

TOWN OF GRAFTON
PLAN COMMISSION - OFFICIAL MINUTES

APRIL 5, 2017- 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 Jack Heisler, Commissioner Dan Vogel, Commissioner Julia McNally

***ABSENT:**

***OTHERS PRESENT:** Clerk / Planner Amanda Schaefer, Engineer Kevin Kimmes, 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 B. Wolf moved to adopt the agenda, seconded by Commissioner McNally. Motion carried 6-0.

V. REVIEW AND APPROVE MINUTES FROM PREVIOUS MEETING

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

VI. PUBLIC HEARINGS

A. NONE

VII. RESIDENT CORRESPONDENCE/PERSONS WISHING TO BE HEARD

A. NONE

VIII. OLD BUSINESS:

A. Discussion and possible action regarding the Town of Grafton's Future Vision

- a. Clerk/Planner Schaefer gave an overview of the Staff Report, as well as an update of upcoming Public Hearings associated with the Comp Plan Amendment (map) as well as the residential Code amendments
- b. The RCDO was thoroughly discussed
- c. Clarification was given to minimum lot size and the allowed districts this could be utilized with
- d. Commissioner McNally asked about incentivizing developers to add in trail easement segments
- e. Mr. Schmanski questioned the constant push to allow this trail development to keep going – it is such a focus of the Open Space Commission, but why?
- f. Commissioner McNally shared the thought that it is the Open Space Commission's duty to try to provide recreation opportunities for residents
- g. A resident newer to this discussion raised concern about safety on the trail and what addressing those concerns could lead to in terms of design and development of the trail
- h. Chairman Bartel shared the fact that the Interurban Trail bisects his property
- i. Discussion continued about the safety of trail
- j. Shifting the trail to the roadside was discussed
- k. **ACTION: STAFF WILL BRING MORE TEXT FORWARD NEXT MONTH.**

IX. NEW BUSINESS

A. Discussion and possible action regarding a Minor Land Division (CSM) and Shared Driveway Petition by Thomas & Heidi Sykora, 2321 Ridgewood Road, Tax Key #06-005-08-021.00

- a. Engineer Kimmes and Clerk/Planner Schaefer gave an overview of the application and Staff Report – approval is recommended
- b. **Commissioner Wolf moved to approve the Sykora CSM and Shared Driveway Petition subject to Staff punch list items and payment of all fees, seconded by Commissioner McNally. Discussion continued about the signature blocks. Motion carried 6-0.**

B. Discussion and possible action regarding a Site Plan Application by Calibre, Inc., 1889 Highway W, Tax Key #06-007-13-012.00

- a. Clerk/Planner Schaefer gave an overview of the Staff Report
- b. Approval is recommended
- c. The Grafton Fire Department has submitted a letter of approval
- d. Commissioner Heisler asked if there would be a noise impact – the applicant was not sure
- e. Clerk/Planner Schaefer confirmed there were no complaints about this property
- f. Commissioner Heisler asked about the auxiliary use
- g. **ACTION: Commissioner Wolf moved to approve the Site Plan application subject to Staff punch list items and the payment of all fees, seconded by Commissioner McNally. Commissioner Heisler asked about whether the plans need State approval – that is not required. NFPA requirements were discussed.**
- h. **ACTION: Commissioner Lyons moved to amend the motion to include the punch list item that the applicant shall stay in compliance with DNR regulations associated with VOC emissions, seconded by Commissioner McNally. Motion carried 6-0. Original motion as amended 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 Heisler moved to adjourn, seconded by Commission Lyons. Motion carried 6-0.**

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