

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

Call to Order

Mayor DeYoe called the Wednesday, February 22, 2017 Plan Commission meeting to order at 7:00PM.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call for the Wednesday, February 22, 2017 Plan Commission meeting:

Present

Absent

Michele DeYoe, Mayor

Tim Aicher, Ald.

Wayne Dehn

Dave Greenway

Dan Jashinsky

Jeff Miller

Jim Reiher

David Simon

Roger Dupler, Planner

Scott Hussinger, Building Inspector

**PUBLIC HEARING #1:**

**Amended Conditional Use Permit for Architectural Modifications**

**TAX KEY/ADDRESS:**

**DELIC 0804.982, 2900 Golf Road, Delafield**

**OWNER/APPLICANT:**

**Ramco Delafield II LLC**

**MATTER:**

Applicant seeks approval of an amended conditional use and modified architecture for the Shoppes of Nagawaukee.

DeYoe opened the Public Hearing at 7:01PM. **Ross Gallantine of Ramco-Gershenson and Jessica Wiebesiek of Camburus & Theodore Ltd**, were present for the applicant. Two new tenants, Sierra Trading Company and HomeGoods, Inc., were slated to occupy the space currently vacated by Sports Authority. There were architectural modifications proposed to allow new signage and awnings along with site work for ADA accommodations at the entrances. The back of the site would also require modification to accommodate the new tenants, including addition of trash compactors. There was no one present wishing to speak at this time. DeYoe closed the Public Hearing at 7:03PM.

1. Approve Plan Commission meeting minutes of January 25, 2017 meeting.

Hearing no objections, the January 25, 2017 Plan Commission meeting minutes were approved.

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

There were no objections; therefore, Citizen's Comments were closed.

3. Consent Agenda

- a. **DELIC 0804.994.017, 2846 Heritage Drive, Delafield. Owner: Heritage-Hillside LLC. Applicant: Family Tae Kwon Do Champions.** Applicant seeks approval of an amended Business Plan of Operation to relocate to the Wal-Mart Center. Hours of Operation are Weekdays 10:00 A.M. to 8:00 P.M., Saturdays 8:00 A.M. to 4:00 P.M., with two part-time and two full-time employees.

- b. **DELIC 0798.073, 850 Main Street, Delafield. Owner/Applicant: Joeann Genetti Teeple.** Applicant seeks approval of architectural modifications to replace shake shingle roof and color changes to the Genetti Gardens building.

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

- c. **DELIC 0794.017.007, 224 Enterprise Road, Delafield. Owner/Applicant: William Raasch**  
Applicant seeks approval of a Business Plan of Operation for personal storage in a unit of StorageShopsUSA. Hours of Operation are 6:00 A.M. to 12:00 A.M. all days of the week, with zero employees.
- d. **DELIC 0804.982, 2950 Golf Road, Delafield. Owner: Ramco Delafield II, LLC. Applicant: Camburas & Theodore Ltd.** Applicant seeks approval of a Business Plan of Operation for Sierra Trading Post, a retail outfitter. Hours of Operation are 9:00 A.M. to 9:00 P.M. Monday through Saturday, Sunday 10:00 A.M. to 7:00 P.M., with twenty full-time and 30-part-time employees.
- e. **DELIC 0804.982, 2950 Golf Road, Delafield. Owner: Ramco Delafield II, LLC. Applicant: Camburas & Theodore Ltd.** Applicant seeks approval of a Business Plan of Operation for HomeGoods, a home goods retailer. Hours of Operation are 9:00 A.M. to 9:00 P.M. Monday through Saturday, Sunday 10:00 A.M. to 7:00 P.M., with twenty full-time and 30-part-time employees.

Hearing no objections, the Consent Agenda items were approved as presented.

- 4. Unfinished Business – None.
- 5. New Business

- a. **DELIC 0798.026.003, 617 Wells Street, Delafield. Owner: Raul Perez. Applicant: Keller, Inc.**  
Applicant seeks approval of an amended site plan, architecture and amended Business Plan of Operation to accommodate a new building entrance and sidewalk seating for the Lumber Inn.

***PLEASE SEE PLANNER'S REPORT IN THE EPACKET FOR THIS MEETING TO LOCATE DETAILED INFORMATION ON THIS ITEM.***

**Raul Perez, 617 Wells Street, applicant, and Jim Dallas, of Keller Inc.** were present. Dallas provided a depiction of the plans as noted in the epacket for this meeting. The stairs to the second floor apartment would be vacated and abandoned to allow additional space. The lower level would be used for additional storage. All elevation materials would match the existing architectural materials including windows, window planter boxes, gutters, shingles and roofing materials. The gutter and shingles would span the full length of the building to have a continuous line of roofing materials across the roof. One parking stall would be lost as a result of the storage addition that extended to the northerly property line. The ramp and double doors to the back of the building would be replaced to allow appropriate delivery near the northerly property line by the gas station. While he understood that the right-of-way area used for patio space in the front of the building was not allowed in the same historic manner that it had been, he requested approval of keeping the planter boxes across the front to enforce the visual barrier between cars and the patrons. Also, the original plan had included a request to replace the asphalt in the front area with concrete. He requested support in this matter when requesting replacement of the concrete through the Public Works Committee.

Discussion ensued regarding the historic use of the patio space at the front of the Lumber Inn. The area proposed for patio space between the sidewalk and the street was no longer available. The current patio space was still allowed. Concern was expressed for setting a precedent of allowing some restaurants to use the right-of-way space while others were not allowed. The Lumber Inn was considered an asset in the City. A suggestion was made to allow this matter to be considered by the City Attorney and return to the Plan Commission for additional consideration at the March 29, 2017 meeting.

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

AICHER MOVED TO APPROVE ARCHITECTURAL MODIFICATIONS AND AN AMENDED BUSINESS PLAN OF OPERATIONS TO ACCOMMODATE A NEW BUILDING ENTRANCE AND SIDEWALK SEATING AND TO DENY THE REQUESTED AMENDED SITE PLAN UNTIL FURTHER REVIEW AND CONSIDERATION WAS COMPLETED BY THE PUBLIC WORKS COMMITTEE AND THE CITY ATTORNEY FOR THE LUMBER INN FOR DELC 0798.026.003, 617 WELLS STREET, DELAFIELD. OWNER: RAUL PEREZ. APPLICANT: KELLER, INC. SIMON SECONDED THE MOTION. DISCUSSION ENSUED REGARDING CLARIFICATION OF THE MOTION RELATIVE TO ALLOWING CONCRETE IN THE RIGHT-OF-WAY AREA. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. DELC 0798.098 and 0798.099.001, 737 Division Street, Delafield. Owner/Applicant: Behrend Property, LLC. Applicant seeks approval of a Certified Survey Map to divide three adjoining parcels into four parcels and recommend to the Common Council of the same.

***PLEASE SEE PLANNER'S REPORT IN THE EPACKET FOR DETAILED INFORMATION ON THIS ITEM.***

The applicant was not present.

SIMON MOVED TO DENY APPROVAL OF A CERTIFIED SURVEY MAP TO DIVIDE THREE ADJOINING PARCELS INTO FOUR PARCELS AND RECOMMEND TO THE COMMON COUNCIL OF THE SAME FOR DELC 0798.098 AND 0798.099.001, 737 DIVISION STREET, DELAFIELD. OWNER/APPLICANT: BEHREND PROPERTY, LLC. JASHINSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ONE WAS IN FAVOR. MOTION FAILED WITH AICHER, DEHN, GREENWAY, JASHINSKY, MILLER AND REIHER VOTING NAY.

This matter was postponed until the applicant could be present.

- c. DELC 0797.056.001, 1534 Second Street, Delafield. Owner/Applicant: Erv Sadowski. Applicant seeks approval of a Certified Survey Map to consolidate two adjoining parcels and a special exception to allow reduced side yard setbacks and recommend to the Common Council of the same.

***PLEASE SEE PLANNER'S REPORT IN THE EPACKET FOR DETAILED INFORMATION ON THIS ITEM.***

**Erv and Debra Sadowski, applicants,** were present. The parcels were combined to one tax key number but existed as two separate legal lots. There were no issues with the consolidation of the two lots. The lots in this area were platted long before a zoning district was in existence. Construction would be extremely difficult with existing building zoning regulations enforced. The applicants were respecting the 35 foot frontyard setback. Sideyard setbacks were required at 10 feet; however, the applicants proposed 8.5 foot setbacks from the side lot lines. Hussinger noted houses on neighboring streets were built closer than the applicants were requesting. Greenway questioned whether the properties had lake access. Sadowski explained one of the two lots did but he was uncertain how the lots were granted this right historically and why one had the access rights but the other did not. He also explained vehicular access to park a car on Second Street was requested along with driveway access from Third Street.

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

**AICHER MOVED TO APPROVE A CERTIFIED SURVEY MAP TO CONSOLIDATE TWO ADJOINING PARCELS INCLUDING A SPECIAL EXCEPTION TO ALLOW REDUCED SIDE YARD SETBACKS, AS WELL AS ALLOWING ACCESS FROM SECOND AND THIRD STREETS AND RESOLUTION OF THE ITEMS LISTED IN THE SURVEYOR'S LETTER DATED FEBRUARY 16, 2017 FOR DELC 0797.056.001, 1534 SECOND STREET, DELAFIELD. OWNER/APPLICANT: ERV SADOWSKI AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- d. **DELC 0804.982, 2900 Golf Road, Delafield. Owner: Ramco Delafield II LLC. Applicant: Camburus & Theodore Ltd, Jessica Wiebesiek.** Applicant seeks a concept presentation for an amended conditional use and modified architecture for the Shoppes of Nagawaukee and recommend to the Common Council of the same.

***PLEASE SEE PLANNER'S REPORT IN THE EPACKET FOR DETAILED INFORMATION ON THIS ITEM.***

Gallantine explained the existing entrance ramp would be removed and each tenant would have a handicapped entrance ramp outside the individual doors. Efforts would be made that would meet the ADA requirements for parking after the snow was gone. Changes from the original proposal included addition of an awning on the Sierra Trading Goods store similar to the awning proposed for the HomeGoods store. Dupler noted the addition of a compactor in the back of the stores would require that 12 parking stalls were removed which was not considered an issue. It was recommended that a landscape screen comprised of 6 ft tall evergreens would be appropriate for installation on the south side of the compactor due to its visibility on the hill.

Discussion ensued regarding consideration of the awnings as signage. Wiebesiek noted the registers could be viewed from the entrance on the HomeGoods store. Discussion ensued regarding whether a red vinyl interior could be used on the interior of the windows to shield the registers from view or whether this would impact the sign program for the site. It was noted that approvals had recently been given to allow relaxation of rigid conformance with colors and materials in the sign program. Wiebesiek noted opaque glass could be pursued as well in this matter. Tenants would return for sign permits and additional discussion would take place in the future.

**AICHER MOVED TO APPROVE AN AMENDED CONDITIONAL USE RECOGNIZING MODIFICATIONS MADE TO THE ARCHITECTURE AND SITE PLAN FOR THE SHOPPES OF NAGAWAUKEE DELC 0804.982, 2900 GOLF ROAD, DELAFIELD. OWNER: RAMCO DELAFIELD II LLC. APPLICANT: CAMBURUS & THEODORE LTD, JESSICA WIEBESIEK AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. DEHN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

6. Zoning and Ordinance Revision - None.

7. Reports of City Officials:

a. Clerk

1. Plan Commission Meeting Dates & Deadlines
  - a. March 29, 2017 next meeting.
  - b. March 14, 2017 submittal deadline.
  - c. February 27, 2017 Public Hearing submittal deadline.

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

2. Correspondence
  - a. Letter from WHS re 2777 Mission Rd.
  - b. Planner – No report given.
  - c. Building Inspector

The total number of permits to date was 28 with two residential occupancy permits this month.

8. Adjournment

There was no further business; therefore, the Wednesday, February 22, 2017 Plan Commission meeting adjourned at 7:48 PM.

Minutes Prepared By:

Accurate Business Communications, Inc.