

**CITY OF DELAFIELD PLAN COMMISSION MINUTES**

**7:00 PM Public Hearing for Jerry Lyons to amend Conditional Use to allow B4 use on Lot 4, Cushing Park Business Center.**

**Public Hearing for Lincoln Contractor's Supply, Inc. for a Conditional Use to allow Sale and Rental of machinery and tools on Lot 4, Cushing Park Business Center.**

**Motion made to close the Public Hearing for Lot 4 Cushing Park Business Center at and Lincoln Contractor's at 7:06 p.m. (Transon and Schuman)  
Motion carried.**

Present:

Mayor Ed McAleer  
Ald. Philip Schuman  
Diri Curtis Costa (arrived at 8:00 p.m.)  
Robert Transon  
Fred Welch, City Engineer  
Roger Dupler, Interim City Planner  
Matt Carlson, City Administrator  
Marilyn Czubkowski, City Clerk

Absent:

Tom Maney (non-voting member)  
Robert Trunzo  
Marily Gardner

The meeting was called to order by Mayor Ed McAleer, Chair at 7:07 p.m. A quorum was present and acting. The Pledge of Allegiance was recited.

1. APPROVE MINUTES
2. DELAFIELD CITIZEN

Linda Kuklinski, 2842 Nagawicka Ave. regarding Delafield Commons, all concerns regarding sensitive areas, roadways and environmental issues should be resolved before recommendation to Council.

Jeff Nepper, 608 Milwaukee Street supports rezoning for Westbrook Church.

Jim Zahorik, 1948 West Shore Drive, regarding item 6b Delafield Commons. Mr. Zahorik questioned the process. Mayor McAleer indicated it was a two-stage process. This is the General Development Plan stage and the second stage would go into more detail. Mr. Zahorik questioned the width of roadways within the development. Would the narrowed roadways, below City's standards, compromise safety.

Betsy Busch, 830 Wells Street submitted a letter dated May 30, 2001 regarding Delafield Commons. Items were width of streets, stormwater management and landscape plan.

3. CONSENT AGENDA

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- a. **Tax Key 793.055, 329 Genesee St.** Owner, Tom Aul, P.O. Box 128, Delafield; Applicant, *C. Michael Hausman*, S. 608 St. John's Dr., Delafield. Applicant seeks approval for business plan of operation and signage for law firm. Hours of operation: 8:00 AM - 5:00 PM, M-F, weekend hours vary (by appointment only). One full-time employee and one part-time employee.
- b. **Tax Key 803.988.002, 2566 Sun Valley Dr.** Owner, Gary Storts, 19645 Timberline Dr., Brookfield, 53045; Applicant, Susan Feilen, *K. C. Country Home*. Applicant seeks amendment to business plan of operation to include the sale of coffee by the cup.
- c. **Tax Key 742.987, W220 Watertown Plank Rd.** Owner, Henry T. Allen, P.O. Box 121 Nashotah 53058; Applicant, Victor Raasch, P.O. Box 446 Oconomowoc 53066. Applicant seeks approval of Business Plan of Operation for *Vic's Carpet Warehouse*, a carpet warehouse. Hours of operation M-F 8AM - 6PM, Sat. 8AM - 1PM, Two part-time and Two full-time employees.
- d. Approve extra-territorial map for *Four Winds subdivision* in the Town of Merton.

**Motion to approve consent agenda items a, b, c and d as listed. (Schuman/Transon) Motion carried.**

### 2. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

- a. **Tax Key 804.996.001, 2700-2750 Golf Road.** Owner, Lake Country Real Estate, LLC, Chuck Rushman, 611 North Barker Rd. Brookfield, 53045; Applicant Kean Kemnitz (Professional Consultants, Inc.) 3733 Nagawicka Rd., Hartland. Applicant seeks approval of signage for *Verlo Mattress Factory Store*. (Business Plan of Operation not yet approved) - Recommend denial.

Kean Kemnitz, Professional Consultants, Inc. was present to represent Verlo and M & I Lake Country Bank. Verlo is requesting approval of signage before business plan of operation is approve because signage is important to their business. If signage is approved, they will come before the Plan Commission for a business plan of operation. Mr. Kemnitz explained that this would be a 2200 sq. ft. bedroom showroom. Mr. Kemnitz discussed signage with the owner of the property and shared that discuss with the Plan Commission. It was explained that parking requirements for this development were bases on an office use not retail use. Administrator Carlson referred to Mr. Kemnitz's letter of September 26, 2000 were it was stated that the entire building is intended to be used for commercial offices (lawyers, doctors, dentists, accountants). Matt Carlson also referred to minutes and correspondence for the approval of the General Development Plan that was approved in 1994. The petitioner will provide parking counts to the City for their review. A signage plan for this project was not an agenda item.

**Motion to table. (Transon/Schuman) Motion carried.**

- b. **Tax Key 804.994.017, 2820 Heritage Ridge.** Owner, Kensington Development Corp. (c/o Heil Heil, Smart & Golee-Greg Hughes) P.O. Box 1663 Evanston, IL, 60204; Applicant, John Zingsheim, *Hobbytown USA*. Applicant seeks to amend existing Business Plan of Operation to include parking lot track for R/C vehicle racing. Activity

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would include closing off a section of the parking lot on Sundays from 12-5 PM.

John Zingsheim, Hobbytown USA read into the record and submitted to the clerk a statement in support of "Parking Lot Racing" which was signed by a majority of the retail businesses in the center. Adm. Carlson asked if Office Depot signed. Mr. Zingsheim indicated that they were unable to reach the corporate offices to obtain the signatures. The track would be 40 by 60 to accommodate 6 to 8 cars at a time. Concerns were expressed about amount of spectators who may attend such an event. If approved, they should verify with the Police Department a safe area with the least impact on traffic.

**Motion to approve for one month and petitioner is to verify with Police Department and City Engineer placement of event in the parking lot. (Schuman/Transon) Motion carried.**

- c. **Tax Key 798.013, 607 Main St.** Owner/Applicant, Rick Lieblang. Applicant seeks approval of new signage for *Lieblang Leather* and *Lieblang Pro Clean*

Applicant not present, Mayor asked that this be tabled.

**Motion to table. (Transon/Welch) Motion carried.**

- d. John Thornburg, 1101 N Genesee St., seeks approval of Business Plan of Operation for summertime sales of popcorn from a wagon. The business would be run by Mr. Thornburg and family members (wife & kids). The sales would take place in the downtown area.

Mr. Thornburg stated that he is a teacher at St. Johns Northwester Military Academy. His family recently acquired an 1898 popcorn wagon. His family is interested in selling popcorn and soft drinks in the downtown area. Mr. Thornburg applied for a peddler's permit and is seeking Plan Commission approval to use the city right-of-way. Mr. Thornburg stated that he contacted Mr. Aul to inquire if he could use his property. Mr. Thornburg needs electricity for the wagon.

**Motion to approve popcorn wagon for downtown area Friday and Saturday from noon until 8:00 p.m. and weeknights from 6:00 - 9:00 p.m. (Schuman/Transon) Motion carried.**

### 3. PRELIMINARY CONSIDERATION

- a. **Tax Key 784.973, 1100 Hwy 83, Hartland.** Owner/Applicant, *Westbrook Church* (Mark Schwiesow, Administrator). Applicant seeks consideration of Master Plan for lands they are seeking to re-zone. (Public Hearing for re-zoning, June 4, 2001)

Mark Schwiesow and Neil Mooers gave the presentation. Mr. Schwiesow read the rezoning outline dated May 30, 2001 (copy attached). Administrator Carlson said that the building moratorium is still in effect and recommended against rezoning without the approval of specific uses on the site plan at the same time. The amount of impervious surface and future parking needs was of some concern. Under current

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zoning, the Council has some control. If rezoned only Plan Commission needs to approve any changes in business plan of operation and site revisions. Administrator Carlson wanted the Ice Age Trail to be part of the overall site plan with recorded easement for the trail. Mr. Schwiesow states the plan is conceptional. Mayor McAleer asked that the Plan Commission not make a recommendation at this time. There is to be a public hearing on the request for zoning amendment at the June 4, 2001 Council meeting.

b. **Tax Key 804.989 (Part of), Hillside Drive (Parcel 3, CSM 9025).**

Owner, TOLD Deveopment, Owner's Agent, Peter Weston (The Design Alliance Architects, Inc.) 1003 Madison Avenue, Fort Atkinson, 53538; Applicant, Guy Brittain, W5838 Arbor Drive, Fort Atkinson, WI. Applicant seeks preliminary consideration of SIP for proposed *Stockade Restaurant*.

Peter Weston, The Design Alliance Architects Inc. gave the presentation. There are currently Stockade Restaurants in Portage, Verona, Windsor, and Fort Atkinson. Site that is being considered is across from Tires Plus. It is to be a 9000 sq. ft. restaurant with seating for 130 to 140. This is a family restaurant with a playroom in front. Roger Dupler, City Planner said the Stockade Restaurant is a "theme restaurant" with a unique frontier architectural motif. Plan Commission members indicated that they were looking for a mixture of materials and wanted it to be more adaptable to the other four restaurants in the area. Parking and green space were issues to be discussed if the developer moved forward. The building should be flexible enough to be used for a different purpose if this user, for whatever reason, so longer exists.

c. **Tax Key 743.999.004, 120 Nashotah Road.** Owner/Applicant, St. Joan of Arc Church (Owner's Agent, Timothy Knepprath, MSI General). Applicant seeks consideration of rezoning property to P1 from A1 and consideration of Site Plan and Appearance Review for a proposed school.

Tim Knepprath, MSI General, Jim Hoover and Norm Kucharski from St. Joan of Arc were present. Tim Knepprath reviewed with the Plan Commission their request for rezoning the property from A-1 to P-1. This project was on the April 25, 2001 Plan Commission for preliminary consideration. There is currently a church on the property. They are proposing 15,000 sq. ft. school and additional parking for 200 cars. A traffic impact study was received by the city today. Administrator Carlson indicated that staff would like to meet with members from the parish to discuss the public access to soccer field and use of the parking facilities. Mayor McAleer is not seeking a recommendation to Council, there is to be a public hearing on the rezoning request on Monday, June 4, 2001.

d. **Tax Key 794.016, Lot 4 Cushing Park Business Center.**

Owner/Applicant, Jerry Lyons. Applicant seeks consideration to amend conditional use to change allowable use to B4 on Lot 4.

e. **Tax Key 794.016, Lot 4 Cushing Park Business Center.** Owner, Jerry Lyons; Applicant, *Lincoln Contractor's Supply*. Applicant seeks consideration of site plan & business plan of operation for machine and tool sales and rental.

Item 3 d and e were discussed. Members of the Plan Commission felt that Lincoln

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Contractor's Supply had a good reputation and would be an asset to the City of Delafield. This is a Conditional Use because businesses allowed are to be those listed in the B-1, B-2, and B-3 zoning districts. Lincoln Contractor's is a Conditional Use under B-4 because of the outside storage. The proposed operation will offer small-scale construction equipment for sale and rent. Staff felt that screening of the storage yard and any concerns of the neighboring businesses. Other issues to be addressed are existing grades and the proposed driveways, landscaping for screening purposes, number of public parking spaces and proposed lighting.

A time line was discussed. It was suggested that the Conditional Use be for this particular developer (Lincoln Contractor). Administrator Matt Carlson will get Attorney opinion if this can be done. Petitioners will work on the issues discussed. They wish to resolve them, so that the City Council could consider their request at their first meeting in July.

f. **Tax Key 793.998, 111 W. Main St. (Dept. of Public Works) Nashotah House Lift Station, and Parquelynn Village Lift Station.**

Owner/Applicant, City of Delafield. Site plan consideration for Bioxide Storage & Feed System.

What is being proposed is a 3,150 gallon tank to store bioxide at the Department of Public Works site and a eight foot by eight foot concrete slab with six foot high stockade fence at the Nashotah House lift station #19 and the Parquelynn Village lift station #18. This chemical (bioxide) is to be added to the two lift station sites to control hydrogen sulfide that is corroding the Del-Hart interceptor.

**Motion to approve the site plan as submitted. (Schuman/Curtis-Costa) Motion carried. Fred Welch abstained.**

6. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVALS

a. **Tax Key 802.981, 1856 Milwaukee St.** Owner/Applicant, Dennis & Patricia Schlei. Applicant seeks approval of site plan and architectural plans to build a single-family condominium.

Dennis and Patricia Schlei were present to answer any questions the Plan Commission may have regarding their site and building plans. Roger Dupler, City Planner explained foot print and square footage of the proposed building are consistent with the Certified Survey Map that was approved. The west elevation of the building had some architectural detail that is missing from what is being proposed. The façade was of natural materials.

**Motion to approve site and architectural plans for the building with the following changes there is to be some type of relief to the west elevation and all natural material (cedar siding). This can be reviewed and approved by staff.**

b. **Southwest quarter of the northwest quarter of Section 20, Township 7 North Range 18 East in the City of Delafield (Stocks Drive).**

Owner/Applicant, Delafield Development, LLC. Applicant seeks final approval for General Development Plan for a 14-acre Planned Unit Development (Delafield Commons).

Documents that were submitted for review included Declaration of Restrictions and

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Covenants, City of Delafield Master Plan “Downtown Architectural Themes”, “A Field Guide to American Houses”, Stormwater Management Measures and Common Area Maintenance Agreement, Conditional Use Agreement, and Site Plan. Materials submitted reflected the changes recommended by the Plan Commission and Public Works Committee. In the site plan West Devonshire is a through street and streets are to be paved to a 24-foot width per Public Works Committee recommendations. Site plan shows a connection to proposed street “A”. Commission members questioned who was the architectural control committee and how individual who purchased lots would know about all of the restrictions and covenants associated with is development. It was noted that there will be no above ground swimming pools and all natural materials will be used on the façade no vinyl or aluminum siding. Documents would be filed with the Register of Deeds and would be incorporated as part of the marketing tool. Landscaping issues will be addressed at the SIP stage of the development. The square footage of the houses meets the minimum building floor area regulations in R-3. Total 1,100-sq. ft. per family unit, first floor is to have 850-sq. ft. per unit. Lot size and open space were also discussed.

**Motion to recommend to Council General Development Plan for Conditional Use – Planned Unit Development for Delafield Commons. (Schuman/Transon)  
Motion carried.**

### 7. ZONING AND ORDINANCE REVISIONS

- a. Building Moratorium issues.
- b. Home Depot – outside storage
- c. McDonalds

### 8. HEARING DATES

June 4, 2001 – Westbrook Church and St. Joan of Arc Church

### 9. ADMINISTRATOR'S REPORT

### 10. BUILDING INSPECTOR REPORT

Total number of permits 25 plus # of occupancy permits 7. New permits include two single-family houses and one columbarium.

### 11. BOARD OF ZONING APPEALS

### 12. CORRESPONDENCE

- a. Correspondence from ERA Egan Realty regarding Multi-tenant warehouse - Jeff Panosian

### 13. ADJOURNMENT

**Motion to adjourn at 10:25 p.m. (Schuman/Transon) Motion carried.**

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7:00 p.m.

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Respectfully submitted,

Marilyn Czubkowski, CMC  
City Clerk/Treasurer