

TOWN OF GRAFTON
PLAN COMMISSION - OFFICIAL MINUTES

APRIL 4, 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

***ABSENT:** Commissioner Jeff Thoma, Engineer Kevin Kimmes

***OTHERS PRESENT:** Clerk / Planner Amanda Schaefer, Attorney Sara MacCarthy, Building Inspector Rick Fellenz

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 Wolf moved to adopt the agenda, seconded by Commissioner Stemper. Motion carried 6-0.

V. REVIEW AND APPROVE MINUTES FROM PREVIOUS MEETING

A. ACTION: Commissioner Robinson moved to approve the minutes from the previous meeting, seconded by Commissioner Stemper. Motion carried 6-0.

VI. PUBLIC HEARINGS

A. Conditional Use Permit Petition (Accessory Structure Greater than 576sf in area and/or 20ft in height) by Bryan & Andrea Viitala, 1310 Trail Way Court, Tax Key #06-006-02-014.00

- a. Building Inspector Fellenz gave a report to the Board; Clerk/Planner Schaefer also provided comment
- b. Chairman Bartel opened the Public Hearing at 7:04pm
- c. Jeff and Kim Knapp, 1318 Trail Way Court, previously submitted written correspondence for the record. This is in the official meeting packet. Ms. Knapp read the correspondence for the PC; it states opposition to the application for several reasons – size, materials, architectural design, location on the property, causing possible decrease in property values, and concern for potential future driveways. The applicant has already cut mature trees down for the footprint of the building. Ms. Knapp shared excerpts from the Town of Grafton Zoning Code addressing Conditional Use Permits and its process. Mr. Knapp shared that he needs more info on Fire Department response.
- d. Beth Thierfelder, 1254 Trail Way Drive, is one of the first residents in this neighborhood. She is against this. It will devalue the area. Compromise is possible. Something this large should not be allowed.
- e. Mark and Judy Lemke, 1283 Trail Way Court, is directly across the street from this property. This is a quaint subdivision; some properties have structures, but not this size.
- f. Ruth Roble, 1270 Trail Way, objects to the size of this structure. It's a quaint neighborhood.
- g. Rachel Kaske, 1318 Trail Way Court, objects to the size and noise associated with this structure; it will affect sale of future properties.
- h. Joe Culliney, 1303 Trail Way Drive, is concerned about the size and impact to the septic systems; construction close to that may have an impact.
- i. Beth Thierfelder, 1254 Trail Way Drive, continued to provide history of past septic systems failing. That is very costly.

- j. **Jeff Knapp shared that he owns the land around the filter beds; too much runoff will cause them all to fail.**
- k. **Clerk/Planner Schaefer read letters of correspondence into the record from Jeff and Glenda Nagel (1268 Trail Way Court) and Jason Leffingwell (1306 Trail Way Court). Both letters spoke in support of the application.**
- l. **Jeff Fitzgerald, 1381 East Sauk Road, has no objection to the application and supports improvements they are doing to their property.**
Chairman Bartel closed the Public Hearing at 7:21pm.
- m. Commissioner Lyons stated that this puts the PC in a difficult situation. He hopes we can compromise. Is it possible to move the structure within the bounds out of the wetland. Commissioner Lyons asked about the size as well. Mr. Viitala shared that he has a lot of hobbies and the size is necessary. Rotating the building is an option. No building is proposed. There will not be a lot of traffic associated with this structure. Mr. Viitala shared that the runoff would go towards the wetland, not the neighboring property.
- n. Commissioner Robinson asked for Mr. Viitala's feedback. Mr. Viitala referenced the letter from the Knapp family. In reference to the shop comment, it is not industrial. Metal building would be the start now, but the idea of adding natural materials later is possible. The garage doors are Lifetime doors and will have the walnut look. There will not be a wood stove. The cutting of large tree is two-fold – in anticipation of the building and protection of the septic field. The noise issue he takes personally. He tries to be a good neighbor. The neighbor has a business that has traffic from 6am to midnight. He will not touch that subject unless necessary. As far as MSDS sheets, that is covered. Regarding devalued property – that is subjective in Mr. Viitala's opinion. Regarding the Lemke property, you cannot physically see my property from their home. There is no addition of a driveway.
- o. Commissioner Stemper asked about Restrictive Covenants – the thought is that there is NOT any in place. Commissioner Stemper shared thoughts on Act 67; he is not sure if substantial evidence has been shared by those concerned to validate the comment regarding reduced property values. Per the Building Inspector, the Town does not restrict architectural design and associated colors/materials.
- p. Commissioner Vogel asked the Building Inspector if the septic system comments are validated
- q. Commissioner Wolf did research about noise associated with a steel roof on a pole building. Chairman Bartel shared that you can hear hail on his steel roof, but not from simple rain; there is more noise inside versus outside. Commissioner Wolf asked about the dimension from the lot line and the accuracy of that; a survey was provided by the applicant – that was clarified. Orientation of the building was also discussed, as was the placement on the site.
- r. Chairman Bartel asked about the size of the structure and the things inside; the applicant shared that he needs space to grow into. Perhaps a bit smaller may be a compromise. The applicant stated that he feels that the neighbors still wouldn't be ok with the project if he cut 10' off of the building. Chairman Bartel commented that he has heard several times about the devaluation of property values. That is less than subjective. However, there must be a reasonable compromise. It was also suggested by Chairman Bartel that the HOA be reformulated.
- s. Commissioner Lyons clarified the size of the existing structure – it is approximately 300sf, not 900sf.
- t. Commissioner Vogel shared thoughts about how he could have a similar situation impact him some day, but it is not his right to go around and tell someone how to run their lives
- u. Commissioner Robinson asked thoughts about a decrease in size; the applicant is ok rotating the building 90 degrees but would like to keep the current size

- v. Commissioner Lyons shared that rotating the building is only advantageous if it would benefit the Knapps
- w. Commissioner Wolf asked about the size of the overhead doors; the applicant clarified that some of the colors may be different
- x. Staff clarified that the colors will be earth tone with wood tone garage doors
- y. Site lines, drainage, etc. should be addressed if a site visit may be required
- z. Commissioner Vogel asked the hypothetical question about the Plan Commission dictating residential design
- aa. It was suggested that the decision be tabled so arrangements can be made to have PC Members visit the property
- bb. **ACTION: Commissioner Wolf moved to table the Viitala CUP until May pending site visits and more fact finding, seconded by Commissioner Robinson. Motion carried 6-0.**

B. Conditional Use Permit Petition (Accessory Structure Greater than 576sf in area and/or 20ft in height) by Kevin Lambrecht, 1235 Trail Way Drive, Tax Key #06-006-04-019.00

- a. Building Inspector Fellenz gave a report to the Board; Clerk/Planner Schaefer also provided comment
- b. **Chairman Bartel opened the Public Hearing at 8:13pm.**
- c. **Paul Mark, 2347 County Highway W, directly east from the proposed project, is concerned about run off onto his property**
- d. **Tom Thierfelder shared that part of the runoff problem could likely be from the broken drain tile on a nearby property**
- e. **Chairman Bartel closed the Public Hearing at 8:24pm.**
- f. Commissioner Stemper asked when Mr. Lambrecht moved in; June of last year. He'll watch the water runoff.
- g. **ACTION: Commissioner Stemper moved to approve the Lambrecht CUP – it is only for personal use, seconded by Commissioner Lyons. Motion carried 6-0.**

VII. RESIDENT CORRESPONDENCE/PERSONS WISHING TO BE HEARD

VIII. OLD BUSINESS

A. NONE

IX. NEW BUSINESS

- A. Discussion and possible action regarding a Conditional Use Permit Renewal for Permit #16-05 (Landscaping Business – Level 3), August Hoppe, applicant, 1009 Arrowhead Road, Tax Key #06-017-14-001.00**
 - a. Clerk/Planner Schaefer provided a brief report to the PC; approval is recommended
 - b. Chairman Bartel shared that traffic control is in effect
 - c. **ACTION: Commissioner Wolf moved to renew the Hoppe Tree Service, LLC, CUP with conditions listed, seconded by Commissioner Vogel. Discussion continued. Motion carried 6-0.**
- B. Discussion and possible action regarding a permanent sign permit application for CBRE – ADM Associated Bank, 2030 Wisconsin Avenue, Tax Key #05-025-07-001.00 (entrance sign)**
 - a. Clerk/Planner Schaefer provided a brief report to the PC; approval is recommended
 - b. **ACTION: Commissioner Stemper moved to approve the Associated Bank Entrance Permanent Sign Permit with conditions listed, seconded by Commissioner Robinson. Discussion continued. Motion carried 6-0.**
- C. Discussion and possible action regarding a permanent sign permit application for CBRE – ADM Associated Bank, 2030 Wisconsin Avenue, Tax Key #05-025-07-001.00 (pole sign)**

- a. Clerk/Planner Schaefer provided a brief report to the PC; approval is recommended
- b. **ACTION: Commissioner Wolf moved to approve the Associated Bank Pole Permanent Sign Permit with conditions listed, seconded by Commissioner Lyons. Discussion continued. Motion carried 6-0.**

D. Discussion and possible action regarding a permanent sign permit application for CBRE – ADM Associated Bank, 2030 Wisconsin Avenue, Tax Key #05-025-07-001.00 (clearance sign - left)

- a. Clerk/Planner Schaefer provided a brief report to the PC; approval is recommended
- b. **ACTION: Commissioner Robinson moved to approve the Associated Bank Clearance (Left) Permanent Sign Permit with conditions listed, seconded by Commissioner Stemper. Discussion continued. Motion carried 6-0.**

E. Discussion and possible action regarding a permanent sign permit application for CBRE – ADM Associated Bank, 2030 Wisconsin Avenue, Tax Key #05-025-07-001.00 (clearance sign - right)

- a. Clerk/Planner Schaefer provided a brief report to the PC; approval is recommended
- b. **ACTION: Commissioner Robinson moved to approve the Associated Bank Clearance (Right) Permanent Sign Permit with conditions listed, seconded by Commissioner Stemper. Discussion continued. Motion carried 6-0.**

X. TOWN STAFF UPDATES

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

XI. ADJOURN

- 1. **ACTION: Commissioner Stemper moved to adjourn, seconded by Commission Lyons. Motion carried 6-0.**

Respectfully Submitted,
Amanda L. Schaefer, Clerk