

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

**7:00 PM - Public Hearing**

CALL MEETING TO ORDER

Acting Chairperson Phil Schuman declared the hearing open at 7:01 p.m.

ROLL CALL

Present

Phil Schuman, Ald.  
Fred Welch  
Robert Transon  
Diri Curtis Costa  
Roger Dupler  
Marilyn Czubkowski  
Matt Carlson

Absent

Mayor Ed McAleer  
Robert Trunzo  
Marily Gardner

**7:00 PM Public Hearing to consider a conditional use at the request of Michael D. Gatzow to construct a 3840 square foot building to use for storage, shop, and sublet space, on his property located at 4439 Vettelson Road, Hartland.**

Mr. Gatzow's plans for his property, commonly known as the old Dellsman Fur Farm, were discussed. He described the structures currently on the property and his plans for a new building. A sample of woods, shingles and other materials proposed for construction were displayed.

Jaci Bowman, 4449 Vettelson Dr. – Expressed concern about water run-off onto her property. She stated that her property presently experiences water run-off problems in the spring from the melting snow. Her property is directly to the west of the Gatzow property and is set back a little bit.

There were no other comments.

**R. TRANSON MOTIONED TO CLOSE THE PUBLIC HEARING. D. CURTIS-COSTA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE PUBLIC HEARING WAS DECLARED CLOSED AT 7:14 P.M.**

CALL MEETING TO ORDER

Acting Chairperson, Phil Schuman, called the meeting to order at 7:14 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

1. APPROVE MINUTES OF SEPTEMBER 26, 2001

**R. TRANSON MOTIONED TO APPROVE THE MINUTES OF THE SEPTEMBER 26, 2001 MEETING. F. WELCH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION.**

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

**2 WERE IN FAVOR. P. SCHUMAN AND D. CURTIS-COSTA ABSTAINED. MOTION CARRIED.**

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

None.

3. CONSENT AGENDA

**R. TRANSON MOTIONED TO APPROVE THE CONSENT AGENDA. D. CURTIS COSTA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- a. **Tax Key No. 803.988.001, 394 Williamstowne, Suite I.** Owner, William R. Toson; Applicant, **Global Enterprise Technologies** (Pat Adams). Applicant seeks approval of business plan of operation to operate a data communications resale/networking business. Hours of operation: Weekdays, 8AM - 5PM. Four full-time employees.
- b. **Tax Key No. 803.988.001 385 Williamstowne, Suite 4A.** Owner, William R. Toson; Applicant, **Source Financial** (Rich Julius). Applicant seeks approval of business plan of operation to operate a mortgage company. Hours of operation 9AM - 5PM. Two part-time and five full-time employees.

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

4. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

- a. **Tax Key No. 803.998, 211 Hwy 83.** Owner/Applicant, McDonald's Corp. (Mary Beth Motisi) Applicant seeks approval of site plan and amendment to business plan of operation to include a "service hut" at **McDonald's Restaurant**.

Mary Beth Motisi was present at the meeting and explained the service hut and how it operates. This would be a test program which is currently used at the McDonald's in Brown Deer and Germantown, Wisconsin. Their hope is that the hut would help improve the speed and accuracy of service. Roger Dupler stated that the proposed location would not increase impervious area. Orange cones and stop signs are used when the order hut is in operation. Discussion took place with regard to the color of the service hut, and the possibility of being able to change it to match the building.

**R. TRANSON MOTIONED TO DENY THE STRUCTURE. D. CURTIS COSTA SECONDED THE MOTION. DISCUSSION TOOK PLACE. 2 WERE FOR THE MOTION, 2 WERE AGAINST. THE STRUCTURE WAS DENIED.**

- b. **Tax Key No. 801.999.007, 651 Hwy 83.** Owner/Applicant, Waukesha County, Dept. of Parks & Land Use (Everett Powell). Applicant seeks approval of site plan to construct a boardwalk trail to the upper parking lot at **Nagawaukee Park**.

Mr. Powell from the Waukesha County Department of Parks & Land Use was present at the meeting and displayed drawings showing the proposed boardwalk trail. He explained that one of the reasons the trail is being proposed is for safety reasons. He clarified that this trail would not be located in wetlands. The trail would have a 10% grade with switchbacks/stairs included. A detailed discussion took place. R. Dupler stated that the purpose is to provide accessibility to the beach area. The boardwalk would be constructed of materials made out of a wood/plastic combination. In two areas, the proposed boardwalk comes within 10' of the ROW. The structure is supported with posts spread out throughout the swale. It was the opinion of R. Dupler that the total package is well done. There would be very little tree loss and the old stairs would be removed and the area would be vegetated.

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

5. PRELIMINARY CONSIDERATION

None.

6. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVALS

- a. **Tax Key No. 733.989, 4439 Vettelson Road.** Owner/Applicant, Michael D. Gatzow. Applicant seeks final consideration and recommendation to Council for a conditional use permit to construct a 3,840 square foot building to use for storage, shop, and sublet space.

P. Schuman addressed the concern about the water run-off. Grading along the west property line was discussed. Revised plans for the grading issues were submitted yesterday. It was suggested that a plan should be submitted to address the neighbor's

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

water run-off concern. The water problem, excess building height, and potential lease space were discussed.

**F. WELCH MOTIONED TO APPROVE PENDING STORMWATER REVIEW BY STAFF. R. TRANSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

It was clarified that if Mr. Gatzow were to lease the additional space, he would be required to come before the commission again (for a Business Plan of Operation).

- b. **Tax Key No. 802.981, 1856 Milwaukee St.** Owner/Applicant, Dennis & Patricia Schlei. Applicant seeks approval of site plan and architectural review to construct a single-family condominium on the subject property.

Dennis & Patricia Schlei were present at the meeting and reviewed their plans with the commission. R. Dupler pointed out that the new architecture submitted was illustrated on the new plans. Mr. Dupler explained briefly. Approval for different construction material for the siding was requested; R. Dupler recommended the new siding material.

**D. CURTIS COSTA MOTIONED TO APPROVE. F. WELCH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- c. **Tax Key No. 798.946.007.** Owner/Applicant, Delafield Development, LLC. Applicant seeks preliminary plat approval for ***Delafield Commons*** subdivision (Conditional Use).

M. Carlson clarified that the Applicant is seeking preliminary plat approval; step one of the plat approval process. Attorney Dean Richards, representing Delafield Development, spoke to the commissioners. They submitted under the Specific Implementation Plan the Preliminary Subdivision Plat with various development documents. Some modifications have been made in the plat that include a substantial no-build zone that is below the WEPCO power transmission lines. The wetland areas were re-delineated and the wetland areas grew. The plat reflects the demapping of the road planned for the northern boundary of the subdivision and adjustments have been made. The sizes of the lots were discussed and Mr. Richards stated that in the conditional use packet there is a chart at the back that gives the dimensions of each of the lots; they range from three-quarters of an acre to one-quarter of an acre. R. Dupler commented on the modifications and stated that overall lot size has dropped, the amount of green space per lot has decreased, it does however meet the requirements for R3. Mr. Richards addressed the green space requirements and how they were calculated. R. Dupler agreed with his calculations and that with the inclusion of the road right-of-ways is allowed in the computation of that area. M. Carlson stated that if the Planning Commission recommended approval to City Council, that a contingency to verify the calculations be included. The Stormwater Management Agreement was discussed. The number of detention ponds has increased and two additional ponds have been added. F. Welch stated that the final design would come back to the Public Works committee to ensure that the fine details are met. Changes in the Declaration of Restrictions and Covenants were discussed. Mr. Richards reviewed the demapping of the road planned for the northern boundary of the subdivision. He would like the Planning Commission to consider allowing this land to be reserved space for future construction of that road, if that road is ever going to be connected. They would like to take the road right-of-way and make it reserved for a road improvement if and when a road is ever to connect into this to the north. Further discussion took place. It was the general feeling that the future road connection should be reserved as land and not paved immediately. F. Welch

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

recommended that it was land banked, that money should be escrowed in an interest bearing account for the future use of turning it into a road. M. Carlson suggested that he would reserve the land in an out lot, cash escrow for 5-7 years with a sunset on it.

**R. TRANSON MOTIONED TO RECOMMEND THE PRELIMINARY PLAT TO THE COMMON COUNCIL WITH VERIFICATION OF LOT SIZE CALCULATIONS AND GREEN SPACE, AND WITH MONEY BEING PLACED IN ESCROW TO COVER THE STUB-STREET WITH SUNSET CLAUSE. F. WELCH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- d. **Tax Key No. 793.019, 524 Milwaukee St.** Owner/Applicant, L L Sawyer, LLC. Applicant seeks approval of CSM for *Towne Center II*.

The final submittal was received on October 16, 2001. R. Dupler reviewed the plan with the commissioners. He stated that there are three basic issues: parcel #2 is a major issue that needs to be addressed, another is the affidavit for correction, and the final issue is the element of setbacks. Topography is a minor issue.

**R. TRANSON MOTIONED TO APPROVE SUBJECT TO THE CONDITIONS STATED IN THE LETTER, IN ADDITION TO WAIVE THE TOPOGRAPHY, AND ACCEPT THE SMALLER LOTS. F. WELCH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

7. ZONING AND ORDINANCE REVISIONS

None.

8. HEARING DATES

None.

9. ADMINISTRATOR'S REPORT

None.

10. BUILDING INSPECTOR REPORT

Total number of permits issued: 38 plus 2 occupancy permits. The new permits include 4 new single-family homes and one Sentry Food store addition.

11. BOARD OF ZONING APPEALS

12. CORRESPONDENCE

- a. Correspondence from Mark Moertl regarding the boat re-fueling service 'Boatgas Marine'.
- b. Correspondence from Nashotah Village Board - Notice of Public Hearing on Wed., Nov. 7 at 7PM at the Nashotah Village Hall to hear comments from citizens on an ordinance to amend section 17.20(3) (d) of the Village of Nashotah Zoning Code related to dust free parking spaces.

13. ADJOURNMENT

**CITY OF DELAFIELDPLAN COMMISSION MEETING MINUTES**

**R. TRANSON 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 9:08 P.M.**

Respectfully Submitted,

Prepared by,

Marilyn Czubkowski, Clerk-Treasurer    Accurate Business Communications