

VILLAGE OF GRAFTON
PLAN COMMISSION MEETING MINUTES

JANUARY 27, 2009

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

Chair Brunnquell asked that the audience stand for the Pledge of Allegiance.

Board members present: Jim Brunnquell, Amy Plato, Mark Paschke, Richard Rieck, Alfred Schlect, Carl Harms, and Mark Paschke arriving at 6:08 p.m.

Absent: Randy Silasiri

Staff/Officials present: Michael A. Rambousek, Director of Planning & Development, Planner Mary Kay Burrato, David M. Murphy, Director of Public Works/Engineer, and Deborah A. Brown, Administrative Secretary II

MINUTES

Motion by Commissioner Harms, seconded by Commissioner Schlect, to approve the minutes of the December 23, 2008, Plan Commission Meeting, as presented. Approved unanimously.

HEAR PERSONS REQUESTING TO BE HEARD

None

Consideration of a Sign Variance for Aurora Advanced Healthcare Clinic located at 215 West Washington Street to allow a sign that exceeds the maximum height and area requirements for the O-Office District.

Planner Mary Kay Buratto reviewed the sign variance request for the Aurora Advance Healthcare Clinic located at 215 West Washington Street.

Present for the Aurora Advance Healthcare were Lynne Broydrick and Renee Bowerman of The Lynne Broydrick Group Public Affairs.

Planner Buratto stated that Aurora Advanced Health Care was seeking a variance from Section 20.04.077 of the Village of Grafton Sign Ordinance to allow them to erect a two-sided monument sign that is 16 feet in height and 144 square feet in area. The sign ordinance for ground signs in the O Office District allows a maximum area of 50 square feet per side for a two-sided sign and a maximum sign height of nine (9) feet. The sign faces east and west and the depth of the sign, front to back, is 1.75 feet. On the north side, in the area 1.75 inches deep, are the numbers "215" indicating the address of the building to aid visitors in finding the clinic.

Ms. Buratto briefed the Plan Commission members on the design and materials used in the proposed sign. She stated that the sign has a brick and stone base and a painted aluminum face in the Aurora and Advanced Health Care colors of dark blue and teal as

well as a medium gray. The simple sign face includes the name and logo symbol for Aurora Advanced Health Care in white lettering, the words, “Walk-In Care” in the gray panel along with an LED sign with the word, “Open”. This is the only sign requested for this site. No wall signs, window signs or directional signs are requested by the applicant. The location of the sign, which is shown to be outside the vision triangle for Washington Street, STH 60, is indicated on the attached site plan.

Planner Buratto informed the members that the previous ground sign on the Aurora Advanced Health Care site was a 24 feet high pylon sign and also incorporated an LED sign with the word “Open”. This sign measured 246 square feet in area for each side and became non-conforming when the current zoning ordinance was adopted in 2000.

Planner Buratto indicated that the Planning and Development Staff thinks that although this ground sign is much larger in height and area than allowed in the O Office District, staff believes that the sign is a distinct improvement over the previous sign for the following reasons: 1) the proposed sign is smaller in area and height than the previous sign; and, 2) the proposed sign has an attractive brick and stone base that complements the architectural materials and design of the new building. Ms. Buratto commented that typically Staff does not recommend signage in excess of the maximum height and area allowed, but this site is located very near the west corporate boundary of the Village on a STH 60 that has a posted speed limit of 45 miles per hour coming from the west. The new building is set deeper into the site than the previous building, which also makes it harder to see from STH 60.

Commissioner Harms inquired whether the new sign will be out of the right of way.

Planner Buratto responded yes and indicated that the sign is also outside of the vision triangle.

Motion by Commissioner Rieck, seconded by Commissioner Harms to approve a sign variance of a ground signs for Aurora Advanced Health Care (215 Washington Street) as presented in the attached graphic and site plan with the understanding that no other signage identifying the site will be allowed. Approved unanimously.

Consideration of a special message reader board permit for LED lighting to advertise gas prices on sign at Grafton Super Sales Inc. located at 1185 North Port Washington Road
Planner Buratto reviewed the submittal for a special message reader board permit for Grafton Super Sales Inc., located at 1185 North Port Washington Road.

Ms. Buratto explained that Mr. Doug Gall, owner of the Citgo gas station on Port Washington Road, wishes to replace the face of the ground sign with a new one that will incorporate LED lighted gas sale prices. The Village of Grafton Sign Ordinance Section 20.040.020 (C)4 Definition of Signs, includes changing LED lighted signs in the definition of “electronic message signs”. Pursuant to Section 20.04.0175 (F) of the Village Sign Ordinance, which governs signage in the C-4 Freeway Interchange Business District,

“Changeable copy signs and electronic message signs shall be permitted in the C-4 Freeway Interchange Business District (C-4 District) by a Special Message Reader Board Permit to be reviewed by the Plan Commission”. Mr. Gall is seeking approval of a Special Message Reader Board Permit for the LED price signs.

Planner Buratto added that the replacement sign face is two-sided and measures eight (8) feet by six (6) feet per side (48 square feet in area per side), which is smaller than the 200 square feet maximum area allowed in the C-4 District. Section 20.040.140 (C) Changeable Copy and Electronic Message Signs (including video) allows a maximum area of electronic message signs in the C-4 District to be a maximum of 20 percent of the sign face. The area is determined by measuring just the lighted area. The allowable area for electronic message signage for this sign is 9.6 square feet per face. The area of the proposed replacement sign devoted to LED pricing is 9.5 square feet per face. This Section of the Sign Ordinance also requires that the lettering (or in this case, the numbers) be a minimum of 6 inches in height, which has been met. The upper right quadrant of the sign face incorporates the Citgo logo and the lower right quadrant says, “Car Wash”. The base of the sign is the original sign base.

Planner Buratto stated that Staff has reviewed the proposed signage and finds that the replacement sign and the electronic message sign components comply with the ordinance requirements for signs for the C-4 District. In addition, the sign face and the existing base are much smaller than allowed in the C-4 District and thus more attractive and in proportion to the building and other improvements on the site. The sign face is simple, direct and easy to read from both streets abutting the property.

There was minimal discussion on the proposed LED sign change.

Motion by Commissioner Schlect, seconded by Commissioner Rieck, to approve a Special Message Reader Board Permit for the LED price signs at Grafton Super Sales Inc. located at 1185 North Port Washington Road as presented. Approved unanimously.

Concept Review of site plan for Department of Public Works facility located at 1300 Hickory Street

Director of Planning and Development, Michael A. Rambousek reviewed the concept plan for the proposed new Department of Public Works (D.P.W.) and the Community Activities Department (C.A.D.) building. He informed the Commission members that this is the third attempt by the Department of Public Works to upgrade their current building and facility and also the third alternative submitted for Plan Commission review. The two previous locations discussed at the Plan Commission, one site in the Grafton Business Park and the other site on Green Bay Road, were withdrawn by the Department of Public Works due to concerns expressed by adjacent property owners for each location, respectively. The Department of Public Works has now decided to remain at the current location and design a facility that is expected to meet the needs of the department for the next 25 years.

Director Rambousek reviewed the existing D.P.W. site zoning. He stated that it is zoned I-Institutional and the proposed D.P.W./C.A.D. building and use is considered a permitted use within that district. As a result, only Plan Commission approval with architectural review by the Architectural Review Board will be required for the consideration process. However, the D.P.W. also proposes a salt storage facility (accessory structure) that will be at least 25 feet in height (exact measurements are not yet know) and within the I-Institutional District the maximum height for an accessory structure is only 15 feet. As a result, the D.P.W. will need to also apply for an amendment to the Village of Grafton Zoning Code to modify the height restrictions for accessory structures in the I-Institutional District or modify the intent of such a restriction.

Director Rambousek reminded the members that the new building will house both the D.P.W. Staff and the C.A.D. Staff, as the applicants, are seeking Plan Commission input at this meeting and will then return to the Plan Commission and Architectural Review Board with refined plans for final review and consideration at a future meeting.

Director Rambousek reviewed the meeting schedule with Commission members. He stated that the Architectural Review Board meeting is scheduled on February 12, 2009 at which time the Board will review the architectural plans. Then on February 24, 2009, the Public Hearing will be held and potential consideration on accessory structure modification will be reviewed. Hopefully, in March 2009, Village Board will approve the consideration of accessory structure modification.

Director Rambousek also informed the members that the existing D.P.W. property has two single story buildings; one serving as the primary building for offices, fleet, equipment, and storage and the other serving as a secondary garage for storage, equipment, and minor fleet. The area of each existing building was not provided on the plans, but they are scaled to be approximately 13,000 square feet and 8,000 square feet, respectively. In front of the existing buildings, there is a parking lot for 22 vehicles for employees and citizens and to the east of that is a stormwater management pond.

As part of the project, the stormwater management pond will be relocated to Meadowbrook Park (north of the Family Aquatic Center) and worked into the existing stormwater management infrastructure on that site. Obviously, the typical Wisconsin Department of Natural Resources and local Village of Grafton stormwater management requirements will apply. In addition, both existing buildings will be demolished to make room for the new building.

Director Rambousek explained that the project will be divided into two phases. First, the stormwater pond and front parking lot will be removed and construction will start on the new building in this location. The two existing buildings will remain operational during this phase. Then, when the first portion of the new building is complete, the D.P.W./C.A.D. will move in and demolition will start on the two existing buildings to be immediately followed with the remaining construction of the new building.

He further stated that the new building is approximately 65,000 square feet in area when scaled off on the drawing. It is expected that an exact figure will be provided as part of the formal consideration process. There are also 35 new parking spaces in from of the building.

The proposed building, upon final build-out, will be setback approximately 80 feet from the front (east) property line, 50 feet from the south property line, 65 feet from the west property line, and the north side of the building will be setback about 17 feet from what could be considered the Family Aquatic Center portion of the property. The new front parking lot will have joint vehicular access to CTH O with a share driveway on the north side of the site (existing Family Aquatic Center driveway). Two existing vehicular access points on Hickory Street will be repositioned along Hickory Street; one emergency access to the garage bays (towed vehicles) and the other main driveway access to the rear yard portion of the site. In this rear yard, there will be a fuel station for fleet vehicles, a lean-to bin structure for equipment and/or part storage, and the fore mentioned salt storage facility.

Director Rambousek then gave a brief review of the concept plan. He stated that the south side of the building along Hickory Street will feature a side drive lane to access the numerous garage bays on this elevation. The edge of the site along Hickory Street and CTH O will include 15 feet of initial greenspace between the property line and impervious surfaces such as the parking lot or drive.

He stated that the north side of the building will include five parking spaces for oil recycling drop-off purposed. Due to the proximity of these parking spaces to the pool, the Planning and Development Staff has requested that they be removed.

At this point, Chair Brunnuell asked if the representative of architectural firm would want to present his presentation before Mr. Rambousek went further with his review. Director Rambousek introduced Jon Wallenkamp of Kuerry Architects LLC, 10505 Corporate Drive Suite #100, Pleasant Prairie, WI 53158.

Mr. Wallenkamp proceeded to review with the Plan Commission members a presentation on the conceptual site plan of the new D.P.W./C.A.C. building. In his presentation he reviewed the storage floor plan as well as the office floor plan. He also presented the elevations and some of the changes that his firm has done with the direction of the Village Planning staff.

After the presentation, Director Rambousek continued with his comments and concerns. He stated that at this point a conceptual landscaping plan has been provided for initial review and the Planning and Development Staff has several comments. First, a better job of screening the parking lot with a shrub row needs to be done on the east side of the parking lot. The shrubs should be deciduous and slightly higher than the headlight locations of the automobile. Then intermixed with these shrubs should be the honey locust trees as shown. Second, two key areas on this site are the front corners (northeast and southeast) and almost no landscaping is shown here. In both locations, due to vision

triangle or safety requirements plantings will need to be low lying, but need to be there due to the transition between the pool site and the D.P.W./C.A.D. site and also the high focal point potential of the southeast corner of the site. Third, the base of the building on the east side and the south side show almost no landscaping and this will need to be substantially increased. Fourth, the landscaping needs to be increased to screen the rear yard that is visible from Hickory Street. Fifth, the existing landscaping on the north lot line will need to be examined closely because of the proximity to the Family Aquatic Center and although there is a grade difference in this location that helps with screening this area should not be neglected. Finally, even though the Family Aquatic Center and D.P.W./C.A.D. facility are on the same property, the Planning and Development Staff would like both sites to meet the minimum greenspace requirements as if they were individual properties, if possible.

He stated further that there is also a need for fencing on the south side of the property for aesthetic and screening purposes. The Planning and Development Staff would prefer some decorative aspects with that fencing and that will be discussed with the applicant prior to the next meeting.

Also, as mentioned above, the southeast corner of the site will be focal point and as a result there will be an opportunity to enhance the site and building in this location with signage and landscaping. At this point a potential sign and an American Flag are shown in this location but it will be expected that the details of this area will be refined prior to the next meeting.

Architecturally, the building is off to a solid start and takes on a prairie style look that is often characterized by extended eaves that attempt to reduce the scale or mass of the building. In this case, the eaves provide a 4 foot overhang in most cases. The building is divided into two main parts, the offices and the garage areas, and the architecture is representative of that. The office portion takes on the prairie look and is comprised primarily of brick, some stone, windows, and a standing seam metal roof. The Planning and Development Staff has requested that a base material be added to each elevation. In addition, some of the windows seem disproportionate to the rest of the front elevation a modification to a more systematic look has been requested as well. Finally, the main entry has two overhangs proposed at this point that has been requested to be reworked, but still retain its hierarchical presence as the main entrance. The profile of the metal coping on top of the parapet wall at this main entrance will also now be increased slightly.

Along with the addition of second material to the base, it is also requested that any walls extending from the building also include this material at all locations.

The standing seam metal roof takes on a hip-style and the Planning and Development Staff has asked in cases where sub-components of the roof extend on to the garage portion of the building, such as on the south elevation, that the component take on a greater profile.

Moving on to the garage portion of the building, this area is comprised entirely of brick and concrete block along with the many windows, garage doors, and pedestrian doors. The architect has now agreed to work the requested base material into locations on the garage elevation that will be visible from the street(s). Two other modifications are necessary that the Planning and Development Staff has requested and the architect has agreed to change. This includes a strong metal coping profile on the top of the garage walls that face CTH O and Hickory Street and carriage style garage doors should be utilized for the two smaller garage doors on the Hickory Street elevation.

Overall, Director Rambousek stated that the project is off to a great start. The designers need to concentrate on a good site design that works well with the Family Aquatic Center, solid architecture throughout the building with a strong architectural presence on CTH O and Hickory Street, well placed landscaping and appropriate screening, and an organized rear yard.

Commissioner Plato led a discussion on the stormwater ponds-relocation and the flow and velocity of the new replaced ponds and also on the type of roof to be constructed on the new building. As a group, the Plan Commission members had concerns on the parking and pedestrian walking path through the pool area and the D.P.W. site.

Commissioner Paschke had concern about the impact of the pool environment with regard to the new D.P.W. building being so close to the pool property. He would like to see some creative screening and landscaping worked on for the north and west elevations. He also expressed his concern about the building height and the new salt storage bay unit.

Commissioner Harms expressed his concerns on walking pedestrian paths verses the parking patterns in regards to safety of the pool customers. He also asked if the director of Community Activities has reviewed the conceptual plans and approved of the lay out. Commissioner Harms also wanted to know if the current basketball and tennis courts would remain in there present location. He also stated that he liked the metal roof and felt it was appropriate for this type of building.

Mr. Wallenkamp responded by stating that the both the basketball and tennis courts would be removed permanently.

Commissioner Schlect also had concerns on the safety of pedestrians walking along the south property of the pool where the current bike racks are located in relationship to the parking lot of the D.P.W. He also had concerns on what type of screening that will be used along the pool property for the safety of the children. He also had concerns on the screening of all the mechanical equipment such as air, heating units and such. He also inquired about the estimate remaining life of the pool and the concern of the new stormwater pond replacing the two existing ponds.

At this time, Director of Department of Public Works/Village Engineer, Dave Murphy spoke on some of the concerns that the Commission members had expressed. He stated that the pool life expectance was approximately 10 to 15 years.

Mr. Murphy also indicated that inside floor plan has been reviewed by both, John Safstrom, Director of Community Activities and himself. Mr. Murphy then reviewed with the members the inside floor plan which allows for a secure area to hold meetings and keep the public out of the office areas. He also explained that the lobby is open to both departments. Mr. Murphy further stated that he and the architect are looking to relocate the bike racks on the south end of the pool property and have been working to improve the flow of traffic between the pool and the new D.P.W. site.

He also reminded the Plan Commission members that the public pool does use the D.P.W. sites parking after hours. The new plan does allow for extra parking and has increase the amount of vehicle parking areas. He also reminded the members that the pool is open for approximately two and half months out of the year.

Mr. Murphy further addressed Plan Commission Plato's concerns in regard to the new stormwater pond and the restructure of the gravity flow.

Mr. Murphy also pointed out to the Plan Commission members that the current design plan offers for future expansion to the north if ever the Pool would relocate. He also reviewed with the members the future salt storage building. He also explained that the Water and Wastewater Treatment facility is also looking at possible moving the current D.P.W. equipment storage building to the Wastewater treatment plant site. This would allow more storage for their department. This would save costs for both departments.

Mr. Murphy stated that he and Mr. Wallenkamp would continue to work with the Planning Staff to work out the expressed concerns and comments heard from the members tonight.

Commissioner Rieck stated that he had no problem with the metal roof shown in the plan and saw no problem with the additional (5) parking stalls located to the northeast area shown on the concept plan. He would visit the architect at the upcoming Architectural Review meeting in February.

With no other comments, Chair Brunquell thanked Mr. Wallenkamp for his presentation and directed the Planning Staff to continue to work with Mr. Murphy and the architect on the concerns expressed tonight so when this returns to Plan Commission in the near future that plans incorporate the changes that the Plan Commission would like to see.

Review of Final Draft of the Village of Grafton Comprehensive Plan 2035

Planner Mary Kay Buratto briefly went through the Executive Summary for the Village of Grafton Comprehensive Plan 2035 which included nine (9) Element areas. Commissioner Schlect asked for changes to be made in areas of Chapters VI, VII, and VIII in regards to agriculture resources and development. The Plan Commission members reviewed the changes and it was the consensus of the Plan Commission to go ahead with the changes and prepare the final draft for the Public Hearing on February 2, 2009, and the Village Board meeting for final approval on the plan.

Planning and Development Benchmark Measurements

The Planning and Development benchmarks for 2008 were reviewed by the Plan Commission members at this time.

OLD BUSINESS

Commissioner Schlect inquired about the opening dates for the new Pick 'n Save and the Aurora Medical Center.

Director Rambousek replied that the Pick 'n Save was slated to open sometime in early summer and the Hospital would be near Fall the 2010 for opening.

Chair Brunnquell informed the Plan Commission members that he has been working with the Planning and Development Staff on making some minor changes to development applications and will bring to the Plan Commission sometime in the Spring of 2009 for discussion.

NEW BUSINESS

None

ADJOURN

Motion by Commissioner Rieck, seconded Commissioner Paschke, to adjourn at 7:08 p.m. Approved unanimously.