

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

Call to Order

Mayor McAleer called the meeting to order at 7:00 P.M.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call for the May 30, 2012 Plan Commission meeting:

Present

Ed McAleer, Mayor
Michele DeYoe, Ald.
Kent Attwell
Kevin Fitzgerald
Dan Jashinsky
Chris Smith
Tony Drake
Roger Dupler, Planner
Tim Schuenke, Administrator
Scott Hussinger, Building Inspector
Jim Hammes, City Attorney

Absent

Matthew Katz

PUBLIC HEARING #1: CONDITIONAL USE AMENDMENT TO ALLOW FOR UPGRADES TO ANTENNAE APPARATUS.

PROPERTY OWNER: City of Delafield

TOWER OWNER: US Cellular

APPLICANT: SureSite Consulting Group, LLC., agent for AT&T.

MATTER: Applicant seeks approval of an amended Conditional Use to allow for an upgrade to antennae apparatus to an existing cell tower.

Greg Magrew, of Indiana, stated there would be three antennas at 90 ft level and there would be no new height added to the tower.

PUBLIC COMMENTS: None.

K. ATTWELL MOVED TO CLOSE PUBLIC COMMENTS PERTAINING TO THE CONDITIONAL USE AMENDMENT TO ALLOW FOR UPGRADES TO ANTENNAE APPARATUS PUBLIC HEARING AT 7:04 P.M. T. DRAKE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

PUBLIC HEARING #2: PROPOSED CREATION OF TAX INCREMENTAL DISTRICT NO. 4 IN THE CITY OF DELAFIELD, WISCONSIN

OWNER/APPLICANT: Joe McCormick

MATTER: Proposed creation of the Project Plan for Tax Incremental District 4

Phil Cosson of Ehlers, explained this project would be a mixed used district, meaning there was a max term life of twenty years. He briefly outlined the review process to be utilized in this matter. There were two elements to the project, including a 64-unit multi-family component located within the proposed District with an estimated value of \$6.5 million and a second element including a 13-lot single family subdivision that was not included in the proposed District. A detailed list of project costs was available as part of the project plan that noted total costs of \$8.5 million, including the development costs and City's costs. The City's contribution would be capped at \$950,000.00 for TIF eligible public improvement costs only. Certain City expenses and other project

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

costs were TIF eligible with about \$115,000.00 slated for the Wells Street recreational trail extension. The analysis yielded a conservative cash flow showing revenues with an assumption of a flat tax rate for 2012 and 2013 and a 1% increase each year for the life of the TIF. When these aspects were factored into the project costs, the TIF would yield approximately \$2.1 million as total revenue. Approximately \$1.5 million dollars will be the final amount of the TIF once paid off in the year 2016. P. Cossen stated J. McCormick had estimated the value of the single family lot portion of the project to be approximately \$6.5 million.

PUBLIC COMMENTS:

Gerry Holton, 485 Lillian Court, stated he was present regarding Item 4d. He expressed concern that the City would be setting a precedent for other developers that may want to develop a TIF District in a residential district in. He was also concerned that this was a deliberate attempt to sidestep legislation in this matter and he requested the Commission consider a referendum in this matter as he thought all residents should have a voice in this matter.

M. DEYOE MOVED TO CLOSE PUBLIC COMMENTS PERTAINING TO THE PROPOSED CREATION OF TAX INCREMENTAL DISTRICT NO. 4 IN THE CITY OF DELAFIELD, WISCONSIN PUBLIC HEARING AT 7: 16 P.M. K. ATTWELL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

1. Approve Plan Commission meeting minutes of April 25, 2011 meeting.

T. DRAKE MOVED TO APPROVE THE APRIL 25, 2012 PLAN COMMISSION MEETING MINUTES AS PRESENTED. K. ATTWELL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. City of Delafield Citizen's Comments pertaining to subjects on this agenda.

K. FITZGERALD MOVED TO CLOSE CITIZEN'S COMMENTS PERTAINING TO SUBJECTS ON THE AGENDA AT 7:25 P.M. T. DRAKE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

3. Consent Agenda (Recommended approvals in accordance with the staff report).
 - a. **DELC 0733.998.002, 3079 Village Square Drive, Hartland. Owner: United Properties. Applicant: Grant Lemke.** Applicant seeks approval of Business Plan of Operation for a healthcare/dental office, Grant A. Lemke, DDSS. Hours of Operation are Weekdays 7AM to 5PM, with 5 part-time and 3 full-time employees.
 - b. **DELC 0798.965.005, 400 Genesee Street, Delafield. Owner: Town Bank. Applicant: Protection One Alarm Monitoring, Inc.** Applicant seeks approval of Business Plan of Operation for a security alarm system sales business, Protection One Alarm Monitoring, Inc. Hours of Operation are Weekdays 8AM to 8PM with 3 full-time employees.
 - c. **DELC 0733.990.003, 3047 Village Square Drive, Hartland. Owner: United Properties. Applicant: Jack Martin.** Applicant seeks approval of Business Plan of Operation for a retail store, JM Party Mart. Hours of Operation are Weekdays 8AM to 8PM, Saturday 8AM to 5PM, Sunday 8AM to Noon, with 2 part-time and 2 full-time employees.
 - d. **DELC 0733.990.002, 3100 Village Square Drive, Hartland. Owner: Delafield Investments, LLC. Applicant: Tony Nguyen.** Applicant seeks approval of Business Plan of Operation for a nail salon, E-Nails. Hours of Operation are Weekdays 9AM to 7PM, Saturday 9AM to 5PM, Sunday 11AM to 4PM, with 5 part-time and 5 full-time employees.

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

- e. **DELC 0803.994, 2675 Sun Valley Drive, Delafield. Owner: E&K Land, LLC. Applicant: 7-Eleven Inc.** Applicant seeks a Business Plan of Operation Amendment to change the business owner and name from Open Pantry to 7-Eleven.

K. ATTWELL MOVED TO APPROVE THE ITEMS ON THE CONSENT AGENDA IN ACCORDANCE WITH THE STAFF REPORT. C. SMITH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

4. Final Consideration, Approvals, Previous Approval.

- a. **DELC 0798.047, 726 Milwaukee Street, Delafield. Owner/Applicant: Daniel and Jeannie Collins.** Applicant seeks final approval for a Certified Survey Map to subdivide one residential lot into two and recommendation to the Common Council of the same.

FROM PLANNER DUPLER'S STAFF REPORT: The Collins property returns to the Plan Commission this month for approval of their Final Certified Survey Map. The Preliminary Plat was approved in August of 2010. There were a number of technical issues that required resolution, but the most significant item was the existing garage that remained on the west side of the lot. As an accessory structure to the residence the garage may not be located on a lot without a primary use. It was therefore a hindrance to approving the Final CSM. The garage has since been removed from the west lot and the land split may move forward. **Recommendation:** Approval, contingent upon resolution of the items identified in the Surveyor's review letter. Recommend to City Council accordingly.

K. ATTWELL MOVED TO APPROVE THE FINAL CERTIFIED SURVEY MAP TO SUBDIVIDE ONE RESIDENTIAL LOT INTO TWO FOR DELC 0798.047, 726 MILWAUKEE STREET, DELAFIELD. OWNER/APPLICANT: DANIEL AND JEANNIE COLLINS, AND RECOMMENDATION TO THE COMMON COUNCIL OF THE SAME. D. JASHINSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **DELC 0807.985.016, 3820 Kettle Court East, Delafield. Property Owner: City of Delafield. Tower Owner: US Cellular. Applicant: SureSite Consulting Group, LLC., agent for AT&T.** Applicant seeks approval of an amended Conditional Use to allow for an upgrade to antennae apparatus to an existing cell tower and recommendation to the Common Council of the same.

FROM PLANNER DUPLER'S STAFF REPORT: This petition requests approval of telecommunication equipment to be placed on the cellular monopole at the east end of Kettle Court East. As a Conditional Use, the Plan Commission must conduct a public hearing and make a recommendation to the City Council. The apparatus is an upgrade to the current technology and affects only the tower mounted elements. There is no proposed change to the structure of the site plan. The petitioner has submitted a structural analysis for confirmation that the integrity of the system is not compromised. A review letter from the engineer is included in the packet. **Recommendation:** Approval, contingent upon review comments from the structural engineer and recommend to the City Council accordingly.

K. Fitzgerald questioned the height of the tower. K. Magrew explained the height of the tower to be 150 feet.

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

K. ATTWELL MOVED TO APPROVE THE AMENDED CONDITIONAL USE TO ALLOW FOR AN UPGRADE TO ANTENNAE APPARATUS TO AN EXISTING CELL TOWER FOR DELC 0807.985.016, 3820 KETTLE COURT EAST, DELAFIELD. PROPERTY OWNER: CITY OF DELAFIELD. TOWER OWNER: US CELLULAR. APPLICANT: SURESITE CONSULTING GROUP, LLC., AGENT FOR AT&T, CONTINGENT UPON REVIEW OF COMMENTS FROM THE STRUCTURAL ENGINEER AND RECOMMEND TO THE COMMON COUNCIL THE SAME. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **DELC 0622.999.001, 2777 Mission Road, Nashotah. Owner: Nashotah House Theological Seminary. Applicant: Mark Powers, Lake Country Engineering.** Applicant seeks final approval of Certified Survey Map recommendation to the Common Council of the same.

FROM PLANNER DUPLER'S STAFF REPORT: The Seminary returns to the Plan Commission this month for consideration on a Final Certified Survey Map. This simple land division was made possible by earlier action by the City to allow expansion of the existing cemetery. Please refer to the Surveyor's review letter for technical issues.
Recommendation: Approval, recommend to City Council accordingly.

K. ATTWELL MOVED TO APPROVE THE FINAL CERTIFIED SURVEY MAP FOR DELC 0622.999.001, 2777 MISSION ROAD, NASHOTAH. OWNER: NASHOTAH HOUSE THEOLOGICAL SEMINARY. APPLICANT: MARK POWERS, LAKE COUNTRY ENGINEERING, WITH RECOMMENDATION TO HAVE THE DEPARTMENT OF PUBLIC WORKS REVIEW THE MATTER FOR CERTAIN ASPECTS OF THE REQUEST, INCLUDING SETBACKS, VISION, CORNERS, ETC., AND RECOMMENDATION TO THE COMMON COUNCIL OF THE SAME. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- d. **Discussion and action on Resolution 2012-07 Designating Proposed Boundaries and Approving a Project Plan for Tax Incremental District No. 4, City of Delafield, Wisconsin,** and recommendation to the Common Council of the same.

Phil Cosson, of Ehlers & Associates, and J. McCormick, developer, explained that the TIF District would be for improvements associated with the infrastructure to develop the property in the TIF District including the storm water retention pond and the bike path from Division Street to the circle. P. Cosson stated this would be the first residential TIF district in Delafield. While there are residential TIF Districts in the state there are relatively few in Waukesha County. Also there were special infrastructure features required as part of this project. The proposed TIF District would allow these features to be utilized by all in the area. There was a reason that nothing had developed on this site to date, and that was one of the considerations necessary for creation of the TIF District.

With regard to comments heard in the Public Hearing, City Administrator Tim Schuenke, explained the contents of his email, noting there was no difference in the figures shared by P. Cossen about the TIF District costs.

E. McAleer stated each TIF District request would be evaluated on its own merits and was required to meet statutory guidelines. This site and the proposed TIF District would help the downtown area to flourish.

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

City Attorney Jim Hammes stated the bike path was considered a separate public works project that the City may undertake. Simply adding something into a project plan did not guarantee actual financial amounts; they are. The financial information provided in the informational packets for this meeting only provided estimates of project costs and a framework for the project only. TIF revenues can be used to pay for other aspects of the project as long as it is related to the TIF project. The bike path project thus could be included in the project plan. Any amendments to this project would be subject to the same review process that the proposed TIF District did. J. Hammes explained that a portion of the TIF revenues would be set aside to provide the bike path project. Essentially, a special assessment will be placed against the property for the obligation of the developer and a deferment of the assessment will be applied. If the development fails, the deferment will be applied to the tax roll and is paid before the development property taxes. If taxes do not get paid, there are guarantees in place for those deficiencies.

M. DeYoe questioned who manages the money of the TIF. Phil Cosson stated that a "base value" of the TIF District is identified and it is projected to be \$8.5 million dollars. Anything beyond that \$8.5 million is retained by the City to pay for the projects once all other taxing authorities have received their funds. An annual report goes into the state regarding the project and there is annual assessor's report that identifies what happens to the value on an annual incremental basis. If approved, must be certified by the state and the "base" is established. T. Schuenke explained the taxes collected are collected in the same way as everyone else. The developer gets no break on the deal. The County will send two checks-one for property and one for TIF. TIF funds are segregated and used to pay off the improvements. Revenues are used to pay off TIF improvement obligations. Any excess is retained by the City for future use.

Kevin Fitzgerald questioned who determined proposed TIF District boundaries and how the map is drawn. P. Cosson stated that there are different criteria that make up the TIF and statute requires two different land uses. They pulled in a nearby commercial property to help meet those criteria as allowed by statute. The proposed development would not meet the TIF criteria on its own. K. Fitzgerald questioned whether the 50% requirement was met. P. Cosson stated this requirement was met using the commercial property. This is a mixed use district not a blight district.

C. Smith stated the "But For" requirement in the statutes had not been discussed. J. McCormick explained this project had begun approximately four years ago. When the economy and real estate market hit a snag, the second phase of Delafield Woods was not able to be financed as easily as in the past due the decreased land value for the single family parcels. The single family portion of the project would not support the value of the loan for the apartments at that time. He had an approved project but could not finance it to bring it to fruition. After some consideration, the proposed TIF District was the result.

E. McAleer stated the economy had impacted development of this site and the Plan Commission had requested the single family lots be included as part of the development in the past. The overall project was approved by the City because it met the goals of the Comprehensive Plan and it was his opinion that this project met the "But For" requirement. If it is precedent setting, the applicant would need to have an approved Planned Unit Development prior to requesting creation of a new TIF District.

K. Fitzgerald stated he thought the city was taking a million dollars and putting it into roads that would benefit the developer. If the City put in the roads, the money would come to the City in a

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

few years time instead of 20 years later. J. McCormick stated the property would not be developed in this way for many years without the TIF.

K. Attwell stated that he likes the development and appreciates the creative thinking. While he originally was in support of the project, he did not like using taxpayer money to move forward in this matter. He was not convinced the taxpayers needed to finance this project. **He moved to deny the request for the TIF District.**

K. ATTWELL MOVED TO DENY THE REQUEST FOR THE PROJECT PLAN FOR TAX INCREMENTAL DISTRICT NO. 4, CITY OF DELAFIELD, WISCONSIN. K. FITZGERALD SECONDED THE MOTION. MAYOR MCALEER CALLED FOR A VOTE. THERE WAS NO FURTHER DISCUSSION. MOTION FAILED WITH C. SMITH, M. DEYOE, T. DRAKE AND E. MCALEER VOTING NAY.

K. Fitzgerald expressed concern that 50% of the land by area had to be suitable for mixed use and this project plan did not meet the statutory test in this way as more than 50% of the land was comprised of residential land. P. Cosson clarified the rationale of the request regarding this information. J. Hammes stated he would provide additional detail on this matter prior to review by the Common Council. C. Smith stated he did not think this was an attempt to avoid direct legislation. K. Fitzgerald disagreed, noting the project costs totaled more than \$1,000,000.00. P. Cosson stated project costs were different than issuance costs. Project cost limitations would be clarified by the City Attorney prior to Common Council review. E. McAleer stated the money would be borrowed against from the TIF and the increment would pay back the TIF. The taxpayers of Delafield would have no obligation to this payment. K. Fitzgerald agreed, noting that the project could happen without the TIF. E. McAleer stated the tax dollars from the single family development would generate taxes immediately. M. Court clarified various costs in the project. K. Attwell questioned how the costs differed from other developments that were required to put in storm water improvements. E. McAleer stated the "But for" test has to be met for any TIF. The Plan Commission had requested the single family homes be included in the project. With the single family homes involved and the economy the way it is, the developer could not get financing for this project. P. Cosson stated the Commission had a responsibility to determine the project plan with other issues, such as cost of the project being addressed by the Common Council. K. Attwell stated it was his opinion that the City was clearly using taxpayer dollars for this project.

M. DEYOE MOVED TO ADOPT RESOLUTION 2012-07 DESIGNATING PROPOSED BOUNDARIES AND APPROVING A PROJECT PLAN FOR TAX INCREMENTAL DISTRICT NO. 4, CITY OF DELAFIELD, WISCONSIN, AND RECOMMENDATION TO THE COMMON COUNCIL OF THE SAME. C. SMITH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. MOTION CARRIED WITH AYES BY M. DEYOE, E. MCALEER, T. DRAKE AND C. SMITH. NAYS BY K. ATTWELL, D. JASHINSKY AND K. FITZGERALD.

5. Plans of Operation, Signage and Site Plan.
 - a. **DELIC 0801.999.007, 651 STH 83, Hartland. Owner/Applicant: Waukesha County (Parks and Lane Use).** Owner/Applicant seeks approval of a site plan and appearance review for the Naga-Waukees Park Restrooms Renovation project.

FROM PLANNER DUPLER'S STAFF REPORT: Waukesha County wishes to enhance services for the park patrons with new restroom facilities. Four new buildings are proposed to replace existing pit toilets. The buildings are an accessory structure in the recreational land use. The location of all four buildings is deep enough into the park

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

where typical setbacks do not apply. The materials are substantially conformant to the building materials already in use throughout the park. The proposed light fixtures do not produce substantial photometric output beyond 50' from the building.
Recommendation: Approval

K. ATTWELL MOVED TO APPROVE THE SITE PLAN AND APPEARANCE REVIEW FOR THE NAGA-WAUKEE PARK RESTROOMS RENOVATION PROJECT AS PRESENTED SUBJECT TO OBTAINING AN EROSOIN CONTORL PERMIT. C. SMITH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALLWERE IN FAVOR, MOTION CARRIED.

- b. **DELC 0807.976, 3832 Hillside Drive, Delafield. Owner: Delafield Brewhaus, LLC. Applicant: Ludwig W. Ridder.** Applicant seeks approval of a site plan and appearance review for a building addition to be used for storage.

FROM PLANNER DUPLER'S STAFF REPORT: The Brewhaus proposes to construct a freezer room adjacent to the south side of the building. This area is already paved so there will be no impact to the existing storm water management plan. The storage room creates an additional 195sf, which raises the Floor Area Ratio to 0.471. This amount of floor area is still within the allowable limit. The additional area increases the mandatory parking ratio by 1.3 spaces. To facilitate the new freezer room, the existing dumpster enclosure shall be reconstructed on the south side of the parking lot. The Brewhaus already exhibits an overage of required parking spaces; therefore, this addition and dumpster relocation produces no impact to the parking demand. Proposed materials and colors are consistent with the existing building. **Recommendation:** Approval.

K. ATTWELL MOVED TO APPROVE THE SITE PLAN AND APPEARANCE REVIEW FOR A BUILDING TO BE USED FOR STORAGE FOR DELC 0807.976, 3832 HILLSIDE DRIVE, DELAFIELD. OWNER: DELAFIELD BREWHAUS, LLC. APPLICANT: LUDWIG W. RIDDER. M. DEYOE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **DELC 0787.060, 761 Mill Street, Delafield. Owner/Applicant: Eugene Bonniwell.** Applicant seeks approval of a site plan and appearance review for a retaining wall in the side yard that exceeds maximum height requirement.

FROM PLANNER DUPLER'S STAFF REPORT: The Bonniwells require a retaining wall to make the proposed site grades work properly around the newly constructed home. The retaining wall will be placed along the west property line, within the side yard setback. In this instance the elevational difference that must be gained is 6'. There will be two tiers of three feet each separated by a three-foot planting terrace. The lower of the two walls creates the need for approval. Retaining walls that produce a height greater than 18" within 5' of the property line require Plan Commission approval. The existing grades are such that water shed by the Bonniwell property, as well as the neighbor to the west, flow directly to the lake, there is no anticipated issue created by storm water drainage. The walls will be constructed from unitized concrete block selected to be compatible with the home. The contractor has been asked to provide a photographic sample of the material for approval. **Recommendation:** Approval.

M. DEYOE MOVED TO APPROVE A SITE PLAN AND APPEARANCE REVIEW FOR A RETAINNG WALL IN THE SIDE YARD THAT EXCEEDS MAXIMUM HEIGHT

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

REQUIREMENT FOR 0787.060, 761 MILL STREET, DELAFIELD. OWNER/APPLICANT: EUGENE BONNIWELL. K. ATTWELL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

6. Preliminary

- a. **SUMT(V) 0672.999.004, Waterville Road. Owner: William Toson, Applicant: Jon Spheeris.** Applicant seeks preliminary feedback on an extraterritorial concept plan for the Waterville Project in the Village of Summit regarding connection to an existing City street.

FROM PLANNER DUPLER'S STAFF REPORT: A development petition has been submitted to the Village of Summit that proposes a residential subdivision immediately adjacent to the City's western municipal boundary. The Village has asked the developer to seek the City's input regarding connection to an existing public street within the City prior to Village action. The point of connection is Evelyn Avenue in the Cedar Valley neighborhood. Evelyn Avenue is mapped to the municipal boundary and was intended to be extended. The existing pavement ends in a cul-de-sac 15' short of the property line. By not connecting to the existing right-of-way the developer is able to create an exclusive subdivision with a single point of access onto North Waterville Road. This design solution also produces a dead end 880' from the nearest intersection with John's Street. At the time of this report the Fire Department could not be contacted regarding shared services or operational issues of the proposed solution.

E. McAleer stated that he thought that a letter should come from the Village of Summit regarding this matter prior to discussion at a City meeting.

- b. **DELIC 0838.999.001, 601 S. Cushing Park Road, Delafield. Owner/Applicant: Kelly Enright.** Applicants seeks preliminary feedback on a roadside stand to sell flowers and vegetables, You Grow Girl Gardens, and set public hearing date for the same.

FROM PLANNER DUPLER'S STAFF REPORT: The Enright property at 601 Cushing Park Road operates a roadside stand for the sale of annual flowers. The property is zoned RE-2 and such an operation is not a permitted use. In order to allow this commercial venture in the residential zoned property, the owners will need a Conditional Use Permit. The Enright property already has a Conditional Use Permit to allow an oversized accessory building. The CU was granted in 2008 to allow the Enrights to rebuild the barn after snow load damaged the roof. The owners have been informed that a CU will be required to continue this operation and have been asked appear before the Plan Commission to explain the operation, and present photographs and a site plan for consideration. **Recommendation:** Share feedback with the owners and schedule a public hearing accordingly.

Mr. Enright explained good feedback had been received regarding his wife's "hobby farm" farmstand selling flowers and vegetables for 4-5 weeks a year. C. Smith suggested she sell her flowers and vegetables at the Farmer's Market. M. DeYoe noted this was seasonal, there was no traffic or sight issues, and there was no one across the way that would be impacted by this request.

CITY STAFF WOULD REPORT ON THIS MATTER AT THE NEXT COMMISSION MEETING.

7. Zoning and Ordinance Revision.

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

8. Reports of City Officials:

a. Administrator

1. Discussion and possible action on residential short term rentals:

Administrator Tim Schuenke stated that he discussed this issue with the City Attorney and there is no ordinance or state statute that limits such things, nothing regulates it. Send to Scott in the future for short term rentals.

b. Clerk

1. Public Hearing Dates

a. June 27(Meeting); May 30 (PH Deadline); June 11 (Reg. Deadline)

2. Correspondence

c. Planner:

d. Building Inspector.

S. Hussinger stated the total number of permits to date was 27 with 1 commercial occupancy permit this month. There was no new single family home permits.

9. Adjournment.

**M. DEYOE MOVED TO ADJOURN THE MAY 30, 2012 PLAN COMMISSION MEETING AT 8:41 P.M.
T. DRAKE SECONDED THE MOTION. ALL WERE IN FAVOR. MOTION CARRIED.**

Minutes Prepared By:

Accurate Business Communications, Inc.