

**TOWN OF GRAFTON**  
**PLAN COMMISSION - OFFICIAL MINUTES**

**MAY 3, 2017- 7:00 PM**

Grafton Town Hall - 1230 11<sup>th</sup> Ave., Grafton, WI, 53024

**I. CALL TO ORDER**

**1. ACTION: Commissioner Wolf called the meeting to order on behalf of Chairman Bartel at 7:00pm.**

**\*PRESENT:** Chairman Lester A. Bartel, Jr. (arrived at 7:12pm), Commissioner Bob Wolf, Commissioner Dan Lyons, Commissioner Jack Heisler, Commissioner Dan Vogel, Commissioner Julia McNally, Commissioner Patrick Stemper

**\*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 Stemper 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, seconded by Commissioner Heisler. Motion carried 6-0.**

**VI. PUBLIC HEARINGS**

**A. Resolution 2017-04: A Resolution Amending a 2035 Comprehensive Plan**

a. Clerk/Planner Schaefer gave an overview of the Resolution and associated processes.

b. **Commissioner Wolf opened the Public Hearing at 7:02pm.**

c. **A resident asked about the density in the R-Tr.**

d. **A resident asked about the Village's future plans.**

e. **Commissioner Wolf closed the Public Hearing at 7:07pm.**

f. **ACTION: Commissioner McNally moved to approve Resolution 2017-04, seconded by Commissioner Stemper. Commissioner Heisler noted concern about the survey results and not addressing the desire for rural character. Commissioner Heisler asked about the discussion of the RCDO. That is on the agenda for tonight. Motion carried 5-1 with Commissioner Heisler dissenting.**

**B. Conditional Use Permit Petition for Agricultural Uses Associated with Residential Uses by Stacey and Kristopher Volkman, 292 N. Port Washington Road, Tax Key #06-032-10-003.00**

a. **Commissioner Wolf opened the Public Hearing at 7:10pm.**

b. **Marko Musich, 308 Port Washington Road, spoke in favor of the CUP for this family.**

c. **Staff provided an overview of the application.**

d. **Commissioner Wolf closed the Public Hearing at 7:15pm.**

e. **Commissioner Lyons asked about fencing. There will be fencing per the applicant.**

f. **ACTION: Commissioner Stemper moved to approve the Volkman CUP subject to Staff punchlist items, seconded by Commissioner McNally. Motion carried 7-0.**

**C. Rezone (R-3 to R-3 with C-1 Overlay) Petition by WeEnergies, Southwest End of Stonecroft Drive, Tax Key #06-004-15-004.00**

a. **Engineer Kimmes and Clerk/Planner Schaefer gave an overview of the application.**

- b. Chairman Bartel opened the Public Hearing at 7:19pm.
- c. Mike Purdy, Stonecroft Homeowners Association, asked about the current zoning of the property. There was also concern about the C-1 Overlay versus C-2 District. Will it ever be built upon? No, per the Commission.
- d. Steve Schaefer, Lakeshore Road, asked about the purpose of this effort. To reduce taxes? No, the Letter Agreement was discussed.
- e. Chairman Bartel closed the Public Hearing at 7:24pm.
- f. **ACTION: Commissioner Wolf moved to approve the WeEnergies Rezone subject to Staff Punchlist items without pond delineation, seconded by Commissioner Stemper.**  
Commissioner Lyons asked about City of Port Washington approval. Motion carried 7-0.

**VII. RESIDENT CORRESPONDENCE/PERSONS WISHING TO BE HEARD**

- A. Mike Purdy, Stonecroft Drive, asked about the shoulder on Stonecroft Drive – the County will be out there when it dries out, up to July 4<sup>th</sup> or so.**

**VIII. OLD BUSINESS:**

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

- a. Clerk/Planner Schaefer gave an overview of the Staff Report – State Statutes were highlighted; Staff feels that RCDO should move ahead without an incentive and the incentive is discussed later within a different section of the Code.
- b. Chairman Bartel shared thoughts that the developer doesn’t pay the impact fees – usually they are paid by the lot purchaser.
- c. Engineer Kimmes shared the thought process about past history of impact fees.
- d. The PUD was highlighted as a topic to be utilized as a planning tool
- e. Commissioner Lyons felt that the PC was ready to move forward with this as an Ordinance
- f. Discussion was had about the conditional uses section – Staff will address this.
- g. ACTION: Commissioner Lyons moved to bring this forward as an Ordinance, seconded by Commissioner Wolf. Motion carried 6-1 with Commissioner Heisler dissenting.**

**IX. NEW BUSINESS**

**A. Discussion and possible action regarding a Conditional Use Permit Renewal for Permit #12-03 (Fire Ridge Golf Club), Steve Smith, applicant, 2241 Highway W, Tax Key #06-006-13-006.00**

- a. Clerk/Planner Schaefer gave an overview of the Staff Report
- b. ACTION: Commissioner Stemper moved to approve the Fire Ridge CUP Renewal subject to Staff punchlist items, seconded by Commissioner Heisler. Motion carried 7-0.**

**B. Discussion and possible action regarding a deviation request for a previous Shared Driveway application my Michael and Jo Ann Kuenn, 1115 County Highway C, Tax Key # 06-020-04-001.00**

- a. Clerk/Planner Schaefer and Engineer Kimmes gave an overview of the Staff Report / applicant request
- b. ACTION: Commissioner Wolf moved to approve the deviation request, seconded by Commissioner Vogel. Commissioner Heisler asked about how this would benefit the Town? The applicant stated that they asked the County 3 times to shift this to the south – the original answer was no, but now it needs to be moved. Engineer Kimmes shared thought that this allows no easement needed from the neighbor to the north. Commissioner Lyons shared that it makes the lot more marketable. Commissioner Stemper noted that previous deviations had already been granted, so this would follow precedent. Motion carried 7-0.**

**C. Discussion and possible action regarding the Application for the Keeping or Maintaining of Chickens by Christopher and Jennifer Mann, 1532 Woodland Drive, Grafton**

- a. Clerk/Planner Schaefer and Building Inspector Fellenz gave an overview of the application

- b. The coop is a little short on the square footage – it needs 6 more square feet for the coop to have 6
- c. A resident across the way at 1576 Crestview Drive, Dan Rudolph, is in opposition of this. This neighbor runs a business out of his home. The yard is full of debris – but it was recently cleaned up due to conversation.
- d. Chairman Bartel ended the neighbor dispute.
- e. Chairman Bartel stated that the Plan Commission has the right to be able to revoke the permit and have the chickens removed.
- f. Another neighbor shared concern about coyotes.
- g. **ACTION: Commissioner McNally moved to approve the Mann Chicken Permit, seconded by Commissioner Stemper. Motion carried 7-0.**

**D. Discussion and possible action regarding the Application for the Keeping or Maintaining of Chickens by Joern and Beth Freydank, 1715 Manchester Drive, Grafton**

- a. Clerk/Planner Schaefer and Building Inspector Fellenz gave an overview of the application
- b. **ACTION: Commissioner Stemper moved to approve the Freydank Chicken Permit, seconded by Commissioner Vogel. Motion carried 7-0.**

**E. Discussion and possible action regarding the results of the Town of Grafton 2017 Community Survey**

- a. Clerk/Planner Schaefer gave an overview of the survey results
- b. These responses will also be provided to the Town Board next week
- c. Chairman Bartel shared the thought about the high response in support of on-road pedestrian connectivity – it is very expensive, and the Town already struggles to stay in budget with as many road projects as possible. The dollars just aren't there in the highway budget to accommodate for this want, unfortunately.
- d. Commissioner McNally asked about paved off-road trails within the right of way
- e. Discussion continued about trails
- f. Commissioner Lyons outlined more of a global viewpoint on the trail versus open space versus larger lot size
- g. It was asked that the survey results be placed on the website
- h. The past road referendum was discussed
- i. Chairman Bartel stated we will do another one in the future
- j. Commissioner McNally shared the need to have CIP on the website so everyone is aware of the upcoming road projects.
- k. **ACTION: NO ACTION TAKEN.**

**X. TOWN STAFF UPDATES**

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

**XI. ADJOURN**

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

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