be approved by Village Engineer prior to recording.
- Motion carried.

Consideration of a recommendation to Village Board on rezoning the property locate at 1929-31 First Avenue from PUD-Planned Unit Development to A3-Agriculture Holding

Motion by Trustee Liss, seconded by Commissioner Harms to recommend Village Board approval of an ordinance to rezone the property located south of

1929-31 First Avenue from PUD Planned Unit Development to A-3 Agricultural Holding.
Motion carried.

Consideration of a recommendation to Village Board to amend the Village of Grafton Sign Ordinance

Director Wolff reviewed the amendments to the sign ordinance for Plan Commission consideration including window signs, out-of-date policies regarding issuance of permits by the Inspection Department, advertising vehicle signs, and removal of closed business signs and abandoned signs.

Chair Brunnquell noted that some existing and future businesses in the C-4 district have very large windows and that allowing 25 percent to be covered by signage may have a negative impact on the high quality aesthetic that the Village has worked hard to maintain. Director Wolff suggested adding a maximum size in addition to the 25 percent coverage.

There was discussion among the Commissioners regarding how to define “window bank.” Commissioner Silasiri suggested refining the definition to include “uninterrupted” or similar language to clarify that mullions would be included in the definition.

Commissioner Kletti asked about existing closed businesses and if the new section regarding removal of closed business signs would apply to them. Director Wolff suggested adding language that the new rules would take effect as of the date of adoption and that existing closed business signs would be grandfathered.

Chair Brunnquell directed Staff to provide the draft amendments to the Grafton Area Chamber of Commerce for feedback from their members.

No action was taken on this informational agenda item.

EXTRATERRITORIAL REVIEW

A. Robert Paulson/2183 Edgewood Drive/Town of Grafton/CUP-Accessory Structure

The Commission reviewed and accepted the extraterritorial review at 2183 Edgewood Drive in the Town of Grafton for a CUP on an accessory structure.

Old Business/New Business

Mr. Uselding would like a path in Centennial Park from the concession stand to the bleachers. Chair Brunnquell directed Staff to forward this request to the Director of Parks and Recreation for consideration.

ADJOURN

Motion by Commissioner Kletti, seconded by Commissioner Silasiri to adjourn the meeting at 7:35 p.m. Motion carried.