

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

Call to Order

Mayor DeYoe called the Wednesday, October 28, 2015 Plan Commission meeting to order at 7:00PM.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call for the Wednesday, October 28, 2015 Plan Commission meeting:

Present

Michele DeYoe, Mayor

Tim Aicher, Ald.

Wayne Dehn

Dave Greenway

Dan Jashinsky

Meghan Johnson

Jim Reiher

David Simon

Roger Dupler, Planner

Absent

PUBLIC HEARING #1:

Ordinance Text Amendments – Chapter 17.734 Sandwich Board or A-Frame Style Signs

APPLICANT:

City of Delafield, WI.

MATTER:

The City seeks approval of amended language in Chapter 17.734 relating to sandwich board or A-frame style signs.

DeYoe opened the Public Hearing at 7:01 PM.

There was no one present wishing to speak to this public hearing. DeYoe stated this Public Hearing would be left open until the next Plan Commission meeting that was slated for November 18, 2015 due to the Thanksgiving holiday.

DeYoe closed the Public Hearing at 7:02 PM

PUBLIC HEARING #2:

Monument Sign – Conditional Use Permit

TAX KEY/ADDRESS:

DELC 0784.971.003 Westbrook Church, 1100 Hwy 83, Hartland, WI.

OWNER/APPLICANT:

Owners: Westbrook Church, Applicant: Innovative Signs

MATTER:

Applicant seeks approval of a Monument Sign under the Westbrook Church Conditional Use Permit

DeYoe opened the Public Hearing at 7:02PM.

Mike McDonald, 21795 Doral Road, Waukesha-Applicant, explained Westbrook Church wanted to place a two-sided, single-color, illuminated, digital, programmable sign on the east side of Highway 83.

Hearing no further comments, DeYoe closed the Public Hearing at 7:03PM.

1. Approve Plan Commission meeting minutes of August 26, 2015 meeting.

Hearing no corrections, the August 26, 2015 Plan Commission meeting minutes were approved.

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

No comments were presented. There were no objections from the Commission; therefore, M. DeYoe stated Citizen's Comments were closed.

3. Consent Agenda

- a. **DELC 0793.014.003, 505 Wells Street, Delafield. Owner: Ace Delafield Properties LLC. Applicant: Revere's Wells Street Tavern.** Applicant seeks approval of a sign for Revere's Well Street Tavern.
- b. **DELC 0804.999.002, 3105 Golf Road, Delafield. Owner: Ramco- Gershenson Properties LP. Applicant: ARAMARK Educational Services, LLC.** Applicant seeks approval of a Business Plan of Operation for Caribou Coffee. Hours of Operation are 9:00 AM to 10:00 PM weekdays, 9:00 AM to 11:00 PM Saturdays, and 9:00 AM to 9:00 PM Sundays, 10 Full-time employees and 8 part-time employees.
- c. **DELC 0798.966, 416 Genesee Street, Delafield. Owner/Applicant: VT Properties, Inc., Jason Varner.** Applicant seeks approval of a Business Plan of Operation for The Eyeglass Co. Hours of Operation are weekdays 9:00 AM to 7:00 PM, Saturdays 10:00 AM to 2:00 PM, 1 full-time and 3 part-time employees.
- d. **DELC 0742.003, 4836 Jaeckles Drive, Nashotah. Owner/Applicant: Bertram Schneider.** Applicant seeks approval of a Business Plan of Operation for Orient Organics, an internet based home occupation with one employee.
- e. **DELC 0803.002, 2420 Milwaukee Street, Delafield. Owner: Daniel Leavitt, Applicant: Mike Smith.** Applicant seeks approval of a sign to replace an existing sign panel for Dick Smith's Live Bait & Tackle.
- f. **DELC 0782.009, 1921 Nagawicka Road, Delafield. Owner: Andrew and Donna Prodoehl. Applicant: One Source Project Solutions, Inc., Angela Cummings.** Applicant seeks approval for a special exception for a substandard lot.
- g. **DELC 0793.020.001, 719 Genesee Street, Delafield. Owner: Ace Delafield Properties, LLC. Applicant: Skilled Trade Associates, Inc.** Applicant seeks approval of a Business Plan of Operation for Skilled Trade Services, a work force coordination operation. Hours of Operation are weekdays 7:00 AM to 6:00 PM, 5 full-time employees.
- h. **DELC 0787.081, 615 Milwaukee Street, Delafield. Owner: Tom Kelly. Applicant Summer Stage of Delafield, Inc., Steve Davis.** Applicant seeks approval of an amended Business Plan of Operation for relocation of Summer Stage of Delafield. Hours of Operation and employees are unchanged.
- i. **DELC 0803.988.004, 2566 Sun Valley Drive, Delafield. Owner: Gary Storts. Applicant: Well Spring Christian Church.** Applicant seeks approval of a Business Plan of Operation for Wells Spring Christian Church. Hours of Operation are Wednesdays 6:00 PM to 9:30 PM, Sundays 8:00 AM to 1:00 PM. One full time employee.
- j. **DELC 0803.998.002, 394 Williamstowne Road, Delafield. Owner: Ted Skelton. Applicant: Deanna Marincic.** Applicant seeks approval of a Business Plan of Operation for Gals Institute LLC, a psychotherapy clinic. Hours of Operation are 9:00 AM to 9:00 PM Monday through Saturday. One full-time employee.

Hearing no objections, Consent Agenda Items 3a-3e and 3g-3j were approved as presented.

Item 3f was removed from the Consent Agenda for discussion and consideration. Clarification was provided regarding the existing residence that would be deconstructed at this location due

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to legal nonconformities with the lot. The lot had been in existence prior to the City's zoning regulations. Existing setbacks would be maintained.

SIMON MOVED TO APPROVE A SPECIAL EXCEPTION FOR A SUBSTANDARD LOT FOR DELC 0782.009, 1921 NAGAWICKA ROAD, DELAFIELD. OWNER: ANDREW AND DONNA PRODOEHL. APPLICANT: ONE SOURCE PROJECT SOLUTIONS, INC., ANGELA CUMMINGS. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

4. Unfinished Business

- a. **DELC 0794.017.003, Lot 6 Cushing Business Park, Delafield. Owner: Jerry Lyons. Applicant Greg Thompson.** Applicant seeks approval of a Specific Implementation Plan for a business condominium campus in the Cushing Business Park and recommendation to the Common Council of the same.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: *Storage Shop USA: Specific Implementation Plan Storage Shop USA returns to the Plan Commission this month with a completed Specific Implementation Plan for review and approval. Since last before the Plan Commission in July, this proposal has been reviewed by the Public Works Committee and undergone considerable coordination with the City Engineer. All engineering concerns have been addressed. Planning issues are also resolved. The applicant has submitted revised covenants and restrictions, as well as condominium association documents for review. Identified in those documents is a list of proposed uses unique to the condominium that correspond to the allowable uses in B-2, B-3 and B-4 districts. There are a number of permitted uses in the B-2, B-3 and B-4 districts that are not reflected in the proposed covenants. This is the owner's prerogative. Any new business owner wishing to operate in the development will require their own Business Plan of Operation approval by the Plan Commission. Any potential use that varies from the approved list of uses will first need to be approved by the Association before applying to the Plan Commission for a B.P.O. Enforcement or mediation of any owner disputes will be the responsibility of the Association and not the City, unless there are clear violations of code.*

The proposed building is a two unit commercial duplex arranged in a multi-building campus setting. In this commercial condominium each owner owns their portion of the duplex building footprint and a proportional interest in the common elements. There are 8 two-unit buildings and one single building. The proposed Specific Implementation Plan substantially conforms to the approved General Development Plan.

The business duplexes will be serviced by a private drive and have reserved parking for each business location. Thirty-five parking spaces are provided, two per unit plus three for building three.

The proposed Lighting Plan demonstrates adequate site lighting associated with each unit access and parking spaces. These are wall mounted fixtures that do not produce light shed across property lines and may be approved as submitted.

The Landscape Plan offers a minimal amount of vegetative material, but satisfies the ordinance requirements. A survey of the existing trees has determined that there are no significant trees to be removed during construction; there is no tree mitigation requirement.

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*The proposed architecture conforms to the City's expectations for appearance and materials. The developer has been informed by Wisconsin Power Company that the proposed dumpster may not be located within the utility easement. A modified site plan will be available at the Plan Commission meeting to reflect the necessary change. **Recommendation: Approval, recommend to the City Council accordingly.***

Dupler noted the applicant had relocated the dumpster that conflicted with the easement to a location behind Building #3 in the southeast corner. This information had not been included in the epacket for this meeting. The applicant, Greg Thompson, was present.

AICHER MOVED TO APPROVE A SPECIFIC IMPLEMENTATION PLAN FOR A BUSINESS CONDOMINIUM CAMPUS IN THE CUSHING BUSINESS PARK FOR DELC 0794.017.003, LOT 6 CUSHING BUSINESS PARK, DELAFIELD. OWNER: JERRY LYONS, APPLICANT: GREG THOMPSON AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. JASHINSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **DELC 0624.002.001. 34266 Valley Road, Oconomowoc, WI. Owner: Michael and Susanne Michels. Applicant: Architectural Homes.** Applicant seeks approval of a Tree Mitigation Plan to accommodate a single family home and recommend to the Common Council of the same.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: Michels Property: Conditional Use – Tree Mitigation The potential purchaser of the Michel's residential property requests consideration for a tree mitigation plan associated with construction of a new home on Upper Nashotah Lake. The property is Lot 3 in a three lot subdivision governed by a Planned Unit Conditional Use Permit that complies with the city ordinance regarding removal and clearing in the Primary Environmental Corridor. As such, each residential lot was limited to clearing and removal of trees up to 15% of the lot area. For the property in question, 15% of 1.813 acres equates to 11,846sf. The proposed home site and boathouse will require more area of clearing and disturbance than permitted. In addition to the designated areas of disturbance, the surrounding mature hardwoods impacted by the construction operations are tallied. In total 137 caliper inches will be impacted in addition to the allowed tree clearing area. Therefore compensation is warranted. The Plan Commission may adopt a tree mitigation plan unique to this proposed development or accept a cash payment of \$20,550.00 to the tree board. **Recommendation: Approval, conditioned on the feedback received from the public hearing and recommend to the City Council accordingly. A motion to approve, approve with amendments, or deny should reference the Conditional Use Review, Determination, and Approval findings of fact.**

Dennis Mueller, 34360 Valley Road, explained he and his wife were the new owners of the property and wanted to provide restitution for mitigation of the trees impacted as a result of construction on his lot. The building plans for the house attempted to keep the building footprint to a minimum. Despite these efforts, the lot size was small and trees would be impacted due to construction in the Primary Environmental Corridor.

DEYOE MOVED TO APPROVE A TREE MITIGATION PLAN TO ACCOMMODATE A SINGLE FAMILY HOME FOR DELC 0624.002.001. 34266 VALLEY ROAD, OCONOMOWOC, WI. OWNER: MICHAEL AND SUSANNE MICHELS, APPLICANT: ARCHITECTURAL HOMES AND TO ACCEPT A CASH PAYMENT IN THE AMOUNT OF \$20,550.00 PAYABLE TO THE TREE BOARD AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. AICHER

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SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **DELC 0793.028.001. 425 Wells Street, Delafield, WI. Owner: HSI Wells Street Station LLC, Applicant: HSI Properties.** Applicant seeks approval of an amended Landscape and Tree Mitigation Plan for Wells Street Station and recommendation to the Common Council of the same.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: Wells Street Station: Amended Conditional Use – Landscape and Tree Mitigation The developer of Wells Street Station returns to the Plan Commission to present a revised landscape plan for consideration. Actual dimensions realized during construction have resulted in a reduced green space between the city sidewalk and the parking access drive along Wells Street. The planting space is now less than 3' and is no longer capable of supporting the proposed ornamental trees as originally specified. To compensate, the developer has submitted a revised landscape plan that replaces the original trees with a different species that exhibits a smaller rootball and is capable of surviving in the reduced green space. Originally the landscape plan offered 20 – 3" caliper Red Jewel Crabapple trees in this space. These trees were also approved as replacement trees for mitigation of existing material removed from the site, they accounted for 60 caliper inches. The proposed replacement trees are Chanticleer Pear, 2 ½ caliper inches diameter. This species is an acceptable replacement. The tree mitigation provided by these trees equal 50 caliper inches. To further satisfy the mitigation requirements the landscape plan has been augmented with 3 Spring Snow Crabapple trees, 3 ½ inch caliper. **Recommendation: Approval, contingent upon the public hearing feedback, recommend to the City Council accordingly. A motion to approve, approve with amendments, or deny should reference the Conditional Use Review, Determination, and Approval findings of fact.**

Tony DeRosa and David Farrell of HSI Properties, Inc., were present.

Simon expressed concern that this issue was being presented after the fact. DeRosa explained an oversight had occurred during the discussions of appropriate driveway width during the time of construction planning. Construction of the plans had revealed the mistake. After review, it was determined that the proposed trees were better aesthetically and would keep the sidewalk cleaner. Simon expressed disappointment in the aesthetics of the building noting he had originally advocated for the project. The building constructed did not reflect the renderings shown. He would not support the amendment as a result. DeYoe noted that the neighbors had been guaranteed that the landscape plan would provide screening for businesses and entities in the area. DeRosa explained the trees would be replaced if they perished in planting. Farrell explained irrigation had been added to the project space as well to facilitate growth of the proposed trees. Dehn noted the same number of trees was being proposed; however, it was important to have the same type of screening. DeRosa noted shrubs and bushes had been added in the landscape plan above and beyond requirements. The building site plans were submitted and approved with the approved building plans constructed. While Aicher agreed with Simon, at the last meeting a public hearing was held on the amendment being presented and no one present addressed the topic as a concern. The proposed tree species had been planted on his property and it was considered a good substitution.

AICHER MOVED TO APPROVE AN AMENDED LANDSCAPE AND TREE MITIGATION PLAN FOR WELLS STREET STATION, DELC 0793.028.001 425 WELLS STREET, DELAFIELD, WI. OWNER: HSI WELLS STREET STATION LLC, APPLICANT: HSI PROPERTIES AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME.

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GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. FIVE WERE IN FAVOR. MOTION CARRIED WITH NAYS BY SIMON AND DEHN.

- d. DELIC 0804.999.002, DELIC 0804.999.004, DELIC 0804.999.006 and DELIC 0804.999.007. Nagawaukee Shopping Center 3141 Golf Road, Delafield. Owner: Ramco-Gershenson Properties LP, Delafield Partners LLC, Waukesha State Bank. Applicant: Innovative Signs Applicant seeks approval for an Amended Sign Program to allow green signs in the multi-tenant sign program and recommendation to the Common Council of the same.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: *Nagawaukee Shopping Center: Amended Sign Program* The Shopping Center has requested that their petition for changes to the sign program be withdrawn. However, based on ordinance requirements the City should still take action to deny the petition. An application for public hearing initiates a very specific time frame for action and if action is not taken within that duration the petition is approved by default. **Recommendation: Denial, based on the applicant's unwillingness to proceed with the proposal.**

AICHER MOVED TO DENY A REQUEST FOR AMENDED SIGN PROGRAM TO ALLOW GREEN SIGNS IN THE MULTI-TENANT SIGN PROGRAM FOR DELIC 0804.999.002, DELIC 0804.999.004, DELIC 0804.999.006 AND DELIC 0804.999.007. NAGAWAUKEE SHOPPING CENTER 3141 GOLF ROAD, DELAFIELD. OWNER: RAMCO-GERSHENSON PROPERTIES LP, DELAFIELD PARTNERS LLC, WAUKESHA STATE BANK. APPLICANT: INNOVATIVE SIGNS AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

5. New Business

- a. DELIC 0783.990 and DELIC 0783.991.001, Nagawicka County Park, Delafield. Owner/Applicant: Waukesha County. Applicant seeks approval of a site plan to modify roads and mitigate displaced trees.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: *Nagawaukee County Park: Site Plan* The Waukesha County Parks and Planning Department wishes to modify the camp sites and road access within the park. These improvements will reduce the amount of impervious surface and improve the accessibility of the individual camp sites. The proposed site alterations will impact 79 caliper inches of existing trees which require mitigation. The site plan acknowledges the requirement for replacing these trees and commits to planting in the spring of 2016. The trees will be field located by the County Landscape Architect. In addition to the site plan improvements the County wishes to light their entrance sign on Hwy 83. **Recommendation: Approval**

Pam Linn and Dave Burch of Waukesha County Parks, 515 West Moreland Blvd., Waukesha, were present. Burch explained Waukesha County Parks counted on the revenue from the campgrounds of Nagawaukee Park. Great care had been taken to address loads on roadways from camping vehicles and provide adequate turning radii for camp equipment in reducing the amount of impervious surface in the park. Linn explained there was a delay in starting the asphalt portion of the roadway modification project until spring of 2016. Because of this, planting of the large caliper trees could not take place in June because they would not grow successfully. She requested approval to allow planting of the trees in spring, 2017 to allow for successful growth.

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AICHER MOVED TO APPROVE A SITE PLAN TO MODIFY ROADS AND MITIGATE DISPLACED TREES FOR DELC 0783.990 AND DELC 0783.991.001, NAGAWICKA COUNTY PARK, DELAFIELD. OWNER/APPLICANT: WAUKESHA COUNTY WITH AN ALLOWANCE TO PLANT 79 CALIPER INCHES OF TREES IN SPRING, 2017. REIHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **DELC 0802.981.001 and DELC 0802.981.002, 1856 Milwaukee Street, Delafield. Owners: Dennis and Patricia Schlei. Applicant: Dylan Strube.** Applicant seeks approval of a Specific Implementation Plan for a home to be constructed in a two lot condominium and recommendation to the Common Council of the same.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: *Strube Residence: Specific Implementation Plan The subject property is at the southern tip of Lake Nagawicka. This is a residential planned unit development approved for two single family units. The first home has been in place for about ten years and now the second home site is proposed for development. These residences will share a common driveway and access their garages from the interior of the site. The proposed residential architecture is compatible with the surrounding neighborhood context. Recommendation: Approval, recommend to the Public Works Committee and the City Council accordingly.*

Dylan Strube, Waukesha, Wisconsin and Scott Peterson, North Pole Lane, Oconomowoc, were present. Dupler noted the original Planned Unit Development (PUD) included home locations and building pads for two lots. The location of the garages and ample turning radii were noted for each lot. The proposed Strube home was less than the square footage allowed and requirements of the PUD were satisfied. Upon review, staff expressed concern about the capacity of the soils. The house was being built on 14 foot pilings. This item had been reviewed and approved by the Public Works Committee with no issues.

JOHNSON MOVED TO APPROVE A SPECIFIC IMPLEMENTATION PLAN FOR A HOME TO BE CONSTRUCTED IN A TWO-LOT CONDOMINIUM FOR DELC 0802.981.001 AND DELC 0802.981.002, 1856 MILWAUKEE STREET, DELAFIELD. OWNERS: DENNIS AND PATRICIA SCHLEI. APPLICANT: DYLAN STRUBE, AS PRESENTED AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **DELC 0784.971.003 Westbrook Church, 1100 Hwy 83, Hartland, WI. Owner: Westbrook Church, Applicant: Innovative Signs.** Applicant seeks approval of a Monument Sign under the Westbrook Church Conditional Use Permit and recommendation to the Common Council of the same.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: *Westbrook Church Amended CUP-Signage The church wishes to erect a monument sign adjacent to Hwy 83. This property is governed by a Conditional Use and therefore the Plan Commission must conduct a public hearing prior to taking any action. The proposed sign conforms to the ordinance regulations regarding size. The location must respect a setback of 30' from the right-of-way. The proposed electronic message board may only exhibit red or amber text on a black background, and may not change less than every thirty minutes. Recommendation: Approval, contingent upon public hearing feedback and recommend to the Common*

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Council accordingly. A motion to approve, approve with amendments, or deny should reference the Conditional Use Review, Determination, and Approval findings of fact.

The applicant was present. A public hearing had been conducted earlier in the meeting with no comments. Dupler noted the proposed sign replaced an existing wood sign at the front of the church property along Highway 83 and would match the building aesthetics. The applicant had been informed of City ordinance requirements. The necessity for limitation of signage operation was questioned. Dupler noted that with business plans of operation, signage was often restricted to the hours of operation. Concern was expressed regarding maintaining the rural character of the area. A time limitation on the proposed illuminated message board signage would allow the sign to be lit from 6 AM to 10 PM only. This limitation was consistent with other church signage in the City.

AICHER MOVED TO APPROVE A MONUMENT SIGN UNDER THE WESTBROOK CHURCH CONDITIONAL USE PERMIT FOR DELC 0784.971.003 WESTBROOK CHURCH, 1100 HWY 83, HARTLAND, WI. OWNER: WESTBROOK CHURCH, APPLICANT: INNOVATIVE SIGNS WITH A LIMITATION ON HOURS OF OPERATION FOR THE ILLUMINATED MESSAGE BOARD TO BE FROM 6:00 AM TO 10:00 PM SEVEN DAYS PER WEEK AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. JASHINSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- d. **DELC 0794.988 22 West Main Street, Delafield. Owner/Applicant: KAJR LLC.** Applicant seeks approval of a site plan amendment and building addition for Kurt's Steakhouse.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: Kurt's Steakhouse-Site Plan and Architecture The popular restaurant wishes to increase their seating capacity and redesign the interior kitchen operation with a building addition. Other building improvements include a porte-cochere associated with the main entrance on the west elevation and a canopy to cover the existing outdoor dining area, also on the west side of the building. The added building coverage will extend into spaces that are already paved, as a result there will be no increase to the impervious area and no stormwater management required. The building addition will increase the floor area to 3,581 sf. This equates to a floor area ratio of .08, the district limit is 0.5. The required parking ratio is 1 space per 150 gross square foot, this ratio requires 24 parking spaces. The site already exhibits 73 parking spaces and satisfies the mandatory parking ratio. One parking space will be removed near the porte-cochere and replaced with landscaping. All improvements respect the district setbacks. Site plan improvements include a driveway access to Cushing Park Road. It is proposed 115' from the Main Street right-of-way and there are no other driveways across Cushing Park Road that would conflict with this location. Building materials are proposed to match the existing building materials. **Recommendation: Approval, recommend to Public Works Committee for approval of the proposed driveway.**

Kurt Amedzich, 224 Main Street, and Mark B. of Patera, LLC, were present. Dupler explained the City Engineer had reviewed the proposed site plan amendment and building addition. He suggested the Public Works Committee review traffic flow and driveway placement. Traffic would be directed under the porte-cochere and would exit through a driveway onto Cushing Park Road. Kurt's currently had 74 parking spaces and was required to have 24 spaces. The addition design was noted in the epacket for this meeting and included a service access off the south side of the building. Discussions with the City Engineer had also included a suggestion to modify the entrance area with consideration of a

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defined curbed landscape island along Main Street to establish definition of the parking lot and clearly define the main entrance as the porte-cochere. The garbage dumpsters could still be accessed with construction of landscape island and turning radii was considered adequate for service vehicles. DeYoe agreed, noting there was an issue when turning east/west from Cushing Park Road due to landscaping currently. It was suggested that this issue be taken into consideration and remediated with the placement of a landscape island. It was further suggested that fire regulations for sprinkler systems be researched and confirmed with the City Building Inspector during construction.

AICHER MOVED TO APPROVE A SITE PLAN AMENDMENT AND BUILDING ADDITION FOR KURT'S STEAKHOUSE FOR DELC 0794.988 22 WEST MAIN STREET, DELAFIELD. OWNER/APPLICANT: KAJR LLC, AS PRESENTED CONTINGENT UPON PUBLIC WORKS COMMITTEE APPROVAL OF THE TRAFFIC FLOW AND THE PROPOSED DRIVEWAY. SIMON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

6. Zoning and Ordinance Revision

- a. Discussion and action regarding 17.22(10) Boathouses, neighbor notification and notice of meetings, recommend to the Common Council of the same.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: Ordinance Text Amendment 17.22(10) Boathouses: The proposed changes to the boathouse ordinance will modify the procedure for notification of the neighbors; increasing the distance to 300' and inviting them to the Lake Welfare Committee meeting. Ordinance 721 may be approved and recommended to the City Council. Recommendation: Approval, recommend to the City Council accordingly.

No questions, concerns or comments were presented by Commissioners.

GREENWAY MOVED TO APPROVE 17.22(10) BOATHOUSES, NEIGHBOR NOTIFICATION AND NOTICE OF MEETINGS AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. DEHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. Discussion and action regarding multiple amendments to Chapter 18, Subdivision Control Ordinance and recommendation to the Common Council of the same.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: Chapter 18 Subdivision Control Ordinance Since the August Plan Commission meeting recommended changes to the Chapter 18 ordinance have been reviewed by the Public Works Committee. Based on the feedback received the ordinance has been modified and updated. The proposed text amendments are in standard ordinance format and may be approved and recommended to the City Council. Recommendation: Approval, recommend to the City Council accordingly.

No questions, concerns or comments were presented by Commissioners.

GREENWAY MOVED TO APPROVE CHAPTER 18, SUBDIVISION CONTROL ORDINANCE AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. JOHNSON SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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- c. Discussion and action on sandwich board signs, and continue public hearing until November 18, 2015 meeting.

TAKEN FROM PLANNER DUPLER'S STAFF REPORT: (Clerk's note: The information in Planner Dupler's Staff Report related to this item was included in the epacket for this meeting and is also attached as a separate page at the end of the minutes for this meeting.)

DeYoe explained that the Commission was allowed to keep the public hearing on this matter open and no action would be taken at this meeting. The public hearing would remain open until the November 18, 2015 Plan Commission meeting. No complaints had been received from business owners and support noted in keeping with City ordinances since all business owners had been notified by mail or email. The purpose of discussion on this issue was not to remove sandwich board signs, only to regulate their use. Simon commended the City's effort in initiating enforcement of this issue as it improved the aesthetics of the downtown area. It was suggested that a mechanism be considered for fine and permit removal based on repeated violations. Dupler explained current ordinances allowed administration to assess up to \$100 per day with continued violation. Changes were shown in red in the item in the epacket related to this ordinance. Any comments, concerns or edits should be provided to him in a timely fashion in order to allow the City Attorney to review the ordinance prior to the next Commission meeting. Greenway questioned whether there were ample samples of frame materials that could be purchased by business owners to meet the qualifications outlined in the ordinance. Dupler noted numerous website options available for purchase.

7. Reports of City Officials:

a. Clerk:

1. Plan Commission Meeting Dates & Deadlines
Meeting: November 18, 2015
Regular submittal deadline: November 4, 2015
Public Hearing submittal deadline: October 21, 2015

b. Planner

Dupler attended the Upper Midwest Planning Conference and League of Municipalities Conferences since the last Plan Commission meeting.

c. Building Inspector

Due to the absence of S. Hussinger, there was no report given.

8. Correspondence: None.

9. Adjournment

There was no further business; therefore, the Wednesday, October 28, 2015 Plan Commission meeting adjourned at 8:04PM.

Minutes Prepared By:

Accurate Business Communications, Inc.