

CITY OF DELAFIELD PLAN COMMISSION MEETING

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  
Fred Welch  
Robert Transon  
Diri Curtis Costa  
Tom Maney  
Matt Carlson  
Marilyn Czubkowski

Marilyn Gardner  
Roger Dupler

1. APPROVE MINUTES OF NOVEMBER 20, 2002.

A new draft of the first page of the minutes was distributed. M. Czubkowski stated that C. Mursky was in the audience at the end of the meeting, but did not participate in the meeting so she was classified as absent.

**D. CURTIS COSTA MOTIONED TO APPROVE THE MINUTES OF THE NOVEMBER 20, 2002 MEETING AS AMENDED. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. F. WELCH, C. MURSKY, AND R. TRANSON ABSTAINED, THREE WERE IN FAVOR. MOTION CARRIED.**

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

None.

3. CONSENT AGENDA

**CITY OF DELAFIELD PLAN COMMISSION MEETING****a. Tax Key 807.978.007, 363 Austin Circle**

Owner/Applicant: Craig Dretzka, Applicant seeks approval of Business Plan of Operation for **Arrowhead Motor Sports**. Hours of operation: Mon. – Fri. 9:00 a.m. to 8:00 p.m.; Sat. – 9:00 a.m. to 4:00 p.m.; 5 full-time and 3 part-time employees.

**R. TRANSON MOVED TO APPROVE. C. MURSKY SECONDED THE MOTION. D. CURTIS-COSTA ASKED IF THERE WERE ANY PROBLEMS WITH GASOLINE ON SITE. F. WELCH STATED THAT THIS WAS VERY SIMILAR TO THE SITUATION THAT WAS APPROVED AT HOTSY. IT IS THE SAME KIND OF OPERATION. MAYOR CRAIG STATED THAT IT WAS BASICALLY THE GAS AND THE VEHICLES THEMSELVES. T. MANEY ALSO STATED THAT IT WAS THE SAME AS HOTSY. THIS IS A NEW OPERATION. ALL WERE IN FAVOR. MOTION CARRIED.**

**4. Plans of Operation, Signage and Site Plan****a. Tax Key 803.994.000, 2675 Sun Valley Drive. Owner: Open Pantry Food Marts of WI Contact: Steve Nikolas, Zabest Commercial Group, Applicant seeks approval of Site Plan, Architectural Plan, and Signage for *Open Pantry Food Mart of WI, Inc.***

Representative Steve Nikolas of Zabest Commercial Group was present on behalf of Open Pantry. They were present for the approval of the remodeling of the existing food shop at the Amoco station. He explained that there has been a merger between Amoco and BP throughout Wisconsin. In this situation, Open Pantry will be operating the food shop. The BP colors are being incorporated because BP will be in the next phase. There is an addition to the east side of the building, a small addition to the back to accommodate a larger facility to become a convenience store. Colors will complement the existing BP palette. F. Welch referred to R. Dupler's memo dated December 17, 2002 in which he mentioned two concerns with this. He thought that the Plan Commission should consider the fact that they would probably be faced with this again in the downtown area. This one being presented will be in a very high intense usage area, but the other Amoco in the Historic District may

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require a harder look. The two items that R. Dupler had concern about were the pylon sign -- it does not conform and that the amount of green on the canopy may be a little much. F. Welch stated that the BP in Oconomowoc had a band of green that was much, much narrower. This should be considered tonight. The green is a very bright green. S. Nikolas stated that there is another selection that has yellow in it as well. S. Nikolas stated that this is a two-pronged approach; he is primarily here for the building and the addition to the building, but their staff wanted to know what Phase II would be as far as signage. BP will be doing the re-identification and there will be further discussions where alternates could be presented. He stated that at this point in time, he is here for the building and the remodeling and that BP would be involved in the re-identification of the canopy. T. Maney asked if he would have a problem if the signage portion would be put off at this time. S. Nikolas stated that the pylon sign would be something that Open Pantry needs to address. It was stated that the pylon sign is an existing nonconforming pylon sign. It is one of the old standard "goal post" signs. T. Maney stated that the size of the pylon sign meets the City ordinance, but it is not part of the City monument style that causes the nonconformity. F. Welch stated that the City wanted to make certain that they were not over 20' above the center of the expressway -- that is the control. T. Maney stated that they were well below that. If the same height were kept, they would be fine. T. Maney stated that they would be 30' from grade. T. Maney stated that if signage was taken off, the Plan Commission would address this and the color on a different date. The Plan Commission would only be approving the site plan tonight to get the remodeling going. The Plan Commission would like to see other alternatives for the signage. D. Curtis-Costa asked if the Plan Commission normally allows three different signs, three different logos, and three different names for one business. T. Maney stated that he sees it as two users. The transitional sign was discussed and this will be investigated before they come back for signage.

**R. TRANSON MOVED TO APPROVE THE BUILDING PHASE OF THIS PROJECT. F. WELCH SECONDED THE MOTION. T. MANEY MADE IT CLEAR THAT THIS DOES NOT INCLUDE ANY SIGNAGE OR THE COLOR OF THE**

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CANOPY OR THE SIGNAGE AND THAT ALL OF THAT MUST COME BACK TO THE PLAN COMMISSION. S. NIKOLAS WOULD LIKE A COPY OF THE COMMENTS. M. CARLSON STATED THAT THERE IS NO CONNECTION OR PRECEDENT BEING SET BY APPROVING THE GAS STATION RENOVATIONS AT 83/94 AND ANY FUTURE IMPROVEMENTS AT THE GAS STATION IN DOWNTOWN DELAFIELD. F. WELCH STATED THAT BECAUSE THE DOWNTOWN LOCATION IS IN THE HISTORIC DISTRICT, IT COMES UNDER A DIFFERENT REVIEW PROCESS. S. NIKOLAS ASKED IF THERE WOULD BE A POSSIBILITY THAT THE GREEN CANOPY WOULD NOT BE APPROVED AT ALL. MAYOR CRAIG SUGGESTED TAKING THIS UP WITH STAFF. F. WELCH STATED THAT HE FOUND THE BP SIGNS IN OCONOMOWOC MORE ACCEPTABLE. D. CURTIS-COSTA WANTED TO CLARIFY THAT SIGN LIGHTING HAS NOT BEEN APPROVED AND NEEDS TO BE ADDRESSED. F. WELCH STATED THAT THIS NEEDS TO BE CLARIFIED. A PHOTOMETRIC PLAN OF THE ENTIRE SITE NEEDS TO BE OBTAINED. F. WELCH STATED THAT THE CONCERN IS THE CLOSENESS OF THE SIGN TO THE OFF-RAMP. T. MANEY STATED THAT WHEN THE STAFF LOOKED AT THE PLANS FOR THE CANOPIES, ONCE THEY WERE AWARE THAT THEY WERE REUSING THE ENTIRE EXISTING CANOPY; IT WAS THOUGHT THAT IT WAS ONLY AESTHETICALLY. ALL WERE IN FAVOR OF THE BUILDING PLAN ONLY. MOTION CARRIED.

5. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVALS
  - a. **Tax Key 0797.062, 416 Butler Drive.** Delafield-Hartland Water Pollution Control Commission. Applicant: Robert Hyde. Applicant seeks final approval of revised Site Plan, and Architectural Plan for **Del-Hart**

Phil Korth from Foth & Van Dyke was present at the meeting. He stated that in May the site plan and applications were submitted. The connection from Cushing School to Butler Drive was a concern. Since the last meeting with the Plan Commission, the school district and the Delafield-Hartland Water Pollution Control Commission met and plans were developed. It was agreed that an easement

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could be worked out when the School District requested a connection. This has recently been finalized with the School District. The Commissioners had a copy of the drawing in their packets. P. Korth stated that they would like final approval of the design they have presented. F. Welch asked about the entrance of the school traffic lane, etc. – he thought better detail was needed as to how this would be configured. He was concerned about major conflicts if traffic was coming out of the treatment plant with this configuration that there could be problems with right-of-way. Mayor Craig stated that this is for school bus traffic only, it would be a controlled gate, all buses would be going in and out together. It was stated that this is a one-way road. F. Welch stated that normally they would have one of them come in at a right angle to the other. The one that had the most use would get the right of way. He asked if one would have a stop sign to avoid a conflict in this area. Mayor Craig stated that he was not sure if the school was ready to commit engineering-wise or financially at this time. F. Welch stated that on the conceptual plan it shows a cul de sac area – he questioned if the asphalt area going to be enlarged at that point. P. Korth stated that his plan deals with the treatment plant. Mayor Craig asked if and when the road is built, if they would need to come in front of this board again or if the approval could be structured in way so that they would need to appear in front of the Plan Commission again. M. Carlson stated that it is a site plan change and the Plan Commission has jurisdiction over site plan changes, so when the school is prepared to make their improvements to the parking lot and to create the back entry, they would need to come into the Plan Commission to get final approval. Mayor Craig stated that the issues could be addressed at that time. There is a hill issue in that area that will need to be addressed. P. Korth stated that the easement has been signed. Butler Drive is a public drive and this intersection should go to the Public Works Committee at the proper time. M. Czubkowski said that she did not see the change that was requested at the last Plan Commission meeting for additional landscaping to be put against the sludge building next to the expressway (Drawing 5C05) where the public would be picking up their sludge. P. Korth stated that Austrian Pines would surround the building to provide a natural visual screen that will meet the 6' high criteria. This

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is not shown, but a drawing is available and it has been taken care of. The building expansion will be going where one of the cul de sacs is presently located.

D. Curtis-Costa asked if the 15' wide easement was sufficient and acceptable with the school. Mayor Craig stated that the school has signed the easement and has paid the charge. It was included in the commissioner's packets. F. Welch stated that since this easement is one way, signage would be needed. Mayor Craig stated that this drive would only be used for school buses, not the public. There would be an electronic gate that will be opened for the buses only. The easement is one item and Butler is the second. The waste trucks will be using Butler Drive (a two-way road). The easement will be one-way. The engineering and drawing of the way the easement will meet Butler Drive has not been done. M. Carlson stated that the School District is not ready to construct the road that would provide their back entrance.

**D. CURTIS-COSTA MOTIONED TO APPROVE THE PLAN WITH THE LANDSCAPING ON THE SOUTH SIDE THAT WAS NOT SEEN. F. WELCH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

6. PRELIMINARY CONSIDERATION

None.

7. ZONING AND ORDINANCE REVISIONS

a. UPDATE REGARDING MINOR SUBDIVISION NOTIFICATION REQUIREMENTS.

M. Carlson stated they have talked to the Mayor about the subdivision notification requirements and if any more detail or direction was required to let them know. Mayor Craig did not have any comments.

8. HEARING DATES

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M. Czubkowski stated that potentially there would be a hearing in January under Preliminary for Told Development, Golf Road, but it is too early to say for sure.

9. ADMINISTRATOR'S REPORT

None.

10. BUILDING INSPECTOR'S REPORT

T. Maney reported 11 permits to date, one occupancy permit, and no new construction permits.

11. BOARD OF ZONING APPEALS

None.

12. CORRESPONDENCE

- a. Waukesha County Department of Parks and Land Use Certification of No Objection to Final Plat for Ruff's Preserve.
- b. Letter dated December 9, 2002, from Mark Moertl regarding a request for a 60-day extension on progress of Boat Gas Marine Refueling Service.

P. Schuman asked if the Boat Gas people have talked to the Fire Dept. M. Czubkowski stated that they have been keeping the City informed with the submitted the letters. M. Carlson stated that in the search of the Code, the City does not have a specific prohibition with respect to this kind of activity. If the Plan Commission were inclined, a public hearing would need to be held to potentially regulate this kind of activity. He asked that the Commissioners give him direction as to what their wishes are. P. Schuman will bring this up to the Lake Welfare Committee. This will be put on the agenda for the next meeting. It is not known if any municipality in the area has allowed this type of activity. Feedback from the DNR will be obtained. M. Czubkowski stated that this would be a lengthy process because it is something that the Village of Nashotah and the DNR get to weigh in on.

13. ADJOURNMENT

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**P. SCHUMAN MOVED TO ADJOURN FROM THE MEETING.  
R. TRANSON SECONDED THE MOTION. THERE WAS NO  
FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION  
CARRIED. THE MEETING ADJOURNED AT 7:41 P.M.**