

**CITY OF DELAFIELD PLAN COMMISSION MINUTES**

CALL THE MEETING TO ORDER

Mayor Schuman called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Mayor Phil Schuman  
Ron Miskelley  
Michael Frede  
Christopher Smith  
Chrys Mursky (entered 7:21 p.m.)  
Keith Strege  
Roger Dupler  
Matt Carlson

Absent

Dick Kuchler  
Tom Maney

1. APPROVE PLAN COMMISSION MEETING MINUTES OF JANUARY 31, 2007 MEETING

**R. MISKELLEY MOTIONED TO APPROVE THE MINUTES FROM THE JANUARY 31, 2007 MEETING. K. STREGE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

2. DELAFIELD CITIZEN'S COMMENTS PERTAINING TO SUBJECTS ON THIS AGENDA

Martin Rose, 2409 Hirschman Lane – Addressed Item 7b. Asked about the traffic analysis – has there been any other type of environmental appraisal for this type of road scheme and if so what are the results? He urged the Plan Commission to go with Option 3 which hooks Highway 83 to Oakwood Road. That plan also has two connector roads going off of it. This option would reserve and preserve his way of life.

Barbara Rose, 2409 Hirschman Lane – Stated that the planning of the development, road, and sewer has gone on for almost two years. They have not been notified of this. However, they were notified of the sewer construction a few days prior to it actually taking place. She referenced the Master Plan and stated that originally the connection was to go on Oakwood Road. The sewer route is the exact path that the proposed extension is going to take. She stated that this was planned without citizen's knowledge and interest. All residents on Hirschman Lane are opposed to the plan. This has been planned without talking to the public and this is why the sewer was routed the exact path as the

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road. In response to an article in the newspaper, she stated that she is not the leader of the opposition. It is not right that City Hall is going ahead and making plans that are not benefiting anyone in the area now. This is not right and is not how it should be.

Kevin Fitzgerald, 3000 Nagawicka Road – He referenced the Northeast Quadrant Study and stated that the website indicates a public park in the conservancy area and shows his backyard as a public park. This needs to be corrected.

Monique Henry , 2804 Burries Road – Opposed the Hirschman Lane extension. She lives in the area that they are talking about providing more access to and does not like the Hirschman Lane option. Putting this through is not right for the people who live there. The negative impact on their properties does not justify it going through there. The route going to Oakwood makes more sense. Go with the old plan.

Kent Atwell, 1216 Ridley Road – Lives in the high density area. He has attended all the public meetings and researched the website. He asked that the Plan Commission consider the North Walnut Ridge to Oakwood Road option. He did not think that the people wanted the connectivity in the neighborhoods. The traffic study does not show an improvement in fire and safety issues. The separation of the park land and the church property is the only remaining issue. The proposed park layout compared to the church layout did not clarify the benefits as to how the two properties are utilized. He asked for consideration of Option D.

Mayor Schuman asked three times if there were any other citizens who wished to speak. There were none.

**R. MISKELLEY MOTIONED TO CLOSE CITIZENS COMMENTS. C. SMITH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

3. CONSENT AGENDA

**C. SMITH MOTIONED TO APPROVE. K. STREGE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- a. **TAX KEY 804.994.006, 2863 HERITAGE DRIVE, DELAFIELD.**  
APPLICANT: JOHN FONG, APPLICANT SEEKS APPROVAL OF A TEMPORARY BUSINESS PLAN OF OPERATION FOR A SEASONAL GARDEN CENTER AT WAL-MART DELAFIELD FROM MARCH 1 – AUGUST 1, 2007. HOURS OF OPERATION ARE WEEKDAYS AND WEEKENDS FROM 7:00 A.M. 10:00 P.M. WITH 10 PART-TIME AND 15 FULL-TIME EMPLOYEES.

Approved. See above.

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- b. **TAX KEY 804.987, 3400 HILLSIDE DRIVE, DELAFIELD.** APPLICANT: GARY WILSON. APPLICANT SEEKS APPROVAL OF A SEASONAL GARDEN CENTER FOR THE HOME DEPOT FROM APRIL – SEPTEMBER, 2007. HOURS OF OPERATION ARE WEEKDAYS AND SATURDAYS, 6:00 A.M. – 10:00 P.M.; SUNDAY, 7:00 A.M. – 8:00 P.M. WITH 15 PART-TIME AND 10 FULL-TIME EMPLOYEES.

Approved. See above.

- c. **TAX KEY 794.017.002, 206 ENTERPRISE ROAD, DELAFIELD.** APPLICANT: JEFF WANNER, VIKING ELECTRIC. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION FOR VIKING ELECTRICAL SUPPLY, AN ELECTRICAL WHOLESALE. HOURS OF OPERATION ARE WEEKDAYS, 6:00 A.M. – 5:00 P.M. WITH 10 FULL-TIME EMPLOYEES.

Approved. See above.

- d. **TAX KEY 787.081, 613C MILWAUKEE STREET, DELAFIELD.** OWNER: TOM KELLEY. APPLICANT: DAN MAEGLI. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION FOR WHAT'S IT WORTH AUCTIONS, AN EBAY CONSIGNMENT SHOP. HOURS OF OPERATION ARE WEEKDAYS AND SATURDAYS, 8:00 A.M. – 6:00 P.M.; SUNDAY, 12 P.M. – 6:00 P.M. 1 EMPLOYEE

Approved. See above.

4. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVAL

- a. **TAX KEY 790.999.011, VALLEY ROAD FARMS, PHASE II, DELAFIELD.** APPLICANT: ROBERT LOEPFE. APPLICANT SEEKS APPROVAL OF A FINAL PLAT FOR VALLEY ROAD FARMS PHASE II.

Robert Loepfe was present at the meeting. R. Dupler reviewed. This property has been to the Public Works Committee (PWC) and the Plan Commission. The review letter addressed the PWC issues. The surveyor letter dated February 22, 2007 identified additional issues; these issues have been attended to. Information has shown that 112 white pines will need to be mitigated. He recommended that the Plan Commission consider approval contingent on the resolving the issues in the surveyor letter dated February 22, 2007 and the review letter of February 23, 2007, and contingent upon the acceptance of the development agreement.

**R. MISKELLEY MOTIONED TO APPROVE. M. FREDE SECONDED THE MOTION. C. SMITH MADE A FRIENDLY AMENDMENT THAT APPROVAL BE CONTINGENT ON THE RESOLVING THE ISSUES IN**

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**THE SURVEYOR LETTER DATED FEBRUARY 22, 2007 AND THE REVIEW LETTER OF FEBRUARY 23, 2007, AND CONTINGENT UPON THE ACCEPTANCE OF THE DEVELOPMENT AGREEMENT. R. MISKELLEY AND M. FREDE AGREED WITH THE FRIENDLY AMENDMENT. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

5. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

- a. **TAX KEY 801.999.007, 651 HIGHWAY 83, HARTLAND.** APPLICANT: NAGAWAUKEE PARK, APPLICANT SEEKS APPROVAL OF A SITE PLAN FOR A NEW STORAGE BUILDING.

Information was provided to the Commissioners in their packets. This is part of the existing farmstead. This will afford them a new storage building and will reduce the impervious area. Rain gardens will be utilized. R. Dupler recommended approval contingent upon final approval of the seed mix for the rain garden.

Two representatives from the County were present and explained the storage building and carpenters shop. Material samples were displayed. A revised plant species list was submitted.

**C. SMITH MOTIONED TO APPROVE CONTINGENT ON STAFF REVIEW OF THE SEED MIX. K. STREGE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- b. **TAX KEY 798.026, 617 WELLS STREET, DELAFIELD.** APPLICANT: RAUL PEREZ. APPLICANT SEEKS APPROVAL OF AN AMENDED BUSINESS PLAN OF OPERATION AND SITE PLAN FOR SEASONAL OUTDOOR DINING. HOURS OF OPERATION ARE WEEKDAYS AND SATURDAY, 6:00 A.M. – 8:00 P.M.; SUNDAY, 6:00 A.M. – 2:00 P.M. WITH 3 PART-TIME AND 5 FULL-TIME EMPLOYEES.

Mr. Perez was present at the meeting. Dennis Shaefer spoke at the meeting. They would like to make a concrete patio that would carry over into the parking area. Planters are being proposed. The commissioners had plans included in their packets. They are proposing signage on the west lot line even with the end of the building; the sign on the east side will be moved to the west side. The signage on the front of the building would stay.

R. Dupler stated that the property is CBD1 and the parking lot is CBD2. Modifications that are in the ROW would modify the existing parking. Two parking spots would be eliminated in the public ROW with parking converted to parallel spaces. Planters would be portable.

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**R. MISKELLEY MOTIONED TO APPROVE. K. STREGE SECONDED THE MOTION. IT WAS CLARIFIED THAT THIS WOULD GO TO THE PWC. R. MISKELLEY AMENDED HIS MOTION THAT THIS BE CONTINGENT UPON PWC FOR APPROVAL OF MODIFICATIONS IN THE ROW AND EXTENSION OF THE IMPERVIOUS SURFACE. THIS MOTION IS FOR THE BUSINESS PLAN OF OPERATION AND SITE PLAN APPROVAL. THE APPLICATION SHOULD NOTE THREE PART-TIME EMPLOYEES AND FIVE FULL-TIME EMPLOYEES. ALL WERE IN FAVOR. MOTION CARRIED.**

- c. **TAX KEY 733.990.003, VETTLESON ROAD AND HWY 16, HARTLAND.** APPLICANT: REDMOND COMPANY. APPLICANT SEEKS APPROVAL OF THE SIGN PROGRAM FOR VILLAGE SQUARE.

The sign program has been submitted to the City. R. Dupler reviewed the footage of the signage. This is only for building signage and how it is proportioned throughout the site. The Petitioner has elected to re-evaluate how they are proportioning their signage.

Keith Ulstad, Redmond Company was present at the meeting and discussed their sign package. Photos showing examples of their signage at other developments were distributed to the Commissioners. R. Dupler thought that using the architectural frontage method for signage should be used to determine the square footage allowable. He would like the Plan Commission to determine if the architectural frontage method for determining signage would be appropriate.

R. Dupler stated that the other issue is the actual aesthetics of the signs. The City has in the past encouraged consistency within signage packages. K. Ulstad felt that in order to compete in the City, the color, font, and logo need to be considered. They felt that combining these three items add eye appeal to a shopping center. Many tenants will not be approachable if they cannot offer their national trademark sign. He stressed that the center is being built in an automotive environment (versus pedestrian). Instant brand recognition is needed. They are asking for the ability to use national colors, fonts, and logos. C. Mursky stating that having parameters with flexibility is good. She wanted to avoid not having any parameters. Mayor Schuman stated that the Shoppes of Nagawaukee was a good program. K. Ulstad agreed.

K. Ulstad asked if three colors could be approved with the exact colors to be determined with staff. M. Carlson suggested locking in the method of calculating signage, giving guidance for colors, and to approve each sign as they come in.

**R. MISKELLEY MOTIONED THAT THE VILLAGE SQUARE SIGNAGE PROGRAM USE THE ARCHITECTURAL FRONTAGE METHOD, THAT THREE COLORS BE DETERMINED BETWEEN THE DEVELOPER AND**

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**STAFF, THAT THIS BE BROUGHT BACK TO THE PLAN COMMISSION FOR APPROVAL AND THAT THE COLOR, FONT AND STYLE BE SIMILAR TO THAT OF THE NAGAWICKA CENTER. K. STREGE SECONDED THE MOTION. R. DUPLER SUGGESTED AN AMENDMENT TO INCORPORATE ITEMS IDENTIFIED IN THE AGREEMENTS TO MAKE SURE THAT THEY COMPLY WITH THE SIGNAGE PROGRAM. R. MISKELLEY AMENDED THE MOTION THAT THIS COMPLY WITH THE GENERAL SIGNAGE REQUIREMENTS. K. STREGE AGREED WITH THE AMENDMENT. ALL WERE IN FAVOR. MOTION CARRIED.**

6. PRELIMINARY

- a. **TAX KEY 794.017.002, 206 ENTERPRISE DRIVE, DELAFIELD.**  
OWNER: SCOTT BEHRMAN, LAKE COUNTRY FAMILY CHURCH.  
APPLICANT: LARRY KASSENS. APPLICANT SEEKS APPROVAL OF A CONDITIONAL USE, BUSINESS PLAN OF OPERATION AND SIGNAGE FOR LAKE COUNTRY FAMILY CHURCH.

M. Frede abstained from discussions.

Larry Kassens was present and distributed drawings and a sample of the sign.

R. Dupler stated that a public hearing would be held for the conditional use. There are two other tenants in the building. Parking requirements were reviewed. The ordinance requires 71 spaces on site. The church requires 41 spaces. The sign should be modified to comply with the sign program for the building. Identification of a playground area from the back of the building should be removed from the plans. It was noted that the ground mounted sign exposed to I94 was not allowed and would be deleted along with the play area notation on the drawing. The time table for a public hearing was reviewed.

R. Miskelley suggested to proceed forward, have a parking agreement with the other tenants, that City signage requirements are complied with, and to remove of playground designation. Mayor Schuman wanted to make sure that the parking agreements were in order. Identification of parking spaces should take place with possible re-stripping of parking spaces in addition to a more accurate layout of the parking. It was clarified that no impervious surface would be added.

Pastor Scott Behrman spoke at the meeting. Presently the adults are meeting at one location and the children at another. This space will help the church grow. This is an interim plan and will serve them well.

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- b. **TAX KEY 798.047, 726 MILWAUKEE STREET, DELAFIELD.** OWNER: DAN & JEANNIE COLLINS. OWNERS SEEK APPROVAL OF A PRELIMINARY CSM AND REFERRAL TO ZONING BOARD OF APPEALS.

R. Dupler explained that this is a double wide lot, and the geometry is such within the lot to have two conforming lots. In order to accommodate this, the existing house would be relocated.

Dan and Jeannie Collins were present at the meeting. Materials were provided to the commissioners in their packet.

R. Miskelley suggested that this go before the Board of Zoning Appeals. K. Strege suggested that the setback be the same as the neighboring properties. This would be nonconforming. C. Mursky thought that keeping it in line would be reasonable, but not to push it closer. Consideration should be made for a public sidewalk.

**R. MISKELLEY MOTIONED TO ACCEPT THE PLAN AS PRESENTED CONTINGENT UPON THE REVIEW AND APPROVAL OF THE BOARD OF ZONING APPEALS. C. SMITH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

7. ZONING AND ORDINANCE REVISION.

- a. NORTHEAST QUADRANT PLANNING STUDY UPDATE

R. Dupler presented an update on the study. A second neighborhood meeting has taken place. The final recommendation will be made by the March Plan Commission meeting. A PowerPoint presentation took place. It was clarified that the area by Mr. Fitzgerald's land was included as green space, not a city park. The plan deals with undeveloped farm areas. The Safe Route for Schools grant program could be used to assist the City with the planning analysis for walkways/paths/trails. R. Dupler clarified the "P" designation on the map – it identified the potential park development by the river. The green hatching identifies conservancy. Alderperson B. Leonard was in the audience and stated that the legend on a map distributed at a planning meeting may be incorrect. Mayor Schuman stated that if there was an error it would be corrected. It was clarified that Mr. Fitzgerald's land should not be designated as "public park".

- b. CHANGES TO THE OFFICIAL MAP TO DE-MAP HIRSCHMAN LANE

A public hearing was held to consider the demapping and relocation of Hirschman Lane at the last Council meeting. A PowerPoint presentation took place which included maps of the area and the history of various collector streets in the area. Five different options for Hirschman Lane

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were displayed. R. Dupler explained the sewer routing. Mr. Rose stated that Option 5 would cross the equestrian trail and make it unsafe. C. Smith stated that roads cross the equestrian trail in all of the options. If Price Road was extended, nonconforming lots would be created. Option 5 would provide access to the park and church. C. Smith stated that the Park & Rec Commission urged the Plan Commission not to go with Option 1. At some point in time, Park & Rec and the church hope to share recreation fields.

**R. MISKELLEY MOTIONED THAT HIRSCHMAN LANE BE EXTENDED AS PROPOSED TO THE NORTH SEGMENT OF WALNUT RIDGE DRIVE (OPTION 5). C. SMITH SECONDED THE MOTION. ALL WERE IN FAVOR. MOTION CARRIED.**

8. HEARING DATES

None.

9. ADMINISTRATOR'S REPORT

Public Building Workshops are scheduled in March as follows:

March 6, 2007	Cushing School Cafeteria	6:30 p.m.
March 12, 2007	Lake Country School-Lower Gym	6:30 p.m.
March 13, 2007	Chentis-Krueger Fish Hatchery	7:30 p.m.
March 21, 2007	Lake Country School-Lower Gym	6:30 p.m.
March 26, 2007	Cushing School Cafeteria	6:30 p.m.
March 29, 2007	Chentis-Krueger Fish Hatchery	7:30 p.m.

A postcard will be sent to every Delafield resident. The public needs to express their comments. Anyone interested in working on a committee should notify Mayor Schuman.

10. BUILDING INSPECTOR'S REPORT

A total of 25 permits, including eight occupancy permits, one new single family home and one new office/retail building.

11. BOARD OF ZONING APPEALS

No report.

12. CORRESPONDENCE

None.



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13. ADJOURNMENT

**K. STREGE MOTIONED TO ADJOURN FROM THE MEETING. C. SMITH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 9:26 P.M.**

Minutes Prepared By:

Accurate Business Communications, Inc.