

VILLAGE OF GRAFTON
PLAN COMMISSION MEETING MINUTES

SEPTEMBER 22, 2015

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

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

Commissioners excused: Mark Paschke

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

MINUTES

Motion by Commissioner Harms, seconded by Commissioner Kletti, to approve the August 25, 2015 Plan Commission meeting minutes, as presented. Motion carried.

HEAR PERSONS REQUESTING TO BE HEARD

None

COMMENCE PUBLIC HEARING

Statement of Public Notice

Administrative Secretary Deborah Brown stated the purpose of the public hearing is for public review and comment on a conditional use permit request by Pourvino to allow for a wine bar and bistro to be located at 1239 Washington Street.

Director Wolff stated that the applicant is requesting a conditional use permit for a bar and bistro in the former Vino 100 space. The business will be open Tuesday through Thursday 5:00 p.m. to 11:00 p.m., Friday 5:00 p.m. to midnight, Saturday 1:00 p.m. to midnight, and closed Sunday and Monday. There will be one shift per day with eight employees per shift. They expect two to three deliveries per week via van and truck. Security cameras and alarms will be installed throughout the space. She also noted that on the floor plan and building elevation show an exhaust system for a kitchen hood vent which Pourvino has decided against installing at this time. They will be going back to Architectural Review Board in October, for review and approval on the new entrance/exit door location and the addition of the kitchen hood and exhaust system that will installed in the future.

She also informed the Commission that she had received one email in response to this project from Aleen Marlow who is concerned about parking.

Representing Pourvino is Frank and Sally Maydak, owners and operators, to answer any questions or comments for the Plan Commission members or the general public. Mr. Maydak gave a quick overview on their thoughts for the bistro menu and the proposed hours of operations. He stated that at their current location in Plymouth, the menu consists of cured meats, flatbreads, cheeses and hummus. There would be no open flame at this time. In their other location, Mr. Maydak explained that they did not put in the exhaust hood system until a year into operation.

At this time, Chair Brunnquell asked for the public comments or concerns.

Bob Lukaszewski, 214 Highland Drive, Grafton, WI

Mr. Lukaszewski stated that he was concerned about parking. He thinks that customers already have to walk too far at busy times and that another business will increase the problem.

Jay Christie, 1136 12th Avenue, Grafton, WI

Mr. Christie spoke in support of this conditional use permit request.

With no other public comments, Chair Brunnquell asked for the Commissioners feedback. Commissioner Harms wanted clarification on the operating hours with the omission of Friday's time. Director Wolff noted that the time of operation on Fridays is 5:00 p.m. to midnight. Commissioner Plato listed all the downtown public parking areas in addition to the street parking. Chair Brunnquell also explained that about five years ago the Village had a traffic study done when Vino 100 was in the location that Pourvino is considering. The traffic study showed that the Village has adequate parking in the downtown district. Chair Brunnquell suggested adding another condition to the motion requiring the applicant to come back to the Plan Commission in the future when they decide to install the exhaust system for site plan approval.

With no further comments or concerns, Chair Brunnquell closed the Public Hearing. It was the consensus to move forward with agenda action on this public hearing item.

Consideration of a conditional use permit requested by Pourvino to allow for a wine bar and bistro to be located at 1239 Washington Street

Motion by Commissioner Silasiri, seconded by Commissioner Harms to approve the conditional use permit requested by Pourvino to allow for a wine bar and bistro to be located at 1239 Washington Street subject to the following conditions:

1. Hours of operation shall be limited to Tuesday through Thursday 5:00 p.m. to 11:00 p.m., Friday 5:00 p.m. to midnight, Saturday 1:00 p.m. to midnight, and closed Sunday and Monday.
2. Use shall be limited to 1,573 square feet of floor area.
3. Signage to be reviewed and approved by Planning and Development Staff subject to the Downtown Master Plan Signage Guidelines.
4. All building code and other Village and State codes pertaining to occupancy of the building will be met.

5. Plan Commission approval shall be required prior to installation of the kitchen hood and exhaust system.

Motion carried.

COMMENCE PUBLIC HEARING

Statement of Public Notice

Administrative Secretary Brown stated the purpose of the public hearing is for public review and comment on an amendment to Zoning Ordinance Section 19.02.0206 Number of Buildings on a Zoning Lot.

Director Wolff gave a brief summary on the proposed amendment to Zoning Ordinance Section 19.02.0206. She reviewed the language changes in section 19.02.0206 in the zoning ordinance with the Commission. She stated she tried to simplify the language. Commission members were in favor of moving forward with this action later in the meeting.

There were no public comments. Chair Brunnuquell then closed the public hearing.

Review and consideration of a sign variance requested by Port Washington State Bank for property located at 1515 Washington Street

Director Wolff noted that the Plan Commission considered this request at the August 25, meeting and decided it was an appropriate variance. Based on Plan Commission direction, the applicant has added a brick sign base and provided a site plan indicating the sign location. She further noted that all monument style signage requires landscaping around the base of the sign and felt comfortable that the applicant can work with her on the selection of plantings for this project.

Port Washington State Bank property owner Steve Schowalter was present to answer any further questions or comments. Commissioners held a brief discussion and agreed with the changes to the design of the sign and its location.

Motion by Commissioner Kletti, seconded by Trustee Liss to approve a sign variance requested by Port Washington State Bank for Rosewood Manor at 1515 Washington Avenue on grounds that it furthers the public interest. Motion approved 5-1 (J. Brunnuquell-nay).

Consideration of a recommendation to Village Board on an amendment to Zoning Ordinance Section 19.02.0206 Number of buildings on a zoning lot

Motion by Commissioner Harms, seconded by Trustee Liss to recommend the Village Board approve an ordinance to amend Section 19.02.0206 Number of buildings on a zoning lot. Motion carried.

Old Business

Director Wolff stated that she and Attorney Herbrand have been reviewing the sign code changes and will be presenting the changes at the October meeting.

Chair Brunnquell stated that the Village has a new mission statement and will be unveiling it soon.

Chair Brunnquell updated the Plan Commission on the mediation hearing regarding the proposed McDonald's project. He stated Judge Nettesheim ruled in favor of Continental Grafton LLC and further information on this project will be forthcoming.

New Business

None

ADJOURN

Motion by Commissioner Kletti, seconded by Commissioner Silasiri to adjourn the meeting at 6:27 p.m. Motion carried.