

CITY OF DELAFIELD PLAN COMMISSION MINUTES

CALL MEETING TO ORDER

Mayor Craig called the meeting to order at 7:03 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Mayor Paul Craig
Phil Schuman
Chrys Mursky (entered 8:27 p.m.)
Robert Transon (exited 10:30 p.m.)
Beth Leonard
Dick Kuchler
Roger Dupler
Matt Carlson
Marilyn Czubkowski

Absent

Mike Court
Tom Maney

Also Present

Tom Hafner
Cate Rahmlow
Marilyn Gardner

1. APPROVE PLAN COMMISSION MEETING MINUTES OF JULY 30, 2003.

P. SCHUMAN MOTIONED TO APPROVE THE PLAN COMMISSION MEETING MINUTES OF JULY 30, 2003. R. TRANSON 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 Craig asked three times if there were any citizens who wished to comment. There were none.

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

3. CONSENT AGENDA

Mayor Craig removed Item 3c.

P. SCHUMAN MOTIONED TO APPROVE ITEMS 3 A, B, D, E, F, AND G. R. TRANSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

M. Czubkowski read the approved items.

- a. RECOMMENDATION TO ADOPT ORDINANCE 517 - AMEND SECTIONS 17.42(4), 17.78(2), AND 17.87(6) OF THE MUNICIPAL CODE OF THE CITY OF DELAFIELD RELATING TO CONDITIONAL USE REVIEW, PLANS AND INFORMATION AND THE REQUIRED TIME FOR PLAN COMMISSION RECOMMENDATIONS TO THE COMMON COUNCIL.
- b. **TAX KEY 798.026.001, 645 WELLS STREET, DELAFIELD.** OWNER: ROBERT LANG. APPLICANT: SCOTT STEINHORST. APPLICANT SEEKS APPROVAL OF BUSINESS PLAN OF OPERATION FOR EDWARD JONES INVESTMENTS. HOURS OF OPERATION: MONDAY - FRIDAY, 8:00 A.M. TO 6:00 P.M.; SATURDAY, 9:00 A.M. TO 12:00 P.M. 2 FULL TIME EMPLOYEES.
- c. **TAX KEY 798.018, 622 GENESEE STREET, DELAFIELD .** OWNER: DAIRYLAND FUELS, INC. APPLICANT: KEVIN CONRADY. APPLICANTS SEEKS APPROVAL OF BUSINESS PLAN OF OPERATION FOR HAUS OF PRIME, A MEAT MARKET AND DELICATESSEN. HOURS OF OPERATION: WEEKDAYS, 9:00 A.M. TO 7:00 P.M.; SATURDAY, 9:00 A.M. TO 6:00 P.M.; SUNDAY, 9:00 A.M. TO 4:00 P.M. 5 FULL-TIME EMPLOYEES AND 1 PART-TIME EMPLOYEE.

Kevin Conrady was present at the meeting. Mayor Craig asked about the signs in the windows and discouraged the practice of large advertising within the windows. K. Conrady asked what the rules were on signage and R. Dupler reviewed. R. Dupler stated that the present signage is at the maximum. K. Conrady will bring signage proposals to staff. R. Transon stated that there should be a grace period. Mayor Craig agreed.

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

- d. APPLICANT DEBBY CHRISTMAN SEEKS APPROVAL OF GALLERY NIGHT, AN EVENT FOR ALL DOWNTOWN DELAFIELD BUSINESSES ON FRIDAY, SEPTEMBER 19, 2003 FROM 5:00 PM. TO 10:00 P.M.
- e. **TAX KEY 803.988.002, 385 WILLIAMSTOWNE SETTLEMENT, SUITE 3-A, DELAFIELD .** OWNER: WILLIAM AND BARBARA TOSON. APPLICANT: TOM PERDZOCK. APPLICANT SEEKS APPROVAL OF BUSINESS PLAN OF OPERATION FOR LAND TITLE SERVICES, INC, A TITLE INSURANCE AGENCY. HOURS OF OPERATION: WEEKDAYS, 8:00 A.M. TO 5:00 P.M. 2 PART-TIME EMPLOYEES.
- f. **TAX KEY 793.019, 524 MILWAUKEE STREET, SUITE 325, DELAFIELD .** OWNER: ROBERT LANG. APPLICANTS: TODD CANNON AND FLORIANE D'OLEIRE. APPLICANTS SEEK APPROVAL OF BUSINESS PLAN OF OPERATION FOR BEAU SOLEIL PSYCHIATRIC ASSOCIATES, S.C, A

PSYCHIATRIC MEDICAL PRACTICE. HOURS OF OPERATION: WEEKDAYS, 8:00 A.M. TO 8:00 P.M., SATURDAYS, 8:00 A.M. TO 2:00 P.M. 2 FULL-TIME EMPLOYEES.

- g. **TAX KEY 798.966, 418 GENESEE STREET, SUITE 100, DELAFIELD** . OWNER: LARRY KASSENS. APPLICANT: MICHAEL FREDE. APPLICANT SEEKS APPROVAL OF BUSINESS PLAN OF OPERATION FOR KING DEVELOPMENT/LIBERTY TREE FOUNDATION, A REAL ESTATE DEVELOPMENT/EDUCATIONAL BUSINESS. HOURS OF OPERATION: WEEKDAYS AND SATURDAYS 7:00 A.M. TO 6:00 P.M.; 2 FULL-TIME AND 1 PART-TIME EMPLOYEES.

4. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

- a. **TAX KEY 804.994.017, 2820 HERITAGE DRIVE, DELAFIELD** . OWNER: KENSINGTON DEVELOPMENT. APPLICANT: BETSY REDELL. APPLICANT SEEKS APPROVAL OF BUSINESS PLAN OF OPERATION AND SIGNAGE FOR PARTY LAND OF WI, LLC, A RETAIL STORE FEATURING PAPER GOODS AND PARTY SUPPLIES. HOURS OF OPERATION: WEEKDAY, 10:00 A.M. TO 9:00 P.M.

Michael was present. He felt that their proposal fit within the guidelines. R. Dupler stated that the text needed to be limited to within 30". Michael confirmed that it conforms. R. Dupler stated that the logos with the balloons had several colors. The development has pre-approved color packages but has made exceptions for national franchises. If the balloons are brought down to 30" they would be within conformance. Michael stated that by reducing the balloons the ratio compared to the text would be out of proportion. They are asking for variance on this. They need to stay proportionate according to corporate image. R. Dupler suggested reducing the balloons by 2" to conform. This was acceptable.

B. LEONARD MOTIONED TO APPROVE WITH ACCENT COLORS OF BLUE AND YELLOW AND BALLOONS OF RED, BLUE, AND YELLOW WITH THE BALLOON LOGO REDUCED BY 2 " IN HEIGHT WITH OVERALL SIGNAGE AREA OF 40.5 SF. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **TAX KEY 803.988.003. 2566 SUN VALLEY DRIVE, DELAFIELD.** OWNER: GARY STORTS. APPLICANT: JOE CHONG AND ANN PARK. APPLICANTS SEEK APPROVAL OF BUSINESS PLAN OF OPERATION AND SIGNAGE FOR DELAFIELD CLEANERS. HOURS OF OPERATION: WEEKDAYS, 7:00 A.M. TO 7:00 P.M.; SATURDAYS, 8:00 A.M. TO 5:00 P.M. 1 FULL-TIME AND 1 PART-TIME EMPLOYEE.

Ann Park was present. She explained her window signage. R. Dupler stated that the signage is in complete compliance. The operation of the business was explained.

R. TRANSON MOTIONED TO APPROVE. D. KUCHLER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **TAX KEY 787.076, 808 GENESEE STREET, DELAFIELD.** OWNER: CORNERSTONE INVESTMENTS, LLC. APPLICANT AND OWNER: TOM AUL. OWNER SEEKS APPROVAL OF SITE PLAN AND APPEARANCE REVIEW

Tom Aul was present. The Commissioners had received copies of the plans prior to the meeting. R. Dupler stated that this is a CBD 1 District and that architecturally it is in keeping with the existing the building and it is appropriate.

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

- d. **TAX KEY 804.994.013 AND PART OF 804.999.014, 2744 HILLSIDE DRIVE, DELAFIELD.** APPLICANT: SIG STRAUTMANIS. APPLICANT SEEKS APPROVAL OF SITE PLAN FOR EXTERIOR LIGHTING AND PATIO ENCLOSURE FOR HILLSIDE TERRACE.

Brad Kraut was present. The revised lighting plan is being proposed to give this building a nice character at night. R. Dupler was concerned about the safety of the patrons of Stone Creek Coffee in regards to the proposed patio enclosure.

R. Dupler was concerned about the ground lighting. He stated that the architectural accents on it were appropriate, there was lighting originally proposed as part of the architectural package. He considered all of the proposed lighting as improvements to the original design and all are appropriate for the building and well laid out. The packet included an 11x17 plan showing the location of the ground lighting. He reviewed the lighting. They are directly accessible for pedestrians and he did not think it was appropriate to have ground lighting where pedestrians can walk by and cast huge shadows across the building. Two of the lights were in conflict with potential bumper overhang from the immediately adjacent parking stalls. He thought that there was ample lighting on the building with all of the other accent lights. He recommended that the ground lighting be removed from the petition. In regards to the fencing, he thought it was appropriate, but his concern was to maintain a 5' pedestrian way.

B. Kraut stated that the intent of the designer on the ground lighting that since they removed some fixtures that were previously shown on the columns they were then looking at uplighting, placed near the column. The lighting designer was not concerned about the proximity of people walking past the lights. It is a small can that is placed flush in the concrete slab so that it would not be a tripping hazard. They were not concerned about the shadows on the front if people walked in front of the lights. He thought that it added good character to the building.

Possible shadow interference from bumper overhang was discussed. B. Kraut stated that there were two columns that were recessed back for ten minute parking and that they would be willing to remove the ones by the last stalls if necessary. The light spillage/pollution was discussed.

R. Dupler recommended to approve the site plan with a 5' walkway but to delete the ground mounted lighting.

P. SCHUMAN MOVED FOR APPROVAL WITH THE GROUND FIXTURES BEING ELIMINATED. R. TRANSON SECONDED THE MOTION. M. CARLSON ASKED IF THE MATERIAL FOR THE SAFETY FENCE AND RAILING WOULD BE LIKE THE PICTURES AT THE BACK OF THE PACKET. R. DUPLER STATED THAT THIS IS THE INTENDED MATERIAL, BUT THEY WOULD LIKE TO SEE A LITTLE MORE STYLE. THE HEIGHT NEEDS TO BE STANDARD RAIL HEIGHT. P. SCHUMAN AMENDED HIS MOTION TO ALLOW FOR THE 5' PASSAGE FOR THE TRAFFIC PATH IN THE OUTDOOR PATIO. M. CARLSON STATED TO REFER THE RAIL MATERIAL AND METHOD TO STAFF APPROVAL. P. SCHUMAN AMENDED HIS MOTION TO REFLECT THIS. R. TRANSON AGREED TO THE AMENDMENTS. R. DUPLER STATED THAT THE TEMPORARY SIGNAGE WOULD BE ONE SIGN AND WOULD BE 2' LARGER THAN ALLOWABLE - HOWEVER, THIS WOULD BE ONE SIGN FOR ALL OF THE TENANTS. THIS WOULD REDUCE THE OVERALL NUMBER OF SIGNS BY JUST HAVING ONE LARGER SIGN. M. CARLSON WILL APPROVE THIS ADMINISTRATIVELY. THE TEMPORARY SIGNAGE WOULD BE UP NO LONGER THAN 90 DAYS. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

5. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVALS

a. FINAL APPROVAL OF SITE PLAN FOR VETERANS MEMORIAL RIVERWALK

Marilyn Gardner, President of the Veterans Memorial Riverwalk, and Judy Stark, the original landscape architect were present. M. Gardner explained the project. Conceptual drawings were explained and displayed. The official logo has been finalized and was displayed. The kick-off took place nine months ago, they are just waiting for the DNR and then they are ready to start building. Gil Jevne from the design engineering firm, Schreiber/Anderson, was present and distributed an updated plan to all of the commissioners. The memorials, boardwalk, and pathway were reviewed. P. Schuman stated that they may want to review the narrative with historians, i.e. War of 1812, Civil War. M. Gardner stated that they have history professionals on the board that are reviewing the narratives. She suggested that P. Schuman attend one of their meetings. The pathway is the only part that is being considered for approval, not the signage. This is all City land with the exception of the easement from St. Johns. The project has been funded through a grant and private donations. This would be built as the funds come in. The building process was reviewed. Bruce Woods of Foth & Van Dyke briefly described the construction details of the pathway. Future expansion is possible. Part of the pathway would be crushed limestone and part boardwalk. R. Dupler stated that the gray color suggested for the boardwalk material is very appropriate. B. Woods reviewed the processes that they are going through with the DNR and other agencies. The bridge span has been increased to 54'. R. Dupler stated that it was well conceived and well realized and that all of his concerns were addressed. Mayor Craig stated that it has been very well done. M. Carlson stated that the engineering details of the pathway should be referred to the Public Works Committee to make sure that everything is in order. There is interpretative signage by each signage. M. Carlson recommended approval with staff referring railing and final amenities. B. Woods stated that at every memorial there will be flags. It is not known at this point in time if the flags would need to be lit.

B. LEONARD MOTIONED TO APPROVE THE FINAL SITE PLAN FOR THE VETTRAN'S MEMORIAL RIVERWALK WITH ENGINEERING DETAILS TO BE REFERRED TO THE PUBLIC WORKS COMMITTEE AND STAFF APPROVAL OF THE RAILINGS AND PATH AMENITIES. D. KUCHLER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **TAX KEY 804.993.005 AND 802.987, STH 83 & GOLF ROAD.**
OWNER/APPLICANT: TOLD DEVELOPMENT AND THE WEISSGERBER FAMILY. APPLICANTS SEEK AN AMENDMENT TO THE GENERAL DEVELOPMENT PLAN AND FINAL APPROVAL OF THE SPECIFIC IMPLEMENTATION PLANS FOR THE **SHOPPES AT NAGAWAUKEE** .

Greg Kost of Told Development was present. He presented an update of the Shoppes at Nagawaukee and requested an amendment of the General Development Plan (GDP) and review and final approval of the Specific Implementation Plan (SIP) for the first phase of the project. Items addressed were pedestrian orientation of the project, wooded area of property, oak tree preservation, and compliance with City's most current stormwater standards. The new plan complies with the City's stormwater standards; they broke up the larger building into two separate buildings, introduced more pedestrian linkages, and the oak tree will be saved. The parcel for the SIP and the engineering for the project were reviewed. Keystone block is being proposed for the retaining wall. All utilities will be in Golf Road. They are contemplating lowering and burying the utility lines. Stormwater was addressed. The greenspace complies with the 35% green area that Told initially said they would comply with overall, including the Dix property. The tree survey/inventory was addressed. They would like to ask to be considered under the city's current tree standard for tree removal and that they only be required to pay the \$5,000 per acre using an aggregated acreage. They will be adding more caliber inches than they are taking down. A review of the landscaping plan took place. The architecture of the buildings was displayed and discussed. A board showing material samples, glass samples, and retaining wall samples were passed around to the Commissioners. A comparison of how the building materials for the new building compared to the existing buildings took place. G. Kost stated that the building materials for the new buildings are on par or are a step up from the existing buildings. The rooftop screening was addressed and drawings were distributed to the Commissioners for their review. Proposed building signage on the larger building, and smaller building was discussed. They would like to have three different sign colors, white, green, and red. Since there is basically no back side to the buildings, but rather two fronts, in order to provide the proper visibility and the proper and proportionate amount of signage they would like to have the consideration of the ordinance treated and applied equally on both sides of the building. The accent/building lighting proposed for the project was reviewed. The proposed large pylon sign with seven sign panels and a pylon sign with six panels similar to the existing sign were displayed.

M. Carlson clarified that Told was asking for approval of both the modification of the GDP and approval of the SIP. He reviewed the code and stated that if the Plan Commission determined that the changes from the originally approved GDP are minor changes, then the Plan Commission can make that recommendation to

the City Council and if the City Council concurs, then no public hearing or additional steps would be necessary. If the Plan Commission were to determine that the changes were major, it would trigger the need for an additional public hearing, and a public hearing would need to be scheduled.

The definitions of a GDP and an SIP were reviewed. A GDP is a general layout, general plan of development for conditional use parcels. This parcel has had both GDP's and SIP's previously approved. M. Carlson reviewed what has been previously approved. G. Kost compared the first GDP to what is being proposed now. He stated that some of the Plan Commission comments were taken into consideration and they have improved the site and the layout. They have taken the stormwater to the next step and made it so it is a fully engineered plan. This was the most significant change for the overall project. He stated that the size of the overall project has stayed the same, but they have taken the two buildings and reconfigured them to be two buildings of more equal size. Mayor Craig stated that the Commission needed to determine if the changes were major. It was clarified that the square footage and parking ratios are basically the same. The green space allocation has been respected per the previous agreement. Stormwater has been improved. The City Forester has looked at the oak tree and there is now a preserved area shown around the oak tree. The City Forester is satisfied if the developer stays 51' away from the trunk of the tree. G. Kost will send a copy of the letter from the City Forester to the Plan Commission. The most significant change in the development plan was breaking up the one large building into two smaller ones. R. Dupler stated that some of the critical issues were in regards to the tree clearing, the identification of the CSM and the other documents could not be made available until this morning. He stated that from this point it affords the Commissioners to approve it contingent upon further staff analysis of some of the site specific issues (completion of a tree inventory, a legal description or a CSM to identify the parcels, and necessary documents for a planned unit development [conditional use agreement, developer's agreement, covenants restrictions and the stormwater management agreement]). M. Carlson stated that the GDP was approved contingent upon execution of those documents. He stated that it is redundant to require it as part of the SIP. R. Dupler stated that he had copies of these documents for the Commissioners. These documents should have been submitted as early as two weeks prior to this meeting as part of the standard submittal. The Petitioner is petitioning for consideration of an SIP. Staff has reviewed the plans and have sufficient security and knowledge that the SIP can stand alone and it will not be affected by the balance of the property, the changes that are being proposed as part of that GDP. Staff recommends that the GDP be discussed this evening. He stated that the documents necessary for a full analysis of the GDP, the tree survey, the most critical, was a complete tree inventory and was just given to him tonight. The SIP documents have been submitted. The second set of bullets that are itemized on his memo. There are specific issues that would require specific Plan Commission approval: 1) the proposed relocation of driveways 2) proposed grades within 25' of the property line which are in excess of 1:4 ratios 3) the retaining walls along the south and east property lines 4) the site lighting. Further issues are aesthetic issues. Signage should have a limitation of 150 sf per sign. Landscaping - the basins that back up to the buildings on the north side of the buildings, staff has recommended plantings. The site plan - trash enclosures were identified by G. Kost. R. Dupler would like to be assured that there would not be any storage of any materials on this side of the building. R. Dupler

addressed the detention basins. An increase in the height of this and the use more evergreen materials needs to be looked at. The landscaping needs to be stepped up in this area. B. Leonard addressed pedestrian and bicyclist access. It was stated that three of the ponds would be wet ponds and the remaining would be dry.

C. Mursky was concerned about the rooftop screening. G. Kost stated that it was based off of the freeway elevation. C. Mursky stated that she did not care for the architectural design of the development and that it looked too institutional. Discussion took place about the different styles that have been proposed.

M. Carlson reviewed the different steps that the Plan Commission could take.

Extensive discussion took place on whether the lateness of the submittal of the documents made a difference in determining whether or not the SIP or GDP could be approved.

P. SCHUMAN MOTIONED THAT THE MODIFICATIONS BE DEEMED A MINOR CHANGE AND THAT A PUBLIC HEARING NOT BE REQUIRED FOR THE GDP. D. KUCHLER SECONDED THE MOTION. B. LEONARD STATED THAT WHEN YOU DON 'T HAVE THE FOUR DOCUMENTS TO CARRY ALONG WITH THIS, SHE DID NOT SEE IT IN GOOD FAITH SAYING THAT THERE IS NOT A MAJOR DIFFERENCE, ESPECIALLY WHEN IT IS THE FIRST PARCEL THAT PEOPLE ARE GOING TO SEE AND THIS IS THE ONE THAT THERE IS A MAJOR DIFFERENCE ON. R. DUPLER STATED THAT IT WAS HIS UNDERSTANDING THAT THE DIFFERENCE BETWEEN A MAJOR AND MINOR MODIFICATION, PARTICULARLY WHEN IT COMES TO A PUD , ARE THOSE ELEMENTS FOR WHICH THE PLAN COMMISSION MAY HAVE GIVEN CONSIDERATION AS PART OF THE ORIGINAL GDP THAT VARY FROM BOTH REGULATIONS. AS PART OF THE ORIGINAL GDP, TOLD DEVELOPMENT WAS NOT PROPOSING ANY MODIFICATIONS OR EXTRAORDINARY SETBACKS FOR THE PLAN COMMISSION 'S CONSIDERATION. WITH THE NEW SITE PLAN, THE NORTHWEST BUILDING IS CLOSER TO RIGHT-OF-WAY, IT IS LESS THAN THE BULK REGULATIONS FOR SET BACK AND HE THOUGHT IT WARRANTED A MAJOR CHANGE AND ANOTHER PUBLIC HEARING BECAUSE OF THAT. M. CARLSON STATED THAT CHANGES OR REVISIONS ARE DEFINED IN CHAPTER 17.81 OF THE CODE. IT SPECIFICALLY SAYS "THE PLAN COMMISSION SHALL DETERMINE IF THE CHANGE REVISION OR ADDITION IS MINOR OR IF IT MATERIALLY AFFECTS THE INTENDED DESIGN OF THE PROJECT AND THE IMPACT OF THE PROJECT ON NEIGHBORING USES. " DISCUSSION TOOK PLACE. R. DUPLER STATED THAT A DECREASED SETBACK CERTAINLY WOULD HAVE AN IMPACT ON NEIGHBORING USES. IT IS NO LONGER IN COMPLIANCE WITH THE BULK REGULATIONS OF THIS DISTRICT. EXTENSIVE DISCUSSION TOOK PLACE REGARDING THE SETBACK OF THE BUILDINGS. P. SCHUMAN WITHDREW HIS MOTION. D. KUCHLER WITHDREW HIS SECOND.

P. SCHUMAN MOTIONED TO REFER THIS BACK TO STAFF TO MAKE A RECOMMENDATION ON THE CRITERIA FOR MAJOR AND MINOR MODIFICATIONS AND THAT THE DOCUMENTS THAT WERE SUBMITTED

TODAY TO BE REVIEWED AND THAT STAFF GIVE RECOMMENDATIONS ON THAT ALSO INCLUDING A REVIEW OF THE TREE ANALYSIS. B. LEONARD SECONDED. THERE WAS NO FURTHER DISCUSSION. THREE WERE IN FAVOR. R. TRANSON OPPOSED. D. KUCHLER ABSTAINED. MOTIONED CARRIED 3-2.

6. PRELIMINARY CONSIDERATION

None.

7. ZONING AND ORDINANCE REVISION

a. HISTORIC COLORS PALETTE AND ZONING TEXT AMENDMENT

R. Dupler reviewed his research. He recommended that the Plan Commission consider a color pallet appropriate for the Delafield Historic District. The proposed color pallet for the Delafield Historic District was displayed. The proposed zoning text amendment was read.

It was clarified that the downtown merchants had not discussed this. However, this amendment would give the merchants a chance to seek staff approval.

R. TRANSON MOVED TO ACCEPT . B. LEONARD SECONDED THE MOTION. ALL WERE IN FAVOR. MOTION CARRIED. THIS WOULD BE SCHEDULED FOR A PUBLIC HEARING. P. SCHUMAN SUGGESTED NOTIFYING THE CHAMBER OF COMMERCE.

b. TREE PROTECTION ORDINANCE TEXT AMENDMENTS.

The ordinance was distributed to the Commissioners. R. Dupler reviewed the changes in the ordinance.

Building Inspector T. Maney has not reviewed the amendment at this point in time.

C. Mursky addressed the appeal process. Enforcement of the ordinance would be complaint driven. The affect on homeowners versus commercial property was discussed. M. Czubkowski discussed potential problems with City liability. General discussion took place on the breadth of the ordinance. C. Mursky felt that the precise purpose needed to be defined.

D. KUCHLER MOTIONED TO NOT TAKE ACTION AND SEND THE ORDINANCE BACK FOR FURTHER REVIEW. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

8. HEARING DATES

The Historic Downtown Color Palette and Amendment will be scheduled for next month.

9. ADMINISTRATOR'S REPORT

Held a Plan Commission training workshop which R. Dupler moderated. It was videotaped and is available. M. Carlson received a phone call from the City Administrator in Oconomowoc asking for a copy of the videotape.

10. BUILDING INSPECTOR'S REPORT

Total number of permits issued were 32, with no occupancy permits. New construction permits include one single family home.

11. BOARD OF ZONING APPEALS

There were two cases, both passed.

12. CORRESPONDENCE

None.

13. ADJOURNMENT

P. SCHUMAN MOTIONED TO ADJOURN FROM THE MEETING. C. MURSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 10:37 PM.

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC
City Clerk/Treasurer

Accurate Business Communications LLC