

TOWN OF GRAFTON
PLAN COMMISSION - OFFICIAL MINUTES
NOVEMBER 2, 2016- 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 7:04pm.

***PRESENT:** Chairman Lester A. Bartel, Jr., Commissioner Bob Wolf, Commissioner Dan Lyons, Commissioner Jack Heisler, Commissioner Dan Vogel, Commissioner Julia McNally, Commissioner Dale Wolf

***ABSENT:** None

***OTHERS PRESENT:** Clerk / Planner Amanda Schaefer, Engineer Kevin Kimmes, Building Inspector Rick Fellenz, 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 B. Wolf moved to adopt the agenda, seconded by Commissioner McNally. Motion carried 7-0.

V. REVIEW AND APPROVE MINUTES FROM PREVIOUS MEETING

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

VI. PUBLIC HEARINGS

A. Conditional Use Permit Petition for Rental Storage Units in M-1 District by Bruno Hanney, 2091 CTH W, Tax Key #06-006-16-003.00, #06-007-01-004.00, and #06-007-01-004.01

- a. Clerk/Planner Schaefer gave an overview of the Staff Report for tonight's discussion.
- b. **Chairman Bartel opened the Public Hearing at 7:12pm.**
- c. **No one wished to speak.**
- d. **Chairman Bartel closed the Public Hearing at 7:13pm.**
- e. Commissioner B. Wolf addressed the need for natural materials. The business office should show more natural materials applied to this section.
- f. Commissioner B. Wolf asked about the loading docks – are these accessible 24/7? Yes, per the applicant. The access, however, may be accessed by only certain clients. These are the items that need to be worked out. There are cameras and key-coded access.
- g. Commissioner B. Wolf asked about music playing – will there be outside speakers? No, per the applicant. It is to create a more comforting environment, particularly for women.
- h. The applicant will have 2 employees – a general manager and a staff member. During regular hours of operation, the location will be staffed.
- i. Commissioner McNally asked about off-site monitoring – it will be accessible to the owner at all times. There will also be alarms in place that will notify the proper entities as needed.
- j. Commissioner Heisler asked about limitations on what can be stored – this will be regulated by contract and State Law
- k. The site will be sprinklered.
- l. Commissioner Heisler asked for more detailed plans and architectural drawings
- m. Commissioner Lyons asked for clarification about the phasing – the applicant will work with Staff on this
- n. Commissioner Lyons asked about the doors shown on the exterior – they are not active doors; they are marketing doors

- o. Lighting was discussed by the Commissioners and applicant
- p. **ACTION: Commissioner B. Wolf moved to table the item to the December 7th PC agenda, seconded by Commissioner McNally. Motion carried 7-0.**

B. Conditional Use Permit Petition for an Accessory Structure Greater than 576sf in area and 20ft in height by Jake Krajenka, 1622 Sharon Lane, Tax Key #05-059-00-100.00

- a. Building Inspector Fellenz gave an overview of the Staff Report for tonight's discussion.
- b. **Chairman Bartel opened the Public Hearing at 7:30pm.**
- c. **No one wished to speak.**
- d. **Chairman Bartel closed the Public Hearing at 7:31pm.**
- e. Chairman Bartel asked about the Fire Department requirements; the applicant is comfortable with this.
- f. The Commission inquired about the "business" term shown on the application regarding the use of the property
- g. Will employees be coming to the property? No, there will not be any employees coming to the property per the applicant.
- h. Chairman Bartel reminded the applicant that if that DOES happen, than that triggers the business use and significant different requirements; no staging, no pulling in, nothing is allowed as a business
- i. The 20' clearance was discussed, versus 20' wide drive per the Fire Department letter
- j. The Commission would like a more detailed drawing – he can use GIS.
- k. The applicant is aware of the fact that these requirements will help keep his property safe
- l. **ACTION: Commissioner B. Wolf moved to approve the Krajenka CUP, seconded by Commissioner Vogel. Discussion continued. Commission Lyons stated that it should be noted that there is no business use inside. Motion carried 7-0.**

VII. RESIDENT CORRESPONDENCE/PERSONS WISHING TO BE HEARD

- A. **Neal Hobbs, 876 Fox Tail Lane, addressed the PC. He is on the Town's OSC, as well as the Architectural Committee of the Fox Glove Estates. This information does not share views of those committees, just his own. He received a letter from Paradigm Real Estate. He is concerned about the navigable stream on the property. History was given about the stream. He is also concerned about the amount of lighting that will be required for the building. How will it affect the atmosphere of the neighborhood? The plan to store RVs and boats – how will handle any hazardous spills, given they are so close to the navigable stream? He shared concern about the timing of the letter and the development process. He is here to get these concerns on the table. They are against the approval of the Code amendment.**

VIII. OLD BUSINESS:

- A. **Discussion and possible action regarding a Preliminary Town Plat Petition and Rezone Petition (A-2 to R-3) by Hillcrest Builders, 1398 River Bend Road, Tax Key #06-030-03-001.00**
 - a. Clerk/Planner Schaefer and Engineer Kimmes provided a report to the Board; Staff recommends denial, however, the applicant asked for a tabling until the December 7th Meeting.
 - b. The applicant is requesting to be tabled until after the December Board Meeting.
 - c. **ACTION: Commissioner B. Wolf moved to table the item to the December 14th BOS agenda, seconded by Commissioner Lyons. Motion carried 7-0.**
- B. **Discussion and possible action regarding the Town of Grafton's Future Vision**
 - a. Clerk/Planner Schaefer provided information to the PC.
 - b. **Staff will bring a map, RCDO, and a residential district text option next month.**
 - c. **ACTION: NO ACTION TAKEN.**

IX. NEW BUSINESS:

A. Discussion and possible action regarding a Code Amendment Petition within the BP-3 Zoning District (Conditional Uses – Rental Storage Units) by BPRE LLC (Brian Parrish), 11801 W. Silver Spring Drive, Milwaukee

- a. Clerk/Planner Schaefer provided a report to the PC.
- b. Engineer Kimmes addressed some of the concern with stormwater; the new ordinance is very restrictive
- c. This application will be 2-fold – it will be a CUP and a PUD
- d. Engineer Kimmes continued to discuss the neighborhood concern
- e. Engineer Kimmes noted that it is a difficult site – anything proposed there will be a big challenge
- f. The Commission discussed that the mindset on storage units has changed, as has the product
- g. Chairman Bartel noted that if the Code Amendment is made, that doesn't give the developer free reign to get immediate approval; the development review process is strenuous
- h. **ACTION: Commissioner Lyons moved to recommend the Board of Supervisors approve the proposed Code Amendment, seconded by Commissioner B. Wolf. Motion carried 7-0.**

B. Discussion and possible action regarding Conditional Use Permit #16-05 – Krystal DeRuyter (Landscaping Business – Level 3), 1965 Tamarack Trail, Tax Key #05-001-07-004.00

- a. Clerk/Planner Schaefer provided a report to the PC.
- b. Chairman Bartel stated that the operations on this property go far back
- c. The neighbors are good – they need to be brought into compliance
- d. Let's make this work before we NEED to revoke your permit
- e. The PC wanted to hear from the group– Mr. and Mrs. Kyle DeRuyter
- f. The DeRuyters shared that the Sierackis operated there before him, now he is scrutinized
- g. He wants to be civil; he doesn't want to constantly have complaints and be watched; that's why he came to the Town of Grafton
- h. The Durets addressed the members of the PC – he missed the meeting when the Public Hearing happened
- i. The hours of operation are a big concern to them
- j. Details were outlined about interactions between the groups
- k. Chairman Bartel asked for a solution – Mr. Duret shared a 7am start time
- l. There is a concern by the Durets that they have Ammonium Nitrite on the property
- m. The Monsons addressed the members of the PC – the Sierackis worked and were respectful during their 43 years living in their home
- n. The Pump and Sump doesn't start until 7pm
- o. The noise factor is the most troubling; she is concerned that the traffic that comes back will not be safe for her grandchildren
- p. If Mrs. Monson hears it as loudly as she does, the Durets are likely hearing it even worse
- q. Mrs. Monson shared the idea of a resolution - only if they comply with it
- r. Commissioner Heisler asked if they could address this in closed session; that is not an option
- s. Quality Landscaping starts at 7am with the exception of snow plowing
- t. The DeRuyters offered commentary that showed they are willing to work with this
- u. All of the jobs they are on they need to be there at 7am
- v. Commissioner Vogel stated that they received 2 notices – he has no faith that they will follow regulations; they didn't take the notices seriously
- w. Solution – trucks cannot go out before 6am
- x. Mr. DeRuyter is ready to comply
- y. **Chairman Bartel stated that before we revoke a permit, we need to work with this and see how it goes – we need to make sure that we see a change for the better. If there is a problem,**

please let them know before the anger comes. If anything offensive happens, it needs to be made known in a constructive way.

- z. If the DeRuyter's show us they can't comply, then we'll work with them to find a new place, per the Plan Commission
- aa. We need to know that every effort has been made to resolve this before we revoke a permit
- bb. Forgiveness and accepting that something was done that was wrong are important in this situation
- cc. The Town will monitor the situation
- dd. Commissioner Lyons raised concern about the hours of operation – the take is machinery starts up and leaves at 6
- ee. Commissioner B. Wolf asked about different staging areas; that is not likely a current option.

ff. ACTION: NO ACTION TAKEN.

C. Discussion and possible action regarding a permanent sign permit application for Bruno Hanney, 2091 CTH W, Tax Key #06-007-01-004.00

- a. Clerk/Planner Schaefer provided a report to the PC; denial was recommended.
- b. The applicant shared thoughts on why the sign is so important – the height is critical for visibility
- c. Commissioner B. Wolf asked about the height of the buildings – the buildings are approximately 24' at the peak. A roof sign could be an option?
- d. The applicant shared additional thoughts on how important visibility is – the roof peak is not very high
- e. The applicant stated that the signage is a make it or break it type of effort.
- f. The applicant was instructed to work with Staff to make this work
- g. The Plan Commission would like to see images as to what the signage would look like from different angles
- h. ACTION: Commissioner B. Wolf moved to deny the permanent sign permit request with the recommendation that the sign permit consultants work with Town Planning and Engineering, seconded by Commissioner Vogel. Motion carried 7-0.**

X. TOWN STAFF UPDATES

- A. Town Planner: **None**
- B. Town Engineer: **Stantec has ended its contractual relationship with Mr. Hanney**
- C. Town Building Inspector: **None**

XI. ADJOURN

- 1. **ACTION: Commissioner D. Wolf moved to adjourn, seconded by McNally. Motion carried 7-0.**

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