

**VILLAGE OF GRAFTON**

**PLAN COMMISSION MEETING MINUTES**

**MAY 24, 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

Plan Commissioners excused: Randy Silasiri

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

Others present: Citizens of the Community

**MINUTES**

Motion by Commissioner Kletti, seconded by Trustee Liss to approve the April 26, 2016 Plan Commission meeting minutes as presented. Motion carried.

**HEAR PERSONS REQUESTING TO BE HEARD**

None

**Statement of Public Notice**

**Administrative Secretary Deborah Brown stated the purpose of the public hearing is public review and comment on a request for a conditional use permit by Landmark Credit Union (SIC #6062 State Credit Union) to allow for a small office addition located at 2190 Wisconsin Avenue**

Director of Planning and Development Jessica Wolff stated that Landmark Credit Union is proposing a 337 square foot office addition on the north side of the existing building. The applicant is also adding nine parking spaces and straightening the drive through aisle on the west side of the building. She also noted that the existing shed will be removed and replaced with a dumpster enclosure. There were no changes in the hours of operation or security measures. The staff is recommending the approval with conditions. Dan Klein of TWP Architects, LTD was present to answer any questions or concerns.

Chair Brunnuquell opened the floor to the public for questions and comments. There were no public comments or concerns. The Commission members also had no concerns and Commissioner Paschke added that the Architecture Review Board had

reviewed and approved the plans with conditions. Chair Brunnuquell asked the Commission members if they would like to move forward with the consideration on this agenda item. Commission consensus was to move forward with the motion. Chair Brunnuquell closed the public hearing.

**Review and consideration of a conditional use permit requested by Landmark Credit Union (SIC #6062 State Credit Union) to allow for a small office addition located at 2190 Wisconsin Avenue**

Motion by Commissioner Harms, seconded by Commissioner Plato to approve the conditional use permit request by Landmark Credit Union (SIC #6062 State Credit Union) to allow for a small office addition located at 2190 Wisconsin Avenue with the following conditions:

1. Hours of operation shall be limited to Monday through Wednesday 8:30 a.m. to 5:30 p.m., Thursday and Friday 8:30 a.m. to 7:00 p.m., and Saturday 8:00 a.m. to noon.
2. Use shall be limited to a total of 2,630 square feet of floor area.
3. Signage to be reviewed and approved by Planning and Development Staff subject to Chapter 20 Signs.
4. 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 Landmark Credit Union located at 2190 Wisconsin Avenue to allow for a small office addition**

Director Wolff noted that the addition will match the existing design and building materials. The Commission members reviewed the conditions with the applicant and had no further comments or concerns. Director Wolff noted the additional condition on the dumpster enclosure materials had been added.

Motion by Commissioner Kletti, seconded by Commissioner Harms to approve the site plan requested by Landmark Credit Union located at 2190 Wisconsin Avenue to allow for a small office addition with the following conditions:

1. Revise the site plan to replace the two trees and a shrub that will be removed for additional parking nearby with similar species as approved by the Director of Planning and Development.
2. Revise the site plan to add landscaping along the east side of the drive through aisle as approved by the Director of Planning and Development.
3. Revise the site plan to add one handicap parking space meeting ADA requirements.
4. Dumpster enclosure shall be painted to match the building.
5. Revise the site plan to add a bike rack near the entrance.
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.

**Statement of Public Notice**

**The purpose of the public hearing is public review and comment for a request for a conditional use permit by Speedkore to allow for a customer performance car company (SIC #7532 Top, Body and Upholstery Repair Shops and Paint Shops) to be located at 983 Badger Circle**

Director Wolff stated that the applicant, Speedkore, Inc. is proposing a 12,000 square foot performance car company specializing in the design and fabrication of customer vehicles. She noted that there would be no exterior alterations made to the building and there may be some vehicles parked in the parking lot located on the south side of the building. She stated that security cameras will be installed. The applicant estimates that there would be between three to five deliveries per week by box truck and semi-truck. David Salvaggio, Speedkore Executive Vice President and Amy Bastar of Kapco Inc. were present to answer any questions or concerns.

Mr. Salvaggio stated that his company has been in business for approximately 13 years and builds high end vehicles. All work to these vehicles is done inside the building and they operate seven days a week sometimes 24 hours a day to meet deadlines. The normal working hours are from 6:00 a.m. to 6:00 p.m. He stated they would not create any additional noise. He added that they do test their vehicles on the freeway so nothing would be tested on the local Village roads.

Chair Brunnuell opened the public hearing for comments or concerns. There were no concerns or public comments or Commission comments. Chair Brunnuell then closed the public hearing. Commission had no objections with moving forward with approval tonight.

**Consideration of a conditional use permit requested by Speedkore to allow for a customer performance car company (SIC#7532 Top, Body and Upholstery Repair Shops and Paint Shops) to be located at 983 Badger Circle**

Motion by Trustee Liss, seconded by Commissioner Kletti to approve a conditional use permit requested by Speedkore to allow for a custom performance car company (SIC#7532 Top, Body and Upholstery Repair Shops and Paint Shops) to be located at 983 Badger Circle with the following conditions:

1. The business may operate 24 hours per day, seven days per week.
2. Use shall be limited to 12,000 square feet of floor area.
3. No more than 10 vehicles directly associated with the use may be parked on-site at any time.
4. Provide documentation from a Fire Suppression Engineer that the current sprinkler system is rated to handle the change in use.
5. Submit a plan with a certified architect's stamp for tenant change of use/alteration review if required.

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.

### **Statement of Public Notice**

#### **The purpose of the public hearing is public review and comment on a request by Paul Alexander and Rick Steger for a conditional use permit to allow a tavern to be known as Grafton Filling Station to be located at 1228 11<sup>th</sup> Avenue**

Director Wolff stated that the applicants Paul Alexander and Rick Steger are proposing a 1,600 square foot tavern at the former post office. The Grafton Filling Station will specialize in local craft beer and small plates. There will be no exterior alterations to the building. The business will be open Tuesday through Thursday 3:00 p.m. to 10:00 p.m., Friday and Saturday 2:00 p.m. to 2:30 a.m., Sunday noon to 6:00 p.m. and closed Mondays. There will be one shift per day with three employees per shift. Two to three deliveries per week via box truck are expected. The owners will install security cameras. The applicants anticipates opening in September.

Chair Brunnquell stated that he is recusing himself from this agenda item due to the fact he is a property owner in this area. Paul Alexander 937 17<sup>th</sup> Avenue, Grafton and Rick Steger 1882 Blackfoot Court, Grafton were present to answer any questions or concerns.

Chair Brunnquell opened the public hearing.

#### Regina Potter-1335 11<sup>th</sup> Avenue Unit 104, Grafton, WI

Ms. Potter stated that her concern was the increase in traffic and noise. She has noticed an increase in traffic since Lobo's Restaurant has been open and wonders where customers will be parking. She lives in a condo on 11<sup>th</sup> Avenue and is also concerned about another tavern creating noise and trash along the streets and yards in the area. She feels that there are more than enough drinking establishments downtown already. She is opposed to having another tavern in this area.

#### Wendy Herrick-owner of a beauty salon located at 1110 Bridge Street

Ms. Herrick had concerns about parking. She stated that with Lobo's growth and success, parking has become an issue for her clients as well as her staff. She is also extremely concerned about crowds gathering after closing hours, noise and trash increasing around the neighborhood. She stated further that sometimes her staff and clients are leaving later at night and she is concerned about their safety going to their vehicles.

#### Kathleen McGlone-owner of Slow Pokes located at 1229 12<sup>th</sup> Avenue

Ms. McGlone explained that her building faces the back of the proposed tavern. She has concerns regarding vandalism. She states that she has always tried to maintain and

improve her property but in recent months, she has had to call the police due to kids vandalizing her property, (e.g., breaking glass bottles, throwing trash out on her property and breaking her locks several times). She asked if security cameras would be installed in the back of the proposed tavern. She is also concerned about parking and the parking spaces in the back that is designated for public parking during the day. She is not opposed to new businesses coming into the downtown area and would like to work with these applicants to prevent new problems and existing problems from reoccurring.

Trustee Lisa Uribe Harbeck- 907 17<sup>th</sup> Avenue, Grafton, WI

Trustee Harbeck stated that she is in favor of this proposed tavern. She stated that the downtown district needs a mix of businesses and she feels that this would be a good fit for the downtown area. She added that Lobo's Restaurant is doing well and having this upscale tavern which would cater to an older crowd would be a great addition to the downtown district. She is supporting this proposed conditional use permit.

Sara McCutcheon-1229 11<sup>th</sup> Avenue, Grafton, WI

Ms. McCutcheon stated that she owns property next door to this proposed tavern. She is concerned for her tenants in regards to parking and noise issues as well.

Paul Alexander stated that he has for the past five years been involved with the craft beer industry. This proposed tavern is an upscale establishment with quiet and mature customers. He feels this will be a great addition to the downtown area and is willing to work with the businesses surrounding his proposed business location to make it a safe, clean environment. He stated that their plans for an outdoor space would be on the back loading dock of the old post office, consisting of just a few tables and chairs. He also noted that he is a big bike enthusiast and will be looking to promote biking in the area.

A discussion was held by Commission members. Commissioner Harms was concerned about parking but stated that we are in a new millennium in this downtown area and parking has been an issue as we develop it. He would like some further clarification on the public parking spaces in the back of this location. Commissioner Plato stated that she was involved sometime back with a Village agreement of five parking spaces to be used during the daytime hours for the public use and evening hours to be used by the property owners. Commissioner Kletti stated that parking is a challenge in the downtown area. He wanted to know if this proposed tavern was getting a full liquor license or just a beer and wine license. Mr. Alexander replied that it was a full reserved liquor license.

Ms. Herrick-business owner of beauty salon located 1110 Bridge Street then asked to go on the record as stating that if hard liquor is being served rather than just beer, she is even more concerned about the safety of her employees and clients leaving her business at night hours. She also had new concerns with the five parking spaces that

she and her employees are currently using in the back of the building. She would like clarification on the parking.

Chair Brunnquell suggested that any outdoor spaces be enclosed with some sort of sound barrier, that the front entrance should have a vestibule, and that parking spaces be posted and signage placed in the areas of public parking availability. He added that he would hate to have a repeat of the problems that the Bridge Inn had with their outdoor space. It was also suggested to have this applicant come back in a year. He also asked what size the load dock was for this outdoor space. Mr. Alexander stated that it was approximately 10"x24".

Chair Brunnquell asked the Commission members if they felt comfortable enough to move forward with approval tonight or if they wanted to bring the item back to Plan Commission next month. After a short discussion the Commission consensus was to move forward with the approval with adding a condition that any outdoor space must be enclosed. Also, Commission members would like to see this Conditional Use Permit come back one year from occupancy to see how things are going.

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

### **Consideration of a conditional use permit to allow for Grafton Filling Station to be located at 1228 11<sup>th</sup> Avenue**

Motion by Trustee Liss, seconded by Commissioner Paschke to approve the conditional use permit requested by Paul Alexander and Rick Steger to allow a tavern to be known as Grafton Filling Station to be located at 1228 11<sup>th</sup> Avenue with the following conditions:

1. Hours of operation shall be limited to Tuesday through Thursday 3:00 p.m. to 10:00 p.m., Friday and Saturday 2:00 p.m. to 2:30 a.m., Sunday noon to 6:00 p.m. and closed Mondays.
2. Use shall be limited to 1,600 square feet of floor area.
3. Disposal of empty cans/bottles shall be restricted to 7:00 a.m. to 7:00 p.m. Garbage pick-up shall be restricted to 7:00 a.m. or later.
4. All doors must be kept closed at all times.
5. Submit a plan with a certified architect's stamp for tenant change of use/alteration review if required.
6. Any food preparation that would produce grease laden vapors will require the installation of an exhaust hood.
7. Signage to be reviewed and approved by Planning and Development Staff subject to Chapter 20 Signs.
8. All building code and other Village and State codes pertaining to occupancy of the building will be met.
9. Any outdoor space must be enclosed and must be approved by Director of Planning.
10. Conditional Use Permit to be reviewed after one year of occupancy.

Motion carried (4-1) Kletti-Nay, Brunnuquell-Abstained.

**Statement of Public Notice**

**The purpose of the public hearing is public review and comment on a request by Pyramax Bank for a conditional use permit to allow for a bank without drive through to be located at 1150 Washington Street**

Director Wolff stated that Pyramax Bank is proposing a 2,500 square foot bank without a drive through. She explained that the bank will be offering personal and commercial banking as well as investment services. The bank will be open Monday through Friday from 9:00 a.m. to 5:00 p.m. There will be one shift per day with five employees. No deliveries are expected and the owners will be installing security cameras, motion detector and alarms. Rick Krier of Pyramax Bank and property owner Steve Cary-1525 Wisconsin Avenue, Grafton were present to answer questions.

Chair Brunnuquell opened the public hearing for comments or concerns. There were no public comments and Commissioner Plato stated that she noticed the signage was up already. Director Wolff replied that the signage has been approved by staff. Chair Brunnuquell then closed the public hearing and asked the Commission if they felt comfortable taking action on the item tonight. Commission was in favor to moving forward.

**Consideration of a conditional use permit to allow for Pyramax Bank to be located at 1150 Washington Street**

Director Wolff made note that in her IFC report, #3 condition has already been met.

Motion by Commissioner Paschke, seconded by Commissioner Harms to approve a conditional use permit for Pyramax Bank for a bank without drive through to be located at 1150 Washington Street with the following conditions:

1. Hours of operation shall be limited to Monday through Friday 9:00 a.m. to 5:00 p.m.
2. Use shall be limited to 2,500 square feet of floor area.
3. 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 request by property owner David Winograd of LCM Funds LLC for an annexation petition of 992 Port Washington Road located in the Town of Grafton (Parcel 06-020-10-004.00)**

Director Wolff stated that Forward Dental is back for final consideration. Among the items to be considered tonight is annexation of the 1.09 acre parcel located at 992 Port Washington Road, rezoning of said property, site plan review, conditional use permit and Certified Survey Map (CSM). She stated that there were no significant changes made since the Commission reviewed the Concept Plan in April. The business will be

open Monday through Thursday 7:00 a.m. through 7:00 p.m., Friday 7:00 a.m. to 4:00 p.m., and Saturday 7:00 a.m. to 2:00 p.m. The building will have stations for up to six patients, a waiting area, break room and restrooms. She indicated that there would be one shift of eight staff members and one delivery per week. There were no security measures being proposed. The applicant is hoping to be open by the year end.

She also indicated that there were a couple of new revised sheets placed at each of the Commission members seats. The first was a revised grading plan. She noted that since there is less than an acre of disturbed land, they were not required to submit a formal stormwater management plan. However, Director Wolff stated that she was concerned that the runoff was being directed off site rather than retained on site. She further stated that the applicant has submitted a revised grading plan which is now adding a swale on the east side of the site to direct and retain runoff. The other item placed for Commission review is a preliminary roadway modifications plan. The applicant has been working with the County on the driveway location and matching the project with the improved section of the roadway along Port Washington Road to the north. She noted that these hand out plans and corrections reflect in the minutes as being added into the packet. Scot Schmidt of Anderson-Ashton was present to answer questions or concerns.

Mr. Schmidt stated that he and the applicant are still working with the County on the understanding of the process of the driveway location and the costs involved with the changes that need to be made and when they need to be met. He stated that he will keep the Village updated on this matter.

Chair Brunnquell opened the public hearing for comments or concerns. There were no public comments or concerns, Chair Brunnquell closed the public hearing.

#### **Statement of Public Notice**

**The purpose of the public hearing is public review and comment on rezoning 992 Port Washington Road (Parcel 06-020-10-004.00) from A-3 Agriculture to C-4 Freeway Interchange Business for Forward Dental**

Chair Brunnquell opened the public hearing for comments or concerns. There were none. Commissioner Paschke asked about the zoning and the future land use map. Did it follow the zoning for the future land use? Director Wolff responded yes it did. Commission members felt comfortable with taking action on this item later in the meeting. Chair Brunnquell closed the public hearing and moved onto the next public hearing.

#### **Statement of Public Notice**

**The purpose of the public hearing is public review and comment on a conditional use permit for a dental office (SIC #8021 "Offices and Clinics of Dentists") requested by Forward Dental to be located at 992 Port Washington Road**

Trustee Liss asked if the driveway access agreement was approved by Meijer yet. Mr. Schmidt indicated that they had not yet secured the agreement. The Commission held some discussion on the Meijer's access entrance and should it be included with the conditions. It was the consensus that it should not be included as it is a private matter between property owners and is not a condition that is necessary for the project to be completed. Forward Dental has its own access to Port Washington Road as shown on the site plan.

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

**Consideration of a recommendation to Village Board for approval on request by property owner David Wingograd of LCM Funds LLC for an annexation petition of 992 Port Washington Road located in the Town of Grafton (Parcel 06-020-10-004.00)**

Motion by Commissioner Harms, seconded by Commissioner Kletti to recommend Village Board approval of an annexation request by property owner David Winograd of LCM Funds LLC of 992 Port Washington Road located in the Town of Grafton (Parcel 06-020-10-004.00). Motion carried.

**Consideration of a recommendation to Village Board on rezoning 992 Port Washington Road (Parcel 06-020-10-004.00) from A3-Agriculture to C-4 Freeway Interchange Business**

Motion by Commissioner Harms, seconded by Trustee Liss to recommend Village Board approval to rezone 992 Port Washington Road (Parcel 06-020-10-004.00) from A-3 Agriculture to C-4 Freeway Interchange Business for Forward Dental. Motion carried.

**Consideration of a conditional use permit to allow for Forward Dental (SIC #8021 "Offices and Clinics of Dentists") to be located at 992 Port Washington Road**

Motion by Commissioner Kletti, seconded by Commissioner Harms to approve a conditional use permit for Forward Dental to allow for a dental office (SIC #8021 "Offices and Clinics of Dentists") at 992 Port Washington Road with the following conditions:

1. Fill and seal the well and abandon the septic system according to State regulations prior to annexation.
2. Apply for a parking variance from the Zoning Board of Appeals. If a variance is not obtained, submit a revised site plan that meets the parking requirements of Chapter 19 to be approved by the Director of Planning and Development.
3. Hours of operation shall be limited to Monday through Thursday 7:00 a.m. to 7:00 p.m., Friday 7:00 a.m. to 4:00 p.m., and Saturday 7:00 a.m. to 2:00 p.m.
4. Use shall be limited to 2,500 square feet of floor area.

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.
7. Subject to annexation and zoning approval by the Village Board.  
Motion carried.

**Review and consideration of a site plan requested by Forward Dental for property located at 992 Washington Road**

Director Wolff indicated that condition number two has been met.

Motion by Trustee Liss, seconded by Commissioner Harms to approve a site plan requested by Forward Dental at 992 Port Washington Road with the following conditions:

1. Driveway location and improvements to Port Washington Road to be approved by Ozaukee County.
2. Submit a revised landscaping plan to be approved by the Director of Planning and Development.
3. Signage to be reviewed and approved by Planning and Development Staff subject to Chapter 20 Signs.
4. All building code and other Village and State codes pertaining to occupancy of the building will be met.
5. Subject to approval by the Zoning Board of Appeals for a parking variance.
6. Subject to annexation and zoning approval by the Village Board.
7. Subject to Final Grading plan to be reviewed by the Village engineer.  
Motion carried.

**Review and consideration of a request by Forward Dental for a certified survey map for property located at 992 Port Washington Road**

Director Wolff noted that the survey meets all the requirement of the Village and state codes. Chair Brunnuell asked that the motion read that the Village Board would be adopting the resolution and the Plan Commission is recommending that to the Village Board.

Motion by Commissioner Kletti, seconded by Commissioner Harms to recommend the Village Board adopt a resolution for the Certified Survey Map for Forward Dental at 992 Port Washington Road with the following condition: add a signature block for Village Board approval. Motion carried.

**Review and consideration of a request by Dollar Tree Store for a sign variance located at 1777 Wisconsin Avenue**

Director Wolff stated that Dollar Tree Store will be opening a store at 1777 Wisconsin Avenue in the former Radio Shack space next to Shopko. They are requesting a variance for sign height as well as overall size of the wall sign. She explained further that the maximum height is 24 inches; 42 inches is proposed. The maximum size is

73.3 square feet; 98.1 square feet is proposed. The applicant indicates that aesthetics and lack of visibility would justify the variances. Director Wolff stated further that she does not believe a variance is warranted in this case since there is no true hardship. Staff is recommending to deny the request. Chad Vandenlangberg of Jones Sign and Brad Nauman of Dollar Tree Store were present.

Mr. Vandenlangberg stated that the store front is quite a distance from the main road. A smaller sign would not be visible from the road. The store is also on an angle which makes it difficult to see from the road. He explained that the wall sign is very similar to the Shopko sign just slightly oversized. Mr. Nauman stated that he is the district manager and will be in charge of the hiring and operations of the store. He is anticipating 15 temporary construction jobs and 15 permanent jobs. He stated that he just wants the best possible exposure to his new store and its location.

A discussion took place with the Commission members. It was the consensus to move forward with the denial of the sign variance as recommended by Director Wolff. They wanted to stay consistent with the signage code to ensure predictability for business owners. The free standing signs on Wisconsin Avenue and Falls Road were very visible and would direct people into the shopping center to find the location of the Dollar Tree Store.

Motion by Commissioner Plato, seconded by Trustee Liss to deny a sign variance requested by Dollar Tree at 1777 Wisconsin Avenue. Motion carried.

**Review and consideration of a request by Blue Stem Acquisition LLC for a certified survey map (Parcel 10-030-05-007.00) located on Falls Road**

Director Wolff noted that the survey creates four half acre lots and it meets all the requirements of state and local ordinances. Troy Hartjes of R.A. Smith National was present for any concerns or questions. The Commission reviewed the conditions which were revised since the IFC report went out. Condition number two and condition number three have been taken out of the motion.

Motion by Commissioner Paschke, seconded by Commissioner Harms to adopt a resolution for the Certified Survey Map for Blue Stem Acquisition LLC (Parcel 10-030-05-007.00) located on Falls Road with the following conditions:

1. A 20 foot wide drainage easement is proposed along the south line of the proposed CSM. The south 10 feet of said drainage easement is outside of the CSM boundary and must be created by another instrument other than the CSM.
2. The final CSM shall be approved by the Village Engineer.

Motion carried.

**Review and consideration of historic preservation duties**

Director Wolff stated that she has been working with the Historic Preservation Commission since the beginning of this year on forming a private non-profit historical society and disbanding the HPC Commission. The Grafton Historical Society has

already held two meetings and Director Wolff has assisted them with applying for 501c3 status for the organization. On May 2<sup>nd</sup>, 2016, the Village Board directed staff to begin the process to amend relevant Village ordinances to disband the Historic Preservation Commission and reassign their duties. Staff recommends that the Plan Commission take over the responsibilities related to designation of historic structures, sites and districts in the Village. The duties that would be reassigned to the Plan Commission are:  
Recommendation of designation of historic structures and historic sites to Village Board;  
Recommendation of rescission of historic structures and historic sites to Village Board;  
Recommendation on creation of Historic Preservation Overlay Districts to Village Board;  
Review and approval of Certificate of Appropriateness; and Recognition of historic structures, sites, and HPO Districts.

No action was taken at this time. Commission directed Director Wolff to bring back the ordinance amendments with the additional language on involving the Architectural Review Board in the process of Historic Preservation Overlay Districts. A public hearing will also be addressed at the June 28, 2016 Plan Commission Meeting.

#### **Extraterritorial Review**

- A. Rodney A. Petersen, 1278 Lakeshore Road, Town of Grafton-Conditional Use Permit**
  - B. Charles M. Konzen, 1498 CTH C, Town of Grafton-Conditional Use Permit**
- Commissioners reviewed and accepted the extraterritorial applications.

#### **New Business**

None

#### **Old Business**

##### **A. Discuss the comprehensive plan project**

Director Wolff reviewed the updated information on the Comprehensive Plan project with the Commission. She stated that the comprehensive plan is making progress. The consultants presented four housing policy options at the Village Board meeting on May 2, 2016. She briefly reviewed the options with the Commission members.

- Option 1: Market-Responsive Approach (No Policy)
- Option 2: Continue Current Policy
- Option 3: Fine-Grained Planned Neighborhood
- Option 4: Large-Grained Planned Neighborhood

She further noted that on May 16, 2016, Village Board indicated they preferred Option 3. Director Wolff stated that will be the approach the Village will take in preparing the draft planned land use map for the workshop set for June 8, 2016. Commissioner Paschke suggested that examples and photographs of planned neighborhoods should be use at the workshop.

Director Wolff then reviewed the draft of the Port Washington corridor plan for both the North and South locations.

Lew Herro- 419 Bobolink Avenue, Grafton, WI

Mr. Herro stated that he has concerns on the south plan for Port Washington Road and whether sewer and water supply would be able to handle the development projected. He also suggested that the Village encourage building smaller single family homes for the elderly and younger families. He also feels that properties on the north end of the Village should be reviewed for this fine grained planned neighborhood designation when finalizing the Village's land use map.

For informational purposes only.

**Adjourn**

Motion by Commissioner Paschke, seconded by Commissioner Harms, to adjourn the meeting at 8:17p.m. Motion carried.