

**Tax Incremental District
Number Four
South Commercial District
Village of Grafton
Project Plan**



**VILLAGE OF GRAFTON
GRAFTON, WISCONSIN**

September 7, 2004

VILLAGE OF GRAFTON TAX INCREMENTAL DISTRICT NO. 4

A portion of the Northwest 1/4 of Section 25 and the Northeast 1/4 of Section 26, Town 10 North, Range 21 East, Village of Grafton, Ozaukee County, Wisconsin, described as follows:

Commencing at the North 1/4 corner of said Section 25, thence West along the North line of the Northwest 1/4 of said Section 25 to the West right-of-way line of the Wisconsin Central Railroad, thence Southwesterly along said West right-of-way to the North line of Lot 1 of Ozaukee County Certified Survey Map No. 1225 which point is also the point of beginning of the district being described, thence continuing Southwesterly along said Westerly Railroad right-of-way to the Southeasterly corner of Lot 1 of Ozaukee County Certified Survey Map No. 1361 thence Northwesterly along the extension of the Southwesterly line of said Lot 1 to the centerline of C.T.H. 57, thence Southwesterly along said centerline of C.T. H. 57 to the extension of the East line of Lot 1 of Ozaukee County Certified Survey Map No. 1088, thence Southerly along said East line extended to the Southeast corner of said Lot 1, also being the Northwesterly right-of-way line of the Wisconsin Central Railroad, thence Southwesterly along the Southeasterly line of said Lot 1 to the Southeast corner of said Lot 1, thence North along the extended West line of said Lot 1 to the centerline of C.T.H. 57, thence Southwesterly along said centerline of C.T.H. 57 to the extension of the East line of Lot 1 of Ozaukee County Certified Survey Map No. 2848, thence North along the extended East line of said Lot 1 to the Southeast corner of said Lot 1, thence Southwesterly and Westerly along the South line of said Lot 1 to the Southwest corner of said Lot 1, thence North and West along the West line of said Lot 1 to the Northwest corner of said Lot 1, thence Northeasterly along the North line of said Lot 1 to the West right-of-way line of Chateau Court, thence Southerly, Easterly and Northerly along the right-of-way of Chateau Court to the Northwest corner of Lot 1 of Ozaukee County Certified Survey Map No. 2747 also being the South right-of-way line of Chateau Drive, thence East along the North line of said Lot 1 to the Northeast corner of said Lot 1 also being the West right-of-way line of First Avenue, thence North along said West right-of-way line to the extension of the North line of Lot 1 of Ozaukee County Certified Survey Map No. 3201, thence Easterly along the extended North line of said Lot 1 to the Northeast corner of said Lot 1, thence South along the East line of said Lot 1 to the Southeast corner of said Lot 1, thence Easterly to the Northeast corner of Lot 1 of Ozaukee County Certified Survey Map No. 2672, thence South along the West line of said Lot 1 to the Southwest corner of said Lot 1, thence East and Southeasterly along the South line of said Lot 1 to the Southeast corner of said Lot 1 also being the Easterly right-of-way line of C.T.H. 57, thence Easterly to the centerline of C.T.H. 57 where it intersects the extension of the North line of the aforesaid Lot 1 of Ozaukee County Certified Survey Map No. 1225, thence Easterly along said North line extended to the Northeast corner along said North line, thence Southeasterly along the Northeasterly line of said Lot 1 to the Easterly corner of said Lot 1 and the point of beginning.

TABLE OF CONTENTS

PREFACE - VILLAGE OF GRAFTON TAX INCREMENTAL DISTRICT NO. 4

I. INTRODUCTION

II. STATEMENT OF PROJECT AREA

III. TAX INCREMENT CAPACITY CALCULATIONS

IV. PROJECT PLAN GOALS AND OBJECTIVES

MAP NO. 1: PROJECT AREA MAP

MAP NO. 2: PARCEL IDENTIFICATION

V. EXISTING LAND USE AND CONDITIONS

MAP NO. 3: EXISTING LAND USES

MAP NO. 4: PROPERTY CONDITIONS

VI. PROPOSED CHANGES IN PROJECT AREA LAND USES

VII. STATEMENTS OF PROPOSED IMPROVEMENTS

MAP NO. 5: PROPOSED IMPROVEMENTS

VIII. ESTIMATED PROJECT COST

EXHIBIT 1: ESTIMATED PROJECT COSTS

IX. PROJECT FINANCING AND TIMETABLE FOR EXPENDITURES

X. TAX INCREMENT PROJECTION AND ECONOMIC FEASIBILITY ANALYSIS

TABLE 2A: PROPERTY TAX RATES

TABLE 2B: BOND INFORMATION

TABLE 3: PRELIMINARY DEBT SERVICE PLAN

TABLE 4: TID PRO FORMA

TABLE 5: PROJECTED NEW DEVELOPMENT OR REDEVELOPMENT

XI. STATEMENT OF FEASIBLE METHOD PROPOSED FOR RELOCATION

XII. BENEFIT TO AREA

APPENDICES

I. Introduction

This document is the Project Plan (“Project Plan”) for Tax Incremental District Number Four, Village of Grafton (the “District”). The Project Plan has been prepared in conformance with the provisions of Wisconsin Statutes Section 66.1105 (4)(d) (the “Tax Increment Law”).

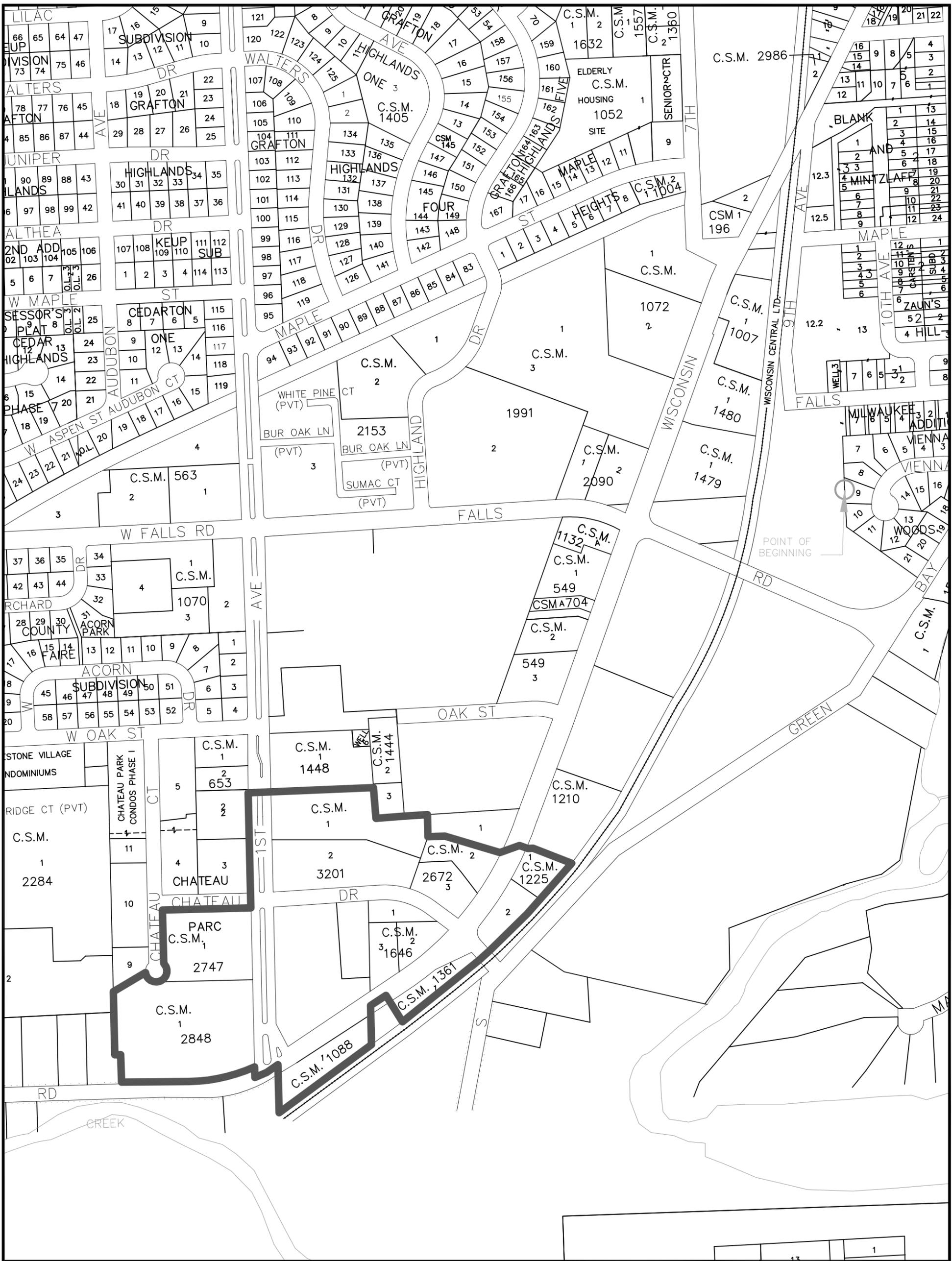
The District consists of approximately 32.2 acres of land located along Wisconsin Avenue between and roughly on both sides of First Avenue and Chateau Drive, in the southerly most part of an area often referred to as the “South Commercial District” because it is located on the Village’s south end in a retail/office/manufacturing area. The District boundaries are coterminous with approximately the southern one third of a redevelopment plan, prepared and approved pursuant to Wisconsin Statutes Section 66.1105. The “South Commercial District Redevelopment Plan,” addresses opportunities for business retention, expansion, and property redevelopment in the district. The goals, objectives and strategies set forth in the Redevelopment Plan are consistent with those of the District. This area was chosen as the first of several TIF phases for the South Commercial District Redevelopment Plan. This TIF Plan is in concert with the initial boundaries identified in the Redevelopment Plan. This particular area is in need of public infrastructure repair and private renovation. It also lacks essential safety and cautionary measures for pedestrian and automobile safety. The properties within the proposed boundary will directly benefit from the proposed improvements in the project plan.

The Redevelopment Plan will be implemented by the Community Development Authority (the “Authority”) of the Village of Grafton.

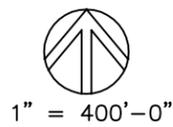
II. Statement of Project Area

The District is bounded on the **north** by Culvers and Manchester Mall (former Kmart), on the **east** and **south** by the Village limits and on the **west** by First Avenue and Chateau Court.

The map on the next page (Map No. 1: Project Area) outlines the project area in accordance with the legal description Exhibit No. 1 in the appendix. The map on the subsequent pages (Map No. 2: Parcel Identification) identifies the various parcels within the project area.



MAP NO.1 – DISTRICT BOUNDARY (PROJECT AREA)
 T.I.D NUMBER 4
 SOUTH COMMERCIAL DISTRICT
 VILLAGE OF GRAFTON



HNTB
 ARCHITECTS ENGINEERS PLANNERS
 11414 WEST PARK PLACE
 SUITE 300
 MILWAUKEE, WISCONSIN 53224
 MAY 05, 2004



MAP NO.2 – PARCEL IDENTIFICATION
 T.I.D NUMBER 4
 SOUTH COMMERCIAL DISTRICT
 VILLAGE OF GRAFTON



1" = 300'-0"



ARCHITECTS ENGINEERS PLANNERS
 11414 WEST PARK PLACE
 SUITE 300
 MILWAUKEE, WISCONSIN 53224

MAY 05, 2004

III. Tax Increment Capacity Calculations

The boundary if the TID No. 4 is officially designated on Map No. 1. TID No. 4 is comprised of a southern portion of the South Commercial District, as defined in the South Commercial District Redevelopment Plan. State of Wisconsin Tax Incremental Law indicates that for a TID district to be viable under law the equalized value of taxable property in the district plus all existing districts does not exceed 7 percent of the municipality's total equalized value. Or, the value of the district plus the value increment of existing districts does not exceed 5 percent of the total municipal equalized value. Calculations are based upon January 1, 2004 values.

The tables below indicate the Village's capacity to create TID No. 4:

Total Equalized Value of the Village	5% of the Total Equalized Value	7% of the Total Equalized Value
\$887,287,500	\$44,364,375	\$62,110,125

State Certified 2004 and Estimated TID Values:

	Base Value	Increment Value	Total
TID No. 2	\$522,100	\$12,590,200	\$13,112,300
TID No. 3	\$21,039,900	\$8,207,200	\$29,247,100
Proposed TID No. 4	\$11,718,100	\$0	\$11,718,100
Estimated in all TIDs	\$33,280,100	\$20,797,400	\$54,077,500

The Village's Remaining Estimated Capacity to Create Additional TIDs Based Upon January 1, 2004:

	5% Calculation	7% Calculation
Total Village Capacity	\$44,364,375	\$62,110,125
Existing & Proposed TIDs	\$33,280,100	\$54,077,500
Remaining Capacity	\$11,084,275	\$8,032,625

Based on both the 5 percent and 7 percent calculations, the Village of Grafton will have approximately \$11,084,275 in remaining TID capacity based upon the larger derived calculated difference. During the adoption of the plan, the Plan Commission, Village Board and Joint Review Board utilized 2003 data because 2004 values were not yet available. This plan has been updated to reflect the current 2004 values.

IV. Project Plan Goals and Objectives

The creation of the District promotes the orderly development of the Village as follows:

Goals:

1. Encourage the retention and expansion of existing business within the South Commercial District.
2. To reverse the below-average increase in tax base and to increase the economic vitality of the area by eliminating blighted, underutilized property and by encouraging private/public development.
3. To broaden the property tax base of the community.
4. To position this area, created in the 1950's, to be competitive in the 21st century in the retail, office, and industrial sector and also conducive to existing housing and future housing development.
5. To directly serve to rehabilitate or conserve the area and create a healthy mix of business, retail, industrial, and residential uses.
6. To eliminate blight and prevent the development and spread of blighted areas.
7. To make improvements to public infrastructure where necessary to promote development and redevelopment.
8. To upgrade public infrastructure and improve deteriorated roadway conditions.
9. To improve pedestrian and automobile safety.

Objectives:

1. Eliminate blighting influences and environmental deficiencies, which detract from the functional unity, aesthetic appearance, economic welfare and prevent the recurrence of blight and blighting conditions in the surrounding neighborhood.
2. Eliminate underutilized land and/or environmentally hazardous conditions.

3. Create parcels that are functionally adaptable with respect to shape and size for disposition and redevelopment in accordance with current development needs and standards.
4. Help rehabilitate or remove deteriorated, obsolescent, blighted and structurally substandard buildings for uses permitted in this Plan.
5. Provide for the orderly physical and economic growth of this parcel through planned and controlled redevelopment.
6. Foster redevelopment activities included in this project, which are consistent with uses permitted in this Plan, the sound needs and growth of the surrounding area, and the community as a whole.
7. Assure redevelopment incorporating architectural design, site planning, landscaping, signage, public art and amenity lighting, which are aesthetically pleasing and compatible with existing development in the area.
8. Foster economic development by providing facilities, which generate employment opportunities and/or new housing for Village residents.
9. Provide economic development loans and/or grants to qualified redevelopers or property owners consistent with the goals and objectives of this Plan.
10. Provide project and site improvements, including the installation, construction, or reconstruction of streets, alleys, pedestrian ways, parking lots, utilities, and other related improvements necessary for carrying out the objectives of this Plan.
11. Achieve private redevelopment, which will add to the tax base of the Village of Grafton and stimulate business activity in this part of the Village.

V. Existing Land Uses and Conditions:

A description of the existing land uses within the proposed boundary for TID No. 4 is located on Map. No. 3. Although there are some compatible and solid uses in TID No. 4 the area lacks cohesiveness, synergism and compatibility. The mix of uses in TID No. 4 includes industrial, commercial, office, retail, and residential uses. While most industrial development is located on the west end of the district, it is within close proximity to residential development and is mottled in with commercial and retail uses. Frontage along Wisconsin Avenue consists solidly of commercial, office and retail uses, with some vacant and residential property. First Avenue consists of commercial, industrial and residential. Chateau Drive consists of service retail, office, industrial uses and vacant property. Also important is the interactive relationship between these uses and especially from pedestrian and automobile perspectives. Pedestrian sidewalks and crosswalks are scattered throughout the area and in some locations entirely missing. Crosswalks are worn or lack proper definition and as a result pedestrian activity generated from the residential uses in the district have almost no human association with the neighboring commercial and retail uses. From an automobile standpoint, the intersection of First Avenue and Wisconsin Avenue is creates difficulty in navigation of turning movements and turning and regular traffic lanes could be better defined. The boulevard format of First Avenue presents some opportunities for more symbiotic land use transitions between residential and industrial and commercial uses. The power transmission lines that run along the median in First Avenue creates a visual impact when entering the district from the south. The intersection of Wisconsin Avenue and First Avenue is an ideal point to create some visual focal point or gateway to the area. By creating this gateway on a pedestrian level less attention will be given to the power lines and their negative visual impact. Pedestrian, automobile, land use, building and facility upgrades will go a long way toward safeguarding property value, garnering new investment in the area, and creating a productive relationship between land uses, and encourage economic activity.

The area within the proposed boundary for TID No. 4 is currently divided into the following five zoning districts:

1. C-1 Neighborhood Business
2. C-2 Community Business District
3. M-1 Industrial
4. MFR-1 Medium Density Multiple-Family Residential
5. PUD – Planned Unit Development

In some instances, the zoning is inadequate and may not accommodate the kind of future development needed to revitalize the area. In such cases, zoning will be changed on a project-by-project basis.

The condition of a minimum of 51 percent of real property within the TID No. 4 is considered blighted, physically and/or economically, due to deteriorating buildings, inappropriate land uses, disruptive traffic patterns, inadequate streetscape and pedestrian amenities (See Map No. 4). A majority, but not all of the structures, sites and infrastructure within the area are considered aged or deteriorating. Even modern structures in the area could use repairs and maintenance. Vacant sites remain underutilized and public infrastructure needs to be repaired or upgraded.

According to Planning and Development Department, Department of Public Works, and Inspection Department files, site analysis, and photographs there are many major causes of blight and/or property utilization in the area including the presence of underutilized structures and sites, vacant and obsolete buildings, and deteriorating infrastructure. The table on the following page indicates the extent of blight within the area, during the creation of the plan document.

Underutilized or vacant	15.3 Acres
Developed and viable property	9.0 Acres
<u>Public roadway</u>	<u>7.9 Acres</u>
T O T A L	32.2 Acres

Of the developable land within the district, 62.9 percent is currently underutilized or vacant. While this number may seem high, it is important to note that there are many flourishing businesses in this area and that a remains a strength; however, they may need economic assistance to ensure the long term viability of these business properties. Every effort will be made to help them prosper. There is no doubt that the early evidence of blight has appeared in the area and curbing or eliminating that blight through redevelopment and refurbishment is critical to the economic prosperity of the entire area.

The existence of underutilized vacant parcels also needs to be addressed to fully realize the potential of this area. Quality development and redevelopment should be encouraged by the Village to set a positive trend for future economic activity within the district.

Deteriorated or Underutilized Structures:

The area contains a number of underutilized and vacant parcels offering opportunities for both redevelopment of existing structures and new development on vacant parcels.

Throughout the district there are examples of blight or underutilization vacant and unkept parcels, deteriorated structures and substandard public roadways like Oak Street, poor traffic circulation and lack of pedestrian safety.

Map No. 3: Existing Land Use outlines the project area in accordance with the legal description. The map on the subsequent pages (Map No. 4: Property Conditions) identifies the various parcels within the project area.

Conclusion: The existence of vacant parcels and underutilized properties substantially impairs sound growth in the community, constitutes an economic and social liability and pose a menace to the public's health, safety, morals, and welfare in their present condition and use. It is important to pursue redevelopment in a proactive approach to prevent the area from accumulating additional fill materials that cannot be developed upon, as well as discarded vehicles. In recognition of all the above, the area is therefore a blighted area within the meaning of Section 66.13333(2)(m)(b) of the Wisconsin Statutes in need of blight elimination and an urban redevelopment project.



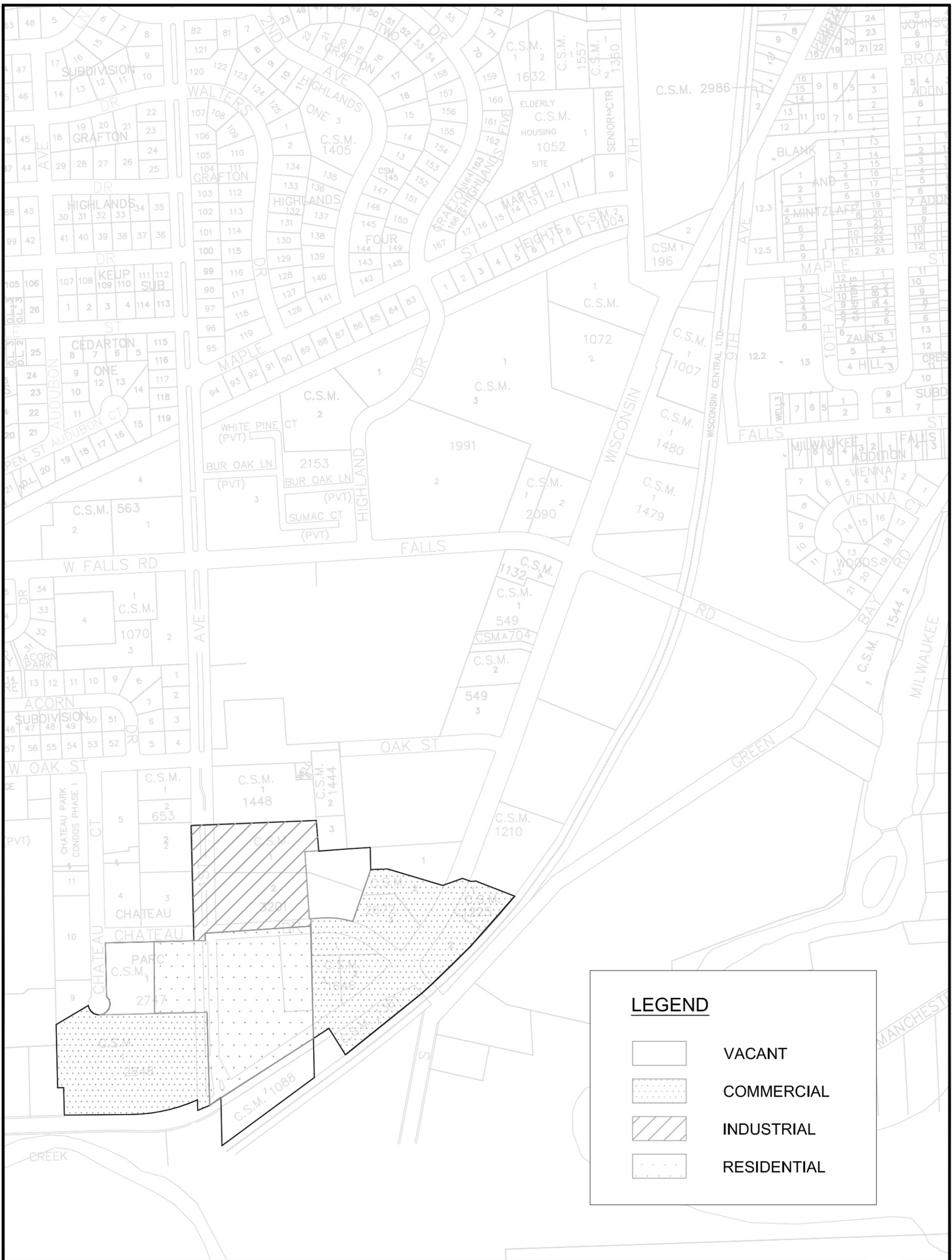
Picture 1 – Underutilized industrial land along First Avenue.



Picture 2 – Underutilized retail development within TID area.



Picture 3 – Retail development along Wisconsin Avenue that can be aesthetically enhanced.



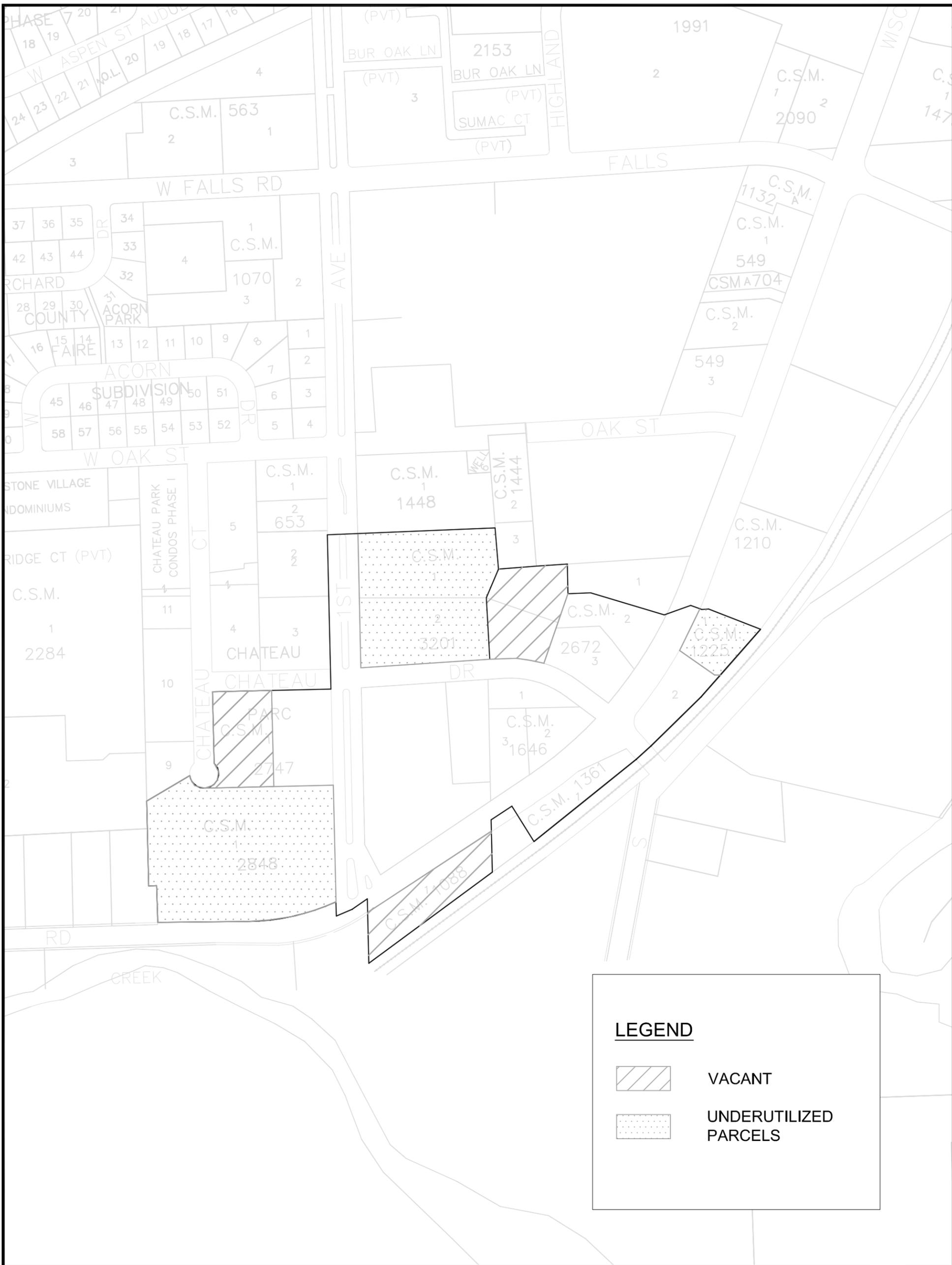
MAP NO. 3 — EXISTING LAND USE
 T.I.D NUMBER 4
 SOUTH COMMERCIAL DISTRICT
 VILLAGE OF GRAFTON



1" = 400'-0"

HNTB
 ARCHITECTS ENGINEERS PLANNERS
 11414 WEST PARK PLACE
 SUITE 300
 MILWAUKEE, WISCONSIN 53224

MAY 05, 2004



MAP NO. 4 — PROPERTY CONDITION
 T.I.D NUMBER 4
 SOUTH COMMERCIAL DISTRICT
 VILLAGE OF GRAFTON



1" = 300'-0"



ARCHITECTS ENGINEERS PLANNERS
 11414 WEST PARK PLACE
 SUITE 300
 MILWAUKEE, WISCONSIN 53224

MAY 05, 2004

VI. Proposed Changes in Project Area Land Uses

No changes are proposed to the zoning ordinance or building codes. It is possible that a mixed residential/retail redevelopment would occur which would require a rezoning to a Planned Unit Development, but the underlying retail zoning district would remain unchanged. The Village has created Design Guidelines for the District to encourage quality redevelopment and building refurbishment that also promotes a unique identity for the area. The District will be redeveloped with retail, residential, commercial, office, and light industrial uses, which meets the current zoning.

VII. Statements of Proposed Improvements

The TID No. 4 will require a number of public improvements to enhance the overall image of the area and to bring this portion of the South Commercial District up to the standards expected by developers in today's real estate market. The costs listed are preliminary and are not based upon construction documents and may change as the scope and extent of the various improvements becomes further defined. The yearly schedule for the proposed improvements may also vary depending on proposed new developments within the District.

Estimates of public improvements costs do not include any property acquisition that may be required for construction of specific elements of the plan. In many instances the Village may be granted an easement by a property owner to make the required improvement.

The project plan for TID No. 4 is a tool which allows the Village's Community Development Authority, Village Board and Plan Commission to implement specific public improvement projects as illustrated on the "Public Improvements" exhibit and listed on the Public Improvements spread sheet.

The Community Development Authority's duties will include:

- Implementation of this TID plan.
- Providing guidance to the Village Board and Plan Commission through a thorough review of all proposed developments within the district.
- Working with developers to refine circulation, parking, building placement, access and landscape development of each new development within the district.
- Overseeing additional engineering and planning efforts necessary for specific implementation of various components of this plan.
- Establishing and adopting building and site Design Guidelines for the district.

- Identifying and obtaining various state and federal grants for the implementation of specific elements of the public improvements identified within the TID plan.
- Oversight of all public improvement construction projects within the district.
- Developing and implementing a marketing plan for recruitment of new developers and businesses.
- Upgrading the overall infrastructure of area, improving functionality, aesthetics, and safety.

The goal and anticipated result of TID No. 4 will be the economic revitalization of a portion of the South Commercial District. The Village's investment within the district will improve traffic circulation through specific improvements to Wisconsin Avenue and Chateau Drive. Roadway improvement to these selected streets will increase access and improve internal circulation which will make the sites more attractive for new development. The public improvements will also address improving the pedestrian circulation to the area through the addition of sidewalks and enhanced pedestrian crossings at key intersections.

The overall aesthetics of the area will also be improved through a streetscaping program. Additional landscaping at key intersections, addition of street trees, placement of benches and trash receptacles at selected locations will enhance the experience of visiting the area. Identity gateways will define the area's renaissance and add to the overall enjoyment of the district as well as demonstrate the Village's commitment to the area making the area more attractive to developers.

The streetscape program will also address wayfinding through a series of signage elements to direct people to specific developments within the district. The wayfinding will be coordinated with the Village's existing wayfinding program.

Public improvements and their associated budgets should be reviewed on a yearly basis to make any modifications as may be required to service new development within the district.

Safety, accessibility, and aesthetics are three factors that the Village has direct control over when redeveloping an area. In an effort to improve both the vehicular and pedestrian environment in the district, there are a number of physical improvements the Village should consider. With the development of Grafton Square Condominiums, the redevelopment of a major grocery store and the existing Sunrise Apartments, there will be an increased concentration of pedestrians in the vicinity of First Avenue and Wisconsin Avenue. The number of residents in the district will result in

additional pedestrian trips between the two residential projects and the grocery store.

In response to the goals of the Redevelopment and the TID Plans improvements to the First Avenue/Wisconsin Avenue intersection and general area should include:

- Better definition of the travel lanes and turning movements in this intersection and on First Avenue.
- Better definition of pedestrian crosswalks. This can be achieved by utilizing a bolder striping pattern (painted) for the crosswalk areas and maintaining the crosswalks with yearly repainting.
- Use of special colored concrete crosswalks can also increase the visibility of the crosswalk areas. Colored concrete and special painting can also be used in combination with each other to increase definition of pedestrian areas.
- Eliminate the separate turning lane westbound Wisconsin to northbound First Avenue. This will greatly improve the pedestrian crossing of First Avenue by slowing traffic and shortening the pedestrian travel distance in the street.
- Traffic calming, or the reduction of speed through this intersection, will also benefit pedestrians, bicyclists and other drivers. This can be accomplished through the use of special concrete treatment of the intersection. Colored and textured pavement offers the motorist a visual cue that they are approaching a prominent intersection and they this traffic calming. Another possibility is utilizing a “raised intersection” design to slow traffic moving through the area.
- Pedestrian lighting can also increase the intersections safety. The addition of lights, street trees and adequate sidewalks along First Avenue and Wisconsin Avenue will improve the aesthetics and experience of pedestrians utilizing the area.
- Addition of landscaping and prominent Village entrance sign. While these improvements do not have a direct on safety the addition of landscaping can help in defining areas, particularly roadway edge and pedestrian zones parallel to the roadway.

The goal of these improvements is to not only increase the safety of the area but to also link residential, commercial, industrial and office uses through an integrated system of public sidewalks.

Along with the visible improvements discussed above there are functional improvements that need to be addressed. More specifically:

- Improved storm water drainage within the area, specifically along Wisconsin Avenue.

- Repair of underground utilities such as the Village's water and sanitary sewer.

Water, storm and sanitary sewer improvements will be paid for by the Utility's capital improvement program. After the completion of the Utility work on Wisconsin Avenue, pavement repair, and aesthetic improvements can be made to the Wisconsin Avenue Corridor.

Map No. 5: Existing Conditions outlines the proposed public improvements to the area.

Map No. 5: Proposed Improvements

VIII. Estimated Project Cost

The project costs are directly related to eliminating blight and directly serve to rehabilitate or conserve the area, consistent with the purpose for which the District was created.

The costs included in this section are without limitation, eligible project costs as defined under Section 66.1105 (2)(f) of the Wisconsin Statutes.

The Village's policy for the use of these funds is to assist major redevelopment projects, which will generate additional property taxes (increment). The maximum amount of Village participation in any private redevelopment project will be based upon the expected property tax increment to be generated by the redevelopment projects for a period no longer than 23 years pursuant to the Tax Increment Law.

The Village Board may make those contributions pursuant to a Cooperation Agreement entered into with the Authority. The total project costs (capital cost, minus land sales, plus financing costs) are further described in Exhibit I. Estimated Project Cost and Section IX Project Financing and Timetable for Expenditures.

No non-project costs are anticipated.

The following table, Exhibit 1 – Estimated Project Costs sets a detailed list of estimated project capital costs. All projected costs will be incurred in phased approach in the first years after a Tax Increment Financing District is created.

Exhibit 1: Estimated Project Costs

IX. Project Financing and Timetable for Expenditures

The project will be financed primarily through the sale of Taxable General Obligation (G.O.) Bonds, Tax Exempt G.O. Bonds. Other funds available could come from land sale proceeds, and federal and state grants such as Community Development Block Grant (CDBG) funds, Wisconsin Department of Commerce Brownfield Grants, and Wisconsin Department of Natural Resources Site Assessment Grants.

Due to the substantially lower interest rate on G.O. bonds, the anticipated tax increment revenue would be more than adequate to cover the total debt service.

The Project Plan cost will be incurred, and all expenditures will be made by the year 2009.

For the sake of providing financing and expenditure estimates, the interest rate used was 6.5 percent, which is considered a conservative figure.

Depending on the ultimate development, improvement, or redevelopment of each disposition parcels, there may be a need to install and/or relocate some public or private infrastructure such as sewer, water, roadway, gas, electric, etc., to more readily accommodate investment.

It may be advantageous for the Village to look for additional funding mechanisms other than TIF for financing some of the future public improvements within the district. The following list is not intended to be an all-inclusive list since many grant and funding programs are in a state of change in today's tight budgetary climate.

Funding options include:

1. Stewardship Grants – This group of grants are administered through the DNR and are limited to park, recreation and open space acquisition and improvement. These grants may be applicable for bicycle improvements within the district.
2. Statewide Transportation Enhancement Program (STEP) – This funding mechanism is administered through the Wisconsin Department of Transportation and includes funding (on a cost sharing basis) for some aesthetic enhancements along public roadways.
3. Transportation Economic Assistance (TEA) Grant – The TEA Grant program is administered through the Wisconsin Department of Transportation and includes funding for roadway projects that create

jobs. An evaluation of the new job potential within the TID may qualify some of the roadway work for this program.

4. Congestion Mitigation and Air Quality Grant (CMAQ) – The CMAQ grant program is administered through the Wisconsin Department of Transportation and includes funding for projects that may reduce congestion or improve air quality. Bicycle facilities and roundabouts may qualify for this program.

X. Tax Increment Projection and Economic Feasibility Analysis

The financial feasibility of the Project Plan is based upon the expected property tax increment to be generated. Table No. 2a and 2b on the next page indicate the 2004 property tax rates for the different taxing jurisdictions and bond information.

The tax increment to be generated by the District is based upon the increases in real and/or personal property value and the building improvements/additions during the life of the District. Table No. 3 indicates the Preliminary Debt Service Plan.

The TID Pro Forma set forth in Table No. 4 - indicates that the anticipated revenues exceed the projected estimated project cost. The Project Plan, therefore, has been determined to be economically feasible.

The Village recognizes that a real potential exists that the environmental and site preparation costs may be considerably higher than currently projected. The Village anticipates that Community Development Block Grant funds or Brownfield clean-up grants may need to be made available to finance a portion of any unanticipated increased costs. The Village intends to recover these costs to the greatest extent possible through revenues generated by the District. As a result of projected amount of debt to be issued to finance the project costs, the incremental revenue required to service the debt will necessitate that the District continue for about 20 years (about 3 year less than the maximum 23-year period allowed by state statutes), or December 31, 2026. Table No. 3 indicates the preliminary debt service plan.

Table 2a and 2b 2004 Property Taxes and Bond Information

2004 PROPERTY TAX RATES	
	Tax Rate Per Dollar
State of Wisconsin	0.00020
Ozaukee County	0.00187
Village of Grafton	0.00649
MATC	0.00194
Grafton School District	0.01111
Total	0.02161

BOND INFORMATION		
	Rates	Amounts
Base Amount		\$2,300,000
Interest Rate	6.5%	
Fees	0.5727%	\$13,173
Total Borrowed		\$2,313,173
	Total TID Cost of Loan*	\$5,562,751
* includes project cost, finance fees and capitalized interest		

Table No. 3 Preliminary Debt Service Plan

PRELIMINARY DEBT SERVICE PLAN					
Principal		\$3,426,923		Project Loan:	\$2,300,000
Interest		6.50%		Finance Fees:	\$13,173
Term		20 Years		Finance Fee Rate:	0.5727%
# of Principal Payments		14			
Date of Issue		Dec-04		Capitalized Interest:	\$1,113,750
Total TID Cost of Loan		\$5,562,751			
Year	Principal Pmnt #	Unpaid Principal	Principal Payment	Interest Payment	Total Payment
2004	0	\$3,426,923	\$0	\$0	\$0
2005	0	\$3,426,923	\$0	\$222,750	\$222,750
2006	0	\$3,426,923	\$0	\$222,750	\$222,750
2007	0	\$3,426,923	\$0	\$222,750	\$222,750
2008	0	\$3,426,923	\$0	\$222,750	\$222,750
2009	0	\$3,426,923	\$0	\$222,750	\$222,750
2010	1	\$3,426,923	\$62,341	\$222,750	\$285,091
2011	2	\$3,364,582	\$82,543	\$218,698	\$301,241
2012	3	\$3,282,039	\$104,542	\$213,333	\$317,875
2013	4	\$3,177,497	\$128,471	\$206,537	\$335,008
2014	5	\$3,049,026	\$154,468	\$198,187	\$352,655
2015	6	\$2,894,558	\$182,685	\$188,146	\$370,832
2016	7	\$2,711,873	\$213,282	\$176,272	\$389,553
2017	8	\$2,498,591	\$246,428	\$162,408	\$408,837
2018	9	\$2,252,163	\$282,308	\$146,391	\$428,699
2019	10	\$1,969,855	\$321,116	\$128,041	\$449,156
2020	11	\$1,648,739	\$363,060	\$107,168	\$470,228
2021	12	\$1,285,679	\$408,363	\$83,569	\$491,932
2022	13	\$877,316	\$457,261	\$57,026	\$514,287
2023	14	\$420,055	\$420,055	\$27,304	\$447,359
2024	15	\$0	\$0	\$0	\$0
2025	16	\$0	\$0	\$0	\$0
2026	17	\$0	\$0	\$0	\$0
TOTAL			\$3,426,923	\$3,249,578	\$6,676,501
Total Payment - Capitalized Interest = Total Cost of Loan \$6,676,501 - \$1,113,750 = \$5,562,751					

Table No. 4 TID Pro Forma

TID PRO FORMA							
BASE VALUE		\$11,718,100					
TAX RATE		20.67					
INFLATION INCREMENT		3.0%					
ANNUAL INCREASE IN TAX RATE		0.0%					
YEAR	PREVIOUS VALUATION	INFLATION INCREMENT	INCREMENT	TOTAL VALUATION	CUMULATIVE INCREMENT	REAL ESTATE SALES	TIF REVENUE
2004	\$11,718,100	\$0	\$0	\$11,718,100	\$0	\$0	\$0
2005	\$11,718,100	\$351,543	\$7,000,000	\$19,069,643	\$7,351,543	\$0	\$0
2006	\$19,069,643	\$572,089	\$550,000	\$20,191,732	\$8,473,632	\$0	\$0
2007	\$20,191,732	\$605,752	\$475,000	\$21,272,484	\$9,554,384	\$0	\$158,867
2008	\$21,272,484	\$638,175	\$3,000,000	\$24,910,659	\$13,192,559	\$0	\$183,115
2009	\$24,910,659	\$747,320	\$0	\$25,657,979	\$13,939,879	\$0	\$206,470
2010	\$25,657,979	\$769,739	\$0	\$26,427,718	\$14,709,618	\$0	\$285,091
2011	\$26,427,718	\$792,832	\$0	\$27,220,549	\$15,502,449	\$0	\$301,241
2012	\$27,220,549	\$816,616	\$0	\$28,037,166	\$16,319,066	\$0	\$317,875
2013	\$28,037,166	\$841,115	\$0	\$28,878,281	\$17,160,181	\$0	\$335,008
2014	\$28,878,281	\$866,348	\$0	\$29,744,629	\$18,026,529	\$0	\$352,655
2015	\$29,744,629	\$892,339	\$0	\$30,636,968	\$18,918,868	\$0	\$370,832
2016	\$30,636,968	\$919,109	\$0	\$31,556,077	\$19,837,977	\$0	\$389,553
2017	\$31,556,077	\$946,682	\$0	\$32,502,760	\$20,784,660	\$0	\$408,837
2018	\$32,502,760	\$975,083	\$0	\$33,477,842	\$21,759,742	\$0	\$428,699
2019	\$33,477,842	\$1,004,335	\$0	\$34,482,178	\$22,764,078	\$0	\$449,156
2020	\$34,482,178	\$1,034,465	\$0	\$35,516,643	\$23,798,543	\$0	\$470,228
2021	\$35,516,643	\$1,065,499	\$0	\$36,582,142	\$24,864,042	\$0	\$491,932
2022	\$36,582,142	\$1,097,464	\$0	\$37,679,607	\$25,961,507	\$0	\$514,287
2023	\$37,679,607	\$1,130,388	\$0	\$38,809,995	\$27,091,895	\$0	\$537,312
2024	\$38,809,995	\$1,164,300	\$0	\$39,974,295	\$28,256,195	\$0	\$561,028
2025	\$39,974,295	\$1,199,229	\$0	\$41,173,523	\$29,455,423	\$0	\$585,456
2026	\$41,173,523	\$1,235,206	\$0	\$42,408,729	\$30,690,629	\$0	\$610,616
TOTAL		\$19,665,629	\$11,025,000			\$0	\$7,958,257

Table No. 5 Projected New Development or Redevelopment

PROJECTED NEW DEVELOPMENT/INCREMENT		
Year	Property Value Increase	Type
2004	\$0	
2005	\$7,000,000	Grafton Square Condos
2006	\$550,000	Office Additions
2007	\$475,000	Retail Expansion
2008	\$3,000,000	Grocery Store Rehab.
2009	\$0	
2010	\$0	
2011	\$0	
2012	\$0	
Total	\$11,025,000	

XI. Statement of Feasible Method Proposed for Relocation

This section is required pursuant to State Statutes to be included in the TIF Plan. It is specifically placed in the text of the plan to inform individuals of all possibilities associated with a TID. It is not an accurate indication of any future actions.

The Village and the Authority are authorized to make relocation payments to, or with respect to, persons (including families, business concerns and others) being displaced from the project for moving expenses and losses of property for which reimbursement or compensation is not otherwise made, when such projects and expenditures are approved by the Village Board. Any persons being displaced during the course of the project relocated from properties within the area during the course of project execution, shall be afforded the opportunity to be relocated in available accommodations which are decent, safe, sanitary, and otherwise habitable and which are within their financial means, all in accordance with a Relocation Plan, prepared pursuant to Sections 32.19 and 32.25 to 32.27 and 66.431(10) of the Wisconsin Statutes and subsequently approved by the Wisconsin Department of Commerce.

XII. Benefit to Area

The most important aspect of this plan is that it will benefit all properties involved in the TIF boundary. It is expected that this TIF plan will be the first phase that implements the South Commercial District Redevelopment Plan. Infrastructure and public safety improvements will be made to First Avenue and Wisconsin Avenue in this portion on the plan will occur adjacent to the properties identified in the Plan boundaries. In addition, economic incentives will be made available to help promote redevelopment or property enhancement that may not have otherwise occurred. The framework is geared toward getting the area back on track economically. Again, this is the first phase of what will be a continued effort in implementing the South Commercial District Redevelopment Plan.

**Tax Incremental District
Number Four
South Commercial District
Village of Grafton
Project Plan**

Appendices

LAW OFFICES
HOUSEMAN & FEIND, LLP
1214 THIRTEENTH AVENUE
POST OFFICE BOX 104
GRAFTON, WISCONSIN 53024-0104

OF COUNSEL:
Ralph E. Houseman

TELEPHONE
(262) 377-0600
FACSIMILE
(262) 377-6080

Robert L. Feind, Jr.
John M. Gallo
Michael P. Herbrand
Steven M. Cain

Jane E. Miller
Deborah S. R. Hoffmann

October 28, 2004

Mr. Michael Rambousek
Director of Planning & Development
Village of Grafton
P.O. Box 125
Grafton, WI 53024

RE: Tax Incremental Financing District No. 4

Dear Mr. Rambousek:

At your direction, I have reviewed the Project Plan for Tax Incremental District No. 4, South Commercial District, in the Village of Grafton. As you know, my review of the Plan is required by Section 66.1105(4)(f), Wis. Stats. This section requires that a project plan for a tax incremental district include the following information:

1. A statement listing the kind, number and location of all proposed public works or improvements within the district;
2. An economic feasibility study;
3. A detailed list of estimated project costs;
4. A description of the methods of financing all estimated project costs and the time when the related costs or monetary obligations are to be incurred;
5. A map showing the existing uses and conditions of real property in the district;
6. A map showing proposed improvements and uses in the district;
7. Any proposed changes of zoning ordinances, master plan, if any, map, building codes and city ordinances;
8. A list of estimated non-project costs;
9. A statement of the proposed method for relocation of any persons to be displaced;
and

October 28, 2004

page 2

10. The plan should further indicate how creation of the tax incremental district promotes the orderly development of the village.

My review of the Project Plan for Tax Incremental District No. 4, South Commercial District, in the Village of Grafton, indicates that it is complete and complies with the requirements of Section 66.1105(f), as identified above. Each of the itemized elements set forth above can be found in the Plan. Should you have any further questions or concerns with regard to this matter, or this opinion, please do not hesitate to contact me.

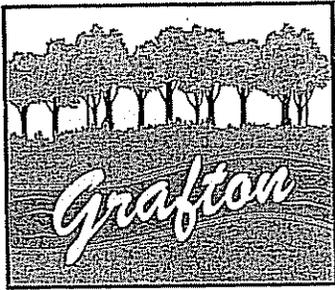
Very truly yours,

HOUSEMAN & FEIND, LLP



Michael P. Herbrand

MPH:sl



**PUBLIC HEARING BEFORE THE
PLAN COMMISSION AGENDA**

**1971 WASHINGTON STREET
LOWER LEVEL BOARD ROOM**

THURSDAY, AUGUST 5, 2004 AT 6:00 PM

* This meeting will be considered an informational meeting of the Village Board, Community Development Authority (CDA) and Joint Review Board if a quorum is present.

1. Call to Order / Roll Call
2. Statement of Public Notice

The purpose of this public hearing is for review of the proposed project plan and boundaries for Tax Incremental District (TID) No. 4, South Commercial District. The purpose of creating TID No. 4 is for the construction of public improvements, which will encourage redevelopment opportunities to eliminate blighted or underutilized conditions, encourage existing business retention and expansion, create jobs, diversify tax base, and promote other economic development activities in the South Commercial District of the Village of Grafton.

3. Hear All Interested Persons or Their Agents
4. Close Discussion on This Issue
5. Adjourn

**IF YOU ARE DISABLED AND HAVE ACCESSIBILITY NEEDS
OR IF YOU NEED INFORMATION INTERPRETED FOR YOU
PLEASE NOTIFY THE VILLAGE CLERK AT 375-5300**



VILLAGE OF GRAFTON

PUBLIC HEARING BEFORE THE PLAN COMMISSION

THURSDAY, AUGUST 5, 2004

The Public Hearing before the Plan Commission was called to order at 6:02 p.m. by Chairperson Jim Brunnquell.

Commission members present: Jim Brunnquell, Bob Ponton, Mark Paschke, Carl Harms, Randy Silasiri, Mark Ernst (at 6:15 p.m.)

Excused: Al Schlecht

Village Officials/Staff: Director of Planning and Development Michael Rambousek, Administrative Secretary Amber Lutynski

Statement of Public Notice was given by Administrative Secretary Amber Lutynski.

The purpose of this public hearing is for review of the proposed project plan and boundaries for Tax Incremental District (TID) No. 4, South Commercial District. The purpose of creating TID No. 4 is for the construction of public improvements, which will encourage redevelopment opportunities to eliminate blighted or underutilized

Director of Planning and Development Michael Rambousek briefly reviewed the Tax Incremental District (TID) No. 4 project plan. He indicated that in October, 2003, the Plan Commission and Village Board approved a Redevelopment Plan for the South Commercial District. At that time, a recommendation was made to create a Tax Incremental District within the South Commercial District. Mr. Rambousek expressed his concerns with vacant properties and possible future vacancies within the district, underutilized properties, structures that are in need of rehabilitation, blighted properties, traffic safety and pedestrian walkways that need improvement, and drainage problems.

Creating a TIF district would allow improvements to the infrastructure in the area, make the area safer for pedestrians, and create a new investment in the area. The State of Wisconsin places a restriction upon property value within a TIF district. The TIF boundaries have become smaller, creating a value of approximately \$17,843,900, based on 2003 values.

Tom Kindschi, HNTB Corporation representative, extended the overview of the proposed TIF plan. The Capital Improvement Fund would pay for the water and sewer improvement charges. The Village would also look to improve the First Avenue/Wisconsin Avenue intersection and extend the sidewalks along Chateau Drive. Once the TID is approved, the Village has 7 years to utilize the funds for improvements within the district.

Carolyn Seboe, HNTB Corporation representative, indicated that when research is compiled to see whether or not a TIF district is feasible, conservative values are used to show the worst-case scenario. Ms. Seboe indicated that the base value cannot be used to create increment. In 2007, the TIF district would begin to create revenue. The life of this TIF district can be up to 23 years and could generate approximately \$6.5 million in revenue. Using conservative numbers, the Village would loan \$2.3 million with an interest rate of 6.5 percent. The Village would start to pay back the loan in 2009 and the TIF district would retire in 2022. According to the figures that were used, this TIF district is financially feasible.

Mr. Rambousek indicated that it is the Village's policy to be conservative. It is important to note that the Village does not borrow funds until a project is lined up. Mr. Rambousek reviewed the approval process schedule. He indicated that the Joint Review Board is the ultimate approving body.

Lew Herro, property owner in the South Commercial District, indicated that he is in favor of the proposed plan, but does not agree with the financial figures used. He indicated that instead of using the 6.5 percent interest rate which is way above the current market rate, a 3.5 percent rate should be used.

Carolyn Seboe responded that funds would be borrowed at market rate. The Village's Bond Counsel recommended the use of a 6.5 percent interest rate in the TIF 4 plan.

Lew Herro recommended amending the plan to include the lowest possible interest rate on the current market. He indicated that the property to the north of his property is in the Town of Grafton. He questioned what their contribution would be for improvements and whether the Village would consider annexing the property in the future.

Mr. Rambousek responded that at this time, there is no plan to annex the referenced property into the Village. They would not contribute to the future improvements. He indicated that a conservative interest rate is used to show the Wisconsin Department of Revenue that this plan would work even with a 6.5 percent borrowing interest rate. When borrowing funds, the Village would seek the best possible rate.

David Eberhardt asked why the boundaries were reduced and what the plan is for extending the boundaries to the north.

Mr. Rambousek indicated that when the TIF plan was originally created, the entire area was included within the boundaries. The Village later determined that the plan exceeded the seven percent cap placed by the State of Wisconsin. After October 1, 2004, the cap increases by five percent.. Once the plan is approved, the Village may choose to amend the TIF boundaries to include the Manchester Mall site and possibly extend up to the Seventh Avenue/Wisconsin Avenue intersection.

Mike Donahue, property owner in the proposed TIF 4 boundary area, questioned whether the water main that runs north on Wisconsin Avenue would be fixed. Tom Kindschi responded that that water main is included for improvements in the TIF 4 plan.

Dick Marshall, 2121 First Avenue, questioned whether the Sentry building is included in the South Commercial District phase I.

Sandra Peterson, 2119 First Avenue, questioned whether the Sentry store would remain at the current location and would be leased to a new tenant.

Mr. Rambousek responded that it is the Village's hope that the Sentry building would stay there and the Village could provide an incentive to help retain the store.

Bob Meier, 1967 West Acorn Drive, recommended the Village not use colored concrete at the intersection of First Avenue and Wisconsin Avenue. He expressed his concerns with the topography of that area. Mr. Meier questioned whether there would be an increased amount of retention ponds in the area and whether utilities would be improved.

Mr. Rambousek indicated that the Engineering Department would need to look further into that intersection.

Commissioner Harms questioned whether sidewalks would be installed along Wisconsin Avenue, even though there are a few Town of Grafton properties along that stretch of roadway.

Director of Planning and Development Rambousek responded yes. The Village would work with the Town of Grafton to get sidewalks installed in all indicated areas.

Mike Donahue questioned whether there would be any improvements to the Chateau Drive/Wisconsin Avenue intersection. He expressed his concern with traffic and pedestrian safety.

Tom Kindschi responded that decorative lighting would be installed to make the intersection more visible.

Mr. Rambousek indicated that a combination of overhead and pedestrian lighting would be used since the roadway is four lanes.

Deborah Bienlein, Allco Credit Union Grafton Branch Manager, also expressed her concerns with traffic and pedestrian safety, mainly in regards to those crossing Wisconsin Avenue from Green Bay Road.

Lew Herro, property owner, recommended restricting a left turn at that intersection.

Chairman Brunnquell indicated that the Village hopes to expand the boundaries of the proposed district in the future.

ADJOURN

Motion by Commissioner Silasiri, seconded by Commissioner Harms, to adjourn at 6:56 p.m. Approved unanimously.

VILLAGE OF GRAFTON

PLAN COMMISSION MEETING MINUTES

TUESDAY, AUGUST 24, 2004

The Plan Commission meeting was called to order at 6:32 p.m. by Chairman Jim Brunnquell.

Commission members present: Jim Brunnquell, Al Schlecht, Carl Harms, Mark Ernst, Randy Silasiri, Bob Ponton

Excused: Mark Paschke

Staff/Officials present: Director of Planning and Development Michael Rambousek, Director of Public Works/Engineer Dave Murphy, Building Inspector Tom Johnson, Trustee Scott Volkert, Administrative Secretary Amber Lutynski

COMMENCE PUBLIC HEARING

Proposed Car Wash Facility / Request for an Accessory Use

Statement of Public Notice was given by Administrative Secretary Amber Lutynski.

The purpose of this portion of the public hearing is for review of a request for an accessory use to a previously approved Conditional Use Permit for the Citgo/Dairy Queen development. Said business is located at the northwest corner of STH 60 and N. Port Washington Road and is owned by Port Road Development, LLC. The applicant is proposing to construct a 3,486 square foot car wash facility with two operating bays and two vacuum pumps adjacent to the existing gas station facility. The car wash will be a full-service automated facility. The building design will match the adjacent Citgo/Dairy Queen building. The proposed car wash is allowed as an accessory use to the primary use of selling retail gasoline or fuel, per Grafton Zoning Code Section 19.03.0803(I).

Director of Planning and Development Rambousek indicated that the color copies submitted at this meeting have been modified from what the Architectural Review Board reviewed. Planning and Development Staff have minor concerns with the proposed site plan. Originally, Staff requested that the building be rotated so the car wash doors would not face STH 60, but now realize that that is not an option. As an alternative, Staff is recommending that additional landscaping be added to screen the car wash doors and the vehicles waiting in line. The applicant is required to submit a certified survey map (CSM) to consolidate the two parcels into one.

Chairman Brunnquell asked the applicant to briefly explain how the holding tank works.

Applicant Doug Gall indicated that reclamation system is not the type of equipment that will be used for the proposed car wash facility. If that type of system were to be installed, there would be a greater loss of revenue. The system that is to be used is called a "holding tank", which is approved by the State of Wisconsin. A holding tank separates the oil/fuel and water within the pit.

There being no further comment, this portion of the public hearing was closed.

Starbuck's Coffee / Request for a Conditional Use Permit

Statement of Public Notice was given by Administrative Secretary Amber Lutynski.

The purpose of this portion of the public hearing is for review of a request for a conditional use permit, by Sarfatty Associates (Starbuck's Coffee), to allow a coffee shop, to be located at the southwest corner of Washington Street (STH 60) and Port Washington Road in the Pavilion at Hunter's Crossing. The proposed use (SIC 5812 – coffee shops with drive through facilities), is allowable as a Conditional Use in the C-4 Freeway Interchange Business District per Grafton Zoning Code Section 19.03.0603.

Director of Planning and Development Michael Rambousek summarized the applicant's request for a Conditional Use Permit, along with a sign variance. He indicated that the Plan Commission will make their final consideration of each item on September 28, 2004.

These occupancies 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.

Included for Plan Commission review is a floor plan, which identifies in detail the usage of the 1,503 square feet to be occupied by Starbucks. Twenty seats with 10 tables are shown in an inside dining area and 8 seats with 5 tables are shown in an outside dining area. One table in the inside and outside is designated for ADA accessibility. The inside floor plan also includes a sales counter, back bar, workroom, and restrooms. Four additional waiting seats are located near the sales counter.

The Starbucks tenant space is located at the south end of the northern most building. The coffee shop proposal includes a drive-thru window, which requires access from behind the building to the west. The west side of the building, directly behind the Starbuck's space, includes a menu board for ordering purposes. From that point drivers will turn left and pick up their product at a window located on the south elevation of the building. Parking for the coffee shop is available directly in front of its tenant space and adjacent to the south.

Also included with this application, however, is a separate request for approval of signage over the sign code allowances. The Plan Commission is being asked to grant a sign variance.

Pursuant to the sign code, Starbuck's would be allowed one wall sign at 23.5 total square feet, directional signage at no more than 4 square feet on each side, a menu board, and a monument sign as part of a master identification sign for the entire pavilion.

Starbuck's is requesting a variance to allow 5 total wall signs: one at 30.82 square feet; two at 7.31 square feet each, and two at 7.07 square feet. The applicant is also requesting approval (no variance needed) for three directional signs at 3 square feet each and a menu board at 18 square feet. The menu board is exempt from the signage code if the drive-thru is approved. The directional signage is allowed as long as they remain under 4 square feet each and are more directional in nature than advertising. More design detail will need to be submitted to the Planning and Development Department regarding the directional signage.

As stated above, Starbuck's would be allowed one wall sign at 23.5 square feet or less. It is the Planning and Development Staff's recommendation that a sign variance should not be granted under any circumstance. If Starbuck's stayed within the parameters of the sign code, they would be allowed: 1 wall sign, 3 directions signs, 1 menu board, and 1 master identification monument sign. That is a total of 6 signs plus window, plus window signage, that are allowed without a variance. Starbuck's is requesting ten signs in total. The Planning and Development Staff does not feel entirely comfortable recommending a variance for any more signage.

Due to the drive-thru component, the Planning and Development Staff requests that a traffic study be submitted prior to the next Plan Commission meeting so that aspect can be analyzed properly. The traffic study shall include proposed volume, trip generation, proposed impact on adjacent streets, and interaction with parking lot traffic.

Applicant Shelly Gazlay, Project Manager for Sarfatty & Associates, indicated that the numbers submitted for daily carry-out customers includes drive-through and customers who purchase a product inside and leave. There is enough room to "stack" several vehicles in the drive-through line. She briefly reviewed the proposed signage and explained the request for a sign variance.

Mr. Rambousek indicated that two walls signs are allowed on this building, since it is located on a corner. Each wall sign is allowed a total of up to 23.5 square feet.

Chairman Brunnquell questioned whether Starbuck's Coffee has a policy having people pull ahead of the drive-through window if the order will take a while longer than usual.

Peggy Lane, Starbuck's Coffee Store Manager, indicated that a customer doesn't generally place an order so large that they would have to have them wait beyond the drive-through window.

Al Schlecht expressed his concern with traffic exiting on Port Washington Road going north.

Director of Public Works/Engineer Dave Murphy indicated that, at the time the Village reviewed and considered approving the Schmit multi-tenant retail center, the Village discussed closing off the median. In the future, the Village would look into installing traffic signals at the intersection by Target/Home Depot and the Schmit building.

Commissioner Schlecht asked that the median closing be specifically addressed.

Jim Brunnquell responded that that issue has been addressed in the past. He questioned whether Rick Schmit, property owner, still agrees to close off the median in the future if deemed unsafe.

Rick Schmit responded that he and the Village have signed a median agreement, which states that if the Village wants the median closed in the future, it would be paid for at his expense.

Trustee Ponton indicated that he still opposes the drive-through. He indicated that he feels comfortable with Village Staff working with the applicant to come to an agreement with the signage issues.

Mark Ernst asked that the Village be consistent with the signage that is allowed.

Carl Harms indicated that he has no problems with the proposed signage. The logo and drive-through signage are necessary at that location.

Randy Silasiri expressed his concerns with the internal traffic. He commented that the other tenants and delivery trucks will need to park in the back of the building.

Shelly Gazlay indicated that Starbuck's Coffee would coordinate the deliveries to be made during their off-peak hours. Starbuck's Coffee will work with the other tenants. Peak times will include about five to six cars waiting in the drive-through lane.

Rick Schmit indicated that a brick dumpster enclosure is located in the parking lot. Striped pedestrian walkways have been included in the site plan, as required by the Village.

Chairman Brunnquell indicated that he too voted against the drive-through. He mentioned that Starbuck's Coffee is a quality establishment.

There being no further comment, this portion of the public hearing was closed.

Proposed Text Amendment to Grafton Municipal Code / Parking Lot Setbacks
Statement of Public Notice was given by Administrative Secretary Amber Lutynski.

The purpose of this portion of the public hearing is for review of a proposed amendment to Grafton Municipal Code Section 19.05.0202(C) relating to Minimum Required Parking Lot Setbacks and Screening/Landscaping.

Director of Planning and Development Michael Rambousek indicated that the current Driveway Ordinance in the Village of Grafton specifies a 4 foot setback requirement from lot lines for most residential lots. This setback requirement is generally not a problem for lots platted or divided after the ordinance was created (April, 2000), because these newer lots are required to be large enough to meet the setback requirements. In addition, almost all homes built in the Village after 2000 have attached garages, which are required to be set back more than 4 feet from the lot line. However, older lots in the Village are usually smaller and, especially when a homeowner has a detached garage, the setback requirement is often difficult if not impossible to meet. This current requirement has resulted in at least one denied variance request on a newer residential lot.

The objectives for the creation of the existing 4 foot driveway setback and parking area setbacks are to: assure enough space for stormwater runoff and drainage between lots; avoid lot line disputes and mistakes; and, manage aesthetics by avoiding wide expanses of continuous pavement across lots.

The Planning and Development Staff, Inspection Staff, and Village Attorney have met and discussed many potential ways to change the ordinance to allow owners of older homes to comply or replace/repair the existing drives that may not comply. These options included the following: making the setback requirement apply only to certain, less dense, residential zoning districts; having the setback change on a sliding scale based upon the width of each owner's lot, repealing the requirement entirely; or, making the requirement apply to new lots platted, divided or created after the passage of the ordinance.

It was determined that the best approach was to have the setback requirement apply only to lots created after April, 2000, but to also require that existing driveways on lots created before that date could not violate the setback or encroach any further than already existing if the existing drive is closer than 4 feet to the lot line.

This is a more fair regulation for the smaller existing residential lots that are traditionally located in or near the downtown. Since these lots typically range from 30 to 60 feet in width, the existing 4 foot setback requirement for a new driveway or driveway extension makes it almost impossible to conform to that standard.

The Plan Commission will make a recommendation to the Village Board on September 28, 2004.

There being no further comment, this portion of the public hearing was closed.

MINUTES

Motion by Trustee Ponton, seconded by Commissioner Ernst, to approve the minutes from the July 27, 2004, Plan Commission meeting and August 5, 2004, Public Hearing before the Plan Commission, as corrected. Approved unanimously.

HEAR PERSONS REQUESTING TO BE HEARD

None

Initial Review / Sign Variance for Starbuck's Coffee, to be located at the southwest corner of Washington Street (STH 60) and Port Washington Road

All information on the requested sign variance was discussed during the public hearing. No action was taken on this item.

Review and Consideration / Conditional Use Permit: Pet Supply Outlet (John Hess), to allow a retail pet store (SIC 5999), at 1777 Wisconsin Avenue

Director of Planning and Development Michael Rambousek indicated that at the last meeting, several concerns were brought up by the public regarding this particular use. First, there was the question of additional retail competition in the area. Keep in mind that the Plan Commission cannot restrict the amount of commerce activity in an area where it is allowed, even identical types of retail trade. The Plan Commission can only ensure that each particular use is following the Zoning Code and is not creating an adverse impact in terms of operation to the surrounding area. Second, there was a concern about the staffing in the store and employee training. There will be a minimum of two employees in the store at all times and, as indicated, provided in the packet materials are the employee training procedures, employee evaluation process, animal care sheets, and dog fight break up

instructions. Third, the question arose regarding children and bicycles on the premises. As indicated, no one under 16 years of age will be allowed in the store without an adult so it is doubtful there will be much bicycle traffic, if any, associated with this store. Fourth, the question arose regarding dog fighting and how the store will handle them. As indicated earlier, the dogfight policy information has been provided in the packet materials.

Applicant John Hess indicated that Pet Supply Outlet has a policy that if a customer does not want the pet that they purchased or the pet had produced offspring, they would be given in-store credit if the pet (and offspring) were to be returned within a 14-day period. After the 14-day period, Pet Supply Outlet will rescue a pet without a credit being given. He had no comment on the conditions placed on the requested conditional use permit.

Trustee Scott Volkert stated that he does not want to see this requested use to negatively impact the surrounding area. He asked that the Village continue to support The Feed Bag due to its location.

Commissioner Schlecht expressed his concerns with fecal matter in the parking lot being picked up only once a day. He questioned whether that amount was enough.

Chairman Brunnuell reviewed the recommended condition of approval for this business. He stated that the recommended conditions are the same conditions that were placed on The Feed Bag.

Commissioner Harms questioned, in reviewing the conditions, whether there would be as many as 20 dogs in the store at a given time.

Mr. Hess responded that the limit of 20 dogs in the store at a time is probably high, but is possible, especially on a weekend.

Mr. Rambousek indicated that the Plan Commission cannot pick and choose which retail entity should be allowed in a certain area if all the conditions and requirements of the particular use are met.

Commissioner Ernst questioned whether the Village has had any problems with The Feed Bag.

Mr. Rambousek responded that the report of the annual review would be discussed at this meeting. The Village has not received any complaints. He indicated that the same standards must be applied to all applicants.

John Hess indicated that there are two areas that are to be used for dogs to relieve themselves. Both areas are filled with bark. If there would be any odor problem in a specific area, it would be watered down. Mr. Hess mentioned that there is also a space in front of The Feed Bag for dogs to relieve themselves.

Michael Rambousek indicated that these areas are not to be advertised to the public.

Randy Silasiri indicated that the two relieve areas are not in a good location.

Bob Ponton expressed his concerns with the waste issue. He indicated that he went to another pet store, which does not have a problem with waste. The dog owners generally pick up the waste themselves.

Commissioner Silasiri questioned how the applicant addressed the employee training issue.

John Hess indicated that every new employee would shadow an experienced employee for 1-2 weeks. If there is a question that the employee is not able to answer on their own, it can be researched in guides and books. All new employees are evaluated for a 90 day period and at least 2 employees are in the store at all times. Cleaning and feeding the animals usually takes place before the store opens each day.

Motion by Trustee Ponton, seconded by Commissioner Ernst, to approve a conditional use permit to allow a retail pet store (SIC 5999) in the C-2 Community Business Zoning District, as requested by John Hess (Pet Supply Outlet), to be located at 1777 Wisconsin Avenue subject to the following conditions: 1) No overnight kenneling shall occur at any time on the premises; 2) a maximum of 20 dogs shall be allowed in the store at one time; 3) a maximum of one dog is allowed in the store per dog owner; 4) no one under 16 years of age is allowed in the store without an adult; 5) full cleaning and maintenance of the outdoor pet relief area shall occur daily; fecal matter will be picked up and disposed of immediately in a refuse container that fully closes; 6) refuse pick-up for the store will occur at least once a week; 7) signage shall be placed on the front building façade indicating the presence of pets in the near area; 8) dogs in the store accompanying customers shall be kept on a leash at all times no longer than 4 feet in length or restrained in a crate or carrier; 9) the minimum age of a customer handling a dog in the store shall be at least 16 years old; 10) at least two employees shall be on the premises at all times during store hours; 11) sidewalk type sales will not be allowed on the premises at any time; and, 12) one annual review by the Planning and Development Staff to be reported back to the Plan Commission on the August, 2005, Plan Commission meeting shall be required. Approved unanimously.

Annual Review Report of Conditional Use Permit for The Feed Bag, located at 220 Oak Street

Director of Planning and Development Michael Rambousek indicated that he reviewed the exterior of The Feed Bag last Sunday. The rear of the building and front did not have an animal odor. When he was in the store recently, he noticed that two employees were present in the facility. The store was well maintained. The Village has not received any complaints for this use. With having a positive review, the Planning and Development Staff will not ask the applicant to return to the Plan Commission at a later date.

Review and Consideration / Resolution Adopting Proposed Amendment to the 2010 Comprehensive (Master) Plan Land Use Map as follows: Modifying the land use options for a 1.22 acre parcel, located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road, from the Low Density Residential use designation to Medium Density Residential use designation, as requested by the Village of Grafton

Director of Planning and Development Michael Rambousek indicated that this property will eventually be subdivided into two lots, both at a size of 20,806 square feet. As part of the

new lot creations, 40 feet of right-of-way will be dedicated for 17th Avenue as indicated on the Village of Grafton Official Map. The net density of the development of the site with two separate parcels would be 2.09 units per acre. The frontage width for each of the proposed lots along 17th Avenue (River Bend Road) is 145 feet. The four existing Town of Grafton residential lots to the north of the proposed lots have frontage widths of approximately 110 feet, 150 feet, 180 feet, and 150 feet, respectively. This calculates to an average of 147.5 feet. The Town of Grafton property across the street from the proposed properties consists of two homes. If the frontage width of that lot is divided between the two homes it calculates to frontage of approximately 117.5 feet per home. Based on the estimated lot frontage widths and linear density along the road right-of-way, the proposed lots clearly fit in with the surrounding area.

Motion by Trustee Ponton, seconded by Commissioner Silasiri, to approve and recommend Village Board Certification of a Village of Grafton Comprehensive (Master) Plan 2010 amendment of a 1.22 acre parcel located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road from the Low Density Residential use designation (0.2-1.0 dwelling units per acre) to Medium Density Residential use designation (2.0-4.2 dwelling units per acre).
Approved unanimously.

Review and Recommendation to the Village Board / Ordinance approving the Rezoning of a 1.22 acre parcel located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road, from the current A-3 Agriculture Holding District to R-1 Suburban Estate Single-family Residential, as requested by the Village of Grafton

Motion by Commissioner Harms, seconded by Trustee Ponton, to recommend the Village Board approve an Ordinance rezoning a 1.22 acre parcel located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road, from the current A-3 Agriculture Holding District to R-1 Suburban Estate Single-Family Residential. Approved unanimously.

Review and Consideration / Certified Survey Map for a 1.22 acre parcel, located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road, owned by the Village of Grafton

Commissioner Schlecht indicated that the two lots will shortly be up for sale. Before such time, the Village will extend the sewer and water to these properties to create two fully developed properties, in which he is strongly against. He asked that all future improvements be the responsibility of the future buyer.

Director of Public Works/Engineer Dave Murphy indicated that these two lots must be fully improved in order to get the best price for them. Mr. Murphy gave an overview of special assessments that are charged to Village property owners. He indicated that there is a water main that runs along that road to Town of Grafton residents. The Village will not be installing grinder pumps, but will be the purchaser's responsibility.

Chairman Brunnquell indicated that all properties within the Village come with curb and gutter, sewer and water, street lighting, etc. It is the intent of the Village, as the property owner, to complete the improvements before the properties are sold. The sale of the

properties will be done at the Village Board level, who will determine the price at which the properties will be sold.

Motion by Commissioner Harms, seconded by Trustee Ponton, to approve the Certified Survey Map (CSM) for a 1.22 acre parcel located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road, as presented. Approved unanimously.

Review and Consideration of an Accessory Use to a previously approved Conditional Use Permit for the Citgo/Dairy Queen development and Site and Architectural Plans for a Carwash Facility, as requested by Port Road Development, LLC, to be Located at the Northwest Corner of Washington Street (STH 60) and Port Washington Road (Citgo/Dairy Queen Development)

Director of Planning and Development Michael Rambousek requested that additional plantings be included along the property frontage to further screen the site, building and queuing lanes from STH 60. In addition, with the Planning and Development Staff's preference to widen the green strip between the Citgo/Dairy Queen and car wash site by 3 to 5 feet would provide an opportunity to soften the intensity of the development of the two sites and reduce the visual aspect of asphalt with trees and shrubbery. Because Village Staff spent a considerable amount of time examining options for a building location, the final lot line placement could not be prepared in time for this meeting.

Mr. Rambousek showed the Plan Commission members where the additional landscaping is requested.

Trustee Ponton indicated that he is satisfied with the proposed car wash facility.

Al Schlecht indicated that he too is comfortable with it.

Chairman Brunnuell indicated that the applicant would not be using a reclaim system, but would use another State approved system.

Ron Sumiejske, representative for Badger Land Car Wash Equipment Company, briefly explained the function of a holding tank. He indicated that the State regulates the size that is required for each car wash facility. The holding tank is cleaned out every 6 months, based on the amount of usage.

Motion by Commissioner Schlecht, seconded by Commissioner Ernst, to approve the proposed car wash as an accessory use, site plan, and architectural plans to be located at 1185 Port Washington Road, subject to the following conditions:

1. Submittal of a revised landscape plan to the Planning and Development Department for further screening of the property from STH 60;
2. Submittal of a Certified Survey Map (CSM) prior to approval of the occupancy being granted for the car wash facility;
3. Widen the green strip between the Citgo/Dairy Queen building and car wash site from 3 to 5 feet;

4. Additional coniferous trees to be planted along the west property boundary, and junipers and spireas planted at the base of the car wash building along the east and west elevations;
 5. Additional landscaping planted along the STH 60 property frontage;
 6. Submittal of revised site plan that incorporates Village Engineer's comments; and
 7. Requires Village Engineer's approval of the revised site plan
- Approved unanimously.

Review and Consideration of Site and Architectural Plans for a Proposed Office Building, as submitted by Cary Incorporated, to be located at the Northwest Corner of Washington Street (STH 60) and 12th Avenue

Director of Planning and Development Michael Rambousek indicated that the applicant, Cary Incorporated, is requesting that the Plan Commission approve the site and architectural plans for a proposed office building, to be located at the northwest corner of Washington Street (STH 60) and 12th Avenue. The proposed building is 4,954 square feet with a building footprint of 2,441 square feet. The strong architectural building design is complementary to Ozaukee Bank in terms of quality, but has its own unique architectural characteristics. The approval of this building will require Plan Commission and Architectural Review Board approval. Therefore, if the Plan Commission approves the building, it will need to do so subject to Architectural Review Board approval.

This submittal of this building marks the continued wave of success in the revitalization of Downtown Grafton. It is the type of building that is perfectly suited for this site and will be an attribute to the Village, from an architectural standpoint, for many years to come.

The 2,441 square foot building footprint will be located on a site that is approximately 11,000 square feet. The site plan indicates parking for 15 vehicles, which includes 1 ADA accessible parking stall located adjacent to the rear building entrance. The trash enclosure comprised of concrete block with a brick veneer, pre-cast concrete cap, and cedar tongue and groove board gates, is located at the northwest corner of the property. A private concrete walk that parallels the buildings north and west building elevations provides access from the parking lot to the buildings rear entry on the west building elevation. The buildings main entrance is located at the southeast corner of the building and is provided access by public sidewalks on 12th Avenue and Washington Street (STH 60). Vehicular ingress/egress into the parking lot is located on 12th Avenue and Washington Street. A left-turn-out vehicular movement from the Washington Street drive will be restricted by the Village from the site due to its close proximity to the intersection to the east.

Mr. Rambousek indicated that he is very impressed with the design.

Tom Bartlein, Architect for New Horizon Ventures, described the change that has been made to the presented color rendering.

Applicant Steve Cary indicated that the building would most likely consist of more office space than retail. The majority of the people that enter the building would come in from the rear of the building. Once a person is within the building, there are two staircases and an elevator to get to the second floor. If the Plan Commission would like, two windows could be added to the west elevation.

Tom Bartlein indicated that there is a four foot landscaped area along the front façade.

Steve Cary indicated that this area would consist of colorful flowers.

Michael Rambousek indicated that there is a zero parking requirement for the CBD Central Business District, so the additional 17 parking stalls are a benefit to the area.

Motion by Trustee Ponton, seconded by Commissioner Ernst, to approve the site plan and architectural plan subject to the following conditions:

1. Review and approval of the architectural plans by the Architectural Review Board;
2. A left-turn-out vehicular movement from the Washington Street driveway will be restricted;
3. Add two windows to the west elevation; and
4. Submit a new site plan showing the proposed grade for both the asphalt parking lot and the sidewalk/curb and gutter for the Village Engineer's approval.

Approved unanimously.

Review and Recommendation to the Village Board / Proposed Amendment to the Grafton Municipal Code Title 20 (Signs and Exterior Lighting) relating to Signage in the CBD Central Business District

Director of Planning and Development Michael Rambousek outlined the changes to Title 20 (Signs and Exterior Lighting) that relate to signage in the CBD Central Business District.

Nancy Hundt, Executive Director for the Grafton Area Chamber of Commerce, thanked the Plan Commission and Village Staff for the opportunity given to the Downtown Business Association (DBA) to provide input on the proposed signage amendment.

Tom Richart, member of the Architectural Review Board and Board of Zoning Appeals, questioned whether there is a limit as to how large a temporary banner can be. His concern specifically pointed to Ozaukee Bank's large blue banners that are displayed during the tax season.

Mr. Rambousek responded that there are some major problems with the Village's sign code, such as the lack of definitive temporary sign regulations, and this will be addressed in 2005.

Motion by Trustee Ponton, seconded by Commissioner Ernst, to recommend Village Board approval of an Ordinance amending the Grafton Municipal Code Title 20 (Signs and Exterior Lighting) relating to signage in the CBD Central Business District, as proposed. Approved unanimously.

Resolution of the Plan Commission Designating the Proposed Boundaries and Approving the Project Plan for Tax Incremental District No. 4 – South Commercial District

Director of Planning and Development Michael Rambousek indicated that he is looking to reduce the interest rate slightly, per Lew Herro's request. The interest rate would most likely be lowered to 6 percent, instead of the current 6.5 percent.

Chairman Jim Brunnquell asked that the interest rate be lowered at the time the boundaries are expanded.

Mr. Rambousek indicated that all concerns that the Joint Review Board had with the plan have been met.

Commissioner Schlecht indicated that two individuals have asked him why the Grafton Square Condominiums are included in the TID No. 4 plan.

Mr. Rambousek responded that by Wisconsin TIF requirements, each property must have a direct benefit to it. Public improvements to the area benefit the properties in the current TIF boundaries, including the Grafton Square Condominiums.

Motion by Commissioner Harms, seconded by Commissioner Schlecht, to adopt Resolution No. 001, Series 2004, Designating the proposed boundaries and approving a Project Plan for Tax Incremental District No. 4 – South Commercial District and to recommend that the Village Board approve a similar Resolution. Approved unanimously.

EXTRA-TERRITORIAL REVIEW

Rezoning of Lot 2 from R-3 Residential to PW – Port Washington Road District / 1206 Lakefield Road, Town of Grafton

Director of Planning and Development Michael Rambousek indicated that the Planning and Development Staff does not have any concerns with this matter. The proposed rezoning fits into the Village of Grafton Comprehensive (Master) Plan 2010.

Commissioner Schlecht questioned whether the un-platted land be specified as Village owned property that is to be used as a possible sewer treatment plant.

Mr. Rambousek requested that the Official Map be changed to include the owner of this property and the potential use.

It was the consensus of the Plan Commission to recommend approval to the Town of Grafton for the rezoning of Lot 2, located at 1206 Lakefield Road (Town of Grafton) from R-2 Residential to PW – Port Washington Road District.

OLD/NEW BUSINESS

Commissioner Harms questioned why the three homes on Eleventh Avenue were demolished.

Chairman Brunnquell responded that the three properties are Village owned properties that were razed for future downtown redevelopment. These lots are currently not included in any development plans.

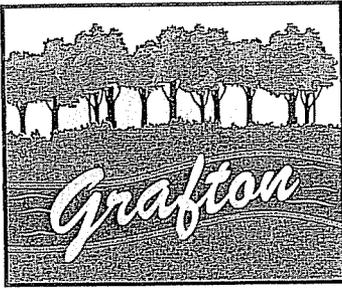
Colder's Completion

Commissioner Schlecht questioned when Colder's Furniture Store is expected to open.

Building Inspector Tom Johnson responded that the grand opening is scheduled for December, 2004.

ADJOURN

Motion by Trustee Ponton, seconded by Commissioner Harms, to adjourn at 8:52 p.m. Approved unanimously.



PLAN COMMISSION MEETING AGENDA

1971 WASHINGTON STREET
LOWER LEVEL BOARD ROOM

TUESDAY, AUGUST 24, 2004 AT 6:30 PM

* This meeting will be considered an informational meeting of the Village Board if a quorum is present.

1. Call to Order / Roll Call

2. Commence Public Hearing
Statement of Public Notice

The purpose of this portion of the public hearing is for review of a request for an accessory use to a previously approved Conditional Use Permit for the Citgo/Dairy Queen development. Said business is located at the northwest corner of STH 60 and N. Port Washington Road and is owned by Port Road Development, LLC. The applicant is proposing to construct a 3,486 square foot car wash facility with two operating bays and two vacuum pumps adjacent to the existing gas station facility. The car wash will be a full-service automated facility. The building design will match the adjacent Citgo/Dairy Queen building. The proposed car wash is allowed as an accessory use to the primary use of selling retail gasoline or fuel, per Grafton Zoning Code Section 19.03.0803(I).

3. Hear All Interested Persons or Their Agents

4. Close Discussion on First Issue

5. Commence Public Hearing
Statement of Public Notice

The purpose of this portion of the public hearing is for review of a request for a conditional use permit, by Sarfatty Associates (Starbuck's Coffee), to allow a coffee shop, to be located at the southwest corner of Washington Street (STH 60) and Port Washington Road in the Pavilion at Hunter's Crossing. The proposed use (SIC 5812 – coffee shops with drive through facilities), is allowable as a Conditional Use in the C-4 Freeway Interchange Business District per Grafton Zoning Code Section 19.03.0603.

6. Hear All Interested Persons or Their Agents

7. Close Discussion on Second Issue

8. Commence Public Hearing
Statement of Public Notice

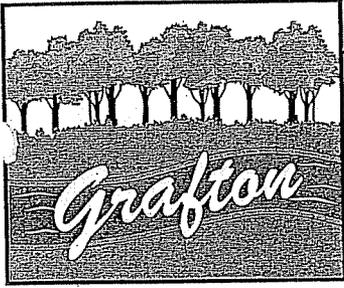


The purpose of this portion of the public hearing is for review of a proposed amendment to Grafton Municipal Code Section 19.05.0202(C) relating to Minimum Required Parking Lot Setbacks and Screening/Landscaping.

9. Hear All Interested Persons or Their Agents
10. Close Discussion on Third Issue
11. Approval of the minutes from the July 27, 2004, Plan Commission meeting and August 5, 2004, Public Hearing before the Plan Commission
12. Hear Persons Requesting To Be Heard
13. Initial Review / Sign Variance for Starbuck's Coffee, to be located at the southwest corner of Washington Street (STH 60) and Port Washington Road
14. Review and Consideration / Conditional Use Permit: Pet Supply Outlet (John Hess), to allow a retail pet store (SIC 5999), at 1777 Wisconsin Avenue
15. Review and Consideration / Resolution Adopting Proposed Amendment to the 2010 Comprehensive (Master) Plan Land Use Map as follows: Modifying the land use options for a 1.22 acre parcel, located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road, from the Low Density Residential use designation to Medium Density Residential use designation, as requested by the Village of Grafton
16. Review and Recommendation to the Village Board / Ordinance approving the Rezoning of a 1.22 acre parcel located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road, from the current A-3 Agriculture Holding District to R-1 Suburban Estate Single-family Residential, as requested by the Village of Grafton
17. Review and Consideration / Certified Survey Map for a 1.22 acre parcel, located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road, owned by the Village of Grafton
18. Annual Review Report of Conditional Use Permit for The Feed Bag, located at 220 Oak Street
19. Review and Consideration of an Accessory Use to a previously approved Conditional Use Permit for the Citgo/Dairy Queen development and Site and Architectural Plans for a Carwash Facility, as requested by Port Road Development, LLC, to be Located at the Northwest Corner of Washington Street (STH 60) and Port Washington Road (Citgo/Dairy Queen Development)

20. Review and Consideration of Site and Architectural Plans for a Proposed Office Building, as submitted by Cary Incorporated, to be located at the Northwest Corner of Washington Street (STH 60) and 12th Avenue
21. Review and Recommendation to the Village Board / Proposed Amendment to the Grafton Municipal Code Title 20 (Signs and Exterior Lighting) relating to Signage in the CBD Central Business District
22. Resolution of the Plan Commission Designating the Proposed Boundaries and Approving the Project Plan for Tax Incremental District No. 4 – South Commercial District
23. Extra-territorial Review
 - A. Rezoning of Lot 2 from R-3 Residential to PW – Port Washington Road District / 1206 Lakefield Road, Town of Grafton
24. Old/New Business
25. Adjourn

**IF YOU ARE DISABLED AND HAVE ACCESSIBILITY NEEDS
OR IF YOU NEED INFORMATION INTERPRETED FOR YOU
PLEASE NOTIFY THE VILLAGE CLERK AT 375-5300**



JOINT REVIEW BOARD MEETING AGENDA

**1971 WASHINGTON STREET
UPPER LEVEL COMMITTEE ROOM**

TUESDAY, SEPTEMBER 21, 2004 AT 5:15 PM

*This meeting will be considered an informational meeting of the Village Board if a quorum is present.

1. Call to Order / Roll Call
2. Hear Persons Requesting to Be Heard
3. Approval of the August 10, 2004 Joint Review Board Meeting Minutes
4. Resolution: Certifying Tax Incremental District (TID) No. 4 – South Commercial District Project Plan and Boundary Area
5. Adjourn

IF YOU ARE DISABLED AND HAVE ACCESSIBILITY NEEDS
OR IF YOU NEED INFORMATION INTERPRETED FOR YOU
PLEASE NOTIFY THE VILLAGE CLERK AT (262) 375-5300



VILLAGE OF GRAFTON
JOINT REVIEW BOARD MEETING MINUTES

SEPTEMBER 21, 2004

The Joint Review Board meeting was called to order at 5:15 p.m. by Chairman Alan Kletti.

Board members present: Alan Kletti, Dave Eberhardt, Renee Dudley, Jim Brunnquell, Terry Ziegler

Staff/Officials present: Village Clerk Teri Dylak, Director of Planning and Development Michael Rambousek

Others present: Tom Kindschi and Carolyn Seboe-HNTB Corporation

HEAR PERSONS REQUESTING TO BE HEARD

None

MINUTES

Motion by Terry Ziegler, seconded by Renee Dudley, to approve the August 10, 2004 Joint Review Board meeting minutes, as presented. Approved unanimously.

Resolution No. 001, Series 2004 / Certifying Tax Incremental District (TID) No. 4 – South Commercial District Project Plan and Boundary Area, was offered by Dave Eberhardt.

Motion by Jim Brunnquell, seconded by Terry Ziegler, to adopt Resolution No. 001, Series 2004, as presented.

Planning and Development Director Michael Rambousek briefly reviewed the approval process for the creation of a tax incremental financing district. He indicated that the Plan Commission held a public hearing on the creation of the proposed district on August 5. On August 24, the Plan Commission adopted a Resolution approving the creation of proposed Tax Incremental District No. 4 – South Commercial District. On September 7, the Village Board adopted a similar Resolution. Mr. Rambousek stated that the Joint Review Board is the final approving body for the creation of the district. If the Joint Review Board does not approve the creation of the proposed district, even though the Plan Commission and the Village Board had done so, the district will not be created.

President Brunnquell indicated that the Village Board was satisfied with the plan as presented.

Dave Eberhardt questioned if the Village Board was in favor of the future expansion of this district, to include a larger portion of the south commercial area. President Brunnquell that the Village Board members were in favor of the expansion of the district. The Board briefly discussed the interest rate outlined in the plan for anticipated debt. Mrs. Carolyn Seboe stated that the proposed plan assumes a loan of \$2.3 million at an interest rate of 6.5 percent. She stated that it is very likely that the interest rate will fluctuate over the life of the borrowing, and currently interest rates are lower than the projected 6.5 percent. She stated that the Village needs to determine an anticipated base interest rate for submittal of the plan to the Department of Revenue (DOR) which outlines a worst case scenario to show that the district is viable. Mr. Rambousek stated that the Department of Revenue requires that the total anticipated borrowing be included in the project plan to better define the impact of the proposed development on the municipality and the ability of the debt to be paid for during the life of the TIF district. The Village would not borrow any money unless a specific project has been identified and is ready to proceed.

Mr. Eberhardt commented that a strong marketing program will be necessary to promote development/redevelopment in this area. He questioned what approach will be taken by the Village to market the area.

Mr. Rambousek responded that he will be working with consultants and staff to establish a marketing promotion for the district. He stated that there are several projects in the works for this area with possible construction in 2006. The Village has 7-years to spend funds in this area and 23-years to repay the funds.

It was the consensus of the majority of the Board that the creation of the Tax Incremental Financing District is in the best interest of the Village and will promote development/redevelopment in the entire South Commercial District area.

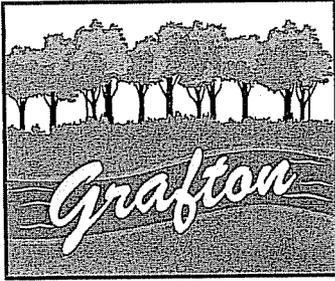
Mr. Rambousek added that the additional infrastructure improvements that would be in place if the district proceeds will assist in the redevelopment of several underutilized sites. There is an overall benefit to the area and the community as a whole.

Jim Brunnquell questioned the anticipated timetable for the possible expansion of the district. Mr. Rambousek stated that he will be working with the consultants in October/November to revise the district boundary and plan. It is anticipated that the revised plan will be completed by the end of the year, with final review by the Joint Review Board in February, 2005.

There being no further discussion on this matter, the motion to adopt Resolution No. 001, Series 2004, as presented, was approved 4-1 (R. Dudley-MATC Representative - nay).

ADJOURN

Motion by Dave Eberhardt, seconded by Terry Ziegler, to adjourn at 5:30 p.m., subject to a call of the Chairman to reconvene. Approved unanimously.



Village of Grafton

Planning and Development Department
1971 Washington Street
P.O. Box 125
Grafton, WI 53024
(262) 375-5303
fax (262) 375-5304
mrambousek@village.grafton.wi.us

MEMORANDUM

To: Joint Review Board
From: Michael A. Rambousek, AICP, Director of Planning and Development *MARK*
Date: August 6, 2004
Re: Joint Review Board Information

Enclosed with this memorandum is an updated version of the proposed Tax Incremental Financing Plan No. 4. The plan includes some changes made as a result of the public hearing held before the Village of Grafton Plan Commission on August 5, 2004, and further information add by the Planning and Development staff. These changes include the addition of a new Section 3, which calculates the Village of Grafton's TIF capacity under the current State of Wisconsin TIF law. Second, Section 5 Existing Land Uses and Conditions and Section 7 Statements of Proposed Improvements have received added descriptive text. Finally, the last page of the plan now includes a full list of properties and values included in the proposed TID boundary.

As you know, the Planning and Development staff is required to provide the Joint Review Board with four pieces of information. The following is a list of what is required followed by the appropriate response.

- 1) **A list of project costs, the total amount to be paid with tax increments, and the tax increments to be generated over the district's life.**

This information can be found on page 22 and pages 25-28 in the updated Tax Incremental Financing Plan document dated August 5, 2004.

- 2) **The increased property value in the district when the project costs are paid and the district is terminated.**

\$30,200,395, which is found on page 27 of the Tax Incremental Financing Plan document dated August 5, 2004 in the Cumulative Increment Column in the year 2025.

- 3) **The reason why owners of property in the district that benefit from improvements should not pay for them.**

From an economic development standpoint, this area is not on the same playing field as the rapidly developing eastern I-43 corridor where vacant land and greenfield type

development is a much more attractive venture for retail and commercial development. A TIF district was more so intended for areas like the South Commercial District that are experience a downturn economically, lack infrastructure or need infrastructure upgrades, or face potential vacancies that continue to cloud economic prosperity. Redevelopment and business retention created by tax incremental financing will help stabilize this area and curb blight that continues to grow throughout the South Commercial District area. It will also protect residential housing in the area. More than likely, without this TIF initiative the Village of Grafton will not have a tool to protect investment, encourage economic development, and stop economic disparity.

In theory, the property owners and/or developers are paying for improvements in the district generated through increased value (increment) that will occur within the TID boundary. Also, in theory, property owners and other taxing jurisdictions pay no more than they would have if the district had not been created (assuming improvements would be made without the TID).

4) The share of projected tax increments that will be paid by owners of taxable property in each of the overlying taxing jurisdictions.

Based upon the percentage of the current total tax rate of each taxing jurisdiction, the attached spreadsheet provides each taxing jurisdiction's annual share of project incremental value for the life of the TID.

5) The benefits received by the property owners in these jurisdictions to compensate them for their share of the projected tax increments.

Increased property values throughout the proposed TID district as a whole would not have without the Tax Incremental Financing Plan. When the district is terminated, the increased value will become part of the tax base for all jurisdictions. The results will be a lower tax rate and a higher tax base than would be the case in the increase had not taken place. In addition, benefits included upgraded infrastructure, better automobile and pedestrian safety, better interaction between uses, a better business climate, opportunities for expansion and rehabilitation, and improved economic conditions.

There are two other pieces of information that are provided with this memorandum. The first is data requested from the Joint Review Board regarding the amount of traffic accidents that have occurred at the intersection of 1st Avenue and Wisconsin Avenue. The following is a statement from the Village of Grafton Police Chief regarding this matter:

“There have been 12 accidents at that intersection in the last five years. The vast majority of the accidents were caused by inattentive driving/failing to have control of vehicle, which resulted in rear end collisions. Officer Palkovic does state that the current design of the intersection can be confusing to people that are not familiar with it. The accident volume for that intersection can be considered to be moderate.”

Chief Chip Wenten

The second piece of information is a list of each property and the benefits to the properties for being within the proposed TID boundaries. The list is provided below:

Milwaukee Sign Properties

Roadway improvements
Facility/Building and site upgrade
Redevelopment opportunity and utilization of vacate land
Safer pedestrian amenities
Stabilization of property values by encouraging economic development with TID area
Public infrastructure upgraded
New streetscape and beautification to area
Public infrastructure upgraded

Oxford Manor Apartments Property

Building rehabilitation opportunity
Safer pedestrian amenities, sidewalk extensions, lighting, safer intersection and crosswalk
Safer automobile movement at intersection
Stabilization of property values by encouraging economic development within TID area
Benefit of Sentry site stabilizing or redeveloping
New streetscape and beautification to area
Public infrastructure upgraded

Verlo Mattress Factory Store Property

Building expansion and rehabilitation, removal of dilapidated building in rear of Verlo property
Safer pedestrian amenities, sidewalk extensions, safer intersection and crosswalk
Stabilization of property values by encouraging economic development within TID area
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Public infrastructure upgraded

Grafton Square Condos

Safer pedestrian amenities, sidewalk extensions, safer intersection and crosswalk
Safer automobile movement at intersection
Stabilization of property values and protection of investment within TID area
Direct benefit of Sentry site stabilizing or redeveloping
New streetscape and beautification to area
Public infrastructure upgraded

Car Clean

Site enhancement opportunities
Stabilization of property values by encouraging economic development within TID area
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Public infrastructure upgraded

Midas Muffler

Site enhancement opportunities
Stabilization of property values by encouraging economic development
Retaining property value by encouraging investment with TID area

New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Public infrastructure upgraded

Allco Credit Union

Retaining property value by encouraging investment within TID area
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Safer intersection at Chateau Drive and Wisconsin Avenue
Public infrastructure upgraded

Donahue Building Property

Building expansion opportunity
Stabilization of property values by encouraging economic development within TID area
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Safer intersection at Chateau Drive and Wisconsin Avenue
Public infrastructure upgraded

Senor's Luna's Property

Building rehabilitation opportunity
Safer pedestrian amenities, sidewalk extensions, safer intersection and crosswalk
Safer automobile movement at intersection
Stabilization of property values by encouraging economic development within TID area
Benefit of Sentry site stabilizing or redeveloping
New streetscape and beautification to area
Public infrastructure upgraded

The Herro Company Property

Retaining property value by encouraging investment within TID area
Expansion Opportunity
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Safer intersection at Chateau Drive and Wisconsin Avenue
Public infrastructure upgraded

Community Bank of Grafton Property

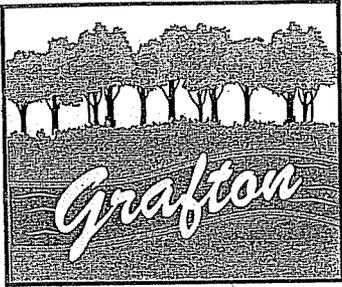
Retaining property value by encouraging investment within TID area
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Safer intersection at Chateau Drive and Wisconsin Avenue
Public infrastructure upgraded

Harold Bruce Property

Development opportunity with grade improvement
Safer pedestrian amenities, sidewalk extensions, safer intersection and crosswalk
Safer automobile movement at intersection
Stabilization of property values by encouraging economic development within TID area
Benefit of Sentry site stabilizing or redeveloping

New streetscape and beautification to area
Public infrastructure upgraded

Enclosure: TIF 4 Plan and Spreadsheet



JOINT REVIEW BOARD MEETING AGENDA

**1971 WASHINGTON STREET
UPPER LEVEL COMMITTEE ROOM**

TUESDAY, AUGUST 10, 2004 AT 5:15 PM

*This meeting will be considered an informational meeting of the Village Board if a quorum is present.

1. Call to Order / Roll Call
2. Hear Persons Requesting to Be Heard
3. Continue Review of Revised Tax Incremental District (TID) No. 4 – South Commercial District Project Plan and Boundary Area
4. Adjourn

IF YOU ARE DISABLED AND HAVE ACCESSIBILITY NEEDS
OR IF YOU NEED INFORMATION INTERPRETED FOR YOU
PLEASE NOTIFY THE VILLAGE CLERK AT (262) 375-5300



VILLAGE OF GRAFTON
JOINT REVIEW BOARD MEETING MINUTES
AUGUST 10, 2004

Chairman Alan Kletti called the Joint Review Board meeting to order at 5:18 p.m.

Joint Review Board members present: Alan Kletti, Dave Eberhardt, Terry Ziegler, Renee Dudley

Excused: Jim Brunnquell

Staff/Officials present: Village Administrator Darrell Hofland, Village Clerk Teri Dylak, Director of Planning and Development Michael Rambousek

Others present: Tom Kindschi and Carolyn Seboe - HNTB

Hear Persons Requesting to Be Heard
None

MINUTES

Motion by Dave Eberhardt, seconded by Renee Dudley, to approve the July 27, 2004, Joint Review Board meeting minutes, as presented. Approved unanimously.

CONTINUE REVIEW OF REVISED TAX INCREMENTAL DISTRICT (TID) NO. 4 – SOUTH COMMERCIAL DISTRICT PROJECT PLAN AND BOUNDARY AREA

Director of Planning and Development Michael Rambousek summarized several changes made to the proposed TIF plan as a result of the August 5, public hearing and comments from the July 27, Joint Review Board meeting. He indicated that the Plan includes revisions to the tax increment capacity calculation section to better define the Village's current TIF capacity under the State of Wisconsin TIF laws. In addition, the Statements of Proposed Improvements section has been expanded to include a more descriptive listing of anticipated improvements. A complete listing of all properties within the proposed district, with their current valuations for both real estate and personal property, has been added.

Mr. Rambousek reviewed the five items that must be provided to the Joint Review Board members to assist in the review of the creation of the proposed TIF district. He summarized the responses to each of the five items. The required items include the following:

1. A list of project costs, the total amount to be paid with tax increments, and the tax increments to be generated over the district's life.
2. The increased property value in the district when the project costs are paid and the district is terminated.
3. The reasons why owners of property in the district that benefit from the improvements should not pay for them.

4. The share of projected tax increments that will be paid by owners of taxable property in each of the overlying taxing jurisdictions.
5. The benefits received by property owners in these jurisdictions to compensate them for their share of the projected tax increments.

Mr. Rambousek informed the members that he contacted the Grafton Police Department regarding traffic accidents at the intersection of First Avenue and Wisconsin Avenue. The Joint Review Board had previously questioned the number of accidents at this intersection. Mr. Rambousek stated that there have been 12 accidents at this intersection in the past 5-years. The majority of the accidents were inattentive driving and failing to have control of a vehicle which resulted in rear end collisions. Grafton Police Officer Daniel Palkovic informed Mr. Rambousek that the current intersection design can be confusing to people who are not familiar with the area. Mr. Rambousek stated that the Police Department ranks the accident volume at the intersection of First Avenue and Wisconsin Avenue as moderate.

Mr. Rambousek highlighted the anticipated benefits that the properties in the boundary area would receive as a result of the creation of the TIF district. (A summary of the benefits is attached hereto).

The various sections of the proposed TIF plan were outlined by Mr. Rambousek. The plan includes the following five maps, as required by current TIF laws:

Map No. 1	Project Area Map
Map No. 2	Parcel Identification Map
Map No. 3	Existing Land Uses Map
Map No. 4	Property Condition Map
Map No. 5	Proposed Improvements Map

Mrs. Carolyn Seboe reviewed the economic assumptions for financing the TIF district. She indicated that the total amount necessary to fund the proposed district improvements is \$2.3 million. She reviewed the TID Pro-Forma for the district. She indicated that the Village will receive revenue of \$6.5 million over the 23 year life of the district.

Mrs. Seboe also reviewed the Preliminary Debt Service Plan for the anticipated project funding. She stated that the chart assumes a loan of \$2.3 million at an interest rate of 6.5 percent. This interest rate was recommended by the Village of Grafton's bond counsel. While it is very likely that the interest rate will fluctuate over the life of the borrowing, and current rates are lower, the Village needs to determine an anticipated base interest rate for submittal of the plan to the Department of Revenue (DOR).

Mrs. Seboe informed the Board that in the year 2010, the district generates enough revenue to begin making debt service payments. Prior to that time, the interest on the loan would be capitalized. She indicated that the final debt service payment, in the year 2025, brings the total payment for the borrowing to \$6 million. The anticipated revenue generated by the district, by that time, is \$6.5 million.

The Board briefly discussed the Preliminary Debt Service Plan. The total payment column will be revised to show how the capitalized interest affects the total debt

Dave Eberhardt questioned if the Village will have to make a debt service payment on borrowed funds in 2004, as indicated in the plan. It was determined that the version of the Debt Service Plan that was included in the packet was incorrect and a revised version will be sent to the members.

Mr. Rambousek stated that the Department of Revenue requires that the total anticipated borrowing be included in the project plan to better define the impact of the proposed development on the municipality and the ability of the debt to be paid for during the life of the TIF district. The Village would not borrow any money unless a specific project has been identified and is ready to proceed.

The Board briefly reviewed a spreadsheet outlining the incremental value distribution among the five taxing jurisdictions.

Mr. Tom Kindschi briefly reviewed the proposed public improvements outlined in the TIF plan. He indicated that a survey of the infrastructure in Wisconsin Avenue has revealed that there are existing problem areas. Infrastructure improvements will be a key element for the implementation of the proposed TIF plan. All properties in the boundary area will ultimately benefit from these improvements.

Dave Eberhardt commented that the improvements outlined in this plan will need to be coordinated with other municipal utility and public works projects that the Village may be considering, since the utility projects are to be funded with non-TIF funds.

Mr. Rambousek responded that the projects listed in the plan have been coordinated with anticipated Utility projects. As with all projects, the projects included in the TIF plan are subject to final approval by the Village Board.

The Board briefly discussed Item 4 of the Proposed Public Improvements spreadsheet included in the proposed plan. Mr. Kindschi indicated that the public improvement projection includes \$300,000 per year in the Economic Development Master Fund. These funds would be utilized for developers, business owners and/or property owners for redevelopment/development assistance. He indicated that the TIF plan also includes an annual appropriation of \$25,000 for marketing of the area. Mr. Kindschi also indicated that the funds could be utilized for other general improvements such as façade grants, building demolition, and other site improvements

Mr. Rambousek commented that the amount placed in this fund can be changed. A higher amount was included in the event a major project arises. It is not necessary for all of the funds to be utilized on an annual basis.

Mr. Kindschi commented that the proposed district is very small; however, the Village needs to begin the process that will provide for the future redevelopment of the entire South Commercial District area.

Renee Dudley commented that the Grafton Square Condominium project is proceeding without the benefit of the creation of the TIF district. She questioned if the plan is viable if this parcel is removed from the proposed plan.

Mr. Kindschi responded that it is anticipated that the Grafton Square Condominium project will assist in promoting new development in this area. He stated that there needs to be a balance between blighted/underutilized properties and healthy properties to fuel new development and the redevelopment of other properties.

Mr. Rambousek stated that the district should be looked at as a whole, not necessarily by a specific project. The creation of the district should be based upon whether or not the entire area will prosper without the creation of the district.

Mrs. Dudley stated that one of the requirements for the creation of the district is that development/redevelopment would not occur without the creation of the district. This criterion cannot be applied to this parcel because the project is already in process. She stated that she is trying to understand how the inclusion of this parcel can be justified.

Mr. Hofland questioned how successful the developer would be in attracting tenants/owners if the area is not viable. The development of the Grafton Square Condominium project will assist in the future redevelopment of the Sentry Food Store site should that shopping center area become vacant

Mr. Kindschi indicated that he has always understood that the review criteria was to be applied to the district as a whole and not site specific.

Mr. Rambousek outlined several redevelopment concerns that apply to this area.

Mrs. Dudley indicated that because this development is already occurring, without the benefit of the TIF district, it may stimulate others to proceed with development or redevelopment without the creation of the TIF district. She commented that it does not appear that the public investment in the area supports the benefit without the inclusion of the condo project.

Mr. Kindschi reiterated that the TIF district should be reviewed on an area-wide basis in evaluating the viability of the district. The majority of TIF districts are created with specific projects in place to allow the capture of an initial increment amount to spur other projects.

Mr. Hofland added that the additional infrastructure improvements that would be in place if the district proceeds will assist in the redevelopment of several underutilized sites. If these sites are redevelopment, their new value also impacts the value of the Grafton Square Condominium property. There is an overall benefit to the area and the community as a whole. He questioned if it is reasonable to look at the criteria parcel by parcel or on an accumulative basis of the impact on the entire area.

Mr. Eberhardt stated that there could be a future impact on the condominium project if the adjacent shopping center becomes vacant. This could impact the future sale of condominium units. The anticipated intersection improvements would assist in the future redevelopment of this area which could benefit the condo property. In order to facilitate the intersection improvements, the creation of the district is imperative.

The Board briefly discussed the possible future expansion of the proposed TIF district. Mrs. Dudley commented that the possible expansion of the district cannot be considered during the review of the initial district creation.

Dr. Terry Ziegler voiced a concern, raised by the Grafton School District, on how the significant valuation increase at the end of the TIF district life impacts the School Districts equalized aid from the State. School Board members have expressed concern that the significant base value increase will mean less aid from the State.

Mr. Rambousek responded that unfortunately it is not known what formula will be utilized by the State, in 23 years, when the TIF district would be closed. It is hoped that the formula will balance the impact of the increased valuation of the district. Mr. Rambousek will contact the DOR for any additional information that may be available on this matter.

Mr. Rambousek stated that the base value of the TIF area will remain at the \$17,834,900 amount during the life of the district.

Mr. Hofland commented that the State of Wisconsin has made every effort to protect School Districts from the impact of TIF districts. The aid amounts have traditionally been established to "make the district whole" during the life of a TIF district.

Mr. Rambousek briefly reviewed comments from the August 5, public hearing on the creation of the proposed district. He indicated that there were approximately 20-25 persons in attendance. The following three issues were brought forward at the hearing: Lew Herro a Village resident and local businessman, questioned the 6.5 percent interest rate outlined in the plan; Concerns were voiced regarding both vehicular and pedestrian safety concerns at the intersection of First Avenue and Wisconsin Avenue and at the intersection of Chateau Drive and Wisconsin Avenue.

Mrs. Dudley questioned if the interest rate is lower than projected in the plan, would the district be paid off sooner or would there be additional public projects. Mr. Kindschi responded that the district would be closed early. He reiterated that money will not be borrowed unless there is a specific project in place.

Mr. Hofland added that if the Village were to expand the list of potential projects over the anticipated \$2.3 million, the plan would need to be amended to accommodate the increase in funding.

Mr. Eberhardt stated that the Village needs to get this plan in place to begin the process for the redevelopment of the South Commercial District area. There are vacant and underutilized parcels throughout this district and the sooner the process begins the sooner the area can again become a vital commercial area of the community.

Mr. Rambousek stated that if the proposed TIF district is created, it is anticipated that following the implementation of the new TIF laws on October 1, the Village will amend the plan to expand the district boundary. The new law changes will allow the Village to considerably increase its TIF district valuation capacity and include a significant portion of the South Commercial District area in the plan.

The Plan Commission will review the proposed TIF plan at their meeting on August 24. The Village Board is scheduled to review the TIF plan at their meeting on September 7. Following approval by the Plan Commission and the Village Board, the Joint Review Board is required to take final action on the creation of the district. Plan Commission and Village Board approval of the Plan does not approve the creation of the proposed TIF district. The Joint Review Board must certify the creation of the TIF district or the district cannot be created.

The Joint Review Board will meet on Tuesday, September 21, at 5:15 p.m., for their final review of the proposed plan and action on the creation of the proposed district.

ADJOURN

Motion by Renee Dudley, seconded by Dave Eberhardt, to adjourn at 6: 43 p.m. Approved unanimously.

The second piece of information is a list of each property and the benefits to the properties for being within the proposed TID boundaries. The list is provided below:

Milwaukee Sign Properties

Roadway improvements
Facility/Building and site upgrade
Redevelopment opportunity and utilization of vacate land
Safer pedestrian amenities
Stabilization of property values by encouraging economic development with TID area
Public infrastructure upgraded
New streetscape and beautification to area
Public infrastructure upgraded

Oxford Manor Apartments Property

Building rehabilitation opportunity
Safer pedestrian amenities, sidewalk extensions, lighting, safer intersection and crosswalk
Safer automobile movement at intersection
Stabilization of property values by encouraging economic development within TID area
Benefit of Sentry site stabilizing or redeveloping
New streetscape and beautification to area
Public infrastructure upgraded

Verlo Mattress Factory Store Property

Building expansion and rehabilitation, removal of dilapidated building in rear of Verlo property
Safer pedestrian amenities, sidewalk extensions, safer intersection and crosswalk
Stabilization of property values by encouraging economic development within TID area
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Public infrastructure upgraded

Grafton Square Condos

Safer pedestrian amenities, sidewalk extensions, safer intersection and crosswalk
Safer automobile movement at intersection
Stabilization of property values and protection of investment within TID area
Direct benefit of Sentry site stabilizing or redeveloping
New streetscape and beautification to area
Public infrastructure upgraded

Car Clean

Site enhancement opportunities
Stabilization of property values by encouraging economic development within TID area
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Public infrastructure upgraded

Midas Muffler

Site enhancement opportunities
Stabilization of property values by encouraging economic development
Retaining property value by encouraging investment with TID area
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Public infrastructure upgraded

Allco Credit Union

Retaining property value by encouraging investment within TID area
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Safer intersection at Chateau Drive and Wisconsin Avenue
Public infrastructure upgraded

Donahue Building Property

Building expansion opportunity
Stabilization of property values by encouraging economic development within TID area
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Safer intersection at Chateau Drive and Wisconsin Avenue
Public infrastructure upgraded

Senor's Luna's Property

Building rehabilitation opportunity
Safer pedestrian amenities, sidewalk extensions, safer intersection and crosswalk
Safer automobile movement at intersection
Stabilization of property values by encouraging economic development within TID area
Benefit of Sentry site stabilizing or redeveloping
New streetscape and beautification to area
Public infrastructure upgraded

The Herro Company Property

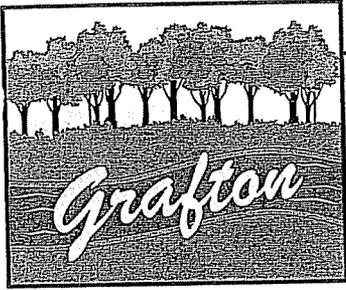
Retaining property value by encouraging investment within TID area
Expansion Opportunity
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Safer intersection at Chateau Drive and Wisconsin Avenue
Public infrastructure upgraded

Community Bank of Grafton Property

Retaining property value by encouraging investment within TID area
New streetscape and beautification to area
Solve flooding problem on west side of Wisconsin Avenue
Safer intersection at Chateau Drive and Wisconsin Avenue
Public infrastructure upgraded

Harold Bruce Property

Development opportunity with grade improvement
Safer pedestrian amenities, sidewalk extensions, safer intersection and crosswalk
Safer automobile movement at intersection
Stabilization of property values by encouraging economic development within TID area
Benefit of Sentry site stabilizing or redeveloping
New streetscape and beautification to area
Public infrastructure upgraded



JOINT REVIEW BOARD MEETING AGENDA

**1971 WASHINGTON STREET
UPPER LEVEL COMMITTEE ROOM**

TUESDAY, JULY 27, 2004 - 5:15 PM

*This meeting will be considered an informational meeting of the Village Board if a quorum is present.

1. Call to Order / Roll Call
2. Hear Persons Requesting to Be Heard
3. Initial Review of Revised Tax Incremental District (TID) No. 4 – South Commercial District Project Plan and Boundary Area
4. Review TID No. 4 – South Commercial District Creation Timeline
 - A. Set Additional Review Meeting Date(s)
 - B. Set Final Determination Meeting Date – Week of September 20, 2004
5. Adjourn

IF YOU ARE DISABLED AND HAVE ACCESSIBILITY NEEDS
OR IF YOU NEED INFORMATION INTERPRETED FOR YOU
PLEASE NOTIFY THE VILLAGE CLERK AT (262) 375-5300



VILLAGE OF GRAFTON
JOINT REVIEW BOARD MEETING MINUTES
TUESDAY, JULY 27, 2004

The Joint Review Board meeting was called to order by Chairman Kletti, at 5:20 p.m.

Members present: Dave Eberhardt-Citizen Representative, Jim Brunnquell-Village Board Representative, Renee Dudley-MATC Representative, Dr. Terry Ziegler-Grafton School District Representative, Alan Kletti-Ozaukee County Board Representative

Staff/Officials present: Village Clerk Teri Dylak, Director of Planning and Development Michael Rambousek

Others present: Consultant Tom Kindschi-HNTB Corporation

HEAR PERSONS REQUESTING TO BE HEARD

None

INITIAL REVIEW OF REVISED TAX INCREMENTAL DISTRICT (TID) NO. 4 – SOUTH COMMERCIAL DISTRICT PROJECT PLAN AND BOUNDARY AREA

Village Planner Michael Rambousek summarized the past history on the possible creation of Tax Incremental District (TID) No. 4 - South Commercial District. He indicated that the previous version of the TID Plan encompassed the entire South Commercial District (SCD). It was determined that the proposed district was too large to meet the statutory valuation allowances established by the Department of Revenue (DOR). Mr. Rambousek indicated that the DOR limits the valuation in TID's to 7 percent of a municipalities total assessed valuation. In order to meet the statutory limits, the proposed TID Plan was revised and the district size decreased. The previous TID area had an estimated base value of \$43 million. The new TID area has an estimated value of \$17.8 million.

Mr. Rambousek stated that during the review process for the creation of TID No. 4-South Commercial District, the Village created and adopted a Redevelopment Plan for the entire South Commercial District. This plan defines existing uses and property conditions, potential redevelopment options and market trends. Mr. Rambousek summarized the goals and objectives of the Redevelopment Plan. He stated that the Redevelopment Plan goals and objectives were used in the creation of the previous and revised TID Plan.

Mr. Rambousek informed the members that effective October 1, new TID creation laws will go into effect. The Village will have the opportunity to include up to 12 percent of the Village's assessed valuation in TID's. He stated that the intent is to create TID No. 4-South Commercial District with the smaller boundary area, and then amend the plan to encompass the entire South Commercial District in the future. The inclusion of the balance of the South Commercial District will place the Village at the maximum percentage allowed by the DOR .

Consultant Tom Kindschi briefly reviewed the basis for the creation of a TID in the South Commercial District area. He summarized problem areas and potential redevelopment sites.

Ms. Dudley reiterated that she has a concern with the proposed plan. It appears that the Village has all of the risk with no specific benefit or development defined. She also expressed her concern with the inclusion of the Grafton Square Condo parcel.

Chairman Kletti also commented that the inclusion of the Condo parcel was a concern.

Mr. Rambousek informed the members that no funds will be spent by the Village for public improvements unless a specific development project is in place. This policy has been established in the two other TID's as well.

Mr. Kindschi stated that the Village has taken a very conservative approach in establishing potential project estimates. This approach aids in limiting the communities exposure.

Mr. Eberhardt commended the Village for implementing a façade grant program in the downtown. Several business owners have taken advantage of the program and have redevelopment their buildings. He suggested that it may be in the Village's best interest to wait until 2005, to create the TID, so that more area could be included from the start of the district. This would provide for more development/redevelopment options.

Mr. Kindschi informed the members that no property in the proposed district area will be removed from the tax roll. In addition, the plan includes a very conservative property appreciation rate of 3 percent. He reiterated that the Village will not borrow any funds unless there is a specific project in place. The TID must be able to stand on its one merit per the statutory requirements for the creation of the district.

Mr. Rambousek briefly reviewed the TID approval criteria and the items that must be provided to the Joint Review Board to enable them to make their determination on the creation of the TID.

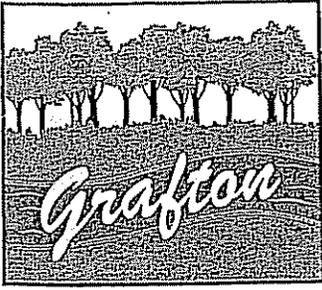
REVIEW TID NO. 4 – SOUTH COMMERCIAL DISTRICT CREATION TIMELINE

The timeline for the creation of TID No. 4-South Commercial District was reviewed. The public hearing, before the Plan Commission, for review of the proposed district is scheduled for Thursday, August 5, at 6:00 p.m. The Plan Commission will review the plan and adopt a resolution approving the district and boundary area. The Village Board is scheduled to adopt a similar resolution at their meeting on September 7. Certified copies of the Plan Commission and Village Board resolutions are forwarded to the Joint Review Board by the Village Clerk. The Joint Review Board reviews the plan and makes a final determination on the creation of the TID the week of September 20.

The Joint Review Board set an additional TID Plan review meeting date for Tuesday, August 10, at 5:15 p.m. In addition, a final determination meeting date was set for Tuesday, September 21, at 5:15 p.m.

ADJOURN

Motion by Dave Eberhardt, seconded by Renee Dudley to adjourn at 6:10 p.m.
Approved unanimously.



VILLAGE BOARD MEETING AGENDA

1971 WASHINGTON STREET
LOWER LEVEL BOARD ROOM

*TUESDAY, SEPTEMBER 7, 2004 7:00 PM

* Please Note Date Change Due to Labor Day Holiday

1. Call to Order / Pledge of Allegiance
2. Roll Call / Trustees / Department Heads / Officials
3. Approval of the 8-16-2004 Village Board meeting minutes and File the 8-05-2004 and 8-26-2004 Architectural Review Board, 8-18-2004 Community Activities Commission; 8-24-2004 Plan Commission; 8-25-2004 Emergency Communication Consolidation Review Committee; and the 8-26-2004 Street Urbanization Financing Task Force meeting minutes, as presented.
4. PERSONS REQUESTING TO BE HEARD
5. BUSINESS PRESENTED BY THE PRESIDENT
 - A. Presentation of Proclamation to Alan Richards Commending him on his Election as the State Commander of the American Legion Department of Wisconsin
 - B. Materials Distributed
6. RESOLUTIONS/ORDINANCES/ACTION ITEMS
 - A. Report of the Community Activities Commission
 1. Authorization to establish a Skate Park Fund Raising Committee utilizing all interested members of the Ad Hoc Committee
 2. Authorization to allow the Skate Park Fund Raising Committee to pursue a fund raising goal of \$250,000
 3. Approval of an increase in Adult Volleyball registration fees from \$130 to \$150 for the 2004-2005 season
 4. Approval of the revised Phase I Development Plan for the future West Side Park,
 5. Acceptance of the Department of Natural Resources Stewardship Grant in the amount of \$150,000
 6. Approval of the relocation of two existing light poles in Lime Kiln Park at a cost of \$3,600
 - B. Report of the Plan Commission
 1. Resolution certifying an amendment to the Village of Grafton Comprehensive (Master) Plan 2010 amendment of a 1.22 acre parcel located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road from the Low Density Residential use designation (0.2-1.0 dwelling units per acre) to Medium Density Residential use designation (2.0-4.2 dwelling units per acre)



2. Ordinance approving the rezoning of a 1.22 acre parcel located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road, from the current A-3 Agriculture Holding District to R-1 Suburban Estate Single-Family Residential
3. Ordinance approving an amendment to Grafton Municipal Code Title 20 (Signs and Exterior Lighting) relating to signage in the CBD Central Business District, as proposed
4. Resolution designating the proposed boundaries and approving a Project Plan for Tax Incremental District No. 4 – South Commercial District
- C. Emergency Communication Consolidation Review Committee Recommendation on Consolidation of Dispatch Services

7. LICENSES

- A. Approval to Issue / Special Picnic License to Randy Stebnitz-Agent – Grafton Sunrise Rotary Club – Centennial Park - 1370 17th Avenue / October 2, 2004
- B. Approval to Issue / Operators Licenses, as presented

8. DEPARTMENT AND OFFICERS REPORTS

9. REPORT OF BILLS

- A. Approval for the Payment of Village Expenditures: \$598,002.88

10. OLD BUSINESS

11. NEW BUSINESS

12. Convene to Closed Session pursuant to Wisconsin Statutes 19.85(1)(c) for Personnel Matters (Status of Negotiations - Teamster Local 200 / AFSCME Council 40 / Labor Association of WI-Police Officers Unit); 19.85(1)(e) for Real Estate and Competitive Bargaining Matters (Sale of Municipal Property / Purchase of Property / Lease Amendment) and 19.85(1)(g) for Litigation Matters (Wisconsin Avenue Soil Contamination)

13. Re-Convene to Open Session and the Regular Order of Business

14. Amended Lease Agreement – North Shore Academy of the Arts

15. ADJOURN

**IF YOU ARE DISABLED AND HAVE ACCESSIBILITY NEEDS
OR IF YOU NEED INFORMATION INTERPRETED FOR YOU
PLEASE NOTIFY THE VILLAGE CLERK AT 375-5300**

VILLAGE OF GRAFTON
VILLAGE BOARD MEETING MINUTES

SEPTEMBER 7, 2004

Village President Jim Brunnquell called the Village Board meeting to order at 7:00 p.m. The Pledge of Allegiance followed.

Board members present: Jim Grant, Ron LaPean, Frank Knetter, Scott Volkert, Bob Ponton,

Absent: Devorah Ryan

Staff/Officials present: Village Administrator Darrell Hofland, Village Clerk Teri Dylak, Police Chief Charles Wenten, Community Activities Director John Safstrom, Director of Public Works/Engineer Dave Murphy, Director of Planning and Development Michael Rambousek, Attorney Michael Herbrand

Others present: Members of the Grafton Volunteer Fire Department, and Grafton Police Department

MINUTES

Motion by Trustee Grant, seconded by Trustee Volkert, to approve the 8-16-2004 Village Board meeting minutes and File the 8-05-2004 and 8-26-2004 Architectural Review Board, 8-18-2004 Community Activities Commission; 8-24-2004 Plan Commission; 8-25-2004 Emergency Communication Consolidation Review Committee; and the 8-26-2004 Street Urbanization Financing Task Force meeting minutes, as corrected. Approved unanimously

PERSONS REQUESTING TO BE HEARD

Grafton Police Chief Charles Wenten introduced Police Officer Johanna Fritz. Mrs. Fritz was sworn in earlier today as the Village's newest Police Officer.

BUSINESS PRESENTED BY THE PRESIDENT

Presentation of Proclamation to Alan Richards Commending him on his Election as the State Commander of the American Legion Department of Wisconsin

President Brunnquell presented a plaque to Mr. Alan Richards, 161 Maple Street, commending him on his recent election as the State Commander of the American Legion Department of Wisconsin.

President Brunnquell reviewed the materials distributed for Board member review.

RESOLUTIONS/ORDINANCES/ACTION ITEMS

Emergency Communication Consolidation Review Committee Recommendation on Consolidation of Dispatch Services

President Brunnquell briefly summarized the purpose of the Emergency Communication Consolidation Review Committee (ECCRC). He indicated that the nine member Committee

was established to review the current levels of service being provided by the Village of Grafton Dispatch Center. In addition, the Committee looked at the current and future program costs for Dispatch services, community and Department service needs, and possible alternatives to maintaining a local dispatch center.

The Committee completed a comprehensive review of the current dispatch system and is recommending that no changes be made to Village of Grafton dispatch services.

Motion by Trustee LaPean, seconded by Trustee Grant, that no changes be made to Village of Grafton dispatch services at this time; however, if necessary in the future, any changes are to be initiated by Ozaukee County and shall include input and a recommendation from all Ozaukee County communities. Approved unanimously.

Trustee LaPean commented that he appreciates the considerable effort that the members put forth in reviewing this matter. They exercised both logic and reasoning when making a final recommendation to the Village Board. He commended Chairman Grant for his considerable effort in the review process.

ECCRC Chairman Grant commended all of the members and staff involved in the Committee for their considerable effort in reviewing this important issue.

Fire Chief Dave Harvey thanked the Village Board for supporting the continuation of local dispatch services.

Report of the Community Activities Commission

Motion by Trustee Grant, seconded by Trustee Ponton, to approve Items 3, 4, and 5 of the Report of the Community Activities Commission, as follows: 3. Approval of an increase in Adult Volleyball registration fees from \$130 to \$150 for the 2004-2005 season; 4. Approval of the revised Phase I Development Plan for the future West Side Park; 5. Acceptance of the Department of Natural Resources Stewardship Grant in the amount of \$150,000.

Community Activities Director John Safstrom stated that the Stewardship Grant is a 50/50 matching grant for the development of the west side park on Keup Road. The Village has 2 years to complete the development of this park; however, there is a possibility of receiving a 1 year extension from the DNR. k

The motion to approve Items 3, 4 and 5 of the Report of the Community Activities Commission was approved unanimously.

Item 1 & 2 / Report of the Community Activities Commission

Motion by Trustee Knetter, seconded by Trustee Grant, to approve Item 1 of the Report of the Community Activities Commission, as follows: 1. Authorization to establish a Skate Park Fund Raising Committee utilizing all interested members of the Ad Hoc Committee; 2. Authorization to allow the Skate Park Fund Raising Committee to pursue a fund raising goal of \$250,000.

President Brunnuell requested that persons interested in serving on this Committee contact Community Activities Director John Safstrom. This independent Committee will be responsible for fund raising efforts for the possible future construction of a Skate Board Park in Centennial Park. The potential timetable for the construction of the Skate Board Park will depend on Community interest and the funds received.

Trustee Grant commented that he was previously involved in fund raising efforts for the construction of the USS Liberty Memorial Public Library. The fund raising group was a totally separate group and was not sanctioned by the Village. He questioned if there is a problem with the Village sanctioning a fund raising committee and requesting funds for a municipal project.

Village Attorney Michael Herbrand indicated that fund raising is usually completed by a not-for-profit group without municipal participation. He stated that he would like to research this issue prior to the Village Board taking action on this matter.

Trustee LaPean requested that this matter be brought before the Village Board at the next meeting to allow the fund raising efforts to begin as soon as possible.

Mrs. Anna Chojnacki, 1017 Falls Street, requested that the Village act on this matter as soon as possible to maintain the momentum this project is generating to continue. She questioned if it is a question of fund raising on municipal property. Village Attorney Herbrand responded that the question is whether or not the Village should be involved in the fund raising process for a municipal project.

Mr. Doug Reed, 1214 Fifth Avenue, informed the Board that he is a former skateboarder and member of the Skate Board Park Ad-Hoc Committee. He and Mrs. Chojnacki are willing to be Co-Chairs of a fund raising committee and will work with the Community Activities Department and Village Board to help this project proceed.

Trustee LaPean commended the Ad-Hoc Committee for their thorough review of this proposed project. He indicated that the Village should support this project.

Mrs. Chojnacki indicated that there are two large foundation's that provide grant money for these types of projects; however, a fund raising committee and plan must be in place prior to contacting these organizations for assistance, which is why she would like a decision on this matter as soon as possible.

Trustee Knetter commented that his brother Leo tried to start a skateboard park several years ago without any assistance from outside groups. He indicated that he hopes the Village will be able to assist in the creation of this worthwhile recreation amenity.

Trustee Ponton questioned what would happen to any donation funds received should the project not proceed. This question will be reviewed by Village Attorney Herbrand.

The motion to approve Item 1 and 2 of the Report of the Community Activities Commission, as follows: 1. Authorization to establish a Skate Park Fund Raising Committee utilizing all interested members of the Ad Hoc Committee; 2. Authorization to allow the Skate Park Fund Raising Committee to pursue a fund

raising goal of \$250,000, was withdrawn from consideration to allow review by Village Attorney Herbrand.

Motion by Trustee Ponton, seconded by Trustee Grant to table this matter to the September 20, Village Board meeting.

Item 6 / Report of the Community Activities Commission

Motion by Trustee LaPean, seconded by Trustee Volkert, to approve Item 6 of the Report of the Community Activities Commission, as follows: 6. Approval of the relocation of two existing light poles in Lime Kiln Park at a cost of \$3,600.

Trustee LaPean questioned if the Village is responsible for this expense or if the Zaun Foundation will be paying for the relocation of these poles. Mr. Hofland responded that the Zaun Foundation will be paying for this expense.

The motion to approve Item 6 of the Report of the Community Activities Commission was approved unanimously.

Report of the Plan Commission

Resolution No. 024, Series 2004 / Certifying an amendment to the Village of Grafton Comprehensive (Master) Plan 2010 amendment of a 1.22 acre parcel located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road from the Low Density Residential use designation (0.2-1.0 dwelling units per acre) to Medium Density Residential use designation (2.0-4.2 dwelling units per acre) was offered by Trustee Ponton.

Motion by Trustee Grant, seconded by Trustee Knetter, to approve Resolution No. 024, Series 2004, as presented.

Trustee LaPean indicated that he cannot support this amendment if it will allow the construction of more than 2 residential dwellings. Administrator Hofland indicated that the Plan Commission has approved a certified survey map that will divide the parcel into only two lots.

The motion to adopt Resolution No. 024, Series 2004, was approved unanimously.

Item 2 / Report of the Plan Commission

Motion by Trustee Grant, seconded by Trustee Volkert, to approve Item 2 of the Report of the Plan Commission as follows: Ordinance No. 018, Series 2004, approving the rezoning of a 1.22 acre parcel located north of Manchester Drive, west of 17th Avenue and northwest of River Bend Road, from the current A-3 Agriculture Holding District to R-1 Suburban Estate Single-Family Residential. Approved unanimously.

Item 3 / Report of the Plan Commission

Motion by Trustee Ponton, seconded by Trustee LaPean to approve Item 3 of the Report of the Plan Commission, as follows: Ordinance No. 019, Series 2004, approving an amendment to Grafton Municipal Code Title 20 (Signs and Exterior Lighting) relating to signage in the CBD Central Business District.

Director of Planning and Development Michael Rambousek briefly summarized the proposed Ordinance amendment. He indicated that the Ordinance regulates wall and ground signs as well as establishing prohibited signage. The new regulations also include a sunset provision requiring all signage in the Downtown to conform to the new code requirements by 2015. There are approximately 25 signs in this area that do not currently meet the new requirements.

The proposed ordinance has been favorably reviewed by the Downtown Business Association.

Trustee Knetter questioned if the new Ordinance regulates banners. Mr. Rambousek indicated that the current regulations for banners is somewhat limited and will be revised next year during a comprehensive revision of the entire sign code

The motion to approve Item 3 of the Report of the Plan Commission, as follows: Ordinance No. 019, Series 2004, approving an amendment to Grafton Municipal Code Title 20 (Signs and Exterior Lighting) relating to signage in the CBD Central Business District, was approved unanimously.

Item 4 / Report of the Plan Commission

Resolution No. 025, Series 2004 / Designating the proposed boundaries and approving a Project Plan for Tax Incremental District No. 4 – South Commercial District was offered by Trustee Ponton.

Motion by Trustee Grant, seconded by Trustee LaPean, to adopt Resolution No. 025, Series 2004 / Designating the proposed boundaries and approving a Project Plan for Tax Incremental District No. 4 – South Commercial District, as presented.

Director of Planning and Development Michael Rambousek briefly reviewed the Tax Incremental District (TID) No. 4 project plan. He indicated that creating a TIF district would allow improvements to the infrastructure in the area, make the area safer for pedestrians, and create a new investment in the area. The approximate base value of the proposed district is \$17,843,900, based on 2003 values.

Tom Kindschi, HNTB Corporation representative, extended the overview of the proposed TIF plan. The Capital Improvement Fund would pay for the water and sewer improvement charges. The Village would also look to improve the First Avenue/Wisconsin Avenue intersection and extend the sidewalks along Chateau Drive. Once the TID is approved, the Village has 7 years to utilize the funds for improvements within the district. He reviewed various components of the plan.

Mr. Rambousek stated that the State of Wisconsin places a restriction upon the percentage of valuation that a municipality can include within a TIF districts. The current cap is 7 percent of the total assessed value of a community. After October 1, 2004, the cap increases by five percent. Once the plan is approved, the Village may choose to amend the TIF boundaries to include the Manchester Mall site and possibly extend the district boundary to the Seventh Avenue/Wisconsin Avenue intersection.

Mr. Rambousek indicated that the final step in the approval process is for the Joint Review Board to approve the creation of the TIF district.

There was a brief discussion on the inclusion of the Grafton Square Condominium project in the proposed plan. Mr. Kindschi indicated that it is anticipated that the Grafton Square Condominium project will assist in promoting new development in this area. He stated that there needs to be a balance between blighted/underutilized properties and healthy properties to fuel new development and the redevelopment of other properties.

The motion to approve Resolution No. 025, Series 2004, was approved unanimously.

LICENSES

Motion by Trustee LaPean, seconded by Trustee Knetter, to approve the issuance of a Special Picnic License to Randy Stebnitz-Agent – Grafton Sunrise Rotary Club – Centennial Park - 1370 17th Avenue / October 2, 2004 and the following Operators Licenses, as presented: Shane Albers, Todd Chrisler, John Holloway, Samantha Koconis, Terence Quin, Sandra Wolfgram. Approved unanimously.

DEPARTMENT AND OFFICERS REPORTS

Sixth Avenue No Parking Signage

Trustee Ponton questioned when the no parking signage would be erected on Sixth Avenue. Public Works Director Murphy responded that he will check the work schedule and advise Trustee Ponton of the status of the signage.

Red Concrete on Eleventh Avenue

Trustee Knetter commented that the sealing of the red concrete on Eleventh Avenue has caused the red color to brighten and it looks much better. He questioned if the Village has the ability to require the contractor to reimburse the Village for all of the work involved in this project. Public Works Director Murphy responded no.

REPORT OF BILLS

Motion by Trustee LaPean, seconded by Trustee Grant, to approve the Payment of Village Expenditures in the amount of \$598,002.88. Approved unanimously.

OLD BUSINESS

Starbucks Coffee Shop

Trustee LaPean commented that he thought the Village Board approved the drive thru for the Starbucks Coffee Shop and questioned why the Plan Commission just held a public hearing on the issue. Mr. Rambousek clarified that the Village Board approved amending the zoning code to allow the use and the Plan Commission is now reviewing the specific project.

Wisconsin Avenue Project

Trustee Volkert questioned the status of potential litigation regarding the Wisconsin Avenue project. Mr. Hofland responded that this issue will be discussed during the Closed Session portion of this meeting.

NEW BUSINESS

Seventh Avenue Traffic

Trustee Grant commented that the placement of the traffic cones on Seventh Avenue has caused traffic to slow down in this area.

CONVENE TO CLOSED SESSION

Motion by Trustee Grant, seconded by Trustee Volkert, to Convene to Closed Session, at 8:01 p.m., pursuant to Wisconsin Statutes 19.85(1)(c) for Personnel Matters (Status of Negotiations - Teamster Local 200 / AFSCME Council 40 / Labor Association of WI-Police Officers Unit); 19.85(1)(e) for Real Estate and Competitive Bargaining Matters (Sale of Municipal Property / Purchase of Property / Lease Amendment) and 19.85(1)(g) for Litigation Matters (Wisconsin Avenue Soil Contamination). Approved unanimously by Roll Call Vote.

A closed session of approximately 50 minutes was held. During the Closed Session, the Village Board discussed the status of negotiations for the LAW - Police Officer Unit 2004-2005 contract, the negotiation strategies associated with the potential purchase of properties for municipal and park uses, and the status of potential litigation for Wisconsin Avenue soil contamination.

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

Motion by Trustee Grant, seconded by Trustee LaPean, to adjourn Closed Session at 8:55 p.m. and return to the regular order of business. Approved unanimously by Roll Call vote.

AMENDED LEASE AGREEMENT – NORTH SHORE ACADEMY OF THE ARTS

No action was taken on this agenda item.

ADJOURN

Motion by Trustee LaPean, seconded by Trustee Grant, to adjourn at 8:55 p.m. Approved unanimously.