

**VILLAGE OF GRAFTON**

**PLAN COMMISSION MEETING MINUTES**

**NOVEMBER 24, 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, Amy Plato, and Trustee David Liss

Commissioners excused: Mark Paschke

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

**MINUTES**

Motion by Commissioner Kletti, seconded by Commissioner Harms to approve the October 27, 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 requested by property owner Gus Wirth, Jr. for rezoning the property located at 1003-1005 Washington Street/ 1206-12014 10<sup>th</sup> Avenue (Parcel 10-108-04-09.001) from C-1 Neighborhood Business District to CBD Central Business District.

Director of Planning and Development Jessica Wolff noted that the Central Business District will allow for more flexibility for future businesses to fill the building. The property is adjacent to other property zoned Central Business District. The character of the building and existing uses also fit with the Central Business District. She stated that the Planning and Development staff supports the rezoning.

Chair Brunnuquell then open comments and concerns to the public and Commission members. There were no public comments.

Commissioner Harms questioned if this change in zoning would affect the surrounding local businesses. Director Wolff replied that it would not have an impact on surrounding properties.

Chair Brunnquell asked if this property was in the TID No. 3. Director Wolff responded that it was. He then closed the public hearing and asked the Commission if they were comfortable moving forward with the motion, agenda item #11. Consensus was to move forward with approval.

**Review and consideration of recommendation to Village Board for approval of an ordinance rezoning the property located at 1003-1005 Washington Street/1206-1214 10<sup>th</sup> Avenue (Parcel 10-108-04-09.001) from C-1 Neighborhood Business District to CBD Central Business District**

Motion by Commissioner Harms, seconded by Trustee Liss to recommend to the Village Board an ordinance for approval rezoning the property located at 1003-1005 Washington Street/1206-1214 10<sup>th</sup> Avenue (Parcel 10-108-04-09.001) from C-1 Neighborhood Business District to CBD Central Business District. 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 a draft of the Village of Grafton Bicycle and Pedestrian Plan.

Director Wolff summarized the draft Bicycle and Pedestrian Plan for the Village of Grafton. She stated that the Village worked with Adam Wood from Toole Design Group to prepare an updated Bicycle and Pedestrian Plan. Village staff and the consultant met with the Bicycle and Pedestrian Ad-Hoc Committee over the past six months to develop this Plan. She noted that the Plan includes recommendations for bicycle and pedestrian facilities. She further explained the plans key recommendations were divided into two categories. Bike recommendations are separated into three priority categories: quick wins, routine maintenance, and long term vision. Pedestrian recommendations are separated into two categories: sidewalk gaps and challenging intersections. She reviewed with Commission and public some of the challenging intersections such as Washington Street, 17<sup>th</sup> Avenue, Green Bay Road at Falls Road, and Wisconsin Avenue.

She noted that most of the recommended projects generally occur in the right-of-way with no impact to private property or street parking with the exception of Falls Road. She explained that Falls Road is an important east-west bike corridor but due to the width limitation and the Falls Road Bridge, the Plan recommends eliminating parking on both sides from South Green Bay Road to 12<sup>th</sup> Avenue and 12<sup>th</sup> Avenue to 16<sup>th</sup> Avenue. Parking would be limited to the west side of the street from South Green Bay Road to 12<sup>th</sup> Avenue. However, she stated that there would be exceptions when special events would be held in Lime Kiln Park. There would be posted temporary signage placed to support on street parking in this area for special events and have bikers continue to only use the lanes of traffic as their path rather than the bike lanes. She noted that the Village has sent out notices to the property owners along South Green Bay Road and Falls Road.

Director Wolff noted that staff will refer to this plan to incorporate bike and pedestrian safety improvements as recommended at the time of street improvement projects and road reconstruction. She further stated that Staff would like to thank the members of the

Bicycle and Pedestrian Ad-Hoc Committee. She noted their efforts and time contributing to the Plan which will benefit the whole community. She stated that there is no action taken tonight on this Plan. It is for informational purposes and the Plan will return in December to the Plan Commission and then be recommended to Village Board for approval.

Chair Brunnquell then opened the public hearing to the public and Commission members for comments and concerns.

Julia McNally- 568 Starboard Court-Town of Grafton

Ms. McNally stated that she was a member of the Bicycle and Pedestrian Ad-Hoc Committee. She wanted to thank the Village of Grafton for putting this Plan together. She stated that it is a great plan and will not only benefit the Village, but surrounding communities and its residents and visitors.

Peter Shepard-1920 and 1938 South Green Bay Road-Grafton

Mr. Shepard explained that he purchased his properties around 2010. Since that time, he stated that traffic has doubled. He further noted that he is not opposed to the bike lanes but has a concern over the safety issues on this stretch of roadway on South Green Bay Road. He believes that the safety of not only bikers but pedestrians is at jeopardy because of the traffic speeds. He personally has seen vehicles travel at speeds well above the 25 m.p.h. as posted. He would like to see more police presence in that area and some sort of signage (flashing if possible) to slow the traffic down. He added that anyone trying to cross the road is at risk.

The Commission then held a lengthy discussion. Commissioner Plato had many suggestions and additions to the plan itself. She stated that she has been a very active biker for a long time. She felt the plan was very well constructed but had a few suggestions. All too often she stated that the maintenance is not kept up. She would like to see a time line or schedule for maintenance and replacement, especially for the new bike paths. Second, she would like to see recommendations on education and awareness. She stated that the plan is no good if the public is not made aware of the improvements and where the new routes and changes are being made. She also informed the Planning and Development staff as well as the Commission that she has people that would assist in the educating process and also assist in events to inform the public on the changes and progress being made on this Plan. Third, she noted that the Plan should include connection to the Pleasant Valley Park which includes mountain biking paths.

Commissioner Silasiri also agreed with Commissioner Plato on the fact that the Plan must have measures to address educating the public and that safety measures should be in place as well. He suggesting adding safety statistics. He stated that he believes that the Plan should include connections to the Ozaukee Interurban Trail to allow the public to travel through downtown areas or bypass the busier routes.

Commissioner Harms stated that he was in favor of having some electronic signage warning drivers to slow down on Falls Road and South Green Bay Road. He was also questioning the connection to River Bend Road. Chair Brunnquell answered by stating

that with this Plan, the surrounding municipalities will also be involved with properties outside the Village jurisdiction.

Commissioner Kletti was concerned about funds available for these recommendations in the Plan. He has concerns on any bike paths on Washington Street. He thinks that it is too heavily travelled to have bike paths.

Chair Brunnuell explained that when road improvements are budgeted the Village will refer to this Plan to see if any bike and pedestrian improvements would become part of the road improvements. Most of these are modest changes and costs would not prohibit the road improvement project from going forward. He also stated that he is very concerned with the restricted parking on Falls Road between Wisconsin Avenue and along South Green Bay Road. There is high demand for parking when there are events in Lime Kiln Park. He too has concerns about the safety in this area. We will have to find ways to enforce the speed in this area for both the pedestrians and the bikers. The Village should have public safety awareness and educational events in place when these recommendations go into place. The Village will also need to budget for these events and educational costs.

It was the consensus of the Plan Commission to have Director Wolff go back and make final changes to include in the plan.

Chair Brunnuell thanked the members of the Bicycle and Pedestrian Ad-Hoc Committee and the Planning and Development staff for their important contributions to the Plan, their time and efforts that will definitely benefit the whole community.

**Review and consideration of a concept plan requested by Berengaria Grafton, LLC for a Meijer outlot (Parcel 10-020-10-008.00 Lot 3 of CSM #3854) located at 1600 Port Washington Road to allow for a multi-tenant center known as Grafton Marketplace**

Director Wolff stated that the applicant, Berengaria Grafton LLC, is presenting a conceptual plan for a new multi-tenant center located on the north side of the main Meijer driveway. The site includes a 9,750 square foot building and parking lot with 65 spaces. There will be four tenant spaces and there will be a group sign on the southwest corner. She noted that the applicant has secured two tenants to date, Heartland Dental, a national dental services chain, and Firehouse Subs. The other two spaces will be filled prior to final PUD and final site plan review. Based on the requirements of the Meijer PUD, all uses on all outlots are considered conditional uses. She noted that the proposed use will be consistent with the intent of the PUD-Planned Unit Development District designation, the underlying C-4 Freeway Interchange Business District and with the Village's Comprehensive Plan.

She noted that other Village staff had an opportunity to provide comments on the concept plan. The only issue that need to be addressed at this point was whether a grease trap was needed for the restaurant.

She then introduced the representatives on this project, Dan Sisel, Director of Development for Berengaria Development Company and Scott Satula of Mid-America.

Mr. Sisel explained the challenges of developing this particular outlot including the distance from WIS 60 and the inability to have drive through facilities. He further noted that he has worked well with Director Wolff on the site plan and the architectural plans which he feels fit nicely together with the existing Meijer's store.

Commissioner Silasiri suggested having entrances on both the east and west sides of the building. Mr. Sisel explained that most retail businesses have a defined layout for all their stores. Because of costs, theft prevention, and many other reasons, retail businesses would not even consider a multi-tenant space with both sides laid out as frontage entrances. Commissioner Kletti suggested that Mr. Sisel check out a restaurant called "Milwaukee Burger."

Chair Brunnuell stated that he likes the architectural look of the proposed building. The Village has always stayed consist with its planning and zoning districts and it has paid off for the Village. He further noted that he is looking forward to this project returning to Plan Commission when it has secured the leases on the tenant spaces. He thanked Mr. Sisel for his efforts on this project.

For informational purposes only.

### **Review and consideration of an amendment to the Providence Place Payment in Lieu of Taxes (Pilot) Agreement**

Director Wolff explained that on November 25, 2008, the Plan Commission approved the Providence Place project, contingent upon the Village Board approval of the related rezoning amendment. She also noted that one of the conditions of approval was for the Village Board approval of a payment in lieu of taxes (PILOT) agreement. In December 2008, the Village Board approved the rezoning and the PILOT agreement between Village of Grafton and St. Paul Lutheran Church for Providence Place.

She explained that the Village was contacted by Mr. Ron Spear, Property Management Consultant, for Providence Place who requested a property valuation adjustment. Subsequent to the request, the Village and Mr. Spear each hired an appraisal company to identify a current value for Providence Place. The completed appraisals were shared with the other party. Following a review of the appraisals, the Village and Mr. Spear were unable to agree to a property valuation. Both parties have agreed that a new procedure to determine the value of Providence Place. In order to put the procedure in place, an amendment to the PILOT Agreement will need to occur.

She also noted that the amendment identifies the use of an arbitrator to determine the value of Providence Place. An appeal option is then available if the arbitrator's decision is unacceptable to either party. The Village Board, at their November 16 meeting, approved the amendment to the Providence Place PILOT Agreement, contingent upon the Plan Commission review and approval.

Chair Brunnquell added that this document needs to be in place in order to go to arbitration. Commissioner Harms asked if the document had been reviewed by our attorney. Chair Brunnquell responded yes all documents of this nature are reviewed by the Village's attorney.

Motion by Commissioner Harms, seconded by Trustee Liss to approve an amendment to the Providence Place PILOT Agreement, as presented. Motion carried.

### **Old Business**

Director Wolff asked the Commission members on preference on the review of the upcoming Comprehensive Plan in 2016. She would like their feedback on either holding special meetings or keeping regular meetings. A brief discussion took place on the extra time to review the plan and the number of agendas items when reviewing the sections of the Plan. It was by consensus to review the Comprehensive Plan during the regular scheduled Plan Commission meetings.

### **New Business**

None

### **ADJOURN**

Motion by Commissioner Kletti, seconded by Commissioner Plato to adjourn the meeting at 7:26 p.m. Motion carried.