

CITY OF DELAFIELD PLAN COMMISSION MINUTES

PUBLIC HEARING

CONSIDERATION OF A CONDITIONAL USE PERMIT TO OPERATE A MARINE SALES BUSINESS AT 220 WATERTOWN PLANK ROAD, NASHOTAH, **TAX KEY 742.987**

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

K. STREGE MOTIONED TO CLOSE THE PUBLIC HEARING. R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

CALL MEETING TO ORDER

Mayor Schuman called the meeting to order at 7:01.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Absent

Mayor Phil Schuman
Larry Chapman
Michael Frede (entered 7:02 p.m.)
Dan Jashinsky
Ron Miskelley
Chrys Mursky
Keith Strege
Roger Dupler
Tom Maney

Matt Carlson

1. APPROVE PLAN COMMISSION MEETING MINUTES OF SEPTEMBER 26, 2007 MEETING

D. JASHINSKY MOTIONED TO APPROVE THE MINUTES FROM THE SEPTEMBER 26, 2007 MEETING. L. CHAPMAN 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

Mayor Schuman stated that Citizen's Comments needed to be polite and civil. There would be no dialog between citizens and the Plan Commission. He has the authority to control the meeting and would do so.

CITY OF DELAFIELD PLAN COMMISSION MINUTES

David LaBott, 1306 Main Street – Asked about the Trillium Development changes. He asked if this was a meeting to approve what has been put onto the property or if the meeting was to consider changes to the property. Mayor Schuman stated that this was a change to a conditional use which will make a recommendation to the City Council. D. LaBott stated that many changes have already occurred. The hydrants for the pond and asphalt for parking have already been installed. He wanted to make sure that more items were not added.

Linda Holton, 485 Lillian Court – Commented on several plans and studies generated by the City. She wanted common sense to prevail and questioned the expense if the Northeast/Northwest Plans, Downtown and Master/Comprehensive Plans were not adhered to. She requested that the Land Use Plan and Master Plan be used.

Michele DeYoe, 225 Glen Oak Court – Item 4d – Dunn Brother’s Coffee. M. DeYoe asked that no action be taken on this item tonight, but that a decision is held off until the Common Council has had a chance to flush out their position on this.

Ed McAleer, 3413 Lake Drive – Discussed the Dunn Brother’s Coffee permit application. After going over tonight’s agenda, a drive-through was not referenced as part of the plan of operation. He did not feel that you could assign previous approvals to a new applicant. He pulled the permit application from City Hall and there was no reference to a drive-through, nor is there reference to a drive-through on the agenda. After talking to R. Dupler, he did not believe there was reference to a drive-through on the Summary Comments. The Common Council is in the middle of a discussion regarding a definition of “restaurants” in the City Code. Not being noticed properly and the fact that the Common Council may change the definition of “restaurant”, should be reason enough to table this plan of operation for this evening.

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

R. MISKELLEY MOTIONED TO CLOSE CITIZENS COMMENTS. L. CHAPMAN 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)

C. Mursky requested that Items a and e be removed.

C. MURSKY MOTIONED TO APPROVE THE REMAINDER (ITEMS B, C, D, AND F) WITH STAFF RECOMMENDATIONS. K. STREGE SECONDED THE

CITY OF DELAFIELD PLAN COMMISSION MINUTES

MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- a. **TAX KEY 804.994.019, 2730 HILLSIDE DRIVE, DELAFIELD.**
APPLICANTS: AMY & NICK WILLIAMS. APPLICANTS SEEK APPROVAL OF AN AMENDED BUSINESS PLAN OF OPERATION FOR TWIST 'N OLIVE TO INCLUDE SERVING FOOD. HOURS OF OPERATION REMAIN THE SAME, WEEKDAYS, 4PM – 12AM; SATURDAY, 1PM – 2AM; SUNDAY, 4PM – 2AM. 1 FULL-TIME AND 4 PART-TIME EMPLOYEES.

This would increase offerings to patrons and would include appetizers and food which would be prepared off site. C. Mursky asked about signage, specifically a banner sign by the roadway. R. Dupler was not aware that there was a banner sign out by the roadway.

C. MURSKY MOTIONED TO APPROVE. R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **TAX KEY 624.001-624.004, 622.999,** APPLICANT: JIM SIEPMANN. APPLICANT SEEKS FINAL APPROVAL OF A CERTIFIED SURVEY MAP FOR NASHOTAH HOUSE.

Approved. See above.

- c. **TAX KEY 798.026.001, 645 WELLS STREET, DELAFIELD.** OWNER: LANG INVESTMENTS. APPLICANT: HAWTHORNE WEALTH MANAGEMENT LLC. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION AND SIGNAGE FOR HAWTHORNE WEALTH MANAGEMENT LLC, A WEALTH MANAGEMENT/FINANCIAL PLANNING COMPANY. HOURS OF OPERATION ARE WEEKDAYS, 8:30 A.M. – 4:00 P.M. WITH 1 FULL-TIME EMPLOYEES.

Approved. See above.

- d. **TAX KEY 793.053, 417 GENESEE STREET, DELAFIELD.** OWNER: LANG INVESTMENTS. APPLICANT: JEFF DICKRELL. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION AND SIGNAGE FOR GREAT LAKES MORTGAGE CORP, A MORTGAGE FUNDING CORPORATION WITH HOURS OF OPERATION WEEKDAYS 8:00 A.M. – 6:00 P.M. WITH 6 FULL-TIME EMPLOYEES.

Approved. See above.

- e. **TAX KEY 804.994.008, 2820 HERITAGE DRIVE, DELAFIELD.** OWNER: KENSINGTON DEVELOPMENT. APPLICANT: WGR SLEEP SHOP AND UNITED SIGN CO. APPLICANTS SEEK APPROVAL OF A BUSINESS PLAN OF OPERATION AND SIGNAGE FOR WGR SLEEP

CITY OF DELAFIELD PLAN COMMISSION MINUTES

SHOP, A RETAIL BEDDING STORE. HOURS OF OPERATION ARE WEEKDAYS, 10:00 A.M. – 8:00 P.M.; SATURDAY, 10:00 A.M. – 5:00 P.M.; SUNDAY, 10:00 A.M. – 4:00 P.M., WITH 2 PART-TIME AND 2 FULL-TIME EMPLOYEES.

C. Mursky wanted to make sure that the introduction of black and white was okay for the pre-approved sign package for the development and did not set a precedent. R. Dupler stated that it did not set a precedent but follows the letter of the pre-approved sign program. S. Binkowski stated that the sign program called for red to be the dominant color. With that language, red is dominant in the sign.

C. MURSKY MOTIONED TO APPROVE. D. JASHINSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- f. **TAX KEY 742.991, W215 E. WISCONSIN AVE, NASHOTAH.**
APPLICANT: MSI GENERAL. APPLICANT SEEKS APPROVAL OF ARCHITECTURAL MODIFICATIONS TO THE EXISTING BUILDING FACADE.

Approved. See above.

4. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVAL

- a. FINAL CONSIDERATION OF 2008 CAPITAL IMPROVEMENT BUDGET

Mike Court, City Engineer, was present at the meeting and reviewed the Capital Improvement Budget. This is a five year program. He reviewed the budget by line item. The Park and Recreation Commission added projects to the budget after the publication of the budget; this additional page was included in the Commissioner's packets. R. Miskelley would like to discuss the dredging project further at the Common Council level. Mayor Schuman stated that there will be a budget hearing this coming Monday. B. Leonard had a district meeting this past Monday and discussion took place on walking paths on sections of Nagawicka Rd. M. Court reviewed the options being considered. Staff recommended a paved shoulder for a portion and then a separated path for the remaining area. This will be discussed at a future Public Works Committee (PWC) meeting. Comments were made at the district meeting that there was a lot of traffic that was going too fast in this area. S. Binkowski explained and displayed boards of the three options proposed for walkways. Concern was expressed about the crosswalks. The staff recommended option had a minimal impact on trees. K. Strege felt that a paved shoulder was more dangerous and that a separate off road pathway would be safer. M. Court stated that there would be a specific public informational meeting with the residents in the area. C. Mursky was

CITY OF DELAFIELD PLAN COMMISSION MINUTES

glad to see the Milwaukee Street sidewalk project included in the budget; this is needed very badly. M. Frede liked the idea of the bike trail.

- b. **TAX KEY 742.987, 220 WATERTOWN PLANK ROAD, NASHOTAH.**
OWNER: HENRY ALLEN. APPLICANT: LAUDERDALE LAKES MARINA.
APPLICANT SEEKS APPROVAL OF A CONDITIONAL USE FOR MARINE SALES, SITE PLAN, ARCHITECTURAL MODIFICATION AND A BUSINESS PLAN OF OPERATION. HOURS OF OPERATION ARE WEEKDAYS, 10:00 A.M. 6:00 P.M.; SATURDAY, 9:00 A.M. – 4:00 P.M.; SUNDAY, 10:00 A.M. – 3:00 P.M., WITH 3 PART-TIME AND 2 FULL-TIME EMPLOYEES.

R. Dupler stated that this would be a conditional use agreement for a marine sales business. The petition was presented as a business plan of operation and architectural improvements to the property. The public hearing was held on this item this evening with no comments being received. The boat parking has been delineated and is found to be acceptable. The overhead door is a minor architectural modification to the north elevation. He recommended approval and to recommend to the Common Council. There is no signage at this time.

C. MURSKY MOTIONED TO APPROVE WITH THE UNDERSTANDING THAT SIGNAGE IS NOT BEING REQUESTED AND IS NOT APPROVED. R. MISKELLEY SECONDED THE MOTION. FIVE WERE IN FAVOR. L. CHAPMAN ABSTAINED. MOTION CARRIED.

This item will be on Monday's Common Council agenda.

- c. HISTORY OF VILLAGE SQUARE DEVELOPMENT APPROVAL.

R. Dupler stated that this has been slated for commercial development since the 1990's. He gave a brief background of the property and the actions that have taken place. Informational materials were included in the Plan Commissioner's packets. Most recently discussions have taken place regarding restaurants and drive-throughs. Starbucks has beverage sales of over 75% and it was determined by this Plan Commission that this was not a drive-through "restaurant". The Common Council has requested to deliberate this and asked staff to analyze for their interpretation exactly what the meanings are for "drive-through restaurant/fast food" versus a standard restaurant. Staff will be present at the next Council meeting with language for their consideration.

Mayor Schuman stated that this has a long history. When this area was called Lake Country Crossing, C. Mursky was on the Plan Commission. At the last Council meeting he misspoke and now rectified that E. McAleer, the Mayor at that time, did not break a tie vote. The minutes of May 3, 1999 show that Mayor Schuman (then an alderman) voted against Lake Country Crossing as did three other alderpeople and that the motion was defeated 4-3. E. McAleer did not cast a vote at that time.

CITY OF DELAFIELD PLAN COMMISSION MINUTES

R. Miskelley commented that copies of the Settle Agreement and Developer's Agreement were provided. Both documents should be read together. He agreed with M. DeYoe that perhaps the Common Council should review this and that Item 4d should be discussed after the Common Council makes their determination. The Plan Commission has an obligation to look at development plans and act accordingly, but because of this topic it would be in the Plan Commission's best interest to postpone Item 4d.

R. Dupler stated that in regards to the drive-through, the Petitioner's have indicated that they do intend to use a drive-through.

- d. **TAX KEY 733.990.003, 3100-3158 VILLAGE SQUARE DRIVE, HARTLAND. OWNER: UNITED PROPERTIES.** APPLICANT: RICHARD WILLIAMS, DUNN BROTHER'S COFFEE. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION FOR A COFFEE SHOP. HOURS OF OPERATION ARE WEEKDAYS AND SATURDAY, 6:00 A.M. – 10:00 P.M.; SUNDAY, 6:00 A.M. – 9:00 P.M., WITH 15 PART-TIME EMPLOYEES.

Mayor Schuman stated that notice has been adequate on this item.

The proposed use is in accordance to the allowable uses and hours will conform to hours of operation. Dunn Brother's Coffee has provided information that their beverage sales are greater than 80%. R. Dupler stated that this is an approved use that conforms to previous approvals.

Keith Alstad, United Properties, was present. Rick Williams, Dunn Brothers, was also present in the audience. K. Alstad agreed that this was not a restaurant. It is similar to Starbucks, but Dunn Brothers would open at 6 a.m. Dunn Brothers does not prepare any food on site.

Mayor Schuman stated he would like to accommodate them. He noted that in the packet of information, United Properties has contributed \$1.5 million to the City for utilities. This is money that the City of Delafield has not had on tax rolls. To pay this back, they need tenants. Parity between the north end of Highway 83 (hours, etc.) and the south end of Highway 83, and the interpretation of the developer's agreement, needs to be considered. Possible action for this evening could be that this be approved with the hours contingent upon the Common Council rules that this is not a drive-through, postpone until the next Plan Commission meeting, or denial.

R. Dupler stated that it was not noticed as a drive-through. Mayor Schuman recommended postponing this for one month.

CITY OF DELAFIELD PLAN COMMISSION MINUTES

C. MURSKY HOPED THAT THE COMMON COUNCIL COULD RESOLVE THIS MATTER AND IN THE SPIRIT OF COOPERATION BETWEEN BODIES, MOTIONED THAT THIS BE POSTPONED UNTIL NEXT MONTH. L. CHAPMAN SECONDED THE MOTION. R. MISKELLEY WANTED TO MAKE SURE THAT IT IS NOTICED ON MONDAY'S COMMON COUNCIL MEETING AGENDA AS A DRIVE-THROUGH AND TO MAKE SURE THAT COMMON COUNCIL MEMBERS GET THE SAME PACKET OF INFORMATION ON THE SETTLEMENT AGREEMENT AND DEVELOPER'S AGREEMENT. IT WAS CLARIFIED THAT THE COMMON COUNCIL WOULD DISCUSS WHAT A RESTAURANT IS. THIS MUST COME BACK TO THE PLAN COMMISSION AT THE NEXT MEETING. R. MISKELLEY FELT STRONGLY THAT THE RIGHTS OF THE PLAN COMMISSION BE PROTECTED. K. ALSTAD EXPRESSED HIS CONFUSION OVER THESE ACTIONS WHEN THEY HAVE PROCEEDED TO MAKE THIS A QUALITY OPERATION AND HAVE WORKED WITH THE CITY EXTENSIVELY TO MAKE THIS HAPPEN. D. JOHNSON STATED THAT PLAN COMMISSION HAS SOLE AUTHORITY OVER BUSINESS PLAN OF OPERATIONS. R. MISKELLEY STATED THAT THEY HAVE FOLLOWED EVERY RULE, BUT THE ISSUE IS INSIDE THE CITY. UNITED PROPERTIES HAVE BEEN GREAT CITIZENS AND ARE A QUALITY NEIGHBOR. C. MURSKY APOLOGIZED THAT THEY ARE CAUGHT IN A SITUATION BETWEEN TWO CITY BODIES. **ALL WERE IN FAVOR OF THE MOTION. MOTION CARRIED.**

- e. **TAX KEY 804.999.008, 3272 GOLF ROAD, DELAFIELD.**
APPLICANTS: FAMOUS FOOTWEAR/JENCEN ARCHITECTURAL.
OWNER: TOLD DEVELOPMENT. APPLICANT SEEKS DETERMINATION OF A MAJOR VS. MINOR CHANGE TO THE ARCHITECTURAL MODIFICATIONS TO FAMOUS FOOTWEAR AT THE SHOPPES OF NAGAWAUKEE.

This would modify the architectural façade of the building. The change would relocate one existing glass door and introduce a second glass door in the center of the leased space. No modifications in the masonry or signage would take place. R. Dupler recommended approval as a minor change and to recommend to Council.

Representatives from Famous Footwear were present. They explained that the present door location does not lend itself well with what is happening in the interior of the store. The existing handicapped curb cut would be better served with the proposed door location. This would change a window to a door. Nothing structural around the doors would change and the relocation would make the area better.

R. MISKELLEY MOTIONED TO APPROVE AS A MINOR CHANGE AND TO RECOMMEND TO THE COMMON COUNCIL AS A MINOR CHANGE. L. CHAPMAN SECONDED THE MOTION. THERE WAS NO FURTHER

CITY OF DELAFIELD PLAN COMMISSION MINUTES

**DISCUSSION. FIVE WERE IN FAVOR. C. MURSKY OPPOSED.
MOTION CARRIED.**

- f. **TAX KEY 797.979.** APPLICANT: TRILLIUM DEVELOPMENT APPLICANT SEEKS CONSIDERATION OF A MAJOR OR MINOR DETERMINATION TO CONDITIONAL USE PERMIT.

Additional information on landscape details was distributed to the Plan Commissioners at the meeting. The changes to be considered tonight are necessitated by engineering and construction concerns as a result of trying to preserve more of the existing trees than originally intended.

There are inspectors onsite on a regular basis and there is continuing dialog between the Petitioners and Staff in regards to engineering concerns. Many items may have already been installed because engineering staff finds that they are sufficient and satisfy the number of requirements that have been opposed on the developer and they do not affect the aesthetics in many instances. Items that do affect the aesthetics and use of the property that the Plan Commission might like to take consideration of are:

- The sidewalk along Main Street
- Hydrants
- Guest parking stalls
- Elimination of the stairs
- Proposed modifications and relocation to the reservoir tank and pump house
- Switch-out the materials for the retaining wall
- Stormwater outflows and extension modifications

There are lights intended to be on top of the wall. Tree information has been requested. T. Maney stated that these are all common sense items and he is comfortable with the changes. The trees need to be addressed, but R. Dupler is comfortable with the plans. A representative stated that they would wait until springtime for tree identification and to see if the trees survive through the winter months. The developer has made the screening better than they would have had to do through repositioning.

R. Dupler stated that originally the idea was that there would be pedestrian trails to link to the exterior and the pedestrians of Delafield with the interior of the site with the understanding that the pavilion, walkways, and the amenities on the interior would be available for public use. Because there is not a sidewalk along Main Street in this area, and since there has been modification on the interior since that original concept, primarily the addition of interior sidewalks along these roads, the Petitioner asked for consideration of the elimination of the linkage that ran from the interior to the northeast corner of the property which was intended to link up with Main Street.

CITY OF DELAFIELD PLAN COMMISSION MINUTES

The developer was represented by B. DuPont and B. Ackerman who discussed the interior pathway, linkage, and stormwater pond.

L. CHAPMAN MOTIONED TO APPROVE SUBJECT TO FINAL STAFF REVIEW AND TO RECOMMEND TO THE COMMON COUNCIL AS A MINOR CHANGE. K. STREGE SECONDED THE MOTION. R. DUPER EXPLAINED THE PROCESS WHERE SOME OF THE CHANGES IMPLEMENTED IN THE FIELD WITHOUT ACTUALLY BEING APPROVED. HE STATED THAT WHEN THE DEVELOPER PERFORMS WORK PRIOR TO APPROVAL, IT IS PERFORMED WITH THE RISK THAT THE PLAN COMMISSION MAY NOT APPROVE AND WOULD NEED TO BE REVERTED BACK. THE PLAN COMMISSION SHOULD MICRO-MANAGE THE PROJECTS WHEN THEY COME THROUGH FOR THE FINAL SIP. ALL WERE IN FAVOR. MOTION CARRIED.

- g. SELECT NAME OF UN-NAMED ROAD NEAR OAKWOOD CHURCH WITH RECOMMENDATION TO COMMON COUNCIL.

This is the semi-circular drive associated with Oakwood Church. Suggested names were Majestic Drive, Oak Leaf Circle, Regal Drive, and Skyline Drive. No representatives from the church were present.

C. MURSKY MOTIONED TO NAME THE ROAD OAK LEAF CIRCLE. K. STREGE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. MOTION CARRIED.

- h. DATES OF NOVEMBER AND DECEMBER PLAN COMMISSION MEETINGS

It was the consensus of the group to have meetings on November 28 and December 19.

5. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

None.

6. PRELIMINARY

- a. **TAX KEY 753.999.001, 3115 HIGHWAY 83, HARTLAND.** APPLICANT: NORTHPOINT COMMUNITY CHURCH. PASTOR ALLEN JAHNEKE SEEKS APPROVAL OF A PRELIMINARY SITE PLAN AND PUBLIC HEARING FOR REZONING.

This would be located south of the Bark River west of Highway 83. The church has an option on 11.5 acres. The intent is to create a campus for services and educational opportunities. The Church would present a Master Plan, a plan of operation, in a preliminary fashion. It was

CITY OF DELAFIELD PLAN COMMISSION MINUTES

explained that the Plan Commission had an obligation to consider this not unlike the previous petitions that have been considered for church campuses. This piece of property has been identified in the Comprehensive Plan and supported by the recent Northeast Quadrant study as two acre residential. The process for conversion of this property was reviewed. The existing Master Land Use Plan would need to be modified to convert the property from the intended residential use to institutional. In order to follow-through on the realization of a campus, the Church was asked to pursue this as a P-1 – this would mean a change in zoning as well. The P-1 would conform with the institutional nature identified on the Master Land Use Plan. The Church was also asked that this be done as a conditional use so that the City is afforded the maximum amount of controls and exposure to their intent with some mechanism for controlling understanding of the operation. These factors would mandate a public hearing. This coexists with the termination of a proposed collector street which would link Hirschman Lane through to Highway 83 at the existing intersection. This will be a street that will be a collector street and needs to be coordinated and installed as a collector standard. That street would split the south property line so there would have to be an agreement with the neighboring parcel to the south to ensure a full right-of-way dedication across the south edge of the church property. The City would have to ensure that there was an intersection permit granted from the DOT for the State highway. Consideration should be given that in the recent analysis of services in this area, that these 11 could hold as much as five residential units. The sewer system was sized accordingly. A church would have a larger impact on the sewers and calculations would need to be redone. Traffic needs to be considered.

Pastor Jahneke was present and distributed a document on the Northpoint Community Church. He discussed the plans for the church. The church would be of a rustic nature to match the historic 1848 home and barn. More trees would be planted. The kettle near the rear of the property has turned into pastures and would be protected. The development has been planned to keep as many trees as possible and to accent the barn and home. Pathways would be enhanced through work with the DNR. The church would not be a mega-church, but a mega-opportunity church which would seat approximately 400 people and would be 8,000 sf. It would be a place for the community. The church would have removable seating to allow for flexibility. Recreation opportunities would be available. Pastor Jahneke stated that the DNR was very excited about the project.

Mayor Schuman was concerned with changing the Master Plan to accommodate this plan; this does not fit the Plan. R. Miskelley stated that it would change the density and would impact the traffic adversely. He felt that there was a better use for this land. Mayor Schuman stated that the plan was for two acre residential lots and that reflected what the

CITY OF DELAFIELD PLAN COMMISSION MINUTES

public wanted. C. Mursky was in agreement. A lot of work went into developing the plans which took into account the entire community's voice and this needed to be honored. D. Jashinsky asked if areas were identified in the city for churches. R. Dupler stated that a church was an allowable use in any zoning district as a conditional use. No areas are actually planned for churches in the quadrants of the city that were recently reviewed. There are mechanisms available to churches to convert sites to a church site. Discussion took place on zoning and that having more than one primary use on the property was not allowable. If it were to be approved as a campus, the barn and home would be identified as part of it.

7. ZONING AND ORDINANCE REVISION.

a. PROPOSED SIGN ORDINANCE TEXT REVISIONS – STATUS UPDATE FROM SIGN REVIEW COMMITTEE

The Sign Review Committee is comprised of Rick Lieblang, Fran Balistreri, Bonnie Dixon, Tony McGuire, and Chrys Mursky.

Rick Lieblang was present at the meeting along with Sarah Binkowski, Assistant City Planner. Information outlining proposed changes was included in the Plan Commissioner's packets.

Sign sizes would be calculated based on the building frontage with the downtown district size being increased to 25 sf maximum but calculated on the frontage. In regards to sandwich board signage, signs would be allowed up during hours of operation and they must be placed on the business' property. R. Miskelley asked that the number sandwich signs up at one time be reviewed along with where lighted/electronic signs could be located. R. Lieblang stated that no neon signs would be allowed, but backlit signs would be allowed. T. Maney stated that perhaps sandwich board signs should only be allowed for particular uses such as restaurants and food establishments. R. Miskelley would like it to be self-regulating through the Chamber of Commerce.

R. Dupler reviewed his comments as noted in his memo to M. Carlson dated October 26, 2007.

K. Strege did not think that the Plan Commission needed to deal with signs unless staff could not come to an agreement with a business. This feeling was shared with many of the other Plan Commissioners. K. Strege was not in favor of any sandwich board signage.

C. Mursky saw four major areas: administrative, enforcement issues, planning issues, and budgetary issues. The Plan Commission needs to consider the suggestions within this larger picture.

CITY OF DELAFIELD PLAN COMMISSION MINUTES

Mayor Schuman suggested bringing this back to the next Plan Commission meeting along with the Downtown Plan.

S. Binkowski stated that the Sign Committee would be working on enforcement issues at the next Sign Committee meeting.

8. HEARING DATES

None.

9. ADMINISTRATOR'S REPORT

a. STATUS OF LIGHTING AT VILLAGE SQUARE

R. Dupler stated that they were recently out on the premises at night. They have determined that the hot spots are in compliance with the ordinance requirements. In regards to the glare on the south side, the contractor has been asked to replace the lamps with a 50 watt lamp. This has been done on one of the lamps. They are in the process of switching out the next southern most lamp. Photometric readings show that the reduced wattage reduces the glare. Cut-off shields also diffuse light. This will be employed on the south and west lamps. He felt that the residents in the area would find this acceptable.

10. BUILDING INSPECTOR'S REPORT

Total number of permits to date, 77; five occupancy permits, and one single family home.

11. BOARD OF ZONING APPEALS

a. BOARD OF ZONING VARIANCES GRANTED 9/27/07.

12. CORRESPONDENCE

None.

13. ADJOURNMENT

R. MISKELLEY MOTIONED TO ADJOURN FROM THE MEETING. L. CHAPMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 9:58 P.M.

Minutes prepared by:

Accurate Business Communications, Inc.