

CITY OF DELAFIELD PLAN COMMISSION MINUTES

CALL 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  
Michael Frede  
Dan Jashinsky  
Ron Miskelley  
Chrys Mursky (entered 7:05 p.m.)  
Roger Dupler  
Marilyn Czubkowski

Absent

Larry Chapman  
Keith Strege  
Tom Maney

1. APPROVE PLAN COMMISSION MEETING MINUTES OF NOVEMBER 28, 2007 MEETING

**R. MISKELLEY MOTIONED TO APPROVE THE MINUTES FROM THE NOVEMBER 28, 2007 MEETING. D. JASHINSKY 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

Hans Huber, 1510 Second Street – Asked about zoning ordinance revisions on the agenda. Mayor Schuman explained that there were no zoning and ordinance revisions on this agenda; what was listed was only a title for the agenda. ~~Mr. Nuber~~ Huber did not have any comments.

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

**R. MISKELLEY MOTIONED TO CLOSE CITIZEN'S COMMENTS. M. FREDE 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)

**CITY OF DELAFIELD PLAN COMMISSION MINUTES**

- a. DELC0794.017.002, 206 ENTERPRISE ROAD, SUITE 100; KI PUMPS & SYSTEMS, INC, N16 W22040 JERICHO DRIVE, WAUKESHA; LEE KRMPOTICH, OWNER

R. Dupler asked that this item be taken off of the consent agenda in order to verify certain information.

L. Krmpotich, owner, was present and explained his pump distribution business. R. Dupler inquired as to manufacturing and servicing of pumps. L. Krmpotich stated that some service does take place, although it is very limited. Some parts would be stocked. On occasion work would require disassembly and reassembly. A grinding wheel with a brush would be used for cleaning parts. The only part manufactured would be on the hand pumps and then only assembly of these hand pumps would take place. He would, however, like to store his boat along the back side of the building. R. Dupler stated that this would create an issue. A conditional use would need to be applied for in order to store a boat because of this type of zoning and how it relates to outdoor storage. The operation would be considered a B3 permitted use. L. Krmpotich would like the ability to store a trailer used for transporting. This trailer is used weekly during the summer.

**M. FREDE MOTIONED TO APPROVE THE BUSINESS PLAN OF OPERATION. R. MISKELLEY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- 4. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVAL

None.

- 5. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

None.

- 6. PRELIMINARY

None.

- 7. ZONING AND ORDINANCE REVISION.

None.

- 8. HEARING DATES

None.

**CITY OF DELAFIELD PLAN COMMISSION MINUTES**

9. ADMINISTRATOR'S REPORT

a. DISCUSSION AND POSSIBLE ACTION REGARDING SMART GROWTH REQUIREMENTS

Exhibit C and a flowchart showing the County's timeline were distributed to all of the Plan Commission members. R. Dupler explained that the State of Wisconsin has enacted legislation requiring that every community above a certain population threshold adopt a new comprehensive plan to meet certain requirements. Waukesha County received a grant for County-wide policy and preparation. Delafield has signed on to this program which started approximately four years ago. Work done to date by the City of Delafield includes the Northeast and Northwest Quadrant studies, traffic studies, water main assessments, zoning evaluation versus comprehensive plan, preparation of GIS mapping system of City, Park & Rec plan, regional stormwater analysis, and consistency of street and highway widths. These all employ Smart Growth technology. State Statute requires that Smart Growth be in place by the end of 2009. Yaggy Colby needs to bring the City up to speed with administrative tasks. This includes an education process which could be accomplished through public meetings, posting on the City's website, open house meetings, etc. R. Dupler would like to encourage the Plan Commission to include a Smart Growth item on monthly agendas. The City would then approve the whole plan in one final action. The information presented to the Plan Commission will be submitted monthly. There are nine elements of the Smart Growth Plan (circled items on Exhibit C). These items were reviewed. Whether or not property near I94 and Highway C should be included in the downtown development plan will be addressed separately. A document identifying the goals and objectives of Smart Growth was requested by the Plan Commission. R. Dupler will represent the City monthly at County-level meetings. He anticipated a timeframe of approximately two years for the project. Each time there is a presentation at the Plan Commission level, a Smart Growth presentation will also be made at the Common Council level.

b. DISCUSSION AND POSSIBLE ACTION REGARDING DOWNTOWN DEVELOPMENT PLAN

R. Dupler asked about the priority of the project and if it should be rolled into the Smart Growth Plan. It should be asked if the community's opinion of the area by I94 and Highway C has changed. R. Miskelley suggested keeping this as a separate item. C. Mursky stated that the City should be proactive, not reactive. Wells Street south along Highway C should be reviewed in addition to the Southeast Quadrant. St. John's should also be considered in planning. Public input would be very important. It was felt that in Delafield, the Downtown Development Plan is consistent with the Smart Growth Plan. M. Frede was concerned

**CITY OF DELAFIELD PLAN COMMISSION MINUTES**

about having property owners forced to develop their properties in a way that others feel they should be developed. R. Dupler explained that this would not affect owners any differently than it already does. It gives advice to the Plan Commission to make decisions. It would not take any power away from the Plan Commission to react to circumstances that may develop. The City Attorney's opinion will be sought in terms of how this document relates in terms of the law (legal vs. advisory). R. Dupler defined the purpose of planning as to anticipate growth and development and establish community standards that the developments would need to respond to. The Plan Commission needs to determine whether proposals fit within the guidelines and provide feedback developers. The Downtown Development Plan is a guideline or an ordinance. S. Binkowski stated that one element of Smart Growth is the implementation - defining a way of measuring whether the City is bringing its documents into compliance. Smart Growth Plans need to be updated at least once every ten years.

10. BUILDING INSPECTOR'S REPORT

No report.

11. BOARD OF ZONING APPEALS

No report.

12. CORRESPONDENCE

None.

13. ADJOURNMENT

**R. MISKELLEY MOTIONED TO ADJOURN FROM THE MEETING. M. FREDE SECONDED THE MOTION. ~~THERE WAS NO FURTHER DISCUSSION.~~ ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 8:10 P.M.**

Minutes Prepared By:

Accurate Business Communications, Inc.