

TOWN OF GRAFTON
PLAN COMMISSION - OFFICIAL MINUTES
MARCH 1, 2017- 7:00 PM

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

I. CALL TO ORDER

1. ACTION: Commissioner Wolf called the meeting to order at 7:00pm.

***PRESENT:** Chairman Lester A. Bartel, Jr. (arrived at 7:15pm), Commissioner Bob Wolf, Commissioner Dan Lyons, Commissioner Jack Heisler, Commissioner Dan Vogel, Commissioner Julia McNally, Alternate Commissioner Patrick Stemper

***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 McNally moved to adopt the agenda, seconded by Commissioner Vogel. Motion carried 6-0.

V. REVIEW AND APPROVE MINUTES FROM PREVIOUS MEETING

A. ACTION: Commissioner Lyons moved to approve the minutes from the previous meeting as corrected, seconded by Commissioner McNally. Motion carried 6-0.

VI. PUBLIC HEARINGS

A. Conditional Use Permit Petition for Limited Non-Agricultural Activities by Jill Bunting, 1235 E. Sauk Road, Tax Key #06-006-01-019.00

a. Clerk/Planner Schaefer gave an overview of the Staff Report.

b. Commissioner Wolf opened the Public Hearing at 7:12pm.

c. Clerk/Planner Schaefer read into the record a letter of support for the Twisted Willow Farmhouse from Joseph and Karen Elmendorf, 1275 East Sauk Road.

d. Commissioner Wolf closed the Public Hearing at 7:13pm.

e. Commissioner Heisler noted the limit to 12 events per year – and only 4 outdoor events per summer

f. Commissioner Heisler noted the total capacity of an indoor and outdoor event at the same time

g. Commissioner Vogel asked about the end time being 8pm; it is early, but the applicant does not want to have issues with the neighbors

h. Commissioner Lyons asked about canopies versus tents – what is the difference? The applicant responded with a smaller canopy and not a larger event tent

i. The applicant contacted the neighbors via a mailing and asked them to contact the applicant if there were any concerns; it appears that this addressed all recent concerns and those expressed at the December 2016 PC Meeting

j. The applicant did receive several emails of support that were shared with the Plan Commission

k. Commissioner McNally asked about people bringing in beverages – it would not be allowed

l. Commissioner McNally asked about clarification regarding location of port a potties versus canopies; the applicant responded with a clarified approach to where each item would go – they would be closely located to each other in the grove of trees and near the gazebo

m. ACTION: Commissioner Wolf moved to approve the Bunting CUP with conditions listed, seconded by Commissioner Vogel. Motion carried 7-0.

- B. Minor Land Division (CSM) and Rezone (A-2 to R-2/A-2) by Allen Schneider (for Gunnar Wallin), 782 Ulao Road, Tax Key #06-021-06-003.00**
- a. Clerk/Planner Schaefer and Engineer Kimmes gave an overview of the Staff Report.
 - b. It should be noted for the record that an ingress/egress off of CTH C would not be guaranteed from the Ozaukee County Highway Department.
 - c. Chairman Bartel asked about the further development of Lot 2 and intended access from CTH C; the applicant (Al Schneider) stated it was just a move to better planning to allow for an option.
 - d. Chairman Bartel opened the Public Hearing at 7:29pm.**
 - e. No one wished to speak.**
 - f. Chairman Bartel closed the Public Hearing at 7:30pm.**
 - g. ACTION: Commissioner McNally moved to approve the Schneider/Wallin CSM and Rezone with conditions listed, seconded by Commissioner Wolf. Motion carried 7-0.**
- C. Conditional Use Permit Amendment Petition associated with Rental Storage Units in the M-1 District by Bruno Hanney, 2091 CTH W, Tax Keys #06-006-16-003.00, #06-007-01-004.00, and #06-007-01-004.01**
- a. Clerk/Planner Schaefer and Engineer Kimmes gave an overview of the Staff Report. Staff has recommended to table the application until the April PC meeting due to outstanding issues that still need to be resolved, most specifically with the Fire Department
 - b. Chairman Bartel opened the Public Hearing at 7:43pm.**
 - c. No one wished to speak.**
 - d. Chairman Bartel closed the Public Hearing at 7:44pm.**
 - e. Chris Carr from Sigma Group and the applicant (Bruno Hanney) addressed the PC
 - f. Mr. Carr shared that Sigma has utilized this type of pavement before; this is a future phase of the project and it would properly done at that time
 - g. Commissioner Heisler asked to see documentation on pervious pavers so fears can be calmed about the product
 - h. Chairman Bartel asked about the pervious pavers and an overall “back-up plan”; does the Town have an issue with pervious pavers being a risk? Engineer Kimmes responded with 2 types of scenario – structural failure and clogging up. Structural issues essentially become a private matter at that point, essentially
 - i. Mr. Hanney said this is a State-approved product, and it is a successful product based on past uses
 - j. Mr. Carr stated that there are several other types of products that could be proposed; however, he is confident as an engineer that the proposed product will work and be successful
 - k. Chairman Bartel asked what the worst thing that can happen? Engineer Kimmes stated that it could fail and clog, and water quality and quantity controls would not be in place
 - l. Engineer Kimmes asked for an example of a long-term product in place in this climate – Mr. Carr shared the fact that there is a hotel in Franklin on 27th south of Rawson Avenue
 - m. Commissioner McNally asked about soil borings – Mr. Carr shared that would take place in the future phase development.
 - n. Commissioner Lyons shared concern about the existing tree line and buffer along the Interurban Trail; the applicant shared that there are also visual buffers that prevent an unsightly review
 - o. The applicant stated that he would not cut down the trees on the down hillside of the property
 - p. Commissioner Lyons asked for clarification on where the trees would be cut down – just in the area by new buildings proposed
 - q. Staff can meet on site to further discuss the site plan and landscaping**
 - r. Commissioner Heisler would like to work with Engineer Kimmes on stormwater management.**

- s. **ACTION: Alternate Commissioner Stemper moved to approve the Hanney CUP with outstanding punchlist items, seconded by Commissioner Wolf. Commissioner Heisler may vote against the project if he cannot work with the Staff on stormwater management. Commissioner Wolf felt Staff should just work with Staff. Commissioner Lyons confirmed a detailed landscape plan will be submitted. The applicant also confirmed they are willing to work with Staff. Motion carried 5-1 with Commissioner Heisler dissenting.**

VII. RESIDENT CORRESPONDENCE/PERSONS WISHING TO BE HEARD

A. NONE

VIII. OLD BUSINESS:

A. **Discussion and possible action regarding a permanent sign permit application for Jill Bunting, 1235 E. Sauk Road, Tax Key #06-006-01-019.00**

- a. Clerk/Planner Schaefer gave an overview of the Staff Report
- b. This sign is associated with the Bunting application under Public Hearings tonight.
- c. Chairman Bartel was concerned with the title on the sign – “Twisted Willow Farmhouse PRIVATE EVENTS”; the sign is a concern if the CUP ever lapses and the title is listed
- d. The Plan Commission as a group shared thoughts that the renewal
- e. The sign should be renewed at the same time as the CUP
- f. **ACTION: Alternate Commissioner Stemper moved to approve the Bunting Permanent Sign Permit with conditions listed and renewed in March 2018 (run contiguous with the CUP), seconded by Commissioner Wolf. Motion carried 7-0.**

B. **Discussion and possible action regarding the Town of Grafton’s Future Vision**

- a. Clerk/Planner Schaefer gave an overview of the Staff Report – updated RCDO text will be brought forward in April
- b. An update to the other formal amendments was given.
- c. **ACTION: NO ACTION TAKEN.**

IX. NEW BUSINESS

A. **Discussion and possible action regarding a permanent sign permit renewal application for The Bog (Permit #15-01), 3121 County Road I (Sign Location – 1103 Lakefield Road), Tax Key #06-032-05-006.00**

- a. Clerk/Planner Schaefer gave an overview of the Staff Report; approval is recommended for the renewal
- b. Findings of Fact were given for the pre-existing status.
- c. **ACTION: Commissioner McNally moved to approve The Bog Permanent Sign Permit renewal with conditions listed, seconded by Commissioner Heisler. Motion carried 7-0.**

B. **Discussion and possible action regarding a Final Plat, Rezone, and Shared Driveway Petition (A-1 to R-2) by Michael Samann, 678 Falls Road, Tax Key #06-021-09-002.00**

- a. Engineer Kimmes gave an overview of the application
- b. Attorney MacCarthy provided review of the Shared Driveway Agreement
- c. Commissioner Lyons asked about the filling of wetlands – it was clarified that the easement is within the wetlands, but the paved drive will not be within the wetland. If they were going to fill the wetland, they would need to get the proper permitting from the DNR
- d. Commissioner McNally asked Engineer Kimmes about the comment made by Barry Sullivan and the potential need for soil testing; Engineer Kimmes responded with the fact that, if need be, a holding tank can be utilized
- e. **ACTION: Commissioner Vogel moved to approve the Samann Final Plat, Rezone, and Shared Driveway, seconded by Commissioner Wolf. Motion carried 7-0.**

C. Discussion and possible action regarding an Advisory Discussion request by Stacey/Kristopher Volkman, 292 N. Port Washington Road, Tax Key #06-032-10-003.00

- a. The applicant was in the audience and shared information with the Plan Commission.
- b. The lot is 1.72 acres in the Port Washington District
- c. The applicant would like to have 2 goats along with their existing fruit trees and layout
- d. The existing dog kennel would be utilized – a 6x10 wired-in kennel with a roof
- e. Chairman Bartel stated that livestock need to be out of the wind and in the dry, not always warm, but obviously well fed
- f. She would ultimately like to milk the goats
- g. She would like poultry as well
- h. Staff and the Plan Commission discussed the details of the PW District
- i. The applicant would like to use this as a learning experience for their children; it will not be a large operation
- j. Commissioner Wolf shared that nothing has developed in the PW District in the past 14 years
- k. Commissioner Wolf shared details of the past JETZCO efforts
- l. Application fees and other details of the process were shared
- m. The applicant should move forward with an application
- n. **ACTION: NO ACTION TAKEN.**

D. Discussion and possible action regarding an accessory structure between 150 square feet and 576 square feet for Kevin Hansen, 1237 Lakefield Road, Tax Key #06-031-01-020.00

- a. Clerk/Planner Schaefer gave an overview of the application on behalf of Building Inspector Fellenz – “It’s going in the same spot and will be smaller than the existing structure; height and setback requirements are met – I recommend approval.”
- b. **ACTION: Commissioner Wolf moved to approve the Hansen accessory structure, seconded by Alternate Commissioner Stemper. Motion carried 7-0.**

X. TOWN STAFF UPDATES

- A. Town Planner: **None**
- B. Town Engineer: **None**
- C. Town Building Inspector: **None**

XI. ADJOURN

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

Respectfully Submitted,
Amanda L. Schaefer, Clerk