

VILLAGE OF GRAFTON

PLAN COMMISSION MEETING MINUTES

DECEMBER 27, 2011

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

Plan Commission members present: Jim Brunnquell, Mark Paschke, Alfred Schlecht, Carl Harms, Randy Silasiri, and Amy Plato (6:05 p.m.)

Absent: Richard Rieck

Staff Present: Director of Planning and Development Michael Rambousek, and Administrative Secretary Deborah A. Brown.

MINUTES

Motion by Commissioner Harms, seconded by Commissioner Schlecht, to approve the November 29, 2011 Plan Commission meeting minutes as presented. Approved unanimously.

HEAR PERSONS REQUESTING TO BE HEARD

None

Review and consideration of a minor amendment to the PUD (Planned Unit Development) for a proposed building expansion requested by St. Paul Lutheran School located at 701 Washington Street

Director of Planning and Development Michael Rambousek stated that the applicant, St. Paul Lutheran Church and School, located at 701 Washington Street, is proposing a single story addition to the school section of the main church and school building.

He noted that the proposed 5,076 square feet addition will bring the total area of the church and school to 59,697 square feet and will be located at the northeast corner of the building and will be used as an expansion and remodeling of the gymnasium. The property is zoned PUD – Planned Unit Development and within that district this addition is considered a minor amendment and requires review and consideration by the Plan Commission and the Architectural Review Board without a public hearing. The Architectural Review Board has already reviewed this item on December 8, 2011, and approved it subject to several modifications. The applicant has made the changes requested by the Architectural Review Board.

The modifications included a reduction in the size of the fascia to be more consistent with the fascia of the existing building, adding an alternative articulation at the base of

the proposed elevations, and enhancing the primary elevations with wall panel accents similar to those on the existing building.

Director Rambousek stated that the St. Paul site was rezoned from Institutional to PUD on December 15, 2008, as part of the 40 unit Providence Place elderly housing development. Under the requirements of the PUD provisions in the Village of Grafton Zoning Code, an amendment to the PUD site plan is considered a minor amendment if the gross floor area of the amendment is less than 5 percent of the total gross floor area of the PUD. Currently the total gross floor area of the St. Paul PUD, which includes the church and school buildings and the Providence Place building, is 117,183 square feet. The proposed addition to the church and school building is 5,076 square feet or 4.33 percent of the total gross floor area and, therefore, qualifies as a minor amendment to the PUD.

Director Rambousek informed the Plan Commission that the new gymnasium space will feature a multi-purpose court that can be used for basketball, volleyball and other indoor sports. In addition, the building will provide Americans with Disabilities Act (ADA) access via the school hallway to the rear parking lot which includes ADA parking spaces. The facility will also include bleacher seating for 240 spectators and several storage rooms for equipment that were part of the previous gymnasium. The new gymnasium will be open Monday through Friday during the normal school hours of 8:00 a.m. to 3:00 p.m. and weekends and evening hours for practices and events. If approved, the construction of the building addition is scheduled to begin in March 2012, and is expected to be completed by the end of August 2012.

Director Rambousek reviewed the on-site parking. He stated that currently the site has 218 parking spaces in the two parking lots located behind the each of the on-site buildings. These lots have historically provided enough parking for the church, school and gymnasium. The new gymnasium will actually see a reduction in the available seating from 335 total seats to 273 total seats. This means the total number of parking spaces required (church, school and gymnasium at peak use) of 210, pursuant to the Village of Grafton Municipal Zoning Code, will be met. However, any future building expansion on the site will most likely require more parking. In addition, nine total ADA parking spaces will be required and two of those spaces will need to be van accessible. Currently, the required spaces are not shown on the plans and will need to be located in an area that maintains the shortest accessible route to each of the facilities on site.

Director Rambousek indicated that the applicant has provided a landscape plan for review. This landscaping plan provides a variety of trees and shrubs such as crab trees and spire to be planted at the bases of the north and east elevations of the new building addition.

Chair Brunnquell asked for clarification on the 5,076 square feet addition in comparison to the entire St. Paul church and school building including Providence Place.

Director Rambousek responded that the 5,076 square feet addition is approximately 4.33 percent of the total gross floor area of the total PUD and qualifies as a minor amendment.

Director Rambousek indicated that the Planning and Development Staff has reviewed the changes that were made at the recommendation of the Architectural Review Board. Director Rambousek is recommending the approval of the amendment to this PUD with the conditions as follows: 1) all requirements of the December 8, 2011 Architectural Review Board approval being met and 2) review and approval of the final landscape plan to be approved by the Director of Planning and Development.

He noted that the storm water pond located at the south side of the property, that was approved as part of the Providence Place development, was sized to accommodate the apartment complex, church, school and gymnasium along with future building expansion on the site.

Robert Lodel of Growth Design Group was present and reviewed the changes that were made since the Architectural Review Board meeting earlier this month.

Mr. Lodel explained that the Planning and Development Staff had requested that additional enhancements and modifications be made to the plans as part of their recommendation to that committee. He distributed revised copies of the plans and reviewed the changes requested by the Planning and Development Staff.

Commission Harms stated that he liked the changes and that it dramatically improved the look of the addition.

Commission Paschke stated that he would like the overhang of the fascia to be brought in line with the elevation. Mr. Lodel indicated that he would make that change.

Commissioner Randy Silasiri discussed the idea of wrapping more of the stone base around the east elevation and adding panel details to the rear of the building.

The Plan Commission held a short discussion on this topic and it was the consensus that the stone base would be out of scale on the east elevation and details to the rear elevation are not needed because they are blocked by another portion of the building.

Motion by Commissioner Harms, seconded Commissioner Schlecht, to approve a minor amendment to the PUD (Planned Unit Development) building addition for Saint Paul Lutheran Church and School located at 701 Washington Street for a 5,076 square feet addition submitted by St. Paul Lutheran Church and School subject to the following conditions: 1) all requirements of the December 8, 2011 Architectural Review Board approval being met; 2) review and approval of the final landscape plan to be approved by the Director of Planning and Development, and 3) reduce the overhang of the fascia. Approved unanimously.

Review of proposed ordinance restriction donation boxes.

Director Rambousek briefly discussed the possible creation of an ordinance regarding unattended donation boxes (some are charitable causes, some are for-profit businesses) in the Village of Grafton.

Director Rambousek informed the Plan Commission that several of these boxes are located on commercial/retail properties with the Village of Grafton and are unregulated. While the Planning and Development Department supports charitable ventures, the unregulated placement of these donation boxes can have unintended negative consequences such as traffic safety issues, unsightliness, vandalism, etc.

In addition, he suggested that the Plan Commission may want to discuss future regulation of other “boxes” such as newspaper boxes and parcel drop-off boxes.

Director Rambousek requested input from the Plan Commission and identified that he will be reviewing how these types of boxes are regulated by other communities. Director Rambousek indicated he anticipates a draft of this ordinance will be placed on the January 24, 2012 meeting with a possible public hearing at the February meeting. It is anticipated that the Village Board will be asked to take action on the ordinance at the first Board meeting in March.

The Plan Commission members had no problems with moving forward with this ordinance for further review and consideration

PLANNING AND DEVELOPMENT DEPARTMENT PERFORMANCE MEASUREMENTS

The performance measurements were reviewed by the Plan Commission.

OLD BUSINESS

None.

NEW BUSINESS

Director Rambousek reminded the Commission members of the special Plan Commission meeting scheduled for January 12, 2012 at 6:00 p.m.

ADJOURN

Motion by Commissioner Harms, seconded by Commissioner Schlecht, to adjourn the meeting at 6:28 p.m. Approved unanimously.