

VILLAGE OF GRAFTON

PLAN COMMISSION MEETING MINUTES

MARCH 22, 2016

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, Alan Kletti, Carl Harms, Amy Plato, Mark Paschke, and Trustee David Liss

Excused Commissioners: Randy Silasiri

Officials/Staff present: Director of Planning and Development Jessica Wolff, Director of Public Works/Engineer Dave Murphy, Village Attorney Michael Herbrand, and Administrative Secretary Deborah A Brown

Others present: Citizens of the Community

MINUTES

Motion by Commissioner Kletti, seconded by Commissioner Harms to approve the February 23, 2016 Plan Commission meeting minutes with so noted correction on page three, second paragraph, fourth sentence, competition was spelled incorrectly. Motion carried.

HEAR PERSONS REQUESTING TO BE HEARD

None

Chair Brunnuquell brought it to the attention of the Commission members and the public that Item #5 (public hearing on an amendment to the Zoning Ordinance Table 19.03.0603 Permitted and Conditional Uses in Nonresidential Zoning Districts to remove Auto and Home Supply Stores (SIC #5531) as a conditional use the C-4 Freeway Interstate Business District) was cancelled and will be brought back next month for review. He also asked the Commission if they would consider taking the public hearings and site plans together, and then take action on both items after. Commission had no objections.

Statement of Public Notice

The purpose of the public hearing is public review and comment on a conditional use permit requested by Little Hands Child Care to allow for child care facility to be located at 2089 Wisconsin Avenue.

Director of Planning and Development Jessica Wolff stated that the applicant is currently located at 1517 Wisconsin Avenue, the site of the new Lumberyard 1505 project. They are requesting review of a conditional use permit for their new facility at 2089 Wisconsin Avenue. The existing building currently houses Verlo Mattress. Verlo will continue to occupy the storefront on the eastern portion of the building facing Wisconsin Avenue but will no longer manufacture mattresses at this location. Little Hands will occupy approximately 3,177 square feet including five classrooms and a 1,400 square foot outdoor play area on the west side of the building. The facility will serve around 50 children Monday through Friday 6:00 a.m. to 6:00 p.m. There will be only one shift per day and numbers of employees per shift will vary. There are no deliveries or special security measures anticipated. The applicant expects to be occupying the space by June of this year.

Representing Little Hands Child Care was owner Michelle Tietz, Dick Daehnert of RLD Architects, 423 Deerwood Court, and property owner Brad Saunders 1893 Blackfoot Court.

Chair Brunquell then opened the public hearing for comments or concerns. There were no public comments.

Commissioner Harms inquired if the day care served breakfast and lunch. Ms. Tietz responded that they have a kitchen to prepare breakfast, lunch, and snacks. They are certified by the State of Wisconsin and inspected.

Chair Brunquell then closed the public hearing.

Consideration of a conditional use permit requested by Little Hands Child Care to allow for child care facility to be located at 2089 Wisconsin Avenue

Motion by Trustee Liss, seconded by Commissioner Harms to approve a conditional use permit requested by Little Hands Child Care to allow for child care facility to be located at 2089 Wisconsin Avenue with the following conditions:

1. Hours of operation shall be limited to Monday through Friday 6:00 a.m. to 6:00 p.m.
2. Use shall be limited to 3,177 square feet of floor area and 1,400 square foot of outdoor play area
3. Carbon monoxide detection shall be integrated into the NFPA 72 alarm system and be addressable at the time of activation
4. Automatic fire suppression shall be installed as approved by the Fire Department
5. No storage is allowed in the mechanical room other than what is required to maintain the specific devices located within that room
6. Signage to be reviewed and approved by Planning and Development Staff subject to Chapter 20 Signs
7. All building code and other Village and State codes pertaining to occupancy of the building will be met

Motion carried.

Review and consideration of a site plan requested by Little Hands Child Care located at 2089 Wisconsin Avenue

Motion by Trustee Liss, seconded by Commissioner Kletti to approve the site plan requested by Little Hands Child Care located at 2089 Wisconsin Avenue with the following conditions:

1. Cut off style wall pack lighting fixture to be approved by the Director of Planning and Development
2. Remove all brush along the west side of the building
3. Reseal and stripe the entire parking lot. Repave the northern portion where weeds are growing
4. Revise the site plan to add a bike rack near the entrance
5. Signage to be reviewed and approved by Planning and Development Staff subject to Chapter 20 Signs
6. All building code and other Village and State codes pertaining to occupancy of the building will be met

Motion carried.

Statement of Public Notice

The purpose of the public hearing is public review and comment on a conditional use permit requested by Pace Industries, Inc. to allow for outdoor storage to be located at 1600 Seventh Avenue

Director Wolff stated that Pace Industries is proposing a 23,000 square foot addition on the northeast side of the site. The addition will accommodate nine loading docks which will be relocated from the southern end of the building. There would be temporary parking located on the northern edge of the site north of the vacated Cedar Street right-of-way. Permanent parking will be reconfigured on the southern end of the site. New landscaping will be added to a reconstructed berm on the western side of the site. Pace anticipates 60 new employees as part of this addition and they would continue to operate three shifts.

Director Wolff informed the Commission that she received a few emails and calls from nearby property owners with concerns about parking, cigarette waste and trash along Seventh Avenue and noise concerns. She further noted that as a result of the concerns, she was recommending restricting the west side of Seventh Avenue in front of the multi-family buildings to two hour parking. Chief Rice supports this recommendation which would go to the Public Safety Commission, then Village Board for final approval.

Present from Pace Industries was Kevin Claerbaut 1600 Seventh Avenue, Craig Rusch of Civil Engineer for Wagner Excavating, 3437 Paine Avenue, Sheboygan, WI, and Erik Jensen of LJM Architects, 813 Riverfront Drive, Sheboygan, WI.

Chair Brunnquell opened the public hearing.

Kenneth and Kathryn Wegner; property owners of 1641 Seventh Avenue and 1531 Seventh Avenue-two multi-family units

Mr. Wegner shared his concern with the parking issues and the additional employees that would be hired for the expansion. He is hoping that Pace will make a conscious effort to coordinate their shift changes and parking issues. He asked what the largest shift was. Mr. Claerbaut explained that first shift was the largest and would run about 250 people. He further stated that the new parking addition would add about 50 additional spaces. Director Wolff explained that the required amount of parking spaces is 273 and with Pace Industries new addition, they will need a variance for the amount of new parking areas adding up to only 267.

The Commission held a short discussion on the entrance drives to the north end and the temporary parking lot to the south along with the variance for allowable green space. Village Engineer Dave Murphy also gave a short summary on stormwater management review which is currently underway.

Chair Brunnquell then closed the public hearing.

Consideration of a conditional use permit requested by Pace Industries, Inc. to allow for outdoor storage to be located at 1600 Seventh Avenue

Motion by Commissioner Plato, seconded by Commissioner Harms to approve a conditional use permit requested by Pace Industries, Inc. to allow for outdoor storage to be located at 1600 Seventh Avenue with the following conditions:

1. Outdoor storage use limited to the northeast corner of the site as depicted on the site plan
 2. All materials shall be neatly stored entirely within the confines of the proposed outdoor storage area and not above the height of the proposed fence
 3. All building code and other Village and State codes will be met
- Motion carried.

Review and consideration of a site plan requested by Pace Industries, Inc. located at 1600 Seventh Avenue

Director Wolff noted that the addition included a galvanized steel cooling tower on the north side of the addition that will be as tall as the addition (approximately 20 feet). She added that construction is anticipated to begin in May with completion by November. She then reviewed all the conditions with the Commission. Commission had no concerns or comments with the conditions. Applicants understood the conditions and had no concerns.

Motion by Commissioner Harms, seconded by Commissioner Kletti to approve the site plan requested by Pace Industries, Inc. located at 1600 Seventh Avenue with the following conditions:

1. Grant a variance for the Minimum Landscape Surface Ratio from the required 25 percent to 18 percent due to existing conditions
2. Grant a variance for minimum parking stalls from the required 273 to 267 due to existing conditions
3. Add a lighting wall pack to the southern façade of the building. Address lighting in the temporary parking lot. Provide cut sheets of fixtures. Final photometric plan to be approved by the Director of Planning & Development
4. Add two blue spruce or similar to the north side of the addition. Final landscaping plan to be approved by the Director of Planning and Development
5. Stormwater management plan to be approved by the Director of Public Works
6. Revise the site plan to clarify the outdoor storage area is completely within the screened area
7. Revise the site plan to indicate the height and footprint of the cooling tower, remove the existing gate and add the dumpster screen
8. Additional fire suppression systems are required based on evaluation of the current fire suppression, detections and notification systems, and review of the building as a whole. Submit adequate plans to be reviewed and approved by the Fire Department
9. Signage to be reviewed and approved separately by the Director of Planning and Development subject to Chapter 20 Signs
10. Specific rooftop mechanicals are unknown at time of review. Any rooftop mechanicals must be fully screened and shall require review and approval from the Director of Planning and Development
11. All building code and other Village and State codes pertaining to occupancy of the building will be met

Motion carried.

Statement of Public Notice

The purpose of the public hearing is public review and comment on an amendment to the Planned Unit Development (PUD) located 1600 Port Washington Road (Parcel 10-020-10-008.00) to remove the outlots from the Meijer Planned Unit Development

Director Wolff explained that the Meijer site and all three outlots are under one Planned Unit Development that uses the list of C-4 zoning district uses as the list of conditional uses for the development (i.e., all uses are conditional). Since the opening of the Meijer store in 2015, the Village and the developers have worked together to find users for the three outlots. As a result of this collaboration, she stated that staff has found that the list of C-4 uses is too broad for this site; greater certainty for both the Village and the developer is needed.

She stated that staff is proposing to retain the C-4 uses for the Meijer parcel only and create a new separate PUD for the three outlots. She then reviewed the proposed uses with the Plan Commission and the Public. She stated that staff focused on high quality retail, restaurants, and some service uses

Representing Berengaria Development was Nathan Wellman, Construction Manager and Dan Sisel, Director of Development, 301 N. Broadway, Suite 300, Milwaukee, WI.

Chair Brunnquell opened the public hearing.

Kim Fassbender; 2486 Stoney Lane, Grafton, WI

Mrs. Fassbender asked if a new entrance for the north outlot was in the plans. She has been bothered by the constant headlights of the traffic currently on Port Washington Road. Director Murphy responded that no additional entrances on Port Washington Road are planned.

James L. Nutter; 2447 Caribou Lane, Grafton, WI

Mr. Nutter had heard that the Village had turned down a Chili's Restaurant. He also was questioning why sub shops would be an option for these outlots when the Village has three down on Port Washington Road. Chair Brunnquell responded to Mr. Nutter that Chili's had made no contact with the Village. He further explained that the uses proposed are a result of feedback from public and developers and market demand.

Alan O'Connor; 2315 Stoney Lane, Grafton, WI

Mr. O'Connor was concerned that the Village and Meijer would stay true and not build a gas station on the outlots. Chair Brunnquell responded a gas station was not planned for this development.

Commission held a discussion on the proposed changes in the PUDs and the C-4 conditional uses. Chair Brunnquell noted that the Village is interested in the continued success of downtown and the South Commercial District and that these proposed changes will support that policy.

Commissioner Kletti asked if the applicant had received approval from Meijer's directly. Mr. Sisel responded yes, there was a process they had to complete and they have received approval on this PUD project.

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

Consideration of a recommendation to Village Board on an Ordinance to amend the Planned Unit Development (PUD) located at 1600 Port Washington Road (Parcel 10-020-10-008.00) to remove the outlots from the Meijer's Planned Unit Development

Motion by Commissioner Harms, seconded by Commissioner Plato to recommend Village Board approval of an ordinance to amend the Meijer Planned Unit Development to remove parcel 10-020-10-007.00 (CSM #3854 Lot 2) – 1.29 acres, parcel 10-020-10-008.00 (CSM #3854 Lot 3) – 1.50 acres, and parcel 10-020-10-009.00 (CSM #3854 Lot 4) – 6.59 acres. Motion carried.

Statement of Public Notice

The purpose of the public hearing is public review and comment on creation of a Planned Unit Development located near 1600 Port Washington Road (Parcel 10-020-10-008.00) for the Meijer outlots, including a multi-tenant retail center to be known as Grafton Marketplace

Chair Brunnuquell asked if the Commission members were comfortable with going ahead with action tonight based on the discussion with the prior agenda item. The Commission was comfortable with moving forward.

There were no public comments or concerns. Chair Brunnuquell closed the public hearing.

Consideration of a recommendation to Village Board on an Ordinance on creation of a Planned Unit Development located near 1600 Port Washington Road (Parcel 10-020-10-008.00) for the Meijer outlots, including a multi-tenant retail center to be known as Grafton Marketplace

Motion by Trustee Liss, seconded by Commissioner Kletti to recommend Village Board approval of an ordinance to create the Meijer Outlots Planned Unit Development for parcel 10-020-10-007.00 (CSM #3854 Lot 2) – 1.29 acres, parcel 10-020-10-008.00 (CSM #3854 Lot 3) – 1.50 acres, and parcel 10-020-10-009.00 (CSM #3854 Lot 4) – 6.59 acres including the land uses listed above. Motion carried.

Statement of Public Notice

The purpose of the public hearing is public review and comment on a conditional use permit requested by Firehouse Subs to allow for a restaurant (SIC #5812 Eating Place without drive through) to be located at Grafton Marketplace on Port Washington Road

Director Wolff stated that the business will be open Monday through Sunday 10:30 a.m. to 9:00 p.m. There will be one shift per day with six employees per shift. Two deliveries per week via semi-truck are expected. Firehouse Subs will likely install a security system with remote monitoring. Build out of the space is expected to take 90 days from issuance of building permit. She noted that staff is recommending the conditional use permit with conditions.

Chair Brunnuquell opened the public hearing to the public.

James Nutter; 2447 Caribou Lane, Grafton, WI

Mr. Nutter stated that he was not understanding why another sub shop would be under the list of conditional uses when in fact the Village has some already down the street on Port Washington Road.

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

Consideration of a conditional use permit requested by Firehouse Subs to allow for a restaurant (SIC #5812 Eating Place without drive through) to be located at Grafton Marketplace on Port Washington Road

Motion by Commissioner Harms, seconded by Trustee Liss to approve a conditional use permit for Firehouse Subs (SIC #5812 Eating Place without drive through) to be located at Grafton Marketplace on Port Washington Road with the following conditions:

1. Village Board approval of the Meijer Outlots Planned Unit Development rezoning
2. Hours of operation shall be limited to Monday through Sunday 10:30 a.m. to 9:00 p.m.
3. Use shall be limited to 2,200 square feet of floor area
4. Signage to be reviewed and approved by Planning and Development Staff subject to Chapter 20 Signs
5. All building code and other Village and State codes pertaining to occupancy of the building will be met

Motion carried.

Statement of Public Notice

The purpose of the public hearing is public review and comment on a conditional use permit requested by Heartland Dental to allow for a dental office (SIC 38021 Offices and Clinics of Dentists) to be located at Grafton Marketplace on Port Washington Road

Director Wolff stated that the use will occupy approximately 3,480 square feet including waiting area, offices, patient treatment cubicles, and restrooms. The applicant anticipates a maximum of 80 patients per day. The business will be open Monday through Friday 8:00 a.m. to 5:00 p.m. and Saturday 8:00 a.m. to noon. There will be one shift per day with 10 employees per shift. Two FedEx deliveries are expected daily. No security measures are proposed. Build out of the tenant space is expected to take 90 days from issuance of building permit. Staff is also recommending the request for this conditional use permit.

There were no public comments or concerns. Chair Brunnuquell closed the public hearing.

Consideration of a conditional use permit requested by Heartland Dental to allow for a dental office (SIC #8021 Offices and Clinics of Dentists) to be located at Grafton Marketplace on Port Washington Road

Motion by Commissioner Kletti, second by Commissioner Paschke to approve a conditional use permit for a dental office (SIC #8021 Offices and Clinics of Dentists) to be located at Grafton Marketplace on Port Washington Road with the following conditions:

1. Village Board approval of the Meijer Outlots Planned Unit Development rezoning
2. Hours of operation shall be limited to Monday through Friday 7:00 a.m. to 7:00 p.m. and Saturday 8:00 a.m. to noon
3. Use shall be limited to 3,480 square feet of floor area
4. Signage to be reviewed and approved by Planning and Development Staff subject to Chapter 20 Signs
5. All building code and other Village and State codes pertaining to occupancy of the building will be met

Motion carried.

Review and consideration of a site plan requested by Grafton Marketplace located near 1600 Port Washington Road (Meijer's Outlot #3)

Berengaria representatives reviewed the sample board materials with the Plan Commission. Director Wolff stated that there were some changes made after the recent Architectural Review Board meeting on March 10, 2016. She stated that there are no major changes from the Concept Plan the Plan Commission reviewed in November 2015.

Motion by Commissioner Harms, seconded by Commissioner Kletti to approve a site plan requested by Grafton Marketplace located near 1600 Port Washington Road with the following conditions:

1. Revise the landscaping plan to note that the street trees are existing. Add plants around the four trees in the parking lot islands. Add a note to the landscaping plan that all beds/landscaped areas will use natural mulch
2. Signage to be approved separately by the Director of Planning and Development
3. Location of the proposed relocation of the fire hydrant to be approved by the Fire Department
4. Final site plan to be approved by the Director of Public Works
5. All building code and other Village and State codes pertaining to occupancy of the building will be met

Motion carried.

Discuss potential amendments to the C-2 outdoor display regulations

Director Wolff presented the proposed draft changes made to Section 19.03.0303 (D) Outdoor Display and Sale of Merchandise based on the prior January and February Plan Commission meetings.

Director Wolff also noted that Greg Devorkin from Sendiks was unable to attend the meeting tonight but did provide his feedback. He would like to see a change in the

language in regard to the percentage of store frontage from 33 percent to 40 percent and the maximum display height from six feet to eight feet.

Sharyn Kalies representing Ozaukee Ace Hardware at 1818 Wisconsin Avenue was present to discuss some concerns including displaying general and seasonal merchandise at the same time. She was also concerned that Shopko's seasonal display is so large that it is hard to compete.

Commission held discussion on both Mrs. Kalies concerns and Sendik's comments. It was the consensus that the draft language would increase the maximum display height would be eight feet and that the percentage of store front would remain at 33 percent.

Commission directed Director Wolff to come back to the Commission with so noted changes.

EXTRATERRITORIAL REVIEW

A. Hoppe; 1009 Arrowhead Road; Town of Grafton; CUP

The Commission members reviewed and accepted the conditional use permit for property located at 1009 Arrowhead Road, Town of Grafton.

Old/New Business

None

ADJOURN

Motion by Trustee Liss, seconded by Commissioner Paschke to adjourn the meeting at 7:47 p.m. Motion carried.