

CITY OF DELAFIELD PLAN COMMISSION MINUTES

PUBLIC HEARINGS

CALL MEETING TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Absent

Mayor Paul Craig
Phil Schuman
Chrys Mursky (entered 7:50 p.m.)
Fred Welch
Robert Transon
Diri Curtis Costa
Roger Dupler
Tom Maney
Matt Carlson
Marilyn Czubkowski

Marily Gardner

- 1. APPROVE MINUTES OF JULY 31, 2002.

P. Schuman stated that a correction should be made on pages 13 and 14 regarding Attorney Richard's name.

R. TRANSON MOTIONED TO APPROVE AS AMENDED. F. WELCH 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.

Fred Hansen, 1331 E. Devonshire – Read a letter regarding the Berner property from Olive and Murel Brown who were unable to attend. He also lives in that block and agrees with the statements made in the letter. The commissioners received this letter in their packets.

Mike Wershay, 1009 Milwaukee Street – Spoke in regards to the Berner property. Issues, density of various properties in the area were reviewed. He thought that it should be approved.

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Victoria Hansen, 1331 E. Devonshire – Lives two doors away from the Berner property. Thought that it is getting very crowded and that it must be slowed down. Hopes to put an end to flag lots.

Tom Berner, 1307 E. Devonshire – Read letter from Tom Weis. The letter stated that he was not in favor of the Ray Ruff property developer, but was in favor of the flag lot.

John Brauer, 117 Muir Valley Drive – Read the letter from Murel and Olive Brown regarding Ruff's Preserve. The letter discussed their concerns regarding their driveway that has been verbally agreed to by Mr. Foster. They have signed a temporary easement to allow construction to start and it is on file in City Records.

John Bandkowski, 51 Oakwood Drive – Spoke regarding flag lots. He thought that the ones that were set up should stay that way.

Tracy Johnson, 224 Woods Drive – Would like to see an end to flag lots.

Tom Hennig, 318 North Lapham Peak – Spoke regarding flag lots. Thought that if the lots were set up for flag lots they should be allowed to have flag lots.

Sue Kerwin, 1315 E. Devonshire Road – She lives next to the Berners. Stated the reasons that they moved here. She is opposed to flag lots.

Jeff Krickhahn, 4506 Vettelson Road – Asked if comments on the Village Square could be held. The response was that this would just be an update report. This is not an item this evening. No action will be taken on this tonight.

Bob Borkowski, 4521 Vettelson Road – Distributed articles from the Milwaukee Journal Sentinel, an article on ground water in the City of Delafield, and data on the Arrowhead School budget meeting. This data means that any money that the City generates that goes to the school system would be taken away because it would cap their money.

Arlene Lutgen, 1322 Jensen Court – Worried about more flag lots in addition to the Berner flag lot. Sited additional issues. Does not want any more flag lots in that particular subdivision.

Phil Lutgen, 1322 Jensen Court - Agrees with his wife's comments.

Don Rambadt, 3440 Nagawicka Road – Discussed his concerns with the quality of the City's water and how it relates to toxic waste in the water. He reviewed the history of how Delafield deals with toxic waste. Mayor Craig stated that in order to comment, items must be on the agenda and this did not pertain. He suggested that Mr. Rambadt submit a report to the committee.

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Mel Kirsch, 1424 Wilderness Trail – Is against flag lots. His neighborhood has flag lots and he does not like it. He stated that home sales are difficult, and property values have gone down. Suggested that the commissioners look at the West end of Wilderness Trail to see how flag lots affect an area.

Barb Rambadt, 3440 Nagawicka Road – Regarding Waterleaf, she thought that the density should be held down to 2 acre zoning and that the bike path should be clarified. With regard to the Village Crossing, she wanted to clarify that there would have been more speakers if some individuals had not given their time to others.

Jim Zahorik, 1911 W. Shore Drive – Spoke in regards to Item 5b and 5c (Berner and Ruff's Preserve). He compared the lots on the Berner flag lot and the Ruff Property's lots. He stated that Mr. Berner was asking for what the zoning allows. Stated that the council couldn't deny people with large sections to develop.

Valerie Marek, 1435 E. Devonshire – She stated that she lives between the Berner and Ray Ruff properties and owns five acres. Sited privacy issues that will occur if a house is constructed on this particular flag lot.

3. CONSENT AGENDA

R. TRANSON MOTIONED TO APPROVE. P. SCHUMAN SECONDED. D. CURTIS COSTA ASKED IF THERE WERE COMPLAINTS ABOUT MC DONALD'S BEING OPEN LATE. THERE HAVE BEEN NONE. R. TRANSON WITHDREW HIS MOTION. P. SCHUMAN WITHDREW HIS SECOND. MOTION MADE AND SECONDED TO APPROVE ITEMS 3A, B, AND D. NO FURTHER DISCUSSION TOOK PLACE. ALL WERE IN FAVOR. MOTION CARRIED. ITEM 3C WAS REMOVED FROM THE CONSENT AGENDA.

- a. **Tax Key 803.998.001, 383 Williamstowne, Suite D2.** Owner: William R. Toson. Applicant: Chris Lieber. Applicant seeks approval of Amended Business Plan of Operation for the **CopperSite LLC**. The business is relocating. Hours of operation, 7:00 AM to 7:00 PM Monday – Friday, Saturday 9:00 AM to 5:00 PM, and closed Sunday. Two full-time employees.
- b. **Tax Key 803.988.001, 394 Williamstowne, Suite D.** Owner: William R. Toson. Applicant: Michael and Pamela Burnham. Applicant seeks approval of Business Plan of Operation for the **Panatrack, Inc.** Hours of operation, 8:00 AM to 5:00 PM Monday – Friday, closed Saturday and Sunday. Two full-time employees and two part-time employees.
- c. **Tax Key 803.988.001, 394 Williamstowne, Suite C.** Owner: William R. Toson. Applicant: GE Medical Systems, Mark Oho agent. Applicant seeks approval of Business Plan of Operation for **GE Medical Systems**. Hours of operation, 8:00 AM to 6:00 PM Monday – Friday, closed Saturday and Sunday. Four full-time employees.

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There were no representatives from GE Medical Systems present. M. Carlson stated that this was for office space and telephone sales.

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

- d. **Tax Key 0803.998.001, 211 Hwy 83.** Owner/ Applicant **McDonalds'**, William Holz agent. Applicant seeks approval of an amended Business Plan of Operation. Hours of operation, 5:00 AM – 2:00 AM seven days per week. Seven full-time employees and seventy part time employees.

4. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

- a. **Tax Key 803.003.000, 2410 Milwaukee Street.** Owner: Shuder Development LLC, Applicant: Bob Tarantino. Applicant seeks approval for a Business Plan of Operation and Signage for **2.4 Realty LLC Tarantino Financial Group, LLC.** Hours of operation, 6:00 AM to 9:00 PM Wednesday – Friday, Saturday and Sunday 6:00 AM to 6:00 PM.

R. Dupler stated that the signage submittal did not come in and should not be considered tonight. He recommended approval on the other items. D. Curtis Costa stated that the proposed hours of operation on the business plan of operation the hours were different than those listed on the agenda. It was clarified that the Business Plan of Operation stated Weekdays 6 am – 9 pm, Saturday 6-6, and Sunday 6-6 and that these were the hours that would be considered.

P. SCHUMAN MOTIONED TO APPROVE THE BUSINESS PLAN OF OPERATION. F. WELCH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **Tax Key 792.056, 807 Genesee Street, Suite D,** Sea Scape LLC dba **B'Lou;** Barbara Berg, 13410 Watertown Plank Rd, Elm Grove, Applicant. Applicant seeks Business Plan of Operation and Signage for **B'Lou;** a women's retail clothing boutique. Hours of Operation 10:00 AM to 5:00 PM, Weekdays, Thursday till 8:00 PM and 10:00 AM to 5:00 PM Saturdays and possible Sunday hours. Three part-time employees.

R. Dupler stated that the proposed signage meets with staff approval. There will not be any lighting. He recommended approval.

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

5. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVALS

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- a. **Tax Key 803-962, 1928 Hillside Court.** Owner/ Applicant: Jeanne P. Kay. Applicant seeks approval of a Conditional Use for a home business and a Business Plan of Operation for **Perfect Puppy/Perfect Dog**. Hours of Operation, 9:00 AM to 11:00 AM or 6:00 PM - 8:00 PM two or three times Monday – Friday, and Saturday 9:00 AM to 11:00 AM. One part-time employee.

Ms. Kay's partner was present. Discussion took place as to the number of dogs that would be trained at the same time. It was clarified that it is their intent to train up to four dogs at one time. They proposed to amend the oldest age to 16-24 weeks. Page 4, item 5 was reviewed. It should say "or", there would only be four dogs. Page 5, bullet 12, ages would be 16-24 weeks. Ms. Kay's partner stated that she visited with the neighbors in the subdivision. She included some letters from people whose names were on a letter of opposition and a letter explaining that they were not in opposition of the business. Four names can be taken off of the list of opposed. Letters were included in the commissioner's packet. D. Curtis Costa stated that it is a conditional use permit and if it is not followed it can be taken away and does expire each year.

R. TRANSON MOTIONED TO APPROVE AS AMENDED AND WITH A CONDITIONAL USE PERMIT. D. CURTIS-COSTA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

This will go to the Common Council.

- b. **Tax Key 797.974, 1307 East Devonshire Road.** Owner/Applicant: Tom and Wanda Berner. Applicant seeks approval of a Certified Survey Map.

T. Berner distributed documents to the commissioners. He addressed the privacy issue that was brought up in the Citizen's Comments and stated that people could plant trees. He also spoke in regards to property values. It was his feeling that citizens must follow the rules and the City must also. Stated that he meets all of the requirements to split this lot.

R. Dupler stated that in the commissioner's packets they have been provided all of the information that are in their files. Reviewed items from his previous reports dealing with subjective language in the subdivision regulations that will warrant some consideration (18.59 and 18.59a). He read the regulations. He stated that he did not believe that a flag lot qualifies as a normal lot. T. Berner stated that he would build a single family home on the subdivided lot. The front lot would need a variance on the front set-back. T. Berner would agree to deed restrictions to single families. R. Dupler stated that there are legitimate reasons to employ flag lots, but for re-subdivision of the current existing neighborhood, he does not believe it is in the spirit of the neighborhood. No word has been received from the City Attorney on this issue. M. Carlson responded to the comment

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comparing the Ruff's Preserve to this property. He stated that they are entirely different issues and are not close to being comparable. C. Mursky shared R. Dupler's interpretation and believes it is not in the spirit to approve flag lots.

C. MURSKY MOVED TO DENY THE REQUEST. DISCUSSION TOOK PLACE REGARDING WHAT WAS REQUESTED OF THE ATTORNEY. T. BERNER REFERRED TO THE 2/27/02 MINUTES. THERE WAS NO SECOND. MOTION DIED.

D. CURTIS COSTA MOVED TO APPROVE THE CSM AND PROCEED WITH AN ORDINANCE AMENDMENT FOR FUTURE FLAG LOTS. T. BERNER STATED THAT RIGHT NOW IT IS LEGAL. THERE WAS NO SECOND. MOTION DIED. DISCUSSION TOOK PLACE.

P. SCHUMAN MOVED FOR APPROVAL OF THE CSM WITH A PROVISION THAT ONLY SINGLE FAMILY DWELLINGS BE ALLOWED ON THE NEW LOT AND THAT THE EXISTING LOT ALSO BE LIMITED TO SINGLE FAMILY AND THAT THE BERNER'S WOULD PROVIDE VEGETATIVE SCREENING TO THE NEIGHBORING ADJACENT PROPERTIES. R. TRANSON SECONDED. T. MANEY ADDRESSED THE NONCONFORMING GARAGE AND POOL - THEY WOULD TAKE THESE DOWN IN 30-60 DAYS. D. CURTIS COSTA STATED THAT SHE IS CONCERNED AS TO WHY IT WASN'T DONE BEFORE. T. BERNER STATED THAT IT HAS ALWAYS BEEN THEIR INTENTION TO DEVELOP THIS LOT. M. CARLSON REVIEWED MANY OF THE CONCERNS THAT HAVE BEEN ADDRESSED PREVIOUSLY AND THERE WERE SIMILAR OBJECTIONS THAT WERE RAISED. F. WELCH EXPRESSED CONCERN ABOUT THE OBJECTIONS FROM NEIGHBORS. MR. HENNIG IS AN IMMEDIATE NEIGHBOR WHO IS IN FAVOR OF IT. IT APPEARS THAT 50% OF THE NEIGHBORS ARE OPPOSED TO IT. A VOTE WAS TAKEN: TWO WERE IN FAVOR. TWO WERE AGAINST. D. CURTIS COSTA ABSTAINED. IT WAS A 2/2 TIE. A ROLL CALL VOTE TOOK PLACE TO CLARIFY: C. MURSKY, NAY; R. TRANSON, AYE; P. SCHUMAN, AYE; D. CURTIS COSTA, AYE; F. WELCH, NAY; P. CRAIG, NAY. THE VOTE WAS TIED, 3/3. SINCE THE MOTION WAS TO APPROVE, IT PASSED.

- c. Tax Key 797.945, Muir Valley Road.** Owner: Ray Ruff, Applicant: Wayne Foster. Applicant seeks approval of a Final Plat for *Ruff's Preserve*.

Mr. Foster stated that they agree with Olive & Murel Brown's statements as submitted in the letter.

R. Dupler reviewed. A letter of review was included in the commissioner's packets. Staff recommended approval contingent upon the resolution of issues, State and County review, and given the history of this project, ask that the plat not be signed by the City without written approval by the City Engineer.

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P. SCHUMAN MOTIONED FOR APPROVAL CONTINGENT UPON RESOLUTION OF ISSUES AND ISSUES BEING SIGNED BY THE CITY ENGINEER, THAT ALL INVOICES BE PAID, AND THAT THE COUNTY AND STATE APPROVE. DISCUSSION TOOK PLACE. R. TRANSON SECONDED. ALL WERE IN FAVOR. MOTION CARRIED.

- d. **Tax Key 754-989-004, Price Rd and Nagawicka Rd.** Owner/ Applicant: Jorgensen & Taugher. Applicant seeks approval of a Conditional Use Permit, Covenants and Restrictions, Storm water Management Facilities & Common and Area Maintenance Agreement, Developer's Agreement, and a Preliminary Plat for **Waterleaf** Subdivision a Plan Unit Development. This petition has been referred back to Plan Commission from the City Council.

Attorney Dean Richards was present at the meeting. P. Craig stated that this body is the final body for approval of the preliminary plat. Attorney Richards reviewed the history of the project and changes that have taken place as a result of the City requests and recommendations. It was stated that all lots by the riverbanks are exactly the same size as they would be under conventional zoning, all border lots on the exterior of the subdivision were increased in size to get as close to the 2 acre size as they could, and the average lot size on the perimeter and river is 2.14 acres. The PUD advantage was used principally in the central cluster area. They range from 1-1.5 acre with average of 1.3 acres. A one-half acre out lot has been added for a tennis court and small parking for two cars. Stormwater provisions were reviewed and drainage was discussed. In regards to the garage in the subdivision nearby, provisions were discussed. On Nagawicka Road traffic traveling north will have a bypass lane, southbound traffic will have deceleration and acceleration lanes, and a bike path will run parallel to Nagawicka Road, west of the ditch line. The developers have given thought to the issue of potential water main service in this area in the case that a regional or a city-wide water system were ever put in; in the drawings submitted where the sanitary sewer drawings are provided, there is also a layout for an 8" water main system that will provide the loop connection both at Nagawicka Road and Sylvester Drive and provide a compliant water main system around the entire loop of the Waterleaf Road.

R. Dupler stated that the plan is substantially compliant. They have a review from the survey department. Recommended that petitioner take this into account and modify this into the plan with the revisions. A letter dated 6/26, specifically item 6 was discussed. The ROW by Sylvester will provide access to the river. C. Mursky stated the flexibility of the PUDs do not include increased density (17.75.4). P. Schuman stated that the Lake Welfare Committee is concerned about access to the lake, i.e. piers, etc. Discussion took place about the density. The tennis court would be for the subdivision owners. The bike path would be going into the City and Atty. Dean did not believe any trees would be affected by it. D. Curtis Costa stated that she would like to put a cap on the impervious surface.

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Discussion took place on this item. Mayor Craig stated that he would like to see the tennis courts space be used to make the smaller lots (13 & 10) larger. M. Carlson stated that the location of the roads determines the inside lots being smaller and the outside lots be increased. Mr. Taugher, one of the developers, spoke in regards as to why the roads were located in their present area. R. Dupler suggested reorientation of the tennis court and shifting the road to the east and reducing the separation to the out lot. The tennis court could be a future access to the neighboring development. Page 2 of the engineering drawings show the parking lot and tennis court – M. Czubkowski stated that there was a letter from John Fuchs that was faxed this afternoon. R. Dupler sketched his suggested modifications on the drawing.

D. Curtis Costa reviewed items in the Deeds, Covenants & Restrictions. On page 1, river access, she would like to add that storage of watercraft within the common space would be prohibited and may not be left there overnight. Page 4, B 2.02B, three-car garage – would like to see no more than 2.5 – the commissioners disagreed. Page 5, impervious surface, smaller homes – no changes will be made. Stormwater management regulations will cover this. Page 5, 2.05C – language to include near the end “including but not limited to fill of any kind, docks, piers, and boardwalks.” Atty. Richard stated that the language is already included. Page 9, change from sanitary sewer system now says City sanitary sewer system. M. Carlson explained. It is the City of Delafield and is correctly stated. Page 8, silt fencing – the developer “may” install. This dealt with who was responsible for the silt fencing. Page 10, 2.15 – Discussion took place. The Association is responsible for maintaining stormwater management and common areas. See Page 19, Section 5.093 – this covers it. Conservancy Restrictions, third paragraph, would like language including but not limited to fill, docks, piers, and boardwalks. Natural fertilizers and herbicides – natural is on the right path. Page 13, Fences and Walls – City ordinances prevent solid fencing. Page 18, I, questioned what it said. It was clarified by Attorney Richards that this allows the developer to exclude portions of subdivision from the assessment scheme of the subdivision. Page 18, Amendment to Declaration – D. Curtis Costa was concerned about the wording in this section. M. Carlson stated that it is important to get the essential terms and conditions included in the conditional use permit. Attorney Richards stated that the next page covers her concern and that the City would need to approve any changes.

P. SCHUMAN MOTIONED TO APPROVE SUBJECT TO REVIEW BY LEGAL COUNSEL, STAFF, AND THE CITY ENGINEER AND APPROVAL OF THE PLAN. HE AMENDED HIS MOTION TO INCLUDE THE ADDITIONAL LANGUAGE REGARDING PIERS. D. CURTIS COSTA REVIEWED THE BLUE DOCUMENT, PAGE 3, #5, VACATING THE PUBLIC ROW. SHE DISCOURAGED ASPHALT EVER GOING IN ON A TRAIL. R. TRANSON SECONDED THE MOTION. NO LANDSCAPING PLANS WERE SUBMITTED FOR THIS MEETING. NO LIGHTS WOULD BE BY THE

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TENNIS COURTS. THERE ARE FENCES ON THE TENNIS COURT. OUTLOT 2 WAS INADVERTENTLY LEFT OUT OF THE CONDITIONAL USE PERMIT, BUT WILL BE ADDED TO IT. THE BIKE PATH WAS DISCUSSED. P. SCHUMAN AMENDED HIS MOTION TO INCLUDE THE ADHERENCE TO THE RESOLUTION OF ISSUES ON THE SURVEY AND REVIEW IN THE JUNE 26TH LETTER. THE SECOND WAS IN FAVOR OF THE AMENDMENT. ALL WERE IN FAVOR. MOTION CARRIED. F. WELCH ABSTAINED.

6. PRELIMINARY CONSIDERATION

- a. **Tax Key 803.998.003 Heritage Drive.** Owner/Applicant Gary Storts. Applicant seeks preliminary consideration of a Certified Survey Map.

R. Dupler stated that this action would not directly result in any additional development. M. Carlson recommended the consideration of a condition of the approval of the CSM to prohibit any further development of lots 1 and 2. R. Dupler would like to recommend that the CSM and a land split needs to accommodate access to lot 2 and stormwater agreement with the City and stormwater easement on lot 1. This also must imply with Trans 233 and must go through legal re-approval.

- b. **Tax Key 0621.999, NE Section 12,** Nashotah House, Owner; Robert Loepfe, 34311 Valley Road, Oconomowoc; Applicant. Applicant seeks preliminary site plan consideration for a Planned Unit Development

This was removed from the agenda.

7. ZONING AND ORDINANCE REVISIONS

None.

8. HEARING DATES

The Jens property will have a public hearing next month.

9. ADMINISTRATOR'S REPORT

- a. UPDATE REGARDING STAFF REVIEW OF VILLAGE SQUARE DEVELOPMENT PROPOSAL

M. Carlson distributed a handout to all of the commissioners and summarized it. He has met with both proponents and opponents for the development. He has asked the developer for additional information and listed the items requested. The comparison table between Village Square and Lake Country Crossing has been provided and was distributed to the commissioners. The tree inventory is substantially complete. P. Schuman stated that some people in favor of the development are against the signs

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against the development. The general rules for signs is that if they are on personal property there are limits as to how many can be posted and they must not be posted in the ROW. No permits are needed for these types of signs as long as they are on private property with permission.

- b. NOTICE UP PUBLIC HEARING FROM HARTLAND PLANNING COMMISSION CONSIDERING A LICENSED CHILDCARE CENTER ON ROSE DRIVE.

The location of this childcare center will be verified to see if it is part of the corridor agreement.

- c. INCIDENT OF SIGNIFICANT REMOVAL OF TREES AT BAYMONT.

Tree topping and removal near the Baymont Inn has taken place and is being investigated. Twenty-four trees have been lost. They were oak and ash trees – high quality trees. A considerable amount of erosion control practices will have to take place. Exploration of the municipal code and legal aspects of this issue are taking place. Options are being reviewed and investigation is still underway.

10. BUILDING INSPECTOR REPORT

A total of 45 permits have been issued. Three occupancy, two single family and one two-family home on a flag lot.

11. BOARD OF ZONING APPEALS

No report.

12. CORRESPONDENCE

- a. Letter from Charles Winter (July 15, 2002), regarding Hartland Sportsman's Club. – M. Carlson reviewed. Police have investigated and there were some items identified in the conditional use that the club was not complying with. A letter was sent to the president of club. A meeting was held with the president of the club. He indicated that there were some areas that were easy to fix and some not so easy to fix. They will provide the City with an analysis, review, and steps they will take to comply with conditional use and if not tell why. This will be forwarded to the City Attorney.
- b. Letter from Ray and Anita Michels (July 27, 2002), regarding the Berner's CSM.
- c. Letter from John and Norma Ward (July 29, 2002), in regards to Waterleaf Development.
- d. Letter from Ryan Schultz - MLG (August 1, 2002), requesting an extension to September Plan Commission.
- e. Letter from SEWRPC (August 2, 2002), regarding Village Square sewer service and field verification.

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- f. Letter from Mark Moertl (August 6, 2002), progress report regarding Boatgas Marine Refueling Service.
- g. Letter from Roger T. Dupler (August 22, 2002), regarding staff approval of proposed Aurora Pharmacy signage.

13. ADJOURNMENT

P. SCHUMAN MOTIONED TO ADJOURN FROM THE MEETING. F. WELCH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 10:15 P.M.