

CITY OF DELAFIELD PLAN COMMISSION MINUTES

CALL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Absent

Mayor Paul Craig
Phil Schuman
Chrys Mursky (entered 7:48 p.m.)
Mike Court
Marty Sawall
Beth Leonard
Dick Kuchler
Roger Dupler
Tom Maney
Matt Carlson
Marilyn Czubkowski

1. APPROVE PLAN COMMISSION MEETING MINUTES OF JANUARY 25, 2006 MEETING

D. KUCHLER MOTIONED TO APPROVE THE MINUTES OF THE JANUARY 25, 2006 MEETING. M. SAWALL SECONDED THE MOTION. B. LEONARD DISCUSSED ITEM 9, DISCUSSION ON THE NORTHEAST QUADRANT PLAN. SHE ASKED FOR MORE DETAIL ON THIS ITEM, PARTICULARLY IN REGARD TO NOTICING RESIDENTS ABOUT THE MEETING AND THE TIMING OF IT. D. KUCHLER WITHDREW HIS MOTION. M. SAWALL AGREED. THIS ITEM WILL BE ON THE NEXT AGENDA.

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

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

B. LEONARD MOTIONED TO CLOSE CITIZEN'S COMMENTS. D. KUCHLER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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3. CONSENT AGENDA

P. SCHUMAN MOVED TO APPROVE THE CONSENT AGENDA. D. KUCHLER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- a. **Tax Key 798.026.001, 645 Wells Street, Delafield.** Owner: Lang Investments. Applicant: Robert Loepfe. Applicant seeks approval of a signage for Robert Loepfe, Inc., custom home building company. Hours of operation are weekdays, 8:00 am - 5:00 pm. 3 full-time and 1 part-time employee.
- b. **Tax Key 807.978.009, 3700 Hillside Drive, Delafield.** Owner: Horizon Development. Applicant: Randy Mann, Dream Kitchens. Applicant seeks approval of a business plan of operation for Dream Kitchens, a cabinet retail showroom. Hours of operation are weekdays, 10:00 am – 6:00 pm; Saturday, 10:00 am – 3:00 pm with 3-6 full-time employees.
- c. **Tax Key 804.994.017, 2863 Heritage Drive, Delafield.** Owner: Walmart. Applicant: Ben Bernhardt. Applicant seeks approval of a temporary business plan of operation for 2006 spring and summer garden greenhouse. Hours of operation are weekdays and weekends, 7:00 am – 10:00 pm. (same hours as the store)
- d. **Tax Key 793.014.001, 623 Genesee Street, Delafield.** Owner: Lang Investments, LLC. Applicant: Nick Gagliano. Applicant seeks approval of Gagliano's Market, a grocery store. Hours of operation are weekdays, 7:00 am – 9:00 pm; weekends, 7:00 am – 8:00 pm. With 20 full-time and 30 part-time employees.
- e. **Tax Key 807.978.009, 3700 Hillside Drive, Delafield.** Owner: Horizon Development. Applicant: Robert Tobe. Applicant seeks approval of a business plan of operation for Floor 360 (currently Wisconsin Flooring), a retail flooring showroom. Hours of operation are weekdays and Saturday, 8:00 am – 9:00 pm. Six full-time and 2 part-time employees.

4. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVALS

- a. **TAX KEY 798.966, 415 GENESEE STREET, DELAFIELD. OWNER: LANG HOMES, LLC. APPLICANT: ROB GERBITZ. APPLICANT SEEKS APPROVAL OF A MONUMENT SIGN FOR THE 415 HOTEL, LLC (DELAFIELD HOTEL) AND DETERMINATION WHETHER A MINOR OR MAJOR CHANGE TO THE CONDITIONAL USE PERMIT.**

R. Gerbitz was present at the meeting to answer any questions.

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R. Dupler stated that this was the consideration of a monument sign. It is unique because the specific implementation plan did not identify their intended monument sign when it was approved with the understanding that they would be coming back for that approval. The proposed sign fully complies with all ordinance requirements. Because this is an addition to an approved SIP, it needs to be determined whether this is a major or minor modification to the conditional use. It was his opinion that it should be considered a minor modification. Discussions with the petitioner have also taken place regarding interior directional signage. The landscape plan has not yet been submitted for the monument sign. This could be deferred to staff. As outlined in a letter to the City from R. Gerbitz, they may be considering an alteration to the access to the campus that differs from the original SIP. However they are not ready to employ it at this time. Because of this, it has been recommended to R. Gerbitz that the sign be presented as a temporary sign with the understanding that in a number of years they will be becoming before the Plan Commission to evaluate relocation of the drive as it was originally intended for the SIP. If it is a temporary sign, a time frame and relocation of the sign must be established.

R. Gerbitz discussed the relocation of the driveway. They have determined that they would like to leave the existing drive for now and then if in the future they purchase necessary lands they would come up with another development to come before the Plan Commission. His time frame would be approximately four years or less.

Discussion took place regarding a "temporary" sign and an "official" sign. R. Dupler stated that it may be in the collective best interest to consider it as a temporary sign to ensure that Lang Homes LLC acts on it to create the entrance that was expected as part of the SIP. M. Carlson stated that the site plan that is attached to the conditional use permit does not show the relocated entrance. Mayor Craig stated that it should be approved and as far as temporary, if it was changed in the future they would have to go through the process at that time.

P. SCHUMAN MOTIONED FOR APPROVAL OF THE SIGN AS A MINOR CHANGE, APPROVAL OF THE INTERIOR DIRECTIONAL SIGNS, AND LANDSCAPING PLAN TO BE SUBMITTED TO STAFF FOR THEIR REVIEW AND APPROVAL. HE AMENDED HIS MOTION TO INCLUDE THE APPROVAL OF THE NAMEPLATES PROVIDED THERE WAS NO ARTWORK WAS INCLUDED AND THAT THE FONTS WERE SUBSTANTIALLY THE SAME AS REPRESENTED WITH STAFF APPROVAL. D. KUCHLER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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5. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

Mayor Craig stated that Item 5e had been withdrawn by the owner and it would be brought back at another time.

- a. **TAX KEY 798026.001, 645 WELLS STREET, SUITE 101, DELAFIELD.**
OWNER: LANG INVESTMENTS. APPLICANT: CRAIG BERNS.
APPLICANT SEEKS APPROVAL OF OFF-SITE SIGNAGE TO BE LOCATED
AT THE CORNER OF GENESEE AND WELLS FOR TENANTS OF THE
645 WELLS STREET BUILDING.

C. Berns was present at the meeting. He distributed plats of survey of the property to the commissioners. He would like approval of signage to help people know where they are at.

R. Dupler stated that this was before the Plan Commission previously in an attempt to get more signage and more exposure for the business and those within the Delafield House. At that time, the petition was to put a flush mounted sign on the west elevation of the building. The Plan Commission advised C. Berns that they would have to comply with the Downtown Guidelines which would limit it to 12 sf. C. Berns has now submitted the proposed remote sign. It is designed like those previously approved within the City. In regards to its location it can be accommodated in the CBD2 district as long as it has at least a 10' front setback. The size of the sign will be limited to 22 sf, but the actual square footage will be slightly over 15 sf as proposed. It should be recognized that this sign and that which was presented by R. Gerbitz for the Hotel is very consistent with the signs that have been used at the Town Centre Building, Colby Construction Office, and is very similar to that used for Jamie Wilke Interiors. The ordinance calls for round poles, however this sign has square fluted posts (becoming very acceptable standard in the downtown district) and is therefore not fully compliant to the ordinance. He recommended approval with the modification of the address on the top arc being converted to the standard City logo with the sailboats. M. Court stated that it appeared that the sign was in the right-of-way. Although the location made sense, if this was the case, it would need a variance. Mayor Craig asked if C. Berns would be open to allowing the establishment that goes into the old Knitting Arc building a place on the sign. C. Berns did not have an issue with this.

D. KUCHLER MOTIONED TO APPROVE CONTINGENT UPON REMOVING THE ADDRESS ON THE TOP OF THE SIGN AND CHANGING IT TO THE CITY LOGO AND TO GRANT A VARIANCE FOR THE LOCATION OF THE SIGN POSSIBLY BEING IN THE RIGHT-OF-WAY AFTER REVIEW BY STAFF AND THE CITY ATTORNEY. M. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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- b. **TAX KEY 807.978.009, 3700 HILLSIDE DRIVE, DELAFIELD.**
OWNER: HORIZON DEVELOPMENT. APPLICANT: BADGER LIGHTING AND SIGNS, DANIEL SHILLING. APPLICANT SEEKS APPROVAL OF A SIGN PROGRAM FOR THE DELAFIELD DESIGN MART, MULTI-TENANT BUILDING.

D. Shilling from Badger Lighting and Signs was present at the meeting. The commissioners had the rendering in their packets. The sign would be reverse lit with LED lighting so that the lighting reflects off of the background. He noted that the sign that says "tenant" on the right tower is for a future tenant and will not actually be on the sign, but would come back to the Plan Commission at a later date for approval. They would like approval for the three signs.

R. Dupler clarified that the intent was not to put up a sign that says "tenant". Plan Commission should take this into consideration because this is being approved as a comprehensive sign program for the entire building. The three signs exhibited on the face of the building consist of 269 sf, thus they have a balance of 48.7 sf beyond that which they could apply to the "tenant" sign or other areas of their discretion. The signs are brushed aluminum with raised letters, back lit, and it is very well designed.

P. SCHUMAN MOTIONED TO APPROVE. M. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **TAX KEY 807.978.009, 3700 HILLSIDE DRIVE, DELAFIELD.**
OWNER: HORIZON DEVELOPMENT. APPLICANT: RANDY MANN, DREAM KITCHENS. APPLICANT SEEKS APPROVAL OF SIGNAGE FOR DREAM KITCHENS, A CABINET RETAIL SHOWROOM.

R. Dupler stated that these are on the agenda so that action can be taken individually. Recommended approval for Items 5c and 5d.

M. SAWALL MOTIONED TO APPROVE ITEMS 5C AND 5D. D. KUCHLER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- d. **TAX KEY 807.978.009, 3700 HILLSIDE DRIVE, DELAFIELD.**
OWNER: HORIZON DEVELOPMENT. APPLICANT: ROBERT TOBE. APPLICANT SEEKS APPROVAL OF SIGNAGE FOR FLOOR 360 (CURRENTLY WISCONSIN FLOORING), A RETAIL FLOORING SHOWROOM.

APPROVED. SEE ABOVE.

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- e. **TAX KEY 797.084, 1704 MILWAUKEE STREET, DELAFIELD.**
OWNER: DENNIS SOBCZAK. OWNER SEEKS APPROVAL OF AN AMENDED BUSINESS PLAN OF OPERATION AND SITE PLAN FOR SEASONAL OUTDOOR DINING AT FISHBONE'S CAJUN AND CREOLE RESTAURANT. HOURS OF OPERATION ARE TUESDAY-THURSDAY, 4:00 PM – 12:00 AM; FRIDAY AND SATURDAY, 4:00 PM – 1:00 AM; SUNDAY, 4:00 PM – 10:00 PM. 10 FULL-TIME; 10 PART-TIME EMPLOYEES.
- Withdrawn.
- f. **TAX KEY 803.979.004, 2325 SUN VALLEY DRIVE, DELAFIELD.**
OWNER: GREAT LAKES QUICK LUBE LIMITED PARTNERSHIP.
APPLICANTS: JIM WHEAT/TODD BEREZNAY, VALVOLINE AND CHAD ENGSTROM, ALPHA NEONX SIGNS & LIGHTING. APPLICANTS SEEK APPROVAL OF SIGNAGE AND A BUSINESS PLAN OF OPERATION FOR GREAT LAKES QUICK LUBE LIMITED PARTNERSHIP (VALVOLINE) AN AUTOMOTIVE OIL CHANGE/LUBRICATION SHOP. HOURS OF OPERATION ARE WEEKDAYS, 8:00 AM – 7:00 PM; SATURDAY, 8:00 AM – 6:00 PM; SUNDAY, 9:00 AM – 4:00 PM. EIGHT FULL-TIME AND 8 PART-TIME EMPLOYEES.

T. Howard, Great Lakes Quick Lube, and C. Engstrom, Alpha Neonx Signs & Lighting were present at the meeting.

R. Dupler stated that this parcel is part of a B6 development and has stringent requirements in regards to modifications. The Petitioner has proposed signage that changes out existing signage in regards to square footage, however, they have also added signage on the front elevation of the building (a red hotdog shape element on the south elevation of the building). This increases the square footage of signage beyond what was pre-approved for the Penzoil building and its signage. If that element (red hotdog shape) is dropped from the sign petition, then it can proceed; if not, the Plan Commission needs to determine if it is a major or minor change to the original site plan that was approved as part of the B6 element. T. Howard stated that they would drop it if it meant getting the signage. It was agreed that the red hotdog shape element would be dropped. R. Dupler stated that with this being dropped, the signage as proposed is equal to the building signage that exists on the Penzoil site and is worthy of consideration.

There are entry and exit signs associated with the drive through. These signs already exist and are fully compliant with ordinance requirements. The presentation of the Valvoline colors, especially the posts which require a neutral color, would require consideration and approval by the Plan Commission. It was noted that there was an exit only sign on the face of the building that carries the logo. R. Dupler did not believe it was necessary to have an over abundance of the logos where not necessary.

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He recommended to consider that the existing directional signs be maintained in their current condition and that the logo on the front of the building (the small one on the exit only sign) be removed from the petition.

In regards to the monument signs, there currently is a monument sign facing I94. He felt that the Valvoline presentation should be able to identify their logo, but that the white portions of the sign, the Valvoline symbol, as well as all of the lettering should be consistent with the color of the background so it is not contrasting. General discussion took place. Mayor Craig asked that they remove the logo on the sign by the Target sign. Usually logos are not included on monument signs. The words Valvoline Instant Oil Change could be included on the sign. The Petitioner would like to have Valvoline/Soft Touch Car Wash (in red lettering) without the logo. The Petitioner agreed not to have the logo on the exit and enter signs. Mayor Craig recapped: on the big monument sign by I94, the white will become buff; the monument sign will read "Valvoline Instant Oil Change" in red letters, "Soft Touch Car Wash" in red letters and no logo; the small directional signs will be left as is; the band on the building (tube) will be removed; and the signs on the building will only have exit/enter with no logos. The Petitioner agreed.

D. KUCHLER MOTIONED TO APPROVE THE SIGN PACKAGE WITH THE ELIMINATION OF THE TUBE ON THE SOUTH SIDE OF THE BUILDING, HAVING THE ENTRANCE AND EXIT SIGNS (DIRECTIONAL SIGNS) STAY AS THEY ARE NOW, HAVING THE LARGE MONUMENT SIGN ON I94 HAVE THE BAND AROUND THE "V" AND THE LETTERING "VALVOLINE INSTANT OIL CHANGE" BE THE SAME COLOR AS THE MONUMENT SIGN, ON THE TARGET MONUMENT SIGN DROPPING THE VALVOLINE LOGO AND PUTTING IN RED LETTERS "VALVOLINE INSTANT OIL CHANGE" AND "SOFT TOUCH CAR WASH" UNDERNEATH IN RED LETTERS ALSO, AND TO REMOVE THE VALVOLINE LOGO FROM THE EXIT ONLY SIGN ON THE SOUTH SIDE OF THE BUILDING. B. LEONARD SECONDED THE MOTION. R. DUPLER CLARIFIED THAT THIS PETITION IS ONLY FOR SIGNAGE. THE DIGITALIZED PHOTO DEPICTED THE ROOF AS RED WHERE IT IS ACTUALLY GREY. THE PETITIONER STATED THAT THE ROOF WOULD NOT CHANGE COLORS. D. KUCHLER AMENDED HIS MOTION TO INCLUDE THE APPROVAL OF THE BUSINESS PLAN OF OPERATION. B. LEONARD AGREED. THERE WAS NO FURTHER DISCUSSION. SIX WERE IN FAVOR. C. MURSKY ABSTAINED. MOTION CARRIED.

- g. **TAX KEY 826.997, 3582 KETTLE COURT EAST, DELAFIELD.**
OWNER: RALEY, LLC. APPLICANT: GARY SCHULTZ. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION, MINOR ARCHITECTURAL MODIFICATIONS AND SITE PLAN FOR SUMMER FUN MARINE, A DIVISION OF G&S RECREATION, INC, A MARINE SERVICE

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AND STORAGE BUSINESS. HOURS OF OPERATION ARE WEEKDAYS AND WEEKENDS, 6:00 AM – 12:00 AM WITH 3 FULL-TIME EMPLOYEES.

G. Schultz was present at the meeting.

R. Dupler stated that it was important to note that this area is surrounded on the west side by the former landfill, on the south and east sides are manufacturing zoning. This is one parcel of B4. The permitted use allows for automotive repairs, garages, or similar uses. This petition should qualify for a similar use. If the Petitioner would want to expand to outdoor storage, he would have to come back to the Plan Commission for a conditional use for that purpose. As the petition exists today and the intent to operate in the proposed operation fits well in this area, it should be considered for approval. He recommended approval.

P. SCHUMAN MOTIONED TO APPROVE. D. KUCHLER SECONDED THE MOTION. P. SCHUMAN AMENDED HIS MOTION TO CLARIFY THAT THERE WAS NO OUTDOOR STORAGE AND NO INTENDED SIGNAGE AT THIS TIME. D. KUCHLER AGREED. R. DUPLER STATED THAT THE PETITION WOULD LIKE TWO STANDARD MAN DOORS ADDED TO THE BUILDING. P. SCHUMAN AMENDED HIS MOTION TO INCLUDE UP TO TWO MAN DOORS. D. KUCHLER AGREED. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

6. PRELIMINARY

None.

7. ZONING AND ORDINANCE REVISION

a. RESOLUTION – RESOLUTION TO AMEND MASTER LAND USE PLAN

Mayor Craig stated that R. Dupler did an outstanding job in the sessions. R. Dupler stated that last month a process was entered into to strategically bring this document back up to standards to begin using it in the future. The Plan Commission was asked to consider a Resolution to change specific areas of the plan, namely, the area in the northeast – areas currently zoned as B1A. The Resolution modifies the parcels to become highway and local business uses rather than residential. The second issue deals with Westbrook Church. A consolidated parcel has been developed in order to accomplish their master plan. The third area is at the very south end of Upper Nashotah Lake, property formerly owned by the seminary, and now is in private ownership – this property should be reverted from institutional identification. The proposal is to modify this property to lake residential. B. Leonard asked about the Upper Nashotah Lake property – there is an existing family home on this

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property. All of the properties on the north end of Vettelson Road other than the Village Square property are involved in this change. R. Dupler stated that all of these areas are identified as B1A (the current zoning) which allows business and residential. There are currently business and residential on some of the lots. B. Leonard was concerned about the highway – it was clarified that Vettelson used to be a highway. R. Dupler stated that he thought that it was a B1A zoning because there were actual commercial entities that were on the sites that it was developed. It was his understanding that they were trying to accommodate these existing commercial entities. C. Mursky stated that she thought that there was a lot of discussion and passion from the residents in that area as to what should be done with it. T. Maney stated that it was the only zoning that the City came up with that would allow the people who lived in existing single family homes to maintain them. R. Dupler stated that it was important to understand that the property, given their existing zoning, would have the rights to continue their operation should the unfortunate happen. In making the modifications to the master land use plan, the vision is being identified to the community. B. Leonard was not convinced that going to local and highway business was the way to go. If none of the people had been noticed about this change, and there was not going to be a public hearing on this change, she was very uncomfortable doing this. She thought that people should be involved in this decision. This is a case where there is a reason to have a public hearing on master plan changes. This is not a case where you are making a match occur. It is not known to the City if the property owners do not want to revert back to residential at some point or if the best and highest use for those parcels might be something other than business. She would like public input on this particular change. She stated that the Resolutions were meaningless to her because there was nothing that ties an address to a tax key number to a map. This should be included. M. Carlson stated that there was no reason why these parcels could not be extracted from the resolution and come back at a later date in conjunction with the northeast planning process. There was no rush to do this. Mayor Craig would like the property owners who would be affected on Vettelson to be notified that a change is being considered. M. Carlson stated that the purpose of this exercise was to create consistency between the zoning category and the master plan. P. Schuman stated that the input of the citizens on Vettelson Road should be received. He agreed with B. Leonard on this section, but felt that the other two items were “no brainers”. It was clarified that the last paragraph identified at bottom of the page one and the tax key parcels (9) on page two (the Vettelson Road properties) would be extracted from the Resolution.

P. SCHUMAN MOTIONED TO APPROVE THE RESOLUTION TO AMEND THE MASTER PLAN USE AND TO EXCLUDE THE ITEMS REFERENCING THE VETTELSON ROAD PROPERTIES. M. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. A ROLL CALL VOTE WAS TAKEN: P. CRAIG, AYE; P. SCHUMAN,

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AYE; M. COURT, AYE; C. MURSKY; B. LEONARD, NAY; D. KUCHLER, AYE; M. SAWALL, AYE. MOTION CARRIED.

- b. PROPOSED REZONE OF TWO MILWAUKEE STREET LOTS WITH DUAL R-3 AND RL-2 ZONING TO ENTIRELY RL-2

R. Dupler gave the history of the properties. A map was displayed. This is a change that seems to be a remnant from modifications to what originally was the condo development. As the condo development was developed it caused a change in zoning that did not capture the entirety of the two parcels immediately to the east. These are two single family homes that are immediately east of the condo which were part of the original plat for the condo but were not included in the development plan. In the Master Plan modification, a portion of these parcels maintained the R3 zoning. In order to bring all of this into concurrence between the zoning and the Master Plan R. Dupler asked for consideration of rezoning of these parcels. In order to rezone, the owners must be notified, a public hearing must take place with notification to surrounding residents, and a legal description must be drawn up.

T. Maney stated that this went back to the original rezoning in Delafield and it was a mistake. This would take away the 2-family zoning and let it be single family only. The RL-2 zoning would make it easier to rebuild a single family home and would bring the zoning into concurrence with the Master Plan.

M. Carlson stated that this would be posted for public hearing, neighbors and property owners would be notified accordingly, and it would be brought back to the Plan Commission next month.

- c. DISCUSSION REGARDING MASTER LAND USE PLAN UPDATES

The next step is looking at those areas that warrant some reconsideration. The area in the southeast quadrant of the City, the area that involves much of the new commercial development, mostly zoned all B6, on the original Comprehensive Plan has graphic errors that make it appear as if it was intended to be light industrial throughout the entirety of the development. R. Dupler thought that this was a graphic issue and is something that should be clarified in order to get the document in shape. The commissioner's packets included two color reductions of this area with colors changed to conform with the current Master Land Use designations. He believed that it was reasonable to expect that if the City were to actually modify the Comprehensive Plan to reflect what has been realized in this area over the years, the Comprehensive Plan would look more like the document he displayed (planned mixed use). Planned mix use takes into account when the Comprehensive Plan was done; there were areas that were not in the City and a land use was assigned to them. The proposed layout asked the Plan Commission to consider the

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future of the developments along Hillside Drive, the area identified now identified as M1, the area on top of the hill where Summer Fun Marine was just approved with their B4 parcel in the corner and the balance of the area is M1 (light industrial). He reviewed the area in detail. The downside to changing this to mixed use is that manufacturing light industrial parcels would be removed. However, there hasn't been a great demand for them in the last 10-15 years and there are not that many places available within the City for them. It was clarified that being classified mixed use may still allow a light industrial use as it could be brought in as it would accommodate that type of use. The property owners in this area have not been notified of this action at this time. Mayor Craig suggested that they be notified. The Gun Club's parcel is within the Town. R. Dupler stated that the area being discussed there is the existing landfill which is identified B3 zoning and is identified for only conditional use and already falls into the mixed use land category. M. Carlson stated that the landfill property is privately owned and the DNR has clean-up action and liens against the property. There are several options that have been presented for this property at one time or another, but not residential uses. He would characterize the landfill as an unproductive asset in Delafield. B. Leonard would like to see more people notified and involved. She would also like to drive down Hillside and look at the properties involved. Mayor Craig stated that the owners in this area and those in the Broken Arrow area will be notified. M. Carlson will draft a Resolution that will convert the Master Plan to this Planned Mixed Use.

8. HEARING DATES

Item 7B will have a hearing date.

9. ADMINISTRATOR'S REPORT

a. UPDATE ON NORTHEAST QUADRANT PLANNING ANALYSIS

M. Carlson stated that there were two successful, well attended meetings that took place. Good discussion took place about what information is needed by the Plan Commission for answering key planning questions on the northeast side of Delafield. Traffic impact data is needed. A traffic model identifying the traffic patterns in the neighborhood, along with projected growth in that neighborhood, based on the Master Plan was discussed.

R. Dupler stated that the meeting was successful in notifying the public and garnering their input, but not successful in coming to any conclusions. He thought that the City was on the right track. The meeting was attended by M. Carlson, P. Craig, P. Schuman, B. Leonard, and J. Krickhahn. There were approximately 60 people in attendance.

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The traffic management and the interconnection between the neighbors needs to be resolved.

M. Carlson stated that what R. Dupler described as a lack of progress is in reality opening these meetings to allow for more input. At the core, that is what the purpose of these meetings was meant to do. In the next month, there would be another series of two meetings, breaking the larger group into smaller groups and doing some physical planning work around the table. A report would then be given to the Plan Commission in March. If a final report is not available in March, he suggested delaying it until April. R. Dupler wanted to have a good handle on the traffic analysis before they have the next meeting. M. Carlson stated that part of the planning process and part of the role of the Plan Commission is not just to look at the City of Delafield as it is today, but to anticipate what kind of problems this community will face at full development. P. Schuman stated that this is part of the Smart Growth program.

B. Leonard stated that she thought that staff did a great job. She particularly thought that the mapping and description of the environmental corridors was very good. C. Mursky was pleased that further traffic analysis would be done. She asked for explanation regarding the concern about the detention basin setting a negative impact on the groundwater. R. Dupler stated that the bullet points paraphrased the comments expressed at the meeting. The question was whether or not the City has done any studies to ascertain whether or not the regional detention basins would have an impact on aquifer and groundwater quality. No studies have been done because there are DNR regulations in regards to permeability and infiltration so as to ensure that there is ample separation from the ground water to avoid contamination. M. Carlson stated that there was a development moratorium in Delafield in 2001 with the purpose being to create more stringent stormwater management standards. The stormwater management code was changed and strengthened as a result of that. This stormwater management code requires improving the quality of stormwater flow as developments unfold. In addition, Hay & Associates was hired to complete a regional stormwater management analysis on the northeast and northwest side of Delafield. They identified a handful of regional stormwater facilities that would be the preferred method of handling stormwater rather than having multiple stormwater pots/ponds on each of the development sites. The stormwater management practices used in Delafield reflect the best management practices that are in the marketplace today with respect to stormwater management. C. Mursky suggested creating a document summarizing the advantages of how stormwater retention/detention are improving water quality. She would rather take an extra month or two with the process.

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10. BUILDING INSPECTOR'S REPORT

Total number of permits to date are 18; two occupancy permits. The new permits include one new single family home.

11. BOARD OF ZONING APPEALS

- a. BOARD OF ZONING VARIANCES GRANTED JANUARY 26, 2006 – FEBRUARY 9, 2006.

Kean Kemnitz, proposed car port additions at 3733 Nagawicka Rd. – variance granted.

Curt and Carol Delie, proposed new home at 2940 Nagawicka Ave. – an error was found in the survey and it was recommended that they come to the Board of Zoning Appeals for a variance which was granted.

12. CORRESPONDENCE

- a. Letter from City Planner dated February 6, 2006 to Nicolas Williams, Twist 'N Olive regarding signage compliance.
- b. R. Dupler – There will be an open meeting at the Town of Genesee on March 30 in regards to “Problem Areas of Plan Commission Members – A Round Table Discussion” sponsored and supported by Waukesha County. This is round number two.
- c. M. Carlson stated that the City of Delafield would be hosting one of the seminars – either “Open Meetings Act” or “Public Records”. This will probably scheduled for first Saturday in May. It will feature a full blown description of what the regulations are and what the law is with respect to open meetings and open records. A grand orientation will be held for all of the City's boards and commissions.

13. ADJOURNMENT

P. SCHUMAN MOTIONED TO ADJOURN FROM THE MEETING. D. KUCHLER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING WAS ADJOURNED AT 8:52 P.M.

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC
City Clerk/Treasurer

Accurate Business Communications LLC