

CITY OF DELAFIELD PLAN COMMISSION MINUTES

Present:

Mayor Ed McAleer (Arrived 7:08p.m.)
Robert Transon
Ald. James Romanowski
Fred Welch, Eng.
Robert Trunzo
Chrys Mursky
John Stockham
Clerk M. Czubkowski

Absent:

Tom Maney
Dirilee Curtis Costa

7:00 p.m. Public Hearing to consider request of Jeff Horwath & Sons, Inc., for conditional use permit for an office at 1806 N. Hwy 83, Hartland, Tax Key 781.988. Owners are Jeff and Dana Lark.

Ald. James Romanowski called the public hearing. Clerk Czubkowski read the notice.

Jeff Horwath gave a brief overview of the request to make some improvements to the property. At the present time there is a single-family residential home on the property. He would like to make some improvements and use the property for his general contracting residential home building business. He would be adding a porch, providing a hard surface for the parking area, and installation of a sign.

James Garton, Town of Delafield, Plan Commission, Chair informed the Plan Commission that the Town reviewed the proposal as per the Compact and had the following questions and concerns, use of the 3rd floor, the size of the sign and were there sufficient parking. Mr. Garton thanked the Plan Commission for their consideration on these items.

**MOTION MADE TO CLOSE THE PUBLIC HEARING AT 7:08 P.M.
(TRANSON/TRUNZO) CARRIED.**

The meeting was called to order by Mayor Ed McAleer, at 7:09 p.m. A quorum was present and acting. The Pledge of Allegiance was said.1. APPROVE MINUTES

MOTION MADE BY C. MURSKY, SECONDED BY R. TRUNZO TO APPROVE MINUTES OF JUNE 30, 1999. CARRIED. ROBERT TRANSON ABSTAINED.

2. CITIZEN COMMENTS

3. PLAN OF OPERATIONS, SIGNAGE AND SITE PLAN

- a. **Tax Key 807.976** Delafield Brewhaus, John R. Poweleit, Agent. Applicant seeks signage and site plan approval

John Poweleit explained that addition refrigeration was need in the kitchen, so they requesting that they be allow to place a freezer on the south side of their building. Ron Nickel, business park developer does not object to the freezer, but does want it screened.

Fred Welch that there is a band area to the back of the restaurant. The Plan Commission is approving any band area at this time. John Poweleit stated that there would be no band area in the north of the building.

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MOTION MADE BY R. TRANSON, SECONDED BY J. ROMANOWSKI TO APPROVE THE PLACEMENT OF THE FREEZER WITH SCREENING TO THE HEIGHT OF THE FREEZER. CARRIED.

Mary Ann Watt from Delafield Brewhouse presented the signage that will be placed on the front of the building. Clerk Czubkowski stated that Tom Maney indicated that the size was within the City code. Mr. Nickel has approved the signage.

MOTION MADE BY R. TRANSON, SECONDED BY J. ROANOWSKI TO APPROVE THE SIGNAGE ON THE BUILDING. CARRIED.

b. **Tax Key 799.982.001** Dwight and Lori Stephenson, S360 Genesee Street, Owners. Applicant seeks site plan approval for storage building
Dwight Stephenson is requesting a pole barn to be used for storage of garden equipment and animals. F. Welch asked if there would be a driveway to the building. Mr. Stephenson indicated that there is no driveway. There will be some small light fixtures on the building. The building is within the setbacks and Plan Commission reviewed the color rendering.

MOTION MADE BY J. ROMANOWSKI, SECONDED BY F. WELCH TO WAIVE SITE PLAN REQUIREMENT AND TO APPROVE THE POLE BARN FOR 360 SOUTH GENESEE STREET. CARRIED.

c. **Tax Key 755.999.016** Peter and Cindy Thomas, 2610 Nagawicka Road.
Applicant seeks site plan approval for pole barn
Peter and Cindy Thomas were present they seek site plan approval for pole barn. Colors will match their existing house.

John Stockham referred to his memo relating to accessory building in residential areas. The memo is dated July 28, 1999 regarding accessory building over 220 square feet. They require a public hearing and a Conditional use Permit.

MOTION MADE BY R. TRUNZO, SECONDED BY F. WELCH TO POSTPONE ANY ACTION UNTIL AND PUBLIC HEARING IS HELD. CARRIED.

d. **Tax Key 781.990** Kettle Moraine Evangelical Free Church. Applicant seeks signage approval for sign at Hwy 83/Nagawicka Road

MOTION MADE TO C. MURSKY, SECONDED BY R. TRANSON TO CONSIDER THIS MATTER WHEN THE SITE PLAN AND COLOR RENDERING ARE PROVIDED. CARRIED.

e. **Tax Key 734.989** University Lake School. Applicant seeks signage approval University Lake School.

Mike Koeper, University Lake School's was present to answer any questions that the Plan Commission may have regarding the signage. The purpose for the sign is to let the public know the time and date of the barn sale and to let individuals who want to donate items the drop-off times. There is no where to turn around on this driveway so, the School would like to have the sign on Nagawicka Rd. so that cars do not enter if they are not accepting donations at that time.

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Mayor McAleer indicated that the sign was too high and large for a residential neighborhood. Plan Commission members asked if the sign could be placed further onto their property. Mike Koeper indicated that this would defeat the purpose of the sign.

The sign is the same colors that are on the existing sign to the entrances on Nagawicka Rd. and Vettelson Road. Plan Commission members suggested something seasonal and smaller.

MOTION MADE BY R. TRUNZO, SECONDED BY F. WELCH TO APPROVE THE SIGNAGE. AFTER DISCUSSION THE MOTION WAS RESCINDED TO ALLOW THE APPLICANT TO REAPPLY FOR A MORE APPROPRIATE SIGN FOR THE RESIDENTIAL NEIGHBORHOOD.

- f. **Tax Key 798.946.001** Timberidge Development Company, Michael Krause, Agent. Applicant seeks land division

MOTION MADE BY C. MURSKY, SECONDED BY R. TRANSON TO RECOMMEND TO COUNCIL APPROVING THE CERTIFIED SURVEY MAP FOR TIMBERIDGE DEVELOPMENT CO., THE LOTS ARE ON ONEIDA STREET. CARRIED.

- g. **Tax Key 798.013** Hamill Chiropractic, 609 Main Street. Applicant seeks signage approval
- h.

MOTION MADE BY C. MURSKY, SECONDED BY R. TRANSON TO APPROVE THE SIGN FOR HAMILL CHIROPRACTICS. CARRIED.

- i. **Tax Key 742.983.002** Lyle Vogt and Cheryl Devitt, 3434 Broken Bow Trail, Delafield. Applicant seeks CSM approval

MOTION MADE BY F. WELCH, SECONDED BY J. ROMANOWSKI TO RECOMMEND TO COUNCIL APPROVAL OF THE CERTIFIED SURVEY MAP FOR PROPERTY ON WATERTOWN PLANK ROAD WITH CORRECTIONS AS LINED ON FRED WELCH'S LETTER DATED JULY 27TH. CARRIED.

- j. **Tax Key 742.983.002** Lyle Vogt and Cheryl Devitt, 3434 Broken Bow Trail, Delafield. Applicants seek site plan approval for mini-warehouse at 120 Watertown Plank Road.

This property is on Watertown Plank Road. John Stockham walked the site. It was a gravel pit. The proposed mini-warehouses will not be visible from any roadway except Watertown Plank Road. John Stockham indicated that this was a good use for the property. The Plan Commission is considering the whole site plan, but the applicant is seeking approval at this time for the mini-warehouses. There is not signage or lighting to be approved that this time.

MOTION MADE BY J. ROMANOWSKI, SECONDED BY FRED WELCH TO APPROVE THE FOLLOWING, SITE PLAN SUBJECT TO THE REVIEW OF THE PUBLIC WORKS COMMITTEE, THE BUILDING PLANS FOR THE MINI-WAREHOUSES, AND THE BUSINESS PLAN OF OPERATION. CARRIED.

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- k. **Tax Key 807.985.012** N27 W23544 Paul Road, Pewaukee, Doug and Mary Wilson, Owners. Applicants seek plan of operation, site plan and signage approval for Viva Color, Inc. 47 full time-employees, 2 part-time, Hours: 3 shifts, 7-3, 3-11 and 11-7, week starts 11 p.m. Sunday through 11 p.m. Friday

Mike Schumaker presented the proposal for the project. Doug Wilson owner of the property and business is presently leasing a building in the City of Pewaukee; he would like to move his design technology business to the City of Delafield. The color of the building will be Glacier White. The Plan Commission reviewed the site plan, landscape plan, elevations, exterior lighting, and signage for the building. Fred Welch indicated that there were some retaining walls and slopes next to the roadway that he wanted Public Works Committee to review and approve. Jim Romanowski indicated that some additional plantings or trees (3 to 4) could be used on the west- side of the building to break up the length of the building. Lighting was discussed. There will be a ground fixture light to light up the sign. There will be parking lot lights and security lighting. The lighting being proposed meets the City Code. The City will check with Del-Hart if any monitoring is going to be required.

MOTION MADE BY F. WELCH, SECONDED BY R. TRUNZO TO APPROVE THE FOLLOWING SITE PLAN SUBJECT TO REVIEW AND APPROVAL OF THE PUBLIC WORKS COMMITTEE AND FRED WELCH'S LETTER DATED JULY 28, 1999, LIGHTING PLAN, AND LANDSCAPE PLAN WITH ADDITIONAL PLANTINGS ALONG THE WEST-SIDE OF THE BUILDING. CARRIED.

MOTION MADE BY R. TRUNZO, SECONDED BY R. TRANSON TO APPROVE THE PLAN OF OPERATION FOR VIVA COLOR, INC. CARRIED.

MOTION MADE BY R. TRUNZO, SECONDED BY FR. WELCH TO APPROVE THE SIGNAGE FOR VIVA COLOR. LIGHTING IS TO 100 WATT AND TO MEET MUNICIPAL CODE. CARRIED.

- l. **Tax Key 798.026.001** (former Delafield House) Lang Investments, Ltd., Owner. Applicant seeks plan of operation and signage approval for customer service office. Twenty full-time and 5-10 part-time employees. Weekday hours, 7 am to 7 pm, Saturdays, 7 am to 3 pm

Discussion took place with regards to the parking and signage for the customer service office. Street parking available was used when calculating total number of parking spaces. The applicant will be able to provide 33 on-site parking stalls in addition to the 15 on-street parking stalls. This will meet the ordinance requirement of one stall per 250 sq. ft. of building area. The proposed sign will use the uprights of the existing sign. This property was originally zoned B-1 and setback for signage language should have carried over to the new zoning CDB-2. John Stockham will draft an ordinance change.

MOTION MADE BY F. WELCH, SECONDED BY C. MURSKY TO APPROVE THE PLAN OF OPERATION AND SIGNAGE FOR CUSTOMER SERVICE OFFICE FOR LANG INVESTMENTS, LTD. AT 645 WELLS STREET (FORMER DELAFIELD HOUSE) CARRIED. ROBERT TRUNZO ABSTAINED.

- m. **Tax Key 804.995** Ameriking Corporation, Burger King, 2725 Heritage Drive, Jeff MacDonald, Agent. Applicant seeks site plan approval for painting of restaurant

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A representative of Burger King was present. This is a after the fact request. The new paint color option that Delafield Burger King used is #1 – Beige. Pictures of the building after painting was distributed to Plan Commission members.

MOTION MADE BY J. ROMANOWSKI, SECONDED BY R. TRUNZO TO APPROVE THE COLORS FOR BURGER KING. CARRIED.

3. Plan of Operations, Signage and Site Plan, cont.
 - n. **Tax Key 804.999.004** Mil-Mar Shoe Company, Inc., dba Super Warehouse Shoes. Applicant seeks plan of operation approval. Four full-time, thirteen part-time employees (will vary month to month). Weekdays, 9:30 am to 9:00 pm, Saturday, 9:30 am to 8:00 pm, Sunday, 10:00 am to 6:00 pm

Jason Scott was present to seek a plan of operation change for Super Warehouse Shoes to allow for outside display and sale of merchandize. Mr. Scott indicated that their customers liked the opportunity to be able to know what was on clearance without walking into the store. They would like to do the displays approximately 5 to 6 months of the year. Plan Commission members said that they could come on a case by case but were not going to approve regular outdoor display and sale of merchandize. Jason Scott asked if Sentry or I Can't Believe It's Yogurt had Plan Commission approval for their outside eating area and display. The Clerk was asked to check.

MOTION MADE BY R. TRANSON, SECONDED BY J. ROMANOWSKI TO DENY THE REQUEST FOR OUTSIDE DISPLAY AND SALES AT SUPER WAREHOUSE SHOES. CARRIED.

4. Preliminary Consideration, Approval
5. Final Consideration, Approvals, Previous Approvals
 - a. **Tax Key 803.988.002 Tribute Design Systems**, 383 Williamstowne. Revisions

Kathy Skemp from Tribute design Systems presented the revised plans for a new building at 383 Williamstowne. The building was required by the State of Wisconsin to be sprinkled and to have an elevator. This allowed the 3rd floor to be used and additional square footage was added to the original building. Additional square footage is 1250 sq. ft. which requires 5 additional parking spaces. John Stockham indicated that a total of 56 parking spaces are required under 17.52 of the Municipal Code 1 space for each 250 sq. ft. of gross floor area.

MOTION MADE BY C. MURSKY, SECONDED BY F. WELCH TO HAVE STAFF APPROVE THE PARKING AND PUBLIC WORKS COMMITTEE TO THEN REVIEW THE STORMWATER. CARRIED.

- b. **Tax Key 781.988** Jeff and Dana Lark, Owners. Jeff Horwath & Sons, Inc., Applicant. Applicant seeks conditional use permit for office at 1806 N. Hwy 83. Town of Delafield review and comments to be considered.

Plan Commission discussed items as outlined in the Town of Delafield letter dated July 21, 1999. The third floor is unusable space. Only 4 employees are on site at any one time. One or two clients may stop in during the day. Mr. Horwath did not want to put in parking that would not be necessary. Jeff Horwath & Sons, Inc. are general contractors. There will be no outdoor storage of equipment. They rent storage space

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off-site. Plan Commission members would like the signage to reflect only one business and the height of the sign was discussed.

MOTION MADE BY J. ROMANOWSKI, SECONDED BY F. WELCH TO RECOMMEND TO COUNCIL THE GENERAL DEVELOPMENT PLAN FOR JEFF HORWATH & SONS, INC. AT 1806 NORTH HWY 83. CARRIED.

MOTION MADE BY J. ROMANOWSKI, SECONDED BY R. TRANSON TO RECOMMEND TO COUNCIL THE APPROVAL OF THE SIP FOR SITE PLAN WITH THE UNDERSTANDING THAT THERE IS TO BE NO OUTSIDE STORAGE, LIGHTING PLAN, AND LANDSCAPE PLAN, AND PLAN OF OPERATION FOR JEFF HORWATH & SONS. THE SIGNAGE IS ALSO APPROVED WITH THE FOLLOWING; THE SIGN IS TO BE LARGER THAN 40 SQ. FT. AND THE HEIGHT IS TO MATCH THE HEIGHT OF SIGN AT THE LAW OFFICES OF HECTOR DE LA MORA. CARRIED.

- c. **Tax Key 749.081** John and Kathleen Baltz, 2533 S. 118th Street, West Allis. Approve zoning district map amendment request to rezone property between Sylvester Drive and Price Road from RL-2 and RE-2 to RL-2.

Mayor Ed McAleer indicated that he had received calls from concerned citizens regarding the property. The citizens were concerned that the land was low and wet. Plan Commission members were asked to refer to Attorney Chapman's letter dated July 23, 1999 where he addressed the zoning issue, vacation of Price Road, drainage easement, pyramiding, protest petition filed, and rezoning. City Engineer Fred Welch and Clerk Czubkowski indicated that the Blitzes could seek other alternatives if the rezoning was denied.

MOTION MADE BY R. TRUNZO, SECONDED BY J. ROMANOWSKI TO RECOMMEND TO COUNCIL THE REZONING OF THE EASTERN PORTION OF DELC 0749.081 TO RL-2 WITH THE FOLLOWING A DEED RESTRICTIONS. 1. THE TOTAL FOOTPRINT OF BUILDINGS NOT TO EXCEED 1500 SQ. FT. 2. NO FUTURE LAND SPLITS, AND 3. NO FILLING OR GRADING IN THE REZONED AREA TO PRICE ROAD. CARRIED.

- d. **Tax Key 794.999** Mark Kraemer, Owner. Applicant seeks CSM approval.

Fred Welch reviewed the revised Certified Survey Map for Kraemer property on North Cushing Park Road. There are some minor issues that need to be resolved as outlined on Fred Welch's letter dated July 28, 1999. Plan Commission members indicated that there should be a deed restriction on one single-family residents on property.

MOTION MADE BY C. MURSKY, SECONDED BY J. ROMANOWSKI TO RECOMMEND TO COUNCIL THE CSM AND WITH THIS CSM THE REZONING OF PARCEL FROM C-1 TO R-3. CARRIED.

- 7. Zoning and Ordinance Revisions
- 8. Hearing Dates
- 9. Planning Discussion Information
 - a. So-Lite neon sign
 - b. Residential street lighting ordinance

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John Stockham submitted at draft Lighting Ordinance for the Plan Commission review. Comments are that the Building Inspector would like the City Engineer to determine if there is a violation. Mayor McAleer would like the Council to consider action on this item at the September 7th meeting so that Administrator Matt Carlson comments could be considered.

MOTION MADE BY C. MURSKY, SECONDED BY F. WELCH TO RECOMMEND TO COUNCIL THE PROPOSED LIGHTING ORDINANCE WITH THE ABOVE CHANGE. CARRIED.

- c. Downtown street lighting
- d. Impact fees

John Stockham presented an ordinance creating Impact fee program allowed under 66.55 of Wisconsin State Statutes. Richard Lehmann reviewed and would like to meet with Council when they consider this item. There needs to be a change to page 2 Nonresidential Impact Fees, Total Impact Fee should be \$2.604 not \$2,604. A copy of the ordinance and public hearing date should be sent to the Metropolitan Builders Association. Mayor would like Council to consider at the September 7th meeting.

MOTION MADE BY R. TRUNZO, SECONDED BY R. TRANSON TO RECOMMEND TO COUNCIL ADOPTION OF IMPACT FEES AND PRESENTED. CARRIED.

- 10. Building Inspector Report
- 11. Board of Zoning Appeals
- 12. Correspondence
 - a. Correspondence dated July 11, 1999 from Andrea Shrednick-Davajan
 - b. Correspondence dated July 13, 1999 from Fred Welch regarding senior housing
- 13. Adjournment

MOTION TO ADJOURN AT 10:10 P.M. (TRANSON/ROMANOWSKI) CARRIED.

Respectfully submitted,

Marilyn Czubkowski, CMC
City Clerk/Treasurer