

VILLAGE OF GRAFTON

PLAN COMMISSION MEETING MINUTES

SEPTEMBER 22, 2009

The Plan Commission meeting was called to order at 6:00 p.m. by Chair Jim Brunnquell. The Pledge of Allegiance followed.

Board members present: Jim Brunnquell, Alfred Schlecht, Mark Paschke, Carl Harms, and Randy Silasiri.

Absent: Richard Rieck and Amy Plato

Staff/Officials present: Michael A. Rambousek/ Director of Planning and Development, Mary Kay Buratto/Planner, John Safstrom/Director of Parks and Recreation, Tom Johnson/Building Inspector, and Deborah A Brown/Administrative Secretary II.

MINUTES

Motion by Commissioner Schlecht, seconded by Commissioner Harms, to approve the minutes of the August 25, 2009, Plan Commission Meeting as presented.

HEAR PERSONS REQUESTING TO BE HEARD

None

COMMENCE PUBLIC HEARING

Statement of Public Notice

Administrative Secretary, Deborah A Brown stated the purpose of the Public Hearing is to review a petition for a Conditional Use Permit for the property located at 605-607 Bridge Street, owned by Ehley V LLC, zoned M-1 Manufacturing District to allow the manufacture of wood kitchen cabinets and wood household furniture (SIC 2434 and SIC 2511) for a company known as Maechtle's Custom Woodworking.

Planner Mary Kay Buratto stated that the applicant, Mr. Vic Ehley, owner of the properties is seeking a conditional use permit to allow the manufacture of wood kitchen cabinets and household furniture at the two locations. His tenant, Maechtle's Custom Woodworking, a producer of custom cabinetry and specialty wood furniture, will be moving from their current location at 617 Bridge Street (also owned by Mr. Ehley) to allow for the growth and expansion of the business. Woodworking of this type is a conditional use in the M-1 Industrial District under SIC 2434 and SIC 2511. The purpose of the move is to allow Mr. Ehley's company, VE Castings, to expand into the space that Maechtle's Custom Woodworking will vacate. The VE Castings expansion is on the Plan Commission agenda for discussion as well.

Ms. Buratto further stated that the building is zoned properly and the *Village of Grafton (Smart Growth) Comprehensive Master Plan 2035* designates this area for continued industrial use and the area conforms to that plan with M-1 Industrial Zoning. The custom

woodworking business proposed for the site is characteristic of very light manufacturing entities. All surrounding properties are zoned M-1 Industrial or I Institutional and appear to be in concert with this proposed use. Restrictions should continue to be placed on outside storage.

As further background, Planner Buratto explained that the woodworking business uses a flexible floor plan with each of the woodworking machines being on wheels. The applicant will use a portable vacuum system to contain sawdust and debris from the machinery. Under the previous approval for this use, the proposed vacuum system has been agreed upon by the Inspector and the operator. Dumpsters will be located inside the building.

The applicant has indicated that no hazardous materials will be stored on-site. If any hazardous materials are proposed for future storage, the Grafton Fire Department will need to review those materials and the proposed premises so the applicant can safely address the handling and storage of those products.

All conditional uses must meet the general standards for granting a conditional use permit in Section 19.03.0701(A) of the zoning ordinance. These requirements emphasize controlling neighborhood impacts and making sure the proposed use fits within its surroundings. Staff believes the proposed business complies with the conditional use standards of the Zoning Code and will continue to be solid fit for this industrial area of the community.

Planner Buratto also informed the Plan Commission members that both VE Castings and Maechtle's Custom Woodworking have been operating within the four buildings for several years doing the same work that will be continued in their new locations. Staff could find no documented complaints about Maechtle's and, therefore, sees no reason not to approve the conditional use permit for Maechtle's Custom Woodworking for 605-607 Bridge Street.

Mr. Ehley reviewed a site plan display and identified the location of VE Castings existing building and where they were planning to relocate. He also reviewed the current location of Maechtle's Custom Woodworking's building and their new building location.

Director Rambousek asked if Mr. Ehley had any further plans to upgrade the façade of the buildings in the future.

Mr. Ehley responded by stating that it was his intention to improve the current façade and also add some landscaping, and in the future pave the parking area and driveways.

Director Rambousek indicated that he is looking forward to those improvements and would help Mr. Ehley prepare for the Plan Commission approval process when he is ready.

Chair Brunnquell then opened the meeting up to the public.

There were no public comments.

The Plan Commission discussion took place on parking issues and violations in the past. Mr. Ehley explained that they have had no parking issues and no violations.

He stated that VE Castings has been in business since 2003 and Maechtle's has been in business since 2005.

With no other comments or concerns, Chair Brunquell closed discussion on this matter.

COMMENCE PUBLIC HEARING

Statement of Public Notice

Administrative Secretary Deborah Brown stated the purpose of the Public Hearing is to review a petition for a Conditional Use Permit for the property located at 615-617 Bridge Street, owned by Ehley V LLC, zoned M-1 Manufacturing District to allow architectural metal work (SIC 3446), for company known as VE Castings and Service.

Planner Buratto stated that Mr. Vic Ehley is seeking an amendment to his conditional use permit to allow his operations, specifically, architectural metal work, at his location at 615-617 Bridge Street. He currently operates his business (VE Castings and Service) with a conditional use permit at the 605-607 Bridge Street location but will be moving his operations to the new address to allow for his expansion and the expansion of Maechtle's Custom Woodworking. Architectural Metal Work is classified as SIC 3446 in the Village of Grafton Zoning Code. In terms of operations of this business, nothing will change other than an increase in floor space.

Ms. Buratto further stated that the building is zoned properly and the *Village of Grafton (Smart Growth) Comprehensive Master Plan 2035* designates this area for continued industrial use and the area conforms to that plan with M-1 Industrial Zoning. The patterning and finishing work proposed on site is characteristic of very light manufacturing entities. All surrounding properties are zoned M-1 Industrial or I Institutional and appear to be in concert with this proposed use. VE Castings and Services produces patterns and artwork models required for cast metal production. The manufacture of castings is not produced on site, that work is contracted with area foundries. VE Castings and Service then hand finishes, machines and assembles the product.

Planner Buratto indicated that the typical work done by VE Castings and Service includes cast memorials, fountains and historic restorations. No pouring or heating of metals will occur on the site, only designing, patterning and finishing work. The hours of operation will continue to be Monday through Friday, 7:00 a.m. to 5:00 p.m. The business plans on having 1 to 6 employees on the premises, with possible expansion to 10 employees in the future.

Ms. Buratto also informed the Commission members that the proposed floor space consists of a small office area, three work benches, table saw, spindle sander, disc sander, bridge port mill, welding booth, sand blasting cabinet, air compressor, planer, joiner, and a flammable storage cabinet.

Material Safety Data Sheets were provided during the original conditional use approval for silicone rubber, silicone hardener, disc cement, clear coat spray, tooling plastic, body filler, acrylic urethane primer, lacquer thinner, map clear, and map additive.

VE Castings has been operating at this location for 6 years doing the same work that will be continued with the expansion. The Planning and Development Staff could find no documented complaints about VE Castings and Service and should continue to fit in well with the surrounding area.

There were no public comments.

Chair Brunnquell asked for any comments from the Plan Commission members and asked if they were comfortable enough with the proposal to take action tonight on the two Public Hearing matters.

It was the consensus of the Plan Commission members to move forward with action on these Conditional Use Permits.

With no other concerns or comments, the public hearing discussion was closed on this matter.

CONDITIONAL USE PERMIT FOR THE PROPERTY LOCATED AT 605-607 BRIDGE STREET, MAECHTLE'S CUSTOM WOODWORKING

Motion by Commissioner Harms, seconded by Commissioner Schlecht, to approve a Conditional Use Permit to allow the manufacture of wood kitchen cabinets and household furniture under SIC 2434 and SIC 2511 for company known as Maechtle's Custom Woodworking to be located at 605-607 Bridge Street with the condition that no outdoor storage or display is allowed and all products and supplies must be stored within the building. Approved unanimously.

CONDITIONAL USE PERMIT FOR THE PROPERTY LOCATED AT 615-617 BRIDGE STREET, VE CASTINGS AND SERVICE

Motion by Commissioner Schlecht, seconded by Commissioner Silasiri, to approve a Conditional Use Permit to allow architectural metal work under SIC 3446 for a company known as VE Castings and Service to be located at 615-617 Bridge Street with the condition that no outdoor storage or display is allowed and all products and supplies must be stored within the building. Approved unanimously.

SITE PLAN REVIEW OF A NEW PARK SHELTER FOR THE VILLAGE OF GRAFTON AND THE GRAFTON LIONS PARK TO BE LOCATED AT 1121 KEUP ROAD

Director of Planning and Development, Michael A. Rambousek stated that, Grafton Parks and Recreation Director John Safstrom, is proposing the construction of a shelter for Lions Park, located on the west side of the Village south of STH 60 and west of Keup Road. The shelter is proposed to be located in the center of the park, south of the primary trail loop. The park is zoned PR – Park and Recreation and within that district a shelter is a permitted use and structure. The shelter will also require approval by the Architectural Review Board which will meet on October 8, 2009.

Mr. Rambousek informed the Plan Commission members that the proposed shelter is a hexagon and will be constructed almost entirely of split-faced (architectural) concrete block, with the exception of the door, windows, posts, and concrete cap

onto of the piers (post base) and seat wall. Also, at approximately the ½ level of the building elevation one course of smooth faced block will be added as an accent material.

The roof will be hexagonal shaped with dimensional asphalt shingles with full rain gutters at the lower roof line and fascia boards connecting to each post.

The hexagonal floor plan is split into four different areas. More than half of the floor space will be comprised of the open shelter and the remaining three areas will consist of a men's restroom, women's restroom, and a locked storage area. The restrooms will be ADA compliant with two toilets (men's restroom will have one toilet and one urinal) and a single vanity for each. The storage room will be a locked area only available for Park and Recreation storage. The open shelter will also include two drinking fountains. The floor of the entire shelter will be 4" thick concrete.

The west elevation will include the access door for the storage area with a window on each side for each restroom facility. The north and south elevations of the shelter will each include a door for each restroom.

Director Rambousek reviewed suggestions for a few changes to the building to enhance its appearance. First, the posts that support the overhang for the open shelter should be dual posts. This will provide the wide expanse of the roof with a little more balance in relationship to its support structure. Second, the windows should be of a security glass that will not easily break due to vandalism. Third, each of the doors should have an architectural element added such as panels. Finally, instead of the smooth faced block in the middle of the building elevation, a soldier course of brick could be added. Then the headers of each door and window could be accented with a soldier course and the sills of the windows could include a buttress course.

Present for the Village of Grafton was John Safstrom, Parks and Recreation Director and also George Coulter representing Creative Constructors, N83 W13430 Leon Road, Menomonee Falls, WI, 53051.

A short discussion by the Plan Commission members took place regarding the type of restrooms that were proposed in the shelter and whether they would be closed in the winter to avoid any pipes freezing.

Chair Brunnquell also shared comments from recent correspondence from Plan Commission member Amy Plato, who was unable to attend tonight's meeting.

Ms. Plato's comments were that in order for the shelter to meet ADA requirements, an asphalt path, leading to the shelter bathrooms and open area from the parking lot, will need to be constructed. The path's slope from the parking to shelter must be less than 5 percent with a 2 percent or less cross slope.

Motion by Commissioner Paschke seconded by Commissioner Silasiri to approve the site plan for the Lions Park shelter subject to the following conditions: 1) approval by the Architectural Review Board; 2) the posts that support the overhang for the open shelter should be dual posts; 3) the windows should be of a security glass that will not easily break due to vandalism; 4) each of the doors should have an architectural element

added such as panels, 5) instead of the smooth faced block in the middle of the building elevation, a soldier course of brick could be added and the headers of each door and window could be accented with a soldier course and the sills of the windows could include a buttress course, 6) all paths that lead to the park shelter be ADA compliant, 7) Storm Water Management Plan and all appropriate slopes be reviewed by the Village Engineer. Approved unanimously.

SITE PLAN REVIEW FOR OUTDOOR DINING AT THE BRIDGE INN – 1216 BRIDGE STREET

Director Rambousek informed the members that Bill Gruetzmacher, owner of the Bridge Inn, and the engineer of this project, is requesting site plan approval for an exterior expansion of the Bridge Inn building that will also include architectural modifications/enhancements to the building. Mr. Gruetzmacher has applied for a Façade Grant from the Community Development Authority which will be meeting on October 7, 2009. The Bridge Inn was recently purchased by Mr. Gruetzmacher and three other partners and will continue to operate as an already approved eating/drinking establishment in the CBD zoning district.

He also updated the members by stating that the inside of the building was recently updated and now the exterior will be updated as well in an effort to create a new image for the Bridge Inn.

Director Rambousek explained that the primary reason for this project requiring Plan Commission approval is the proposed construction of a deck on the east side of the building. This deck will be ten feet wide and will encroach into a 20 foot access easement that is dedicated to the Village of Grafton. Keep in mind that portions of the building already encroach 10 feet into this easement (which are recognized in the easement document), so the deck will not added to the encroachment in a linear sense, only in an increase in area sense. The Village Board will make the final decision on whether or not to allow the encroachment into the easement. If the Plan Commission approves this project, finalizing the easement issue will be a condition of that approval.

Mr. Rambousek reviewed the site plan. The deck is located on the east side of the building with dimensions of 10 feet by 28 feet and will also include an ADA ramp to the north of the deck. It is important to note that access to the building's basement is accessed from an exterior "cellar door" on the east side of the building. The deck will be built over this "cellar door" with an additional access door built as part of the deck so the basement can continue to be accessed from the same location.

Architecturally, most of the modifications will occur on the east and south (front) elevations of the building but other small important enhancements will be made to the other two elevations as well.

The east elevation will receive new windows throughout the elevation. The applicant will need to provide a sample of the window for the CDA so it can be determined that the window style fits with historic look of the building. In addition, modifications to this elevation will include new doors (door detail needed for CDA), a cloth awning over the deck, new siding, roof equipment screening, and an aluminum cornice top (which continues around the entire building). Staff would like the support posts for the awning

to better blend in with the wood of the railing. If possible, they should be of the same material. In addition, the applicant should change the cornice to a wood-like material instead of aluminum to better match the era of the building. A material such as a fypon that looks like wood could also be used. The applicant is also proposing a wall sign on this elevation. Staff will be working on the details and design of this sign prior to CDA review of the sign.

The front of the building (south elevation) will see the rehabilitation of the second floor bay windows. The existing bay window framing will be covered with an aluminum clad that is terra cotta in color. Breaks in the aluminum clad will be made to add detail, but again the applicant should consider an alternative material to better fit the building, if possible. The cornice top will continue and, as stated, an alternative material should be considered for this as well. Two new windows and a replacement door will be added to the first floor with cloth awnings over all three items. Finally, there is a precast ledge that separates the brick of the lower level from the upper level that will be repaired. Staff is requesting additional changes to this elevation as well. First, there is an existing "Tavern League" sign that is mounted flat on the brick façade that should be removed. Second, the applicant should remove the existing perpendicular sign and replace it with an upgraded and enhanced perpendicular sign.

The north elevation (the rear) which faces the parking lots will also receive the new cornice top. In addition, the two upper windows will be replaced and the lower level windows which are boarded-up will be "bricked in" to give the building a more authentic look. The final upgrade to this elevation will be a fence at the base of the wall which will screen the dumpsters and containers. There are some loose wires and conduit on this elevation that should be removed or boxed in for a better look.

The west elevation will receive the new cornice top and all of the boarded-up windows will get "bricked in". However, there will be some small windows added as well. The applicant should modify the plans so the small windows absorb as much of the existing brick window framing as it can for a better look. This elevation is not visible for the most part from Bridge Street or any other direction, so if the resizing of these windows is a major challenge due to the floor plan and/or location (in height) of the second floor they can be left as proposed.

Director Rambousek stated that Staff will continue to work with the applicant prior to the CDA meeting. Overall, Director Rambousek indicated that the design of the building looks promising but the correct choice of building materials must be emphasized to ensure a quality project.

Chair Brunnquell asked Bill Gruetzmacher for any additional comments.

Mr. Gruetzmacher stated that Mr. Rambousek had covered the site plan explanation very well.

The Plan Commission briefly discussed the deck materials and whether the deck would be enclosed and utilized all year.

Commissioner Harms expressed concerns with the proximity of the deck to the parking lot.

Mr. Gruetzmacher explained that the deck itself would have a railing around it and that anyone entering the deck would have to enter from the inside. He also stated the deck would be covered with an awning that would have screening to the sides if needed and in the colder months, windows could be installed along the sides.

Tom Johnson, Building Inspector, had concerns on the snow load on the awnings. He stated that the applicant will have to provide the Village with the engineering data sheets on any awnings that where to be installed on this site.

Chair Brunnuell asked if there is a kitchen on the premises and if so, would it be utilized.

Mr. Gruetzmacher explained that, at this time, he was just interested in getting the approval on the façade and a future sign grant. At some point in the future, he would be remodeling the kitchen and returning for approvals at that time. He stated that he anticipates serving only pizza, burgers and wings. He did not think he would be serving dinners.

Motion by Commissioner Harms, seconded by Commissioner Silasiri, to approve the proposed site plan subject to the following conditions: 1) review and approval of the architectural plans by the CDA as part of the Façade Grant review process; 2) approval by the Village Board to allow additional encroachment in the existing access easement; 3) that the Building Inspector will review the north elevation for conduit and for any loose wiring and wind load calculations will also be provided for his review, 4) working out the final design and building material details with the Planning and Development Director. Approved unanimously.

SITE PLAN APPROVAL TO ALLOW YEAR ROUND OUTDOOR DINING AT THE GRAFTON SHOPPING CENTER LOCATED ON THE PROMENADE IN FRONT OF COUSIN'S SUBMARINE SHOP

Planner Buratto presented the background into a request by Lerner Grafton Partners, for approval of year round outdoor dining at 442 Falls Road in front of Cousin's Subs. She stated that earlier this summer, the Planning and Development Staff discovered that round metal tables and umbrellas for outdoor dining had been permanently placed on the deck in front of the Cousins Subs store. Staff contacted the Lerner Company, owners of the shopping center, who were unaware that they needed site plan approval for the tables prior to installation. The tables were placed there at the request of several of the business owners in the mall to offer an outdoor dining space as an option for their customers. When the Planning and Development Staff informed the representative at the Lerner Company, they apologized for the oversight and immediately submitted an application and fee for site plan approval for outdoor dining.

Planner Buratto further informed the Plan Commission members that the three metal tables are mounted on a pedestal and were chosen for durability and to make clean up around the tables easier. Cousins Subs are responsible for busing the tables, picking up debris and storing the umbrellas after hours. The positioning of the tables allows for plenty of room for the public on the walkway. One of the tables was designed so that someone in a wheel chair could roll up to the table comfortably. The tables are

permanently mounted so that people may make use of them whenever the weather permits.

Planner Buratto then stated that the Planning and Development Staff has been pleased with the cooperation we have received from the Lerner Company regarding this request. Although they did not seek Plan Commission approval initially, their willingness to do so now indicates that they were not aware of the requirements earlier. They complied with all of the requirements and presented the information in a way that clearly defines the purpose of this request.

The tables appear to be of good quality and their location on the cement deck does not block pedestrian traffic while offering an outdoor seating option which is becoming more and more in demand in our climate where the opportunity to eat al fresco is so limited by nature.

She also indicated to the Plan Commission members that no signage on the table or umbrella would be permitted.

The Plan Commissioners briefly discussed the maintenance of the tables and the original placement of the tables.

It was the consensus of the members to proceed with action on this request with an additional condition that the Village obtain a copy of the Cousin's agreement with Lerner Company to maintain the tables and the liter around the picnic area.

Motion by Commissioner Paschke, seconded by Commissioner Harms, to approve the year round outdoor dining site plan for Cousins Subs/The Lerner Company located at 442 Falls Road as presented on the attached site plan subject to obtaining the Lerner Company agreement with Cousin's Sub Shop in regards to the upkeep on the tables and the removal of the liter around the picnic tables and that no signage on the tables or umbrella will be permitted. Approved unanimously.

SIGN VARIANCE REQUEST TO ALLOW PICK 'N SAVE TO ADD A WALL SIGN FOR THE PHARMACY DRIVE UP WINDOW

Planner Buratto reviewed a request from Pick 'n Save to add a wall sign for their Pharmacy drive up window. She explained that the new Pick 'n Save store, zoned PUD within an area zoned predominantly C-2 Community Business District, was approved in 2008 as part of the mixed use development known as Highland Ridge. The building, located at 301 Falls Road in the South Commercial District, received a sign variance from the Plan Commission on April 28, 2009, to allow a wall sign identifying that there was a pharmacy inside the store. Attached to, and constructed as part of the building, is a small retail strip that has five to six tenant spaces. One of the spaces is occupied by Tri City National Bank and Pick 'n Save was granted a second sign variance in May, 2009, to allow a wall sign for the bank.

Ms. Buratto stated that since that time, Pick 'n Save has added a drive-thru window for their pharmacy and wishes to move the approved Pharmacy sign to a location above the drive-thru window and to add a sign below it that says "drive-thru". The addition of the drive-thru sign requires another variance to the maximum area allowed for wall signage in the C-2 District.

Planner Buratto informed the Plan Commission members that Section 20.04.050 of the Sign Code allows multiple wall signs for the main occupant of a commercial building up to a maximum of 250 square feet in total area. The Design Guidelines for the South Commercial District allows for a wall signs up to a maximum of 250 square feet as well. The two Pick 'n Save signs and the existing Pharmacy sign totals 250.75 square feet. The Tri City National Bank sign measures 72.25 square feet which increases the total area for wall signs to date to 323 square feet, or 73 square feet greater than the maximum allowed without a variance. The "drive-thru" wall sign measures 12 inches in height and 9 feet in width or 9 square feet which increases the total amount of wall signage for the building as a whole to 332 square feet.

She stated that the sign also is proposed to be individual channel mounted letters made of silver painted aluminum with a white acrylic face that is internally illuminated with LED lighting as are the other Pick 'n Save signs.

Planner Buratto stated that Staff has reviewed this request and finds that the "drive-thru" wall sign increases the total area for wall signage by an additional 73 square feet. While the Planning and Development Staff concedes that this increase may not seem substantial in relationship to the 250 square feet maximum allowed it does increase the total amount of signage for this one building. More importantly, the Staff has worked with the applicant for almost six months on signage for the building and now questions why all the signage needs were not thoroughly thought out and requested at the same time last spring. For these reasons, the Planning and Development Staff cannot support the request for the additional signage as presented.

Mike Johnson of Graphic House Inc. was present and spoke on behalf of Pick 'n Save. He explained that many of the local Pick 'n Save stores, have had some problem with the public indentifying where the Pharmacy drive-up windows are located. The purpose of the request was to help the public indentify the location that the Pharmacy window is located on site.

The Plan Commission held a lengthy discussion on the square footage of the new proposed sign. Plan Commission members indicated that the only way to move forward with the approval on this variance, was if the applicant would produce the new signage with the same square footage as the original pharmacy sign. They also held discussion on when the Pick 'n Save pylon sign would be taken down and the new one installed.

The Plan Commission did not think that a bigger sign would be acceptable. The master sign plan that was submitted was based on square footage and any variance to that would not meet the Code for signage with the Village. They also agreed that one of the conditions should state that signage approval would not be given until the new pylon sign was installed.

Mr. Johnson stated that he would work with that compromise and will continue to work with the Staff on the final signage approval process. He also indicated that the pylon sign would be installed in the next week.

Motion by Commissioner Schlecht, seconded by Commissioner Silasiri, to approve a sign variance to allow a new Pharmacy "drive-thru" wall sign for the Pick 'n Save subject to the new signage is the same square footage as

the old existing Pharmacy sign, the sign permit approval will not be mailed out until the east elevation pole pylon sign has been installed. Approved unanimously.

CERTIFIED SURVEY MAP (CSM) LOCATED AT APPROXIMATELY THE NORTHEAST CORNER OF 12TH AVENUE AND BRIDGE STREET, SUBMITTED BY DAVID DOWNEY

Director Rambousek reviewed a Certified Survey Map (CSM) at the approximate location of the northeast corner of 12th Avenue and Bridge Street, submitted by property owner David Downey. This is an area that includes the historic Grafton State Bank building and adjacent parking to the north and east. These changes have been made to correspond to the boundaries and access points to the public parking lot already constructed on 13th Avenue located just north of the historic Grafton State Bank building. This CSM is the final step that formalizes an agreement made between Mr. Downey and the Village of Grafton that delineates the location and access to the public parking.

The proposed CSM creates 3 revised lots consisting of Lot 1 (5,929 square feet), Lot 2 (5,529 square feet), and Lot 3 (5,476 square feet) with the historic Grafton State Bank building. For the CBD zoning district there is no minimum lot size requirement so these new lot sizes would conform to the Village of Grafton Zoning Code. To comply with the local subdivision regulations, the surveyor will need to place the zoning district of the 3 parcels on the CSM, which as indicated is CBD – Central Business District.

There were no comments or concerns on the certified survey map.

Motion by Commissioner Paschke, seconded by Commissioner Harms, to approve the proposed Certified Survey Map (CSM) for the properties at the approximate location of the northeast corner of 12th Avenue and Bridge Street subject to the zoning district of the three new lots being placed on the CSM and that all building setbacks are identified. Approved unanimously.

BENCHMARK MEASUREMENTS

The Plan Commission reviewed the 2009 benchmark report through August 31, 2009.

OLD BUSINESS

Review proposed amendments to the CBD Central Business District regarding formatting and permitted and conditional uses

Planner Buratto briefly reviewed with the Plan Commission members' additional ideas for changes to Section 19.03.0301 CBD Central Business District. She also reviewed the District Intent, Conditions of Use, Permitted Uses, Conditional Uses and CBD Standards. Ms. Buratto will then make any additions or corrections that the Plan Commission may suggest and include it with the next draft. She will bring the updated draft back the next meeting for final review.

The Plan Commission members identified that they think the first draft of changes is on the right track. They indicated that they will make their comments and concerns and address them to the Planning and Development Staff in the next couple weeks.

Chair Brunnquell requested that when the final draft is completed, the proposed changed be forwarded to the Grafton Area Chamber of Commerce for review and comment.

Review draft rummage sale use regulations

Director Rambousek gave a brief update on the draft rummage sale use regulations. He stated that the Village Attorney is in the process of reviewing the regulations and will provide input sometime next month. Director Rambousek will finalize the draft for the Plan Commission to review following receipt of the Village Attorney's comments..

NEW BUSINESS

Tom Johnson, Building Inspector updated the Plan Commission members on the unfinished business with Home Depot. He stated that Home Depot has not followed through on the Board of Appeals. In November of this year, the Village will proceed with the process and pursue Home Depot on the outdoor storage matter.

ADJOURN

Motion by Commissioner Paschke, seconded by Commissioner Silasiri, to adjourn at 7:30 p.m. Approved unanimously.