

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

Call to Order

Mayor DeYoe called the meeting to order at 7:00 P.M.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call for the Wednesday, August 27, 2014 Plan Commission meeting:

Present

Michele DeYoe, Mayor

Tim Aicher, Ald.

Kent Attwell

Wayne Dehn

David Simon

Dan Jashinsky

Jane Lazynski

Jim Reiher

Roger Dupler, Planner

Scott Hussinger, Building Inspector

Absent

On behalf of all Commissioners, M. DeYoe welcomed Jim Reiher, Park and Rec. Commission Representative, to the Plan Commission.

PUBLIC HEARING #1: **An Ordinance to Repeal and Recreate Chapter 20 of the Municipal Code, and to Adopt Flood Insurance Studies and Flood Insurance Rate Maps of the Federal Emergency Management Administration for the City of Delafield, Wisconsin**

DOCUMENTS: Flood Insurance Rate Map panels: 55133C0156G, 55133C0157H, 55133C0158H, 55133C0159H, 55133C0166H, 55133C0167H, 55133C0176H, 55133C0178H and 55133C0186G, Effective date November 5, 2014

Flood Insurance Studies: 55133CV001C, 55133CV002C and 55133CV003C.
Effective Date November 5, 2014

APPLICANT: City of Delafield

MATTER: The City seeks approval of revised documents issued by the Federal Emergency Management Administration including Flood Insurance Rate Maps and Flood Insurance Studies. This action will ensure continued compliance with State and Federal regulations.

M. DeYoe opened the Public Hearing at 7:01 P.M. No one wished to speak on this matter.

K. ATTWELL MOVED TO CLOSE PUBLIC HEARING #1 PERTAINING TO AN ORDINANCE TO REPEAL AND RECREATE CHAPTER 20 OF THE MUNICIPAL CODE, AND TO ADOPT FLOOD INSURANCE STUDIES AND FLOOD INSURANCE RATE MAPS OF THE FEDERAL EMERGENCY MANAGEMENT ADMINISTRATION FOR THE CITY OF DELAFIELD, WISCONSIN AT 7:01 P.M. T. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

PUBLIC HEARING #2: **Conditional Use Amendment for Westbrook Church for an Additional Garage**

TAX KEY/ADDRESS: DELC 0784.971.002, Westbrook Church, 1100 STH 83, Hartland.

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OWNER: Westbrook Church.
APPLICANT: Mike Gatzow, Flo-Rite, Inc.
MATTER: Applicant seeks consideration for a Conditional Use amendment to allow for an additional garage on the campus.

M. DeYoe opened the Public Hearing at 7:02 P.M. No one wished to speak on this matter.

K. ATTWELL MOVED TO CLOSE PUBLIC HEARING #2 PERTAINING TO A CONDITIONAL USE AMENDMENT FOR WESTBROOK CHURCH FOR AN ADDITIONAL GARAGE FOR DELC 0784.971.002, WESTBROOK CHURCH, 1100 STH 83, HARTLAND. OWNER: WESTBROOK CHURCH. APPLICANT: MIKE GATZOW, FLO-RITE, INC. AT 7:02 P.M. T. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

PUBLIC HEARING #3: **Conditional Use Amendment for Divine Redeemer Evangelical Lutheran Church & School for Temporary Accessory Structures/Classroom Space**
TAX KEY/ADDRESS: DELC 0784.971.002, 31385 West Hill Rd., Hartland.
OWNER: Divine Redeemer Evangelical Lutheran Church & School.
APPLICANT: Ed Eldridge.
MATTER: Applicant seeks a Conditional Use amendment to allow for temporary accessory structures to accommodate for additional classroom space.

M. DeYoe opened the Public Hearing at 7:02 P.M. No one wished to speak on this matter.

K. ATTWELL MOVED TO CLOSE PUBLIC HEARING #3 PERTAINING TO A CONDITIONAL USE AMENDMENT FOR DIVINE REDEEMER EVANGELICAL LUTHERAN CHURCH & SCHOOL FOR TEMPORARY ACCESSORY STRUCTURES/CLASSROOM SPACE FOR DELC 0784.971.002, 31385 WEST HILL RD., HARTLAND. OWNER: DIVINE REDEEMER EVANGELICAL LUTHERAN CHURCH & SCHOOL. APPLICANT: ED ELDRIDGE. AT 7:03 P.M. T. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

PUBLIC HEARING #4: **Re-zoning from RE-3 to RE-2, Conditional Use Permit for Storm Water Purposes, and a Certified Survey Map**
TAX KEY/ADDRESS: DELC 0789.991.001, 57 Oakwood Dr., Delafield.
OWNER/APPLICANT: Daniel Tinti/Tom Langan.
MATTER: Applicant seeks approval for re-zoning of this property from RE-3 to RE-2, a Conditional Use Permit for storm water purposes, and a Certified Survey Map to create two lots.

M. DeYoe opened the Public Hearing at 7:02 P.M.

Tom Langan, architect for the project and residing at W350 N5520 Lake Drive, Oconomowoc, WI 53066, explained the location of the subject property and was zoned RE-3. This property was the only RE-3 property located west of the City of Delafield and north of Interstate 94. He then distributed documentation showing the location of both lots and the larger four adjoining lots to the north of the subject property. He thought the proposed rezoning was consistent with the designated land use in the City's 2030 Land Use Plan and would not require a change to the plan as a result. He also noted the current septic system on the property would be converted to sewer with approval. The majority of trees shown on the lots were located on this parcel. A deed restriction would be placed on the lots so that the trees were not disturbed. The land that held the current house was lower and a rain garden would be placed there to assist in stormwater runoff efforts. He requested the Commission review this request and move the project forward.

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K. ATTWELL MOVED TO CLOSE PUBLIC HEARING #4 PERTAINING TO A RE-ZONING FROM RE-3 TO RE-2, CONDITIONAL USE PERMIT FOR STORM WATER PURPOSES, AND A CERTIFIED SURVEY MAP TAX KEY/ADDRESS: DELC 0789.991.001, 57 OAKWOOD DR., DELAFIELD OWNER/APPLICANT: DANIEL TINTI/ TOM LANGAN AT 7:07 P.M. T. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

1. Approve Plan Commission meeting minutes of July 30, 2014 meeting.

K. ATTWELL MOVED TO APPROVE THE JULY 30, 2014 PLAN COMMISSION MEETING MINUTES AS PRESENTED. T. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. City of Delafield Citizen's Comments pertaining to subjects on this agenda.

Chris Smith, 185 Steeple Pointe Court, supported the proposed ordinance regarding placement of political signage. He thought signage posted in the right-of-way areas worked well; however, there was the potential that a candidate could place a sign in the right-of-way in front of another candidate's house and it would not be allowed to be removed. He wanted to support the ordinance the way it was intended in the past with signage being prohibited from being placed in the roadway right-of-way. He also thanked Jim Reiher for representing the Park and Rec. Commission on this Commission.

Pamela Klekoski, 828 Hawks Hollow, stated she had been talking to Tom Langan regarding construction of a house on the property on Oakwood. She was hopeful the request for rezoning would be approved in Item 4c.

K. ATTWELL MOVED TO CLOSE CITIZEN'S COMMENTS PERTAINING TO SUBJECTS ON THE AGENDA AT 7:10 P.M. T. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

3. Consent Agenda

W. Dehn requested Item 3b be removed from the Consent Agenda for review and discussion.

- a. **DELC 0804.984, 3195 Hillside Dr., Delafield. Owner: Ryan Companies US, Inc., Applicant: Children's Hospital of Wisconsin-Delafield Clinic.** Applicant seeks approval of a Business Plan of Operation for a medical clinic for Children's Hospital of Wisconsin Delafield Clinic. Hours of Operation are Monday through Friday, 7 a.m. to 10 p.m., with 16 full-time and 13 part-time employees.

- b. **DELC 0804.984, 3195 Hillside Dr., Delafield. Owner: Ryan Companies US, Inc. Applicant: Poblocki Sign Co., Matt Kaminski/Deb Burton.** Applicants seek approval of a Permanent Sign for a medical clinic for Children's Hospital of Wisconsin Delafield Clinic.

This item was removed from the Consent Agenda for discussion. Please see below.

- c. **DELC 0793.020.003, 524 Milwaukee St., #204, Delafield. Owner: Ace Delafield Properties, LLC. Applicant: Valerie Ann Dixon.** Applicant seeks approval of a Business Plan of Operation and Permanent Sign for Storybook Ballet Studio. Hours of Operation are Monday through Sunday, 6 a.m. to 10 p.m., with 1 full-time and 1 part-time employee.

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K. ATTWELL MOVED TO APPROVE ITEMS 3A AND 3C ON THE CONSENT AGENDA IN ACCORDANCE WITH THE STAFF REPORT. D. JASHINSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

W. Dehn requested clarification on the proposed signage in Item 3b. R. Dupler explained the signage proposed was part of a site plan that originally included three signs. The request had been amended since distribution of the epacket to allow proposed signage on the south face of the building to be located directly above the southerly building entrance.

Matt Kaminski, of Poblocki Sign Company, explained the signage would include a four bar light with day/night plex; however the white coloring at night was not bright enough to adequately illuminate the appropriate sign. There would be no message bar.

W. DEHN MOVED TO APPROVE ITEM 3B ON THE CONSENT AGENDA AS PRESENTED. K. ATTWELL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

4. Unfinished Business:

- a. **DEL 0784.971.002, 1100 STH 83, Hartland. Owner: Westbrook Church. Applicant: Mike Gatzow, Flo-Rite, Inc.** Applicant seeks approval of a Conditional Use amendment to allow for an additional garage on the campus, and recommendation to the Common Council of the same.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: Amended Conditional Use
The church wishes to erect a utility building on their campus. The property is governed by a conditional use and therefore requires an amendment to the site plan which constitutes a change to the conditional use documents. The proposed building is located on the east side of the church immediately adjacent to the existing parking lot and meets all of the setback requirements. The size is 30' x 50', 1,500 sf, the eave height is 12', and the total building height is 20'. Three garage doors face the parking lot. There are no windows proposed. The siding will be Hardiplank and colored to match the main building. At the July Plan Commission meeting the petitioner was asked to consider razing the existing garage on the former residential property.

Recommendation: Consider input from the public hearing and recommend to the City Council accordingly contingent upon removal of the existing garage.

Mike Gatzow, 4439 Vettelson Rd., was present. R. Dupler questioned M. Gatzow regarding the future plans for the Church to remove the existing garage. M. Gatzow stated he was unaware of any plans to remove the garage at this time; however, he was reluctant to commit to any action regarding the garage as it still remained useful for storage. Discussion ensued regarding a timeframe for removal of the garage. M. Gatzow explained the parcel containing the garage had been donated to Westbrook Church and was part of the overall use of the entire property at this time.

K. ATTWELL MOVED TO APPROVE A CONDITIONAL USE AMENDMENT TO ALLOW FOR AN ADDITIONAL GARAGE ON THE CAMPUS FOR DELC 0784.971.002, 1100 STH 83, HARTLAND. OWNER: WESTBROOK CHURCH. APPLICANT: MIKE GATZOW, FLO-RITE, INC., CONTINGENT UPON REMOVAL OF THE EXISTING GARAGE WITHIN THREE MONTHS OF OCCUPANCY OF THE NEW UTILITY FACILITY AND RECOMMENDATION TO THE COMMON COUNCIL

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OF THE SAME. W. DEHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **DELC 0784.971.002, 31385 West Hill Rd., Hartland. Owner: Divine Redeemer Evangelical Lutheran Church & School. Applicant: Ed Eldridge.** Applicant seeks approval of a Conditional Use amendment to allow for temporary accessory structures to accommodate additional classrooms, and recommendation to the Common Council of the same.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: Amended Conditional Use

*The church wishes to utilize a temporary portable classroom to accommodate a larger than expected student population this fall and potentially install a second trailer for the 2015-16 school year. The property is governed under a conditional use and the addition of the trailer structure is a change to their Plan of Operation and site plan. The church was previously granted approval for temporary classrooms for two years, fall of 2002 through spring 2004. The proposed classrooms will be located on the south side of the school building on existing pavement and will not be visible from most of the surrounding roadways. **Recommendation: Consider input from the public hearing and recommend to the City Council accordingly.***

Ed Eldridge, 31385 W. Hill Rd., Hartland, WI and applicant, thanked the Commission for its consideration of this matter. T. Aicher questioned whether any concerns had been shared in the past regarding temporary accessory structures on the school property. E. Eldridge stated there were no issues. The proposed location of the trailers would be less visible than in the past. R. Dupler noted a public hearing had been conducted regarding this request with no concerns presented.

K. ATTWELL MOVED TO APPROVE A CONDITIONAL USE AMENDMENT TO ALLOW FOR TEMPORARY ACCESSORY STRUCTURES TO ACCOMMODATE ADDITIONAL CLASSROOMS, FOR DELC 0784.971.002, 31385 WEST HILL RD., HARTLAND. OWNER: DIVINE REDEEMER EVANGELICAL LUTHERAN CHURCH & SCHOOL. APPLICANT: ED ELDRIDGE, AS PRESENTED AND RECOMMEND TO THE COMMON COUNCIL THE SAME. T. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **DELC 0789.991.001, 57 Oakwood Dr., Hartland. Owner: Daniel Tinti, Applicant: Tom Langan.** Applicant seeks approval of a zoning change from RE-3 to RE-2, a Conditional Use Permit for storm water purposes, and a Certified Survey Map to create two lots and recommendation to the Common Council of the same.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: Rezoning Conditional Use and Preliminary Certified Survey Map: *The subject parcel is a 3.42 acres property that lies north of Oakwood Drive immediately north of the St. John's Athletic fields. This parcel is zoned RE-3, and is the only RE-3 parcel west of Lake Nagawicka. The 2030 Land Use Plan designates the parcel as Rural Estate, minimum lot size 2 acres. The surrounding property on all sides other than the south has been developed as RE-2 lots. The north and east properties were developed as a Planned Development with common open space and reduced lot sizes. This petition requests the Plan Commission's consideration to allow two residential lots to be created with an average lot size of 1.71 acres and fronting on Oakwood Drive. In support of this increased density the developer has submitted an analysis of surrounding residential lots to*

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illustrate that the two proposed lots are consistent with or greater than, the surrounding lot sizes and compatible within the context of the neighborhood. Since the proposed parcels are not currently on sanitary sewer it will be necessary for the redevelopment to incorporate the appropriate service.

Consideration

The proposed RE-2 zoning is consistent with the designated land use in the 2030 Master Plan, therefore a change to the Comprehensive Plan is not necessary. The proposal requests consideration for changing the existing zoning to be consistent with the neighboring uses. The proposed lot sizes exceed the average size of the surrounding lots. If this petition moves forward it will be in the City's best interest to process it as a conditional use and impose stormwater management responsibilities upon the created lots. The potential division will increase the amount of impervious surface, which may be addressed with rain gardens or a small basin. This is not unlike the creation of a Planned Development subdivision in which reduced lot sizes are allowed in exchange for common open space and detention requirements. In this case the detention area would be secured with an easement for which both property owners would be responsible to maintain. This potential compromise will create lots that are compatible with the surrounding neighborhood. It will cause the removal of a septic leach field and require sewer hook-up and the City has the opportunity to impose a landscape preservation easement to secure the continued benefits of the existing evergreen trees that screen this property from the surrounding neighbors.

Recommendation: The Plan Commission may take into account the feedback at the public hearing regarding the proposed changes. Recommend to Council accordingly.

T. Aicher questioned the necessity of changing the zoning if it were to be in violation and necessitated a conditional use to exist. R. Dupler explained the current zoning was RE-3 and could be changed to RE-2 to be consistent with the 2030 Land Use Plan and surrounding properties. The conditional use was required because the lots that would be created were undersized for the zoning designation. There were no other lots like those being created in that area. T. Aicher expressed concern for setting a precedent in this matter as numerous developments in this quadrant of the City complied with the zoning density upon creation. This development was coming into an existing subdivision adjoining the development with acreage that was not sufficient. There was no additional acreage available to create roads, parks or stormwater basins in exchange for the land. This would alter the plan for the City and the area in such a way that precedent could be noted in future developments with other opportunities. The proposed development would alter and create an impact on the area that was not part of the 2030 Land Use Plan.

T. AICHER MOVED TO DENY APPROVAL OF A ZONING CHANGE FROM RE-3 TO RE-2, A CONDITIONAL USE PERMIT FOR STORM WATER PURPOSES, AND A CERTIFIED SURVEY MAP TO CREATE TWO LOTS FOR DELC 0789.991.001, 57 OAKWOOD DR., HARTLAND. OWNER: DANIEL TINTI, APPLICANT: TOM LANGAN AND RECOMMENDATION TO THE COMMON COUNCIL OF THE SAME. K. ATTWELL SECONDED THE MOTION. J. REIHER QUESTIONED WHETHER PROPERTY OWNERS HAD VOICED AN OPINION ON THE MATTER. D. SIMON CLARIFIED COMMENTS HAD BEEN RECEIVED AT A PAST COMMISSION MEETING WHEN THE PROPOSAL WAS TO SUBDIVIDE THE PROPERTY INTO THREE LOTS. THERE HAD BEEN NO RECORD OF OBJECTION FILED IN

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WRITING OR PRESENTED TO THE COMMISSION REGARDING SUBDIVISION OF THE PROPERTY INTO TWO LOTS. DISCUSSION ENSUED REGARDING SPECIFIC LOCATIONS NEAR THE PROPOSED PROPERTY WHERE SIMILAR SITUATIONS WOULD RESULT. W. DEHN STATED COMMENTS WERE RECEIVED WHEN THE PROPOSAL WAS FOR THREE LOTS BUT NOT TWO AND HE THOUGHT THE DEVELOPER HAD DONE A GOOD JOB OF CONFORMING TO TWO LOTS. HE HAD NO ISSUE WITH THE PROPOSAL AS PRESENTED. K. ATTWELL STATED THE MUNICIPAL CODE SHOULD BE FOLLOWED ON RESIDENTIAL DEVELOPMENTS SUCH AS THE ONE PRESENTED AS IT SEEMED THE CONDITIONAL USE WAS BEING USED AS A MECHANISM TO SIDESTEP THE EXISTING MUNICIPAL CODE. APPROVAL OF THIS PROPOSAL WOULD NOT HELP THE CITY TO MAINTAIN THE CURRENT ZONING IN THE AREA. D. SIMON STATED HE WAS CONCERNED ABOUT SETTING A PRECEDENT. T. AICHER AGREED, NOTING HE WAS CONCERNED ABOUT PLACING HOMES WHERE THE SIZE WAS NOT COMPLIANT WITH THE CITY CODE. J. REIHER QUESTIONED HOW SOMEONE COULD MAKE USE OF THE LAND IN THE FUTURE IF THIS PROPOSAL WERE NOT APPROVED. D. JASHINSKY NOTED A SINGLE FAMILY RESIDENCE COULD BE CONSTRUCTED UPON THE LOT. T. AICHER EXPLAINED THE HOUSING DEVELOPMENTS TO THE WEST WERE TWO ACRES OR MORE. THE DENSITY BEING REQUESTED WAS AVAILABLE IN THE CITY CLOSER TO HIGHWAY C BUT THIS AREA HAD BEEN DEVELOPED AS CONVERTED FARMLAND. W. DEHN STATED IF THE PROPOSAL HAD BECOME PART OF THE ASSOCIATION TO THE NORTH, THREE LOTS WOULD HAVE BEEN ALLOWED. **THERE WAS NO FURTHER DISCUSSION. FIVE WERE IN FAVOR. W. DEHN AND J. REIHER VOTED NAY. MOTION CARRIED.**

5. New Business - None.
6. Zoning and Ordinance Revision.
 - a. Discussion and action to adopt Ordinance 692, An Ordinance Creating Sections 17.673(c) and 17.50(4), of the City of Delafield Municipal Code, Waukesha County, Wisconsin, Relating to Election Campaign Signage Placement and recommendation to the Common Council of the same.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: Election Signage Placement: *The proposed ordinance creates regulations that previously were vague and unenforceable regarding the placement of election signs. This language has been revised per the direction of the Plan Commission at the July meeting. Acceptable language should be recommended to the City Council for final adoption.*

D. Jashinsky stated he was concerned about placement of signage in the right-of-way area. He suggested Section 1 on the proposed resolution be changed in Sentence 3 and 4 to state "No sign shall, however, be placed within the limits of any street or highway right-of-way unless otherwise permitted by Wis. Stat. § 86.19(1). The Department of Public Works is authorized to remove and dispose of all signs placed within the limits of any street or highway right-of-way." K. Attwell stated he had a different philosophy on this issue and presented documentation outlining areas of the City in which the right-of-way area was either close to the front door of properties or in other areas, distant and into the center of the roadway. There had never been an ordinance in the City Code that restricted placement of the political signage in the right-of-way. In his research, other municipalities had opted to deal with this

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issue by having the signage placed with the permission of the property owner. The signage in these municipalities had not been restricted from placement in the right-of-way. He proposed the focus of the proposed ordinance be re-written toward permission for placement of signage on private property. Discussion ensued. If political signage were restricted in the right-of-way, any political signage could be removed in nuisance areas. K. Attwell noted other City ordinances prohibited placement of signage if visual obstruction resulted. D. Simon agreed certain areas of the City had problematic right-of-way issues that caused inequality for individuals to express themselves politically. D. Jashinsky suggested the City Administrator/Public Works Director provide input on this issue and the matter be taken up at the next Commission meeting.

M. DeYoe stated no action would be taken on this item and it would be placed on the September, 2014 Plan Commission meeting agenda for further discussion and consideration.

- b. Discussion and action to adopt Ordinance 698, An Ordinance to Repeal and Recreate Chapter 20 of the Municipal Code, and to Adopt Flood Insurance Studies and Flood Insurance Rate Maps of the Federal Emergency Management Administration for the City of Delafield, Wisconsin.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: Floodplain Ordinance:

The proposed change in the Floodplain Ordinance is mandated by the DNR and establishes the new FEMA Flood Insurance Maps based on recent Floodplain Studies. Action should be taken to recommend this revised ordinance to the City Council.

R. Dupler distributed revisions necessary to the proposed ordinance including correct title of the City Clerk and correct numbering of the panels on the Official Map.

K. ATTWELL MOVED TO APPROVE ORDINANCE 698, AN ORDINANCE TO REPEAL AND RECREATE CHAPTER 20 OF THE MUNICIPAL CODE, AND TO ADOPT FLOOD INSURANCE STUDIES AND FLOOD INSURANCE RATE MAPS OF THE FEDERAL EMERGENCY MANAGEMENT ADMINISTRATION FOR THE CITY OF DELAFIELD, WISCONSIN WITH REVISIONS PRESENTED BY R. DUPLER AT THIS MEETING AND RECOMMEND TO THE COMMON COUNCIL THE SAME. T. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. Discussion of the City of Delafield municipal code legal review as it pertains to Plan Commission related chapters.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: Zoning Ordinance Codification: *The Plan Commission has four meetings before the end of the year in which to review the zoning ordinance. In preparation for the August meeting please review the sections 17.24 Definitions and 17.35 through 17.61. Please forward any comments or questions to the City Planner via email: rdupler@sehinc.com. All comments will be consolidated and presented at the meeting for discussion. (Please note: Ordinance sections 17.65 through 17.74 will be discussed at the September meeting.)*

R. Dupler distributed documentation with suggested changes or requested clarifications from the Commission. Various changes were discussed including the definition of "carport." S. Hussinger stated temporary structures were difficult to enforce and if a structure were

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attached to the building then it was part of the building and if it attached to a temporary structure then it was part of the temporary structure. No definition was necessary. Residential Lake District zoning designations, R-4 Districts, R-5 Districts, lists of permitted uses in the CBD-1 District, and off-street parking requirements and associated fees in the CBD-2 Business District were also discussed. Other suggested changes should be submitted to R. Dupler prior to the next Commission meeting.

7. Reports of City Officials:

a. Clerk

1. Plan Commission Meeting Dates & Deadlines

a. Next Meeting, September 24; Regular Deadline, September 10; PH Deadline August 27

b. Correspondence

i. T-Oconomowoc Comprehensive Land Use Plan Update

b. Planner

R. Dupler explained the grant application submitted for the Wells Street Bike Path had been approved recently.

c. Building Inspector

S. Hussinger stated the total number of permits to date was 36 with one residential permit and no commercial occupancy permits this month.

8. ADJOURNMENT

M. DeYoe noted there was no further business before the Plan Commission. The August 27, 2014 Plan Commission meeting was adjourned at 8:33 P.M.

Minutes Prepared By:

Accurate Business Communications, Inc.