

VILLAGE OF GRAFTON

PLAN COMMISSION MEETING MINUTES

JULY 26, 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, Trustee David Liss, Amy Plato, and Mark Paschke arrived 6:30 p.m.

Plan Commissioners excused: Randy Silasiri

Officials/Staff present: Village Administrator Jesse Thyges, Police Chief Charles Wenten, Fire Chief Bill Rice, Director of Planning and Development Jessica Wolff, and Administrative Secretary Deborah A Brown

Others present: News Graphic Reporter Melanie Boyung, Journal Media Group Reporter Rachel Minske, and other citizens of the Community

MINUTES

Motion by Trustee Liss, seconded by Commissioner Kletti to approve the June 28, 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 to review and comment on a request for a conditional use permit by Hertejvir Singh to allow for a liquor and convenience store to be located at 1237-1239 12th Avenue to be known as The Bottle Shop of Grafton

Director of Planning and Development Jessica Wolff stated that the applicant is proposing a full service liquor/convenience store on the first floor of the former La Budde building at the corner of 12th Avenue and Bridge Street. The Bottle Shop will carry beer, wine, spirits, tobacco products, ice, lottery tickets, and grocery items. They will be open daily 9:00am to 9:00pm and will have two shifts with three employees per shift. Up to 10 deliveries per week via box trucks and semi-trucks are anticipated. Security cameras will be installed on the exterior and interior of the building. The applicant expects to be open by mid-September. Staff is recommending approval with conditions. Hertejvir Singh, owner, was present to answer any questions or concerns.

Chair Brunnquell opened the public hearing and there were no public comments. There were no concerns from the Commission members. Chair Brunnquell thanked the applicant for including groceries in his floor plan for the downtown residents. Director Wolff noted that the applicant submitted an alternative parking layout, which would be the final layout.

Chair Brunnquell then asked Commission members if they were comfortable with taking action on this item tonight. They had no problems moving forward with the motion. With no other comments, Chair Brunnquell closed the public hearing.

Consideration of a conditional use permit requested by Hertejvir Singh to allow for a liquor and convenience store to be located at 1237-1239 12th Avenue to be known as The Bottle Shop of Grafton

Motion by Commissioner Kletti, seconded by Commissioner Harms to approve a conditional use permit to allow The Bottle Shop of Grafton for a liquor and convenience store to be located at 1237-1239 12th Avenue with the following conditions:

1. Hours of operation shall be limited to 9:00am to 9:00pm daily.
2. Use shall be limited to a total of 4,000 square feet of floor area (first floor only).
3. Construct a vinyl dumpster enclosure; design shall be approved by the Director of Planning and Development.
4. Remove all weeds on the property.
5. Install a bike rack on the west side of the building.
6. Paint the guardrail on the western edge of the parking lot.
7. A minimum of 1,000 square feet shall be dedicated to food items including dairy, eggs, bread, and frozen items at all times.
8. Submit a plan with a certified architect's stamp for tenant change of use/alteration review.
9. Signage to be reviewed and approved by Planning and Development Staff subject to Chapter 20 Signs.
10. 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 certified survey map to subdivide property located at 1706 Wisconsin Avenue

Director Wolff stated that the CSM will create a separate lot for the Citgo Gas Station and the vacant former Grafton Firefighters, Inc. property. The gas station is zoned PUD and Lot 2 is zoned C-2 Community Business. The CSM has been reviewed by the Village's consultants and the planning staff is recommending approval as presented.

Heba Musleh, owner, was present to answer any questions or concerns. There were no comments from Commission members and a motion went forward for approval of the certified survey map.

Motion by Trustee Liss, seconded by Commissioner Plato to approve the Certified Survey Map for Heba Musleh at 1706 Wisconsin Avenue as presented. Motion carried.

Review and consideration of a site plan by Ozaukee Ace Hardware located at 1818 Wisconsin Avenue

Director Wolff stated that the amount of the display at Ace, Sendik's and Shopko is based on 33% of the width of the store frontage. Each of the locations will be approved by the Plan Commission as a one-time site plan and will be reviewed for seasonal outdoor display consisting of organic items only, based on the revised regulations approved by the Plan Commission in April.

Director Wolff noted that staff is recommending approval for each store with the conditions listed in the zoning code. Chair Brunnuell then asked Sharyn Kalies from Ozaukee Ace Hardware if she had any questions or concerns. She did not. No other representatives from the other two stores were present. Commission members then moved forward with the approvals on the agenda items.

Motion by Commissioner Harms, seconded by Commissioner Kletti to approve a site plan by Ace Hardware located at 1818 Wisconsin Avenue for seasonal outdoor display with the following conditions:

1. Seasonal outdoor display may be present from April through July and September through October.
2. Display shall occupy no more than 57 feet of the store frontage and shall not exceed eight feet high.
3. Display shall be limited to decorative point-of-purchase displays for seasonal organic (i.e., not man-made) materials having a seasonal theme or orientation such as plants, pumpkins, wreaths, and holiday decorations but excluding organic materials in bags (e.g., garden soil, salt, sand).
4. Merchandise shall be attractively displayed. Pallets may be used if edges are fully concealed.
5. Merchandise signage shall be limited to signs that are no more than two square feet.
6. Display racks and other equipment shall be stored inside when not in use.
7. Merchandise displays shall not block vehicular or pedestrian ingress and egress including entrances and/or exits to a site or building. A pedestrian walkway between the outside edge of the display area and vehicular traffic area shall be required.
8. All outdoor display areas are subject to the review and approval of the Director of Planning and Development based on, but not limited to, criteria such as aesthetic appeal, relationship to the architecture of the primary structure,

general placement/location, traffic and safety issues, operational aspects and maintenance.

9. The business shall comply with all fire code regulations related to the front portion of the building as approved by the Fire Inspector.

Motion carried.

Review and consideration of a site plan by Sendik's located at 2195 1st Avenue for seasonal outdoor display

Motion by Commissioner Kletti, seconded by Trustee Liss to approve a site plan requested by Sendik's located at 2195 First Avenue for seasonal outdoor display with the following conditions:

1. Seasonal outdoor display may be present from April through December.
2. Display shall occupy no more than 84 feet of the store frontage and shall not exceed eight feet high.
3. Display shall be limited to decorative point-of-purchase displays for seasonal organic (i.e., not man-made) materials having a seasonal theme or orientation such as plants, pumpkins, wreaths and holiday decorations but excluding organic materials in bags (e.g., garden soil, salt, sand).
4. Merchandise shall be attractively displayed. Pallets may be used if edges are fully concealed.
5. Merchandise signage shall be limited to signs that are no more than two square feet.
6. Display racks and other equipment shall be stored inside when not in use.
7. Merchandise displays shall not block vehicular or pedestrian ingress and egress including entrances and/or exits to a site or building. A pedestrian walkway between the outside edge of the display area and vehicular traffic area shall be required.
8. All outdoor display areas are subject to the review and approval of the Director of Planning and Development based on, but not limited to, criteria such as aesthetic appeal, relationship to the architecture of the primary structure, general placement/location, traffic and safety issues, operational aspects and maintenance.

Motion carried.

Review and consideration of a site plan by Shopko located at 1771 Wisconsin Avenue for seasonal outdoor display

Motion by Commissioner Harms, seconded by Commissioner Plato to approve a site plan by Shopko located at 1771 Wisconsin Avenue for seasonal outdoor display with the following conditions:

1. Seasonal outdoor display may be present from April through December.
2. Display shall occupy no more than 105 feet of the store frontage and shall not exceed eight feet high.

3. Display shall be limited to decorative point-of-purchase displays for seasonal organic (i.e., not man-made) materials having a seasonal theme or orientation such as plants, pumpkins, wreaths and holiday decorations but excluding organic materials in bags (e.g., garden soil, salt, sand).
4. Merchandise shall be attractively displayed. Pallets may be used if edges are fully concealed.
5. Merchandise signage shall be limited to signs that are no more than two square feet.
6. Display racks and other equipment shall be stored inside when not in use.
7. Merchandise displays shall not block vehicular or pedestrian ingress and egress including entrances and/or exits to a site or building. A pedestrian walkway between the outside edge of the display area and vehicular traffic area shall be required.
8. All outdoor display areas are subject to the review and approval of the Director of Planning and Development based on, but not limited to, criteria such as aesthetic appeal, relationship to the architecture of the primary structure, general placement/location, traffic and safety issues, operational aspects and maintenance.

Motion carried.

Chair Brunnquell explained to the public audience that the next agenda item is an example of a large grain planned neighborhood project as described in the Comprehensive Plan project. Public comment will be taken under agenda item #16 (Discussion of the Plan Commission draft of Comprehensive Plan Amendment). He further noted that this concept plan review is just to introduce a potential type of development that is currently not allowed by current policy or by the draft Comprehensive Plan.

Review and discussion on a concept plan review requested by Anthony Polson of Blackcap Halcyon for a mixed use development (Commercial and Multi-family uses) at 754 N. Port Washington Road

Chair Brunnquell introduced Anthony Polson of Blackcap Halcyon, developer of the proposed mixed use development. Mr. Polson and his associates Allen Washatko of Kubala Washatko Architects and John Ross of Ogden & Company presented an overview of the mixed use development comprised of townhomes, apartments, small scale commercial, restaurant, and a special event venue. The property is surrounded by a wooded area that would be preserved and worked into the building site plan. It was noted that the site has mostly underground parking to create a bike and pedestrian friendly neighborhood. The project, which is valued at \$50 million, is targeted to millennial, baby boomers and renters of choice. This project differs from a fine grained planned neighborhood which would not have a club house, full time on-site manager, underground parking and considerable green space.

Director Wolff noted that the Village currently does not offer a full range of new housing options and that this project could address that need.

For informational purposes only.

Extraterritorial Review

A. Luke Weber; 671 Port Washington Road, Town of Grafton-Certified Survey Map

Commission reviewed and accepted the certified survey map in the Town of Grafton located at 671 Port Washington Road.

New Business

None

Old Business

A. Comprehensive Plan Update

Director Wolff then introduced Michael Slavney and Jaclyn Mich of Vandewalle & Associates to review the draft Comprehensive Plan. They gave a detailed summary on the recommended housing policy, infill and redevelopment sites, multi-family development sites, Port Washington Road Corridor sites and new road and bicycle/pedestrian routes in the Port Washington Corridor Plan. The Commission members held a lengthy discussion on the large grain approach and fine grain approach and the differences between the two types of developments.

Chair Brunnquell then asked for any comments from the public. Steve Cary, 1320 12th Avenue, was in favor of the fine grained approach. He also was supportive of the infill sites that the Commission reviewed. David Nestler, 2479 Pawnee Drive, was also in favor of the fine grain approach rather than the large grain approach due to traffic safety. Director Wolff noted that the Village requires detailed traffic impact studies for all large new projects to ensure traffic safety.

The Plan Commission supported all the recommendations in the draft Plan, including the fine grain planned neighborhood approach which would preclude a development like Merrion. It was the consensus of the Plan Commission that the recommended draft Plan was ready to go to Village Board for their review.

Director Wolff explained that the draft document would go to the Village Board on August 1, 2016. After that review, the Village would then begin the adoption process including a 30-day public review period, Plan Commission recommendation, and the Village Board approval.

Adjourn

Motion by Commissioner Kletti, seconded by Commissioner Harms to adjourn the meeting at 7:53 p.m. Motion carried.