

VILLAGE OF GRAFTON
COMMUNITY DEVELOPMENT AUTHORITY MEETING

NOVEMBER 4, 2009

The Community Development Authority (CDA) meeting was called to order by Chair John Gassert at 6:16 p.m.

CDA members present: John Gassert, Roger Kirgues, Jim Grant, Alan Kletti, Sharon Walbrun, and Dan McKelvey.

Absent: Trustee Ron LaPean.

Staff/Officials present: Village Administrator Darrell Hofland, Director of Planning and Development Michael Rambousek, Village President Jim Brunnquell, and Administrative Assistant Melissa Depies.

Others present: Bill Gruetzmacher.

MINUTES

Motion by Alan Kletti, seconded by Dan McKelvey, to approve the minutes of the October 7, 2009, Community Development Authority meeting.
Approved unanimously.

HEAR PERSONS REQUESTING TO BE HEARD

None

**EASEMENT MODIFICATION ON VILLAGE OF GRAFTON PROPERTY
LOCATED EAST OF BRIDGE INN AT 1216-1218 BRIDGE STREET**

Director of Planning and Development Michael Rambousek stated that the last remaining issue for the Bridge Inn project is the easement at 1216-1218 Bridge Street. The Village of Grafton has rights to an easement at that location and, as mentioned during the façade grant review approval process two months ago, the property owner would like to build a deck in the easement. This easement already is encroached upon by accessory structures attached to the building, so the deck would not increase the linear encroachment; only add to the existing size.

Mr. Rambousek stated that the property owner has proposed that we eliminate the easement completely and the owner of the Bridge Inn will deed the Village 5 feet of the eastern boundary of his property. This would allow the Village to increase the public parking lot by 5 feet. The property owner also mentioned that the access drive could be closed, which would create additional street parking spaces.

Sharon Walbrun questioned the original easement provided to the Village. Mr. Rambousek replied that it was to provide access to an adjoining parcel. He added that the parcel that required the easement for access is now also adjoining by the Village owned property to the west that was recently purchased; therefore, the easement may no longer be necessary.

John Gassert questioned if the access drive is currently used. Mr. Gruetzmacher (property owner) responded that is it being used and it is difficult to maneuver when the parking lots are full.

The CDA discussed various options for the parking lot entrances and vehicle movements if the easement was eliminated completely.

Roger Kirgues questioned if the proposed plan has been review by the Village Engineer and/or the Board of Public Works. Mr. Rambousek stated that the proposal has been shared only in concept with the Village Engineer. He indicated that the matter should be reviewed again now that other alternatives are being discussed.

Mrs. Walbrun questioned if an entrance to the parking lots could be added at Bridge Street. Mr. Rambousek stated that due to its close proximity to the intersection, it would have to be reviewed by the Village Engineer.

Village Administrator Darrell Hofland agreed with Mr. Rambousek.

Bill Gruetzmacher, owner of the property at 1216-1218 Bridge Street, explained that he would like to add some green space and some trees to shield the view of the parking lot. The green space would basically be on the easement area. Mr. Gruetzmacher commented that it was his belief that this change would make the site more aesthetic and eliminate a blind spot for drivers.

Mr. Gassert stated that the CDA would review this item further and consider the matter after closed session.

CLOSED SESSION

Motion by Trustee Grant, seconded by Alan Kletti, to convene to closed session at 6:31 p.m. pursuant to Wisconsin Statutes 19.85(1)(e) for real estate and competitive bargaining matters (sale of Grafton Hotel and related development agreement, purchase of property for redevelopment purposes, and other redevelopment efforts) Approved unanimously by a roll call vote.

A closed session of approximately 1 hour and 14 minutes was held. During the closed session the members discussed negotiation strategies associated with developer agreements for the Grafton Hotel site project, and for the sale terms of the Grafton Hotel

property and purchase of property for redevelopment purposes, and other redevelopment efforts.

RE-CONVENE TO OPEN SESSION AND THE REGULAR ORDER OF BUSINESS

Motion by Dan McKelvey, seconded by Trustee Grant, to re-convene to open session at 7:45 p.m. Approved unanimously by a roll call vote.

CONSIDERATION OF AN AMENDMENT TO DEVELOPMENT AGREEMENT FOR THE PROPERTY LOCATED AT 1312 WISCONSIN AVENUE (FORMER GRAFTON HOTEL)

Motion by Alan Kletti, seconded by Dan McKelvey, to table the amendment to the Development Agreement for the property located at 1312 Wisconsin Avenue (former Grafton Hotel). Approved unanimously.

REVIEW OF REVISED AMENDMENTS TO THE CBD CENTRAL BUSINESS DISTRICT ZONING ORDINANCE.

Director of Planning and Development Michael Rambousek explained that the Plan Commission has been working for several months on language changes to the zoning code for the downtown. It is believed that the regulations for the downtown need to be stricter to attain uses originally envisioned in the Downtown Master Plan.

Mr. Rambousek highlighted the changes to the code. A use matrix as well as a conditional use table has been included. He noted that restaurants have been moved from the permitted use matrix to the conditional use table to provide the Village with additional review requirements.

John Gassert questioned if there were size restrictions for adult educational facilities and if the language required adequate parking for such facilities.

Alan Kletti questioned how much of this language is new and/or revised. Mr. Rambousek stated that site plan review and design review standards are new and many of the existing permitted uses are being modified. For example, the new standards would not allow a check cashing business or a martial arts training center in the downtown.

Trustee Grant stated that there should be a “no drive-thru restriction” for coffee shops in the downtown. Mr. Rambousek stated that there has been a request for this use with a drive-thru in the downtown in the past. John Gassert indicated that he would like to avoid drive-thru windows since we trying to promote people walking in the downtown. Mr. Rambousek stated that this would be the case with most uses.

Mr. Rambousek stated that he is in the process of analyzing the zoning code for the South Commercial District, as well as the Commercial Code and the Planned Unit Development districts and would like CDA involvement.

**EASEMENT MODIFICATION ON VILLAGE OF GRAFTON PROPERTY
LOCATED EAST OF BRIDGE INN AT 1216-1218 BRIDGE STREET**

Motion by Alan Kletti, seconded by Dan McKelvey, to table the modification on the Village of Grafton property located east of the Bridge Inn at 1216-1218 Bridge Street to allow further review by the Village Engineer. Approved unanimously.

UPDATE ON LUMBERYARD SITE MASTER (REDEVELOPMENT) PLAN

Village Administrator Darrell Hofland stated that he has been meeting with interested investors for this site. The developer of interest has requested additional time to provide further input and specific ideas for the Master Plan. He added that by January, 2010, sufficient input should be given. He added that they will continue to work with these potential investors.

OLD BUSINESS

None

NEW BUSINESS

Mr. Rambousek presented the directional signs for the parking areas in the downtown.

Alan Kletti questioned the status of the proposed crossing at 13th Avenue and STH 60. Trustee Grant responded that a representative from the WISDOT will be present at the Public Safety Committee meeting on November 10, 2009, to explain the HAWK signal system. Village Administrator Darrell Hofland stated that the Village was awarded a grant for this signal system.

ADJOURN

Motion by Alan Kletti, seconded by Roger Kirgues, to adjourn the meeting at 8:09 p.m. Approved unanimously.