

TOWN OF GRAFTON
PLAN COMMISSION - OFFICIAL MINUTES
SEPTEMBER 6, 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 Dan Vogel, Commissioner Patrick Stemper, Commissioner Brian Robinson

***ABSENT:** None

***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 Robinson. Motion carried 6-0.

V. REVIEW AND APPROVE MINUTES FROM PREVIOUS MEETING

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

VI. PUBLIC HEARINGS

A. CSM, Rezone (R-2 Residential to R-3 Residential), and Shared Driveway Petition by Lester A. Bartel, Jr. and Bonnie J. Bartel, Maryglade Drive (south side) just west of East River Road, Tax Key #06-071-00-110.02 and Tax Key #06-071-00-110.03

a. Chairman Bartel recused himself due to conflict in being the applicant.

b. **ACTION: Commissioner Vogel moved to appoint Commissioner Stemper as Chairman pro tem for the entirety of the hearing as well as the approval, seconded by Commissioner B. Wolf. Motion carried 5-0.**

c. Engineer Kimmes and Clerk/Planner Schaefer provided an overview of the Staff Report

d. **Commissioner Stemper opened the Public Hearing at 7:12pm.**

e. **No one wished to speak.**

f. **Commissioner Stemper closed the Public Hearing at 7:13pm.**

g. Commissioner Lyons received the 500' notification and confirmed he did not need to remove himself from discussions.

h. Commissioner Vogel inquired about the Shared Driveway Ordinance and everything have the proper dimensions; Engineer Kimmes responded and clarified any information for proper access – the language will be improved.

i. **ACTION: Commissioner Wolf moved to approve the Bartel CSM, Rezone, and Shared Driveway Petition subject to Staff punchlist items, seconded by Commissioner Robinson. Motion carried 5-0.**

j. **Chairman Bartel returned to the meeting.**

B. Conditional Use Permit Petition (Non-Commercial Stable and Accessory Structure Greater Than 576sf) by Paul Rushing (for David and Tracy Schmidt), 1838 Green Bay Road, Tax Key #05-012-13-000.00

a. Clerk/Planner Schaefer and Building Inspector Fellenz provided an overview of the Staff Report

b. **Chairman Bartel opened the Public Hearing at 7:22pm.**

c. **No one wished to speak.**

- d. **Chairman Bartel closed the Public Hearing at 7:23pm.**
- e. Commissioner Robinson inquired about the existing barn on site – it will be razed, per the applicant. The silo will be saved at first.
- f. **Chairman Bartel would like to note that, if further land division were to be desired for the property, this use may no longer be applicable and the buildings may need to be razed.**
- g. **ACTION: Commissioner Robinson moved to approve the Schmidt CUP, seconded by Commissioner Wolf. Motion carried 6-0.**

VII. RESIDENT CORRESPONDENCE/PERSONS WISHING TO BE HEARD

- A. **Marko Musich, 308 N. Port Washington Road, shared information about “Lake Michigan is Not for Sale” and the established website (lakemichiganisnotforsale.org) that can be used as a resource for educating one’s self about this current endeavor.**

VIII. OLD BUSINESS:

- A. **NONE**

IX. NEW BUSINESS

- A. **Discussion and possible action regarding a Site Plan Application by Robert Tillmann, State Highway 32 near Misty Ridge Lane, Tax Key #06-004-05-002.00**
 - a. Clerk/Planner Schaefer provided a report to the PC, approval is recommended
 - b. **ACTION: Commissioner Wolf moved to approve the Tillmann Site Plan application subject to the Staff items listed in the report, seconded by Commissioner Stemper. Commissioner Lyons would like to add in the condition that the Rail company is contacted for setback confirmation prior to the issuance of any Building Permits. Commissioner Vogel is uncertain about the idea of “personal use.” Chairman Bartel further defined current business ventures of Mr. Tillmann and how this structure will assist those efforts. Commissioner Lyons is also uncertain about the idea of personal use. Commissioner Lyons moved to amend the original motion to add in the point that the Rail Line is contacted to confirm proper setbacks are met prior to the issuance of a Building Permit, seconded by Commissioner Stemper. Motion carried 6-0. Original motion as amended carried 6-0.**
- B. **Discussion and possible action regarding a permanent sign permit application for Fusion Soccer Club (Don Arnold, applicant), 606 River Bend Road, Tax Key #06-030-09-000.00**
 - a. Clerk/Planner Schaefer provided a report to the PC, approval is recommended
 - b. **ACTION: Chairman Bartel moved to approve the Fusion Soccer Club permanent sign permit application, seconded by Commissioner Vogel. Motion carried 6-0.**
- C. **Discussion and possible action regarding an accessory structure between 150 square feet and 576 square feet for Rebecca and Al Labinski, 2068 Edgewater Drive, Tax Key #06-054-00-220.00**
 - a. Building Inspector Fellenz provided a report to the PC, approval is recommended
 - b. It is a pre-existing condition
 - c. **ACTION: Commissioner Robinson moved to approve the Labinski accessory structure application, seconded by Commissioner Lyons. Commissioner Lyons shared the thought about the potential sale of the adjacent property. Discussion continued about the potential lot line adjustment to allow for more land on this property and less on the adjacent property. A Plat of Survey or Legal Description could be used to make that change. A 20’ side yard setback should be met. Motion carried 6-0.**
- D. **Discussion and possible action regarding a permanent sign permit amendment application (#16-09) for Bruno Hanney, 2091 CTH W, Tax Key #06-007-01-009.00**
 - a. Clerk/Planner Schaefer provided a report to the PC, approval is recommended

- b. Commissioner Wolf asked about the color of the sign at night – it is a perforated black letters, so the white light would shine through at night
- c. **ACTION: Commissioner Vogel moved to approve the Bruno Hanney permanent sign permit amendment application, seconded by Commissioner Robinson. Motion carried 6-0.**

E. Discussion and possible action regarding a permanent sign permit application for Bruno Hanney, 2091 CTH W, Tax Key #06-007-01-009.00

- a. Clerk/Planner Schaefer provided a report to the PC, approval is recommended
- b. **ACTION: Commissioner Lyons moved to approve the Bruno Hanney permanent sign permit application, seconded by Commissioner Stemper. Motion carried 6-0.**

F. Discussion and possible action regarding potential amendments to Town of Grafton Code of Ordinances Title 7 Chapter 6 – Signs

- a. Clerk/Planner Schaefer provided a report to the PC, more information will be coming to next month's meeting; a draft of changes will be provided in an ordinance.
- b. **ACTION: NO ACTION TAKEN.**

X. TOWN STAFF UPDATES

- A. Town Planner: **NONE**
- B. Town Engineer: **The final lift of asphalt will go on in 2 weeks; flaggers were not available.**
- C. Town Building Inspector: **He has been very busy.**

XI. ADJOURN

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

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