

**VILLAGE OF GRAFTON**  
**VILLAGE BOARD MEETING MINUTES**

**MAY 2, 2016**  
\*AMENDED

President Brunnquell called the Village Board meeting to order at 6:00 p.m. The Pledge of Allegiance followed.

Board members present: Jim Brunnquell, David Liss, Tom Krueger, Dean Proefrock, and David Antoine

Excused: Lisa Harbeck and Sue Meinecke

Staff/Officials present: \*Village Attorney Mike Herbrand, Director of Planning Jessica Wolff, Director of Administrative Services Paul Styduhar and Deputy Village Clerk Nicole Kline

Others present: Jackie Mich and Mike Slavney of Vandewalle & Associates, Town of Grafton Supervisor Tom Grabow residents of the Town of Grafton, residents of the Village of Grafton and members of the public

**MINUTES**

Motion by Trustee Proefrock, seconded by Trustee Krueger to approve of the 04-18-2016 Village Board meeting minutes; and file; 04-20-2016 Parks and Recreation, 04-21-2016 Historic Preservation Commission, 04-25-2016 Joint Library Board, 04-26-2016 Plan Commission meeting minutes, as presented.

Trustee Krueger noted that the Village Board minutes had two spelling errors on page 4, in the middle of the page. Larry Roy was spelled incorrectly as well as David Antoine.

Motion carried with above changes.

**PERSONS REQUESTING TO BE HEARD**

Jay Van Langen of 1548 Green Bay Road alerted the Village Board of a strip of rock off of the platform in Lime Kiln Park called Clam Island. He reported that if the island was not on the 1837 survey, the Bureau of Land Management can claim the island. Clam Island probably was not on the 1837 survey because it is most likely not a natural island. It may have been formed from the mill upriver. He is trying to find an 1837 survey to identify the island from the Department of Land Management provided by the Department of the Interior, which preceded the Department of Land Management. The island location is included on the attached handout.

Jeffery Faust of 1517 Beechwood Street updated the Village Board on plans for the new Little League fields. He reported that they have plans to move forward on the proposed fields at Riverbend and Lakefield Road. They are looking at a smaller plan than identified in the original agreement. They are working with CG Schmit to design two fields, a curb and gutter parking

lot, a retention pond and utility shed. They need \$60,000 to build the parking lot and to move forward. Current fields used are owned and scheduled by the school district.

President Brunnquell noted that any changes to the plans need to go before Planning Commission.

## **BUSINESS PRESENTED BY THE PRESIDENT**

### Confirmation of Village Board Committee/Commission assignments - April 2016 - April 2017

Motion by Trustee Liss, seconded by Trustee Proefrock to confirm the Village Board Committee/Commission assignments from April 2016 through April 2017.

Motion passed.

## **NEW BUSINESS**

President Brunnquell suggested that the presentation by Vandewalle & Associates INC and subsequent discussion be moved up on the agenda. The Village Board Trustees were in agreement.

Director of Planning Jessica Wolff reported that the Village started the process to update the comprehensive plan in a focused way including the Port Washington corridor, planned use map and housing balance. This has been discussed at one meeting with Plan Commission in addition to the Village Board today. One on one interviews with developers and key property owners were conducted by Jackie Mich and Mike Slavney of Vandewalle & Associates.

President Brunnquell let everyone present know that this is strictly an update. No action will be taken tonight. This is the first time to hear from the consultants.

Jackie Mich gave a presentation with a power point presentation (attached). First, she took a moment to remind the Village Board that comprehensive plan is a state requirement every ten years to help Village guide its planning, link transport and land use and to serve as a guide for community leadership.

Three main issues are being addressed; single and multi-family housing mix, future land use map and the Port Washington Road corridor.

The process will include a community workshop on June 8, 2016 with the Chamber of Commerce, interviews with key property owners, three Plan Commission meetings, a comprehensive Plan meeting and approval by the Village Board.

Key trends that are being considered include that the population of the Village of Grafton over the last few decades is growing faster than Ozaukee County and the State of Wisconsin. The population is expected to continue growing at a steady rate. The median age of residents is increasing as the proportion of elderly increases. Household size is decreasing, in line with

national trend. Because the populations increasing, we need more housing. Housing values are rising, but rent has gone down slightly due to decreased rental units.

Overall Grafton is in the middle of housing mix. Single family homes make up 54.8 percent of village. The way houses are categorized has recently changed. Attached units are no longer being considered as single family, so numbers have changed. In 1990, a single family detached was 60 percent. In 2014, they were 54.8 percent and the number has gone down since 2000. This is consistent with peer community.

Interviews were conducted with 12 property owners and other people knowledgeable about planning. There is support for multi-family housing projects, especially for senior housing, redevelopment and infill development mostly in small scale areas. They support important community goals.

State law requires zoning changes need to be consistent with future land use map. We currently have a first draft of future land use map. We recommend developing new residential categories. Current categories are rather blunt. The Village would benefit from more specific categories such as small scale comprising four to eight unit buildings and medium scale nine plus units.

Future land use map will take into consideration opinions tonight as well as from other scheduled meetings

#### Multi-family housing policy options

1. Market-responsive approach: Based on today's market climate half of land would be single family homes and half multi-family homes.
2. Current policy: All additional residential growth would be single family development.
3. Fine-grained planned neighborhood: Would use current percentage as now. Could be specified that single family must be developed first. This tends to increase quality of multi-family units.
4. Large-grained planned neighborhood: Whole properties could be designated multi or single family. This does not have as much of an interior check on quality but is less complicated and tends to have faster development. Unless there is a phasing requirement, multi-family developments tend to come first and there is pressure to designate more for multi-family developments.

Exceptions to these options tend to be redevelopment, infill development and senior housing.

There is a need to lay out in more detail several areas including pedestrian passages, green spaces and new road connections. Categories to consider include neighborhood mixed use, community mixed use, downtown mixed use, interchange big box near interstate, light and general industrial.

President Brunquell opened the floor to members of the public for questions and comments.

Town of Grafton resident Jane Preston, who resides at 1548 Kaulette Drive had a handout for the Village Board which is attached. She is concerned about the planned use map at Arrowhead Road and North Port Washington Road which is zoned for commercial and industrial park. Her concern is that area may be annexed and zoned for multi-family development. By making that residential in the midst of an industrial area she is concerned about the nearby property owners who believe an office park would be better than residential.

She estimates that approximately 85,000 cars go through that intersection during rush hours. She is concerned that a multi-family development would increase traffic by 300 to 400 more cars per rush hour. Arrowhead Road is already a subject of contention. No one wants to repair the road and parts are breaking away. She reports that there have been many accidents at this intersection. Increased traffic would cause safety risk especially for children. Her concern is that children would be crossing the road to get to park. Also of concern to her is that further development would mean that the road would need to be widened, which she believes is not possible. Businesses along that area would lose frontage if the road was widened. Also she is concerned that wetlands are part of the land in that area. She believes it would be more prudent to develop as commercial.

President Brunquell clarified that we are not here to talk about specific properties. This is not about specific projects but is about the large picture and planning for future developments.

Jim Roth gave his support for Jane Preston. He is also concerned about infill. The area is overwhelmingly commercial, except for the mobile home park. He would like the Village to keep it consistent and not force in residential. Keeping the current policy would to allow it to continue to develop as commercial.

Diane Roth gave her support to what Jane Preston and Jim Roth have said. She looks forward to next phase of the Comprehensive Plan and continuation of current policy.

Arnold Kaul had no specific comment.

Brian Collins stated the current policy works well so he suggested to keep the same and keep it simple.

Bryan Medinger, of the Town of Grafton commented that we should add on to the Village with a continuation of current policy. Compared to surrounding communities we have a higher percentage of multi-family homes. We should keep our policies the same.

Jennifer Smith recommended no change from current policies

Lester Bartel Jr, Chairman of the Town of Grafton, noted that observing the data he noticed the percentage of income spent on rent. Grafton is only community to see income drop between

2000 and 2014. That is a number that should be noted. We have a lot of multi-family housing in the Village, but not in the Town of Grafton. If we grow as a community we need to grow as stake holders. Single family are stakeholders and lead to a healthy, thriving community. He asked that we consider looking toward more single family homes in the medium to high income range to support community going forward.

\*Tom Grabow, a Supervisor on the Town of Grafton board of Supervisors who lives at 21421 Chapel Court wanted to know what is going to happen to the 250 acres that were annexed from town and have not been used for over ten years.

President Brunnuell opened the floor to questions from the board.

Trustee Krueger was interested in knowing more about option three, a fine grained neighborhood approach. He wondered if single family houses are built first and how this policy has worked for others communities.

Mike Slavney reported that more than 25 communities in the area have gone with this kind of plan including Williams Bay, Darien\*, Lake Geneva, Johnson Creek, Edgerton, Stoughton and Mount Horeb. Single family development comes first so new development is in balance with the community.

## **RESOLUTIONS/ORDINANCES/ACTION ITEMS**

### **Lobos Place 2016 Patio Lease**

Motion by Trustee Liss, seconded by Trustee Krueger to approve Lobos Place 2016 Patio Lease.

Luis Calix, owner of El Lobo LLC indicated that there were no changes from last year's lease. The furniture and fixtures can be removed and Wi-Fi is available to the restaurant and outside.

Jessica Wolf noted that this is last year's lease and the dates need to be amended\* to read May 2, 2016 to November 15, 2016

Motion carried with above changes.

### **Item 1 / Resolution for permanently combing election wards.** Offered by Trustee Liss.

Motion by Trustee Krueger, seconded by Trustee Antoine to adopt the resolution to combine wards permanently. Motion carried.

### **Historic Preservation Commission discussion**

Director of Planning Jessica Wolff reported that they have been meeting for several months to discuss disbanding the Historic Preservation Commission and have formed a private historic society. The current commission thought they would be better served by a group that can do

fundraising and can be a more nimble organization. The Historic Preservation Commission has asked to disband.

Tasks that would be assigned to Plan Commission include designating of historic properties and sights at no additional cost or budget impact to the Village. Engraving of the piano keys will be implemented by the Village and paid out of the appropriate TID budget.

Trustee Krueger asked if this is of a limited duration which Director Wolff confirmed.

Motion by Trustee Antoine, seconded by Trustee Krueger to disband the Historic Preservation Commission. Motion carried.

#### Item 1/Report of Finance Committee

Discussion to approve the 2017 areas of emphasis with the accompanying strategic plan.

Motion by Trustee Liss, seconded by Trustee Antoine to approve the 2017 areas of emphasis as presented with the accompanying strategic plan. Motion carried.

#### Item 2/Report of Finance Committee

Approve the fund balance policy.

Motion by Trustee Liss, seconded by Trustee Antoine to approve the fund balance policy.

Director of Administrative Services Paul Styduhar noted that we are at the beginning of the budget process. This is partly housekeeping and eliminating restricted use of fund balance to 5%.

Trustee Krueger noted that there were no priorities from the Water and Waste Water Utility. Since they have over a \$4 million dollar budget he wondered why there was no mention of them. Director Styduhar noted that these areas are based on the administrator's focus and the inclusion of Water and Waste Water Utility projects will be noted to be reviewed and included with subsequent budgets.

Motion carried.

#### Item 1/Report of the Plan Commission

Ordinance amending Table 19.03.0603 Permitted and Conditional Uses in the Nonresidential Zoning Districts to remove Auto Supply Stores (SIC # 5531) as a conditional use the C-4 Freeway Interchange Business District and M-1 Industrial Zoning District

Motion by Trustee Proefrock, seconded by Trustee Liss to approve ordinance amending table 19.03.0603 and conditional uses in nonresidential zoning districts to remove Auto Supply Stores.

Director Wolff reported that staff felt that it is Auto Supply Stores are not consistent with this development. We have two Auto Supply Stores downtown that are doing well.

Motion carried.

#### Item 2/Report of the Plan Commission

Ordinance to amend Section 19.03.0303 of the outdoor display code for merchandise in the C-2 business district.

Motion by Trustee Proefrock, seconded by Trustee Liss to approve ordinance amending Section 19.03.0303 of outdoor display of merchandise in the C-2 district.

Director Wolff noted that rules for south commercial district display or merchandise are restrictive. Sendik's wants to have larger seasonal displays and have worked with the Plan Commission for new standards for seasonal display of merchandise, which does not include such things as pallets of bottled water. This separates standards for pallets of general merchandise, like cases of water from natural, seasonal displays. Sendik's is happy with the new policy.

President Brunquell congratulated director Wolff and the Plan Commission for working so well with the businesses in the district on this new plan.

Motion carried.

#### **DEPARTMENT AND OFFICERS REPORT**

Trustee Krueger noted that it is National Safe Drinking Water Week.

#### **LICENSES**

##### Item 1 /Special Picnic License

Motion by Trustee Antoine, seconded by Trustee Proefrock to approve the issuance of a Class B Picnic License for Pilgrim United Church of Christ to hold a Gala Event for Friday, May 13, 2016. Motion carried.

##### Item 2 / Approval to issue Operator's Licenses

Motion by Trustee Antoine, seconded by Trustee Proefrock to approve of operator's license as presented. Motion carried.

#### **REPORT OF BILLS**

Motion by Trustee Krueger, seconded by Trustee Liss to approve the payment of Village expenditures in the amount of \$: \$219,878.11.

Trustee \*Antoine questioned on page six why Grafton Roofing was paid for reflashing of four sky lights. Trustee Liss reported that these are the skylights that needed repair in the Aquatic Center.

Motion carried.

**OLD BUSINESS**

None

**NEW BUSINESS**

Discussion of Village of Grafton Comprehensive Plan Update was moved up to item six.

**ADJOURN**

Motion by Trustee Krueger, seconded by Trustee Antoine to adjourn at 7:28 p.m. Motion carried.