

TOWN OF GRAFTON
PLAN COMMISSION - OFFICIAL MINUTES
JANUARY 3, 2018- 7:00 PM

Grafton Town Hall - 1230 11th Ave., Grafton, WI, 53024

I. CALL TO ORDER

1. ACTION: Chairman Bartel called the meeting to order at 7:00pm.

***PRESENT:** Chairman Lester A. Bartel, Jr., Commissioner Bob Wolf, Commissioner Dan Lyons, Commissioner Dan Vogel, Commissioner Patrick Stemper, Commissioner Brian Robinson, Commissioner Jeff Thoma

***ABSENT:** Building Inspector Rick Fellenz

***OTHERS PRESENT:** Clerk / Planner Amanda Schaefer, Engineer Kevin Kimmes, Attorney Sara MacCarthy

II. VERIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW

1. ACTION: Clerk/Planner Schaefer confirmed compliance with the Open Meetings Law.

III. PLEDGE OF ALLEGIANCE TO THE FLAG

IV. ADOPTION OF AGENDA

A. ACTION: Commissioner Stemper moved to adopt the agenda, seconded by Commissioner Wolf. Motion carried 7-0.

V. REVIEW AND APPROVE MINUTES FROM PREVIOUS MEETING

A. ACTION: Commissioner Thoma moved to approve the minutes from the previous meeting, seconded by Commissioner Robinson. Motion carried 7-0.

VI. PUBLIC HEARINGS

A. NONE

VII. RESIDENT CORRESPONDENCE/PERSONS WISHING TO BE HEARD

A. NONE

VIII. OLD BUSINESS:

A. Discussion and possible action regarding a Conditional Use Permit Petition (Level 2 Landscape Business) by Gary and Jennifer Johnson, 2384 Marak Drive, Tax Key #06-005-07-010.00

- a. Clerk/Planner Schaefer provided a brief report to the PC
- b. Commissioner Lyons asked for a clarification of vehicles – up to 8 based on what the narrative is showing? 5 personal vehicles plus 2 trucks and an employee car and up to 1 trailer in the summer, per the applicant. Discussion continued about the difference between summer (1 truck and 1 trailer) and winter (1 plow truck)
- c. Commissioner Robinson asked for the maximum number of vehicles at one time (a trailer is included a vehicle)? 7, per the applicant, if you include the trailer as a vehicle. Commissioner Robinson drove past the property several times to observe what was there on different occasions. The applicant shared that they have been looking feverishly where to put the trucks; they have found an area to park the plow trucks – which is hard for the diesel trucks
- d. Commissioner Stemper asked if a Level 1 CUP was granted, would the applicant still look for offsite parking? Reason being that several teenagers with friends over could lead to on road parking, which could become an issue with the neighbors. The applicant stated that there is likely room for 2-3 more cars for “visitors.” The applicant may pursue other options, but also may not due to cost and the son taking over in a few years. Either way, there is a concern from Commissioner Stemper that the problem isn’t just shifted from one to the other.
- e. Commissioner Vogel stated that he found it amazing that the applicant complained about the person complaining about the applicant. The applicant said the complaint wasn’t accurate and

not necessarily true. Yes, they have a right to complain, but we have a right to correct what is not true.

- f. Commissioner Wolf has some concern because there was no site plan submitted to show parking locations. He has also driven past the property several times. There is nothing showing the layout of the property – you had 60 days to show me where the things are; and there is nothing here for me to see. I have to take your word for it. The applicant said everything will be placed in the garage; how can that be if the garage is tight full based on a drive by inspection? Everything else has to be out of site – you are saying that can happen, but no one knows how that can be because there are no images. If we grant you the permit, how do we know that you won't regress to where you are now? The applicant felt that the previously submitted plan was sufficient. Commissioner Wolf shared that the applicant is currently in violation of the Zoning Code.
- g. Engineer Kimmes shared the idea that the intent of the Code is that the applicant needs to make it look like this is not a business within a residential district; it should not look like a construction site.
- h. Commissioner Thoma said he drove past twice, and several times there were vehicles on the grass. The applicant said that those items placed on the grass are now offsite
- i. Commissioner Wolf is not ready to give the applicant approval. You have not sold me in any way shape or form.
- j. The applicant did say that they have been active behind the scenes in trying to make this work
- k. Commissioner Robinson asked if the trailer could be stored offsite in the summer?
- l. Commissioner Lyons wished to reinforce what Commissioner Wolf said. It was clear that a site plan was required; it is not here. The applicant said things need to be juggled around and it is difficult to pinpoint where each one goes
- m. There were no neighbors in the audience that commented on the topic
- n. Chairman Bartel said the goal is to get the applicant into compliance; could more have been done? Absolutely. 2 suggestions – we are not in a position to grant a permit tonight; let's be clear what the Commission is willing to allow with specific instruction
- o. The specific instruction is:
 - i. Work with Staff to prepare a Site Plan and Narrative for next month
 - ii. There is a tidiness factor – proper arrangement on site must be shown to have specific places for parking of each component (there needs to be dedicated area for where the vehicles will be parked)
 - iii. Maximum number of business vehicle spots (includes a trailer spot) on site will be 2
 - iv. If it is not feasible to put the plows inside, those plows should be shielded as noted in the Code – all equipment must be off site or out of site
- p. Commissioner Vogel is not comfortable with this arrangement; Commissioner Wolf agrees.
- q. Chairman Bartel feels like this is lack of experience and not an effort with malice behind it; let's give them a chance to comply. You can always say no down the road.
- r. **ACTION: Commissioner Lyons moved to table the application to February's PC Meeting subject to the applicant coming back with the items listed in the minutes, seconded by Commissioner Stemper. Motion carried 4-2 with Commissioners Wolf and Vogel dissenting.**

IX. NEW BUSINESS

- A. Discussion and possible action regarding a Conditional Use Permit Renewal for Permit #16-01 (New Frontiers Preschool), Anna Brennan, applicant, 350 Double Tree Lane, Tax Key #06-032-07-001.00
 - a. Clerk/Planner Schaefer provided a report to the PC; approval is recommended

- b. Commissioner Lyons stated that the license is currently 49 or fewer students; the next level of licensure could allow up to 99 students. The applicant doesn't feel that there would be more than 80 students. The drop off time is spread out enough; congestion is not an issue.
- c. Clerk/Planner Schaefer clarified that there is overflow parking in Mr. Musich's lot to the south; therefore, Staff's parking concerns are a moot point
- d. Mr. Musich shared that Ms. Brennan's operation is superb; she has done a great job.
- e. **ACTION: Commissioner Lyons moved to approve the Brennan CUP renewal with conditions listed, seconded by Commissioner Stemper. Motion carried 7-0.**

X. TOWN STAFF UPDATES

- A. Town Planner: **Clerk/Planner Schaefer noted the codification of recent ordinances and all current info is available on the Town's website.**
- B. Town Engineer: **NONE**
- C. Town Building Inspector: **NONE**

XI. ADJOURN

- 1. **ACTION: Commissioner Robinson moved to adjourn, seconded by Commission Vogel. Motion carried 7-0.**

**Respectfully Submitted,
Amanda L. Schaefer, Clerk**