

City of Delafield Plan Commission Meeting Minutes

CALL MEETING TO ORDER

Acting Chairperson Phil Schuman declared the public hearing open at 7:02 p.m.

ROLL CALL

Present

Phil Schuman
Robert Trunzo
Fred Welch
Marilyn Gardner
Diri Curtis Costa
Roger Dupler
Marilyn Czubkowski

Absent

Mayor Ed McAleer
Robert Transon
Tom Maney
Matt Carlson

7:00 PM Please take notice that there will be a public hearing in the Council Chambers of City Hall on Wednesday, December 19, 2001, at 7:00 PM to consider the following:

- 1. A request for a conditional use permit for Marty's Pizza (Owned and operated by Richard Flath, 444 Bron Derw Ct., Wales, WI) to allow Sarah Lewis, 192 E. Park Avenue, Hartland, WI to operate a vegetable stand on the property, located at 2580 Sun Valley Drive, Delafield, WI.**

There were no comments from the audience.

F. WELCH 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 CLOSED AT 7:04 P.M.

CALL MEETING TO ORDER

Acting Chairperson P. Schuman called the meeting to order at 7:04 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

1. APPROVE MINUTES OF NOVEMBER 28, 2001

City of Delafield Plan Commission Meeting Minutes

A correction in spelling on page 8 was made "Attorney Tom Shannon." The statement made by M. Czubkowski at the last meeting "with respect to the approval of things subject to outstanding balances to be paid in full" should be reflected in minutes. This regarded approval contingent about any outstanding balances on invoices. On page 2, #3 where R. Trunzo motioned to approve items B, C, and D – item B was removed from the consent agenda and therefore B should be deleted from the motion. There were no further corrections.

M. GARDNER MOTIONED TO APPROVE THE MINUTES AS AMENDED. D. CURTIS COSTA SECONDED THE MOTION AS AMENDED. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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

There were no comments.

3. CONSENT AGENDA

R. TRUNZO MOTIONED TO APPROVE THE CONSENT AGENDA AS PRESENTED. F. WELCH SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- a. **Tax Key 794.013, 24 Enterprise Rd.**, Owner, Gregory Smith; Applicant, John Schmelebeck. Applicant seeks approval of Business Plan of Operation to operate **Beck's Service, LLC**, a building maintenance business. One part-time and five full-time employees. Hours of operation: Weekdays 7:30 AM to 5:00 PM. No weekend hours.

4. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

- a. **Tax Key 804.996.001, 2750 Golf Road.** Owner, Lake Country Real Estate, LLC; Applicant, Waukesha Health Care, Inc. (Toni E. Metherall, Executive V.P.)/Kieffer & Co. Inc. (Toni Habermann) Applicant seeks approval of signage for *Waukesha Health Care Medical Clinic*, **dba Oconomowoc Medical Centers**, as well as the over-all sign plan for the M&I Bank Center.

R. Duplar reviewed this item with the commissioners. Discussion took place on the ground-mounted sign in relation to other tenants. It was clarified that this sign would be the exclusive use of

City of Delafield Plan Commission Meeting Minutes

Oconomowoc Medical Centers.

R. TRUNZO MOTIONED FOR APPROVAL OF SIGNAGE PACKAGE FOR WAUKESHA HEALTH CARE MEDICAL CLINIC. M. GARDNER SECONDED THE MOTION. DISCUSSION TOOK PLACE ON THE DIRECTIONAL SIGN/GROUND MOUNTED SIGN. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **Tax Key 794.013, 24 Enterprise Road.** Owner Gregory Smith, Applicant John Ormson. Applicant seeks approval of Business Plan of Operation for **Ormson Corporation**, a manufacturing/sales of industrial vacuum loader products business. Three full-time employees. Hours of operation: Weekdays only, 8AM -5PM.

R. Duplar reviewed this with the commissioners. At the last meeting Attorney Chapman's input was requested. He recommended that they seek a conditional use to amend the existing use not only for themselves, also on the park to allow for light manufacturing. The definition of "light manufacturing" 17.39(25)(e) under B4 district was read.

A MOTION TO PASS THIS ON FOR PUBLIC HEARING WAS MADE BY D. CURTIS COSTA. M. GARDNER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

4. PRELIMINARY CONSIDERATION

- a. **Tax Key 754.989.004**, Owner, Walter Steffan, Applicant, Jorgenson/Toughner. Applicants seek approval of concept presentation for a subdivision located on the corner of Price & Nagawicka Roads.

Attorney Dean Richards was present and he submitted a preliminary review and request for concept approval. The proposed subdivision was discussed. A list of restrictions for the subdivision was distributed to the commissioners. P. Schuman discussed that this would be an ideal place to have some of this land dedicated for parks as opposed to private property. Attorney Richards will take this as a suggestion for the developers to look at. Extensive discussion on this subject took place. In referring to the letter from Welch Hanson dated December 12, 2001, discussion took place on the "Function of design" particularly the points of egress and landscape buffers along

City of Delafield Plan Commission Meeting Minutes

Price and Nagawicka Roads. It was suggested to have a planting bed in the cul de sac on Sylvester Drive. The advantages of a planting bed will be incorporated. R. Duplar reviewed the issues of the potential development of lot #20. Attorney Richards stated that the intent of the owners is to not divide lot #20. The preliminary plat will show 20 lots with lot #20 being shown as one 12-acre parcel. The possible development has been addressed. The city planner stated that the primary environmental corridor does not appear to be correctly mapped. SEWRPC will make a field delineation. The lots in this area would need to have a well-defined building envelope. Stormwater management needs to be addressed. Signage is still under consideration. P. Schuman stated that he would like this staffed through the Lake Welfare Committee. The wetland on the south side of the property between lots 12 and 13 and the slope of the entire development was discussed. The intentions for access/boardwalks on 4, 5, 6, and 20 were addressed. Attorney Richards stated that the restrictions of the conservancy were expected to stand on their own. R. Duplar stated that there is a ROW on the west property line. There has been a request by the neighbors to the west to vacate this land. It is another element for this conversation and could now be vacated. This will need to be addressed. It was the consensus of the commissioners that the concept should be approved with the above considerations and that this should also be run through the Lake Welfare Committee.

6. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVALS

- a. **Tax Key 803.990.001, 2580 Sun Valley Dr.** Owner, Richard Flath, Applicant, Richard Flath & Sarah Lewis. Applicants seek an amendment to Business Plan of Operation to allow for an outdoor vegetable stand on the property of **Marty's Pizza**. Hours of operation of vegetable stand, seven days a week 9AM to 6PM. The stand would operate from Memorial Day weekend through October (weather permitting). One full-time employee. Additionally seeking approval of a conditional use that would permit this use (B2 zoning), and recommendation to Council.

S. Lewis was present.

R. TRUNZO MOTIONED FOR APPROVAL. M. GARDNER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

City of Delafield Plan Commission Meeting Minutes

- a. **Tax Key 807.985.013, 3708 Kettle Court East**, Owner, Aari K. Roberts (Red Rooster Real Estate, LLC); Applicant, Howard Kingman/Greg Bredin, (DBI, Inc.). Applicant seeks final approval of Site Plan, Business Plan of Operation, and Signage for a multi-tenant building to house the office space and storage for **Kingman Custom Contractors** (carpentry) and to sublet space. Kingman's will have eight full-time employees and the hours of operation will be: Weekdays, 7AM to 4:30 PM, Saturdays, 8AM to 12PM.

Mr. Kingman was present. There is a possibility that they may change the retaining wall construction to fieldstone. This was acceptable to the commissioners. R. Duplar cautioned the petitioner that it might be costly to go with fieldstone. A keystone wall had previously been proposed. R. Duplar reviewed the requested modifications that have taken place. The plan, geometry, and design comply. The issues brought forth in Mike Court's letter dated December 4, 2001 will be taken care of.

F. WELCH MOTIONED TO APPROVE AS PRESENTED SUBJECT TO MEETING THE REQUIREMENTS IN MR. COURT'S LETTER OF DECEMBER 12, 2001 AND THAT IT BE REVIEWED AND APPROVED BY STAFF PRIOR TO ISSUING THE BUILDING PERMIT. D. CURTIS COSTA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **Tax Key 804.989, 3325 Hillside Dr.**, Owners, Robert & David Felker. Applicant, MSI General. Applicant seeks confirmation of the property lighting at **Colders**.

It was stated that modifications have been made in regard to the shields of the lights in the last couple of days and they are now compliant. An e-mail from Mr. Robert Townsend expressing his concerns regarding the Colders sign being on 24/7 (on the south side) was discussed.

D. CURTIS COSTA MOTIONED TO APPROVE OF THE ARCHITECTURAL LIGHTING WITH THE EXCEPTION OF THE SOUTH COLDERS LIGHT TO BE TURNED OFF WHEN THE BUSINESS IS CLOSED. F. WELCH SECONDED THE MOTION. DISCUSSION TOOK PLACE. E. NEWMAN, MSI GENERAL, AND REPRESENTING THE OWNERS, CONTACTED THE OWNERS. THE OWNERS STATED THAT THE SIGNS WOULD BE SHUT DOWN AT 10 PM (ALTHOUGH NOT KNOW AT THIS TIME IF IT WOULD BE

**City of Delafield Plan Commission Meeting Minutes
ALL OF THEIR SIGNS, IT WOULD DEFINITELY BE THE SOUTH
SIGN). THERE WAS NO FURTHER DISCUSSION. ALL WERE IN
FAVOR. MOTION CARRIED.**

- c. Search light discussion – **Galaxy Searchlights, Inc.**,
Owner/President, Toni Sauber. Request for permission to operate
searchlights for grand opening of **Colders**. Dates of operation:
January 4, 11, 18 & 25. Hours of operation: 4 PM – 8:30 PM.

T. Sauber was present and explained the proposed plan. Brochures
were distributed to the commissioners. She will contact the
Waukesha Airport prior to operation.

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

6. ZONING AND ORDINANCE REVISIONS

None.

7. HEARING DATES

M. Czubkowski stated that there would be a public hearing on January 30,
2002 for the library changing it from C1 to P1.

8. ADMINISTRATOR'S REPORT

None.

9. BUILDING INSPECTOR REPORT

A total of 15 permits were issued, five occupancy permits, new permits
included one single family.

10. BOARD OF ZONING APPEALS

None.

11. CORRESPONDENCE

- a. Correspondence from Caryl McAllister regarding the development of
the Ray Ruff Parcel.

City of Delafield Plan Commission Meeting Minutes

Concern was expressed about the possibility of piers, etc. It was stated that this area would revert to the conservancy.

- b. Correspondence from A. J. Kellner regarding the Ruff Property/Foster Development.

Concern was expressed in the letter regarding only having one entrance to the Ruff property. R. Duplar stated that it has been investigated and it is not practical to have more than one entrance.

- c. Correspondence from Mark Moertl regarding Boatgas Marine, a boat refueling business. (Update)

P. Schuman stated that the Lake Welfare Committee would like to see this.

6. Adjournment

R. TRUNZO MOTIONED TO ADJOURN. M. GARDNER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING ADJOURNED AT 8:22 P.M.

Respectfully Submitted:

Prepared by:

Marilyn Czubkowski, Clerk

Accurate Business Communications