

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

Call to Order

Chair DeYoe called the Wednesday, September 27, 2017 Plan Commission meeting to order at 7:00PM.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call for the Wednesday, September 27, 2017 Plan Commission meeting:

Present

Michele DeYoe, Mayor

Tim Aicher, Ald.

Dan Jashinsky

Jeff Krickhahn

Jeff Miller

Jim Reiher

Roger Dupler, Planner

Absent

Dave Greenway

David Simon

PUBLIC HEARINGS:

PUBLIC HEARING #1: Amended Conditional Use Permit for Architectural Modifications

TAX KEY/ADDRESS: DELC 0733.998.006, 3201 Village Square Drive, Hartland

OWNER/APPLICANT: ISB Community Bank.

MATTER: Applicant seeks an amended Conditional Use to allow a change of roofing material and recommend to the Common Council of the same

DeYoe opened the Public Hearing at 7:01PM.

Steve McGuire, McGuire Contractors, explained the bank had been built with a shake shingle roof in 2006. This was the only building in the development that had this type of roof and the cedar shake shingles were now in need of replacement. Other buildings had asphalt roofs. The request was to change the roofing material to match the other buildings in the complex.

There was no one present wishing to speak at this time. DeYoe closed the Public Hearing at 7:02PM.

PUBLIC HEARING #2: Amended Conditional Use Permit for Site Plan Modifications.

TAX KEY/ADDRESS: DELC 0786.998, 1600 Genesee Street, Delafield.

OWNER/APPLICANT: Christ the King Lutheran Church of Delafield Inc.

MATTER: Applicant seeks an amended Conditional Use Permit for a redesigned site plan and recommend to the Common Council of the same.

DeYoe opened the Public Hearing at 7:03PM.

Michael Groh, Juniper Court and Mark Ellena, Project Engineer, were present. Groh explained the application was based on a redesign of the parking lot due to its current condition with the goal being increased user safety and ADA accessibility. In addition, the design elements being added would make the operations more compatible with the neighborhood. Ellena explained a great deal of concrete would be removed and replaced with new concrete walks that were accessible for all. Forced drainage to an underground system that included a rain garden would also improve the property.

There was no one present wishing to speak at this time. DeYoe closed the Public Hearing at 7:05PM.

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PUBLIC HEARING #3: **Conditional Use Permit for a General Development Plan.**
TAX KEY/ADDRESS: **DELC 0801.999.006, 2701 Golf Road, Delafield.**
OWNER/APPLICANT: **State of Wisconsin Department of Transportation**
MATTER: Applicant seeks a Conditional Use Permit for development of a Commuter Center and recommend to the Common Council of the same.

DeYoe opened the Public Hearing at 7:06PM.

Frank Furdek and Andrew Levy, Wisconsin Department of Transportation (WisDOT), were present. Furdek explained the WisDOT was interested in pursuing a private/public partnership to enhance the regular transportation system in the area. This would save department maintenance costs over time because the development would be responsible for maintenance. The transit component for private partnership could include trail amenities and services to balance the needs of the City. WisDOT would require a conceptual plan with architectural elements, site development features, stormwater, signage, utility, landscaping, lighting and financial plans to be submitted by the developer as part of the request for proposal (RFP). Once a developer had been selected, they would be required to do the same for the City including submittal of a detailed site development plan. At the July 2017 Plan Commission meeting, he had indicated interest in construction of a 3,000-sf building space and had heard the Commission's desire that the building operate without a drive-thru as part of private development use. Since that meeting, WisDOT staff met with prospective developers who informed him that developers would like to see a building space of 5,000 sf and a drive-thru option included in the RFP to make the private development more attractive.

Rick Bergman, 2323 E River Road, Grafton, Wisconsin, confirmed the information shared previously by Furdek. A larger building space of 5,000 sf was preferred. The possibility of a single or even a double drive-thru option would make the economic development easier in this matter for all submitting responses to the RFP. There would be no need for more than two drive-thru options because the space would not accommodate more than that.

There was no one present wishing to speak at this time. DeYoe closed the Public Hearing at 7:09PM.

PUBLIC HEARING #4: **Conditional Use Permit for an Accessory Operation.**
TAX KEY/ADDRESS: **DELC 0798.024.001, 606 Genesee Street, Delafield.**
OWNER/APPLICANT: **Hendricks Commercial Properties LLC/Belfre Kitchen.**
MATTER: Applicant seeks a Conditional Use Permit to allow parking and operation of a food truck, and recommend to the Common Council of the same.

DeYoe explained this item had been withdrawn from the agenda at the request of the applicant.

1. Approve Plan Commission meeting minutes of August 30, 2017 meeting.

Hearing no objections, the August 30, 2017 Plan Commission meeting minutes were approved.

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

Erv Sadowski, 1716 Milwaukee Street, was a 27-year City resident currently residing at the Southshore Harbor Condominium complex located just east of the Woeste property being discussed in Item 5b. The property that was laid out resembling a "hockey stick" had different zoning when purchased 10 years ago. It was offered to all properties that touched the boundary of the "hockey stick" lot. All deemed it unbuildable despite it including 30 feet of lake frontage. This "hockey stick" lot was originally the private driveway for Ray Ruff who owned Ruff's Preserve at the time. At a recent condo

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association meeting, plans were discussed for the proposal submitted as part of Item 5b. This proposed plan attempted to have three units crammed onto the existing property that required a change in zoning as a result. He did not think the proposal fit the neighborhood that was comprised of single-family styles condos that had a charm all on their own. The development did not seem to logically fit the lot; despite making the developer a lot more money as a benefit of the proposal. The proposal would not add to the charm or ambience of the surrounding neighborhood; however, a two-unit development seemed more reasonable and logical.

Todd Sadowski, 1538 3rd Street, was present regarding Item 5b. He owned the property at the end of the “hockey stick” lot. He reminded the Commission that there was pending litigation regarding the proposed property as noted in the epacket for this meeting. Since he had not heard a response from Mr. Woeste’s attorney; he was uncertain whether the matter could proceed through the Commission approval process at this time. A copy of the litigation should have been on file with the City. DeYoe noted the letter received had been placed in the epacket relative to this meeting.

Daniel Sayles, 1542 3rd Street, was present regarding Item 5b and explained he had been a resident since 1979. His property joined the property next to the Fishbones Restaurant. He agreed with the Sadowskis that this was not the development for the neighborhood, the lake and the City. He could not envision a structure there such as the one presented based on the lot size. The “hockey stick” lot used to be just a lane and he was unaware that it could be purchased and become part of the proposed complex. To allow the development to proceed would place an enormous burden on neighbors that owned property at the end. He requested the Commission think about the project and related impacts to the neighborhood, City and lake.

Linda Sadowski, 1538 3rd Street, was present regarding Item 5b. She agreed with Sayles and Sadowski comments made earlier. She and her husband, Todd, had maintained the “hockey stick” lot for years along with Sayles when boats were disposed there. The proposal included traffic on the lot that would be right next to existing homes and garages. She did not want to see that there and the request in Item 5b should not be approved and should not include parking areas on that lot.

Hearing no further comments, DeYoe closed City of Delafield Citizen’s Comments.

3. Consent Agenda

Aicher requested Items 3b, 3g and 3m be removed from the Consent Agenda. Dupler requested Item 3f be removed as well.

Hearing no objections, Items 3a, 3c-3e and 3h– 3l on the Consent Agenda were approved as presented.

- a. **DELC 0793.987.003, 417 Main Street, Delafield. Owner: City of Delafield. Applicant: Delafield Farmer’s Market.** Applicant seeks approval of an Amended Business Plan to expand the days of operation for the Delafield Farmer’s Market. Hours of Operation are 6:00 A.M. to 12:00 P.M. Saturdays and Wednesdays.
- b. **DELC 0803.991.002, 2694 Sun Valley Drive, Delafield. Owner: PDQ Food Ozaukee Food Stores. Applicant: Kwik Trip Inc.** Applicant seeks approval of an Amended Business Plan to convert ownership from PDQ to Kwik Trip. The 24 hour, 7 day operation allowed by an existing conditional use permit will not change.
- c. **DELC 0793.001.003, 440 Wells Street, Delafield. Owner: Hendricks Commercial Properties LLC. Applicant: Prescient Capital.** Applicant seeks approval of a Business Plan of Operation

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- and permanent building signage for a Private Equity Lender. Hours of operation are 8:30 A.M. to 6:00 P.M., Monday through Friday with 3 full-time employees.
- d. **DELIC 0793.020.003, 524 Milwaukee Street, Delafield. Owner: Hendricks Commercial Properties LLC. Applicant: Nashotah Management.** Applicant seeks approval of a Business Plan of Operation for an Internet Service. Hours of operation are 6:00 A.M. to 10:00 P.M., Monday through Friday with 6 full-time employees.
 - e. **DELIC 0798.005, 620 Milwaukee Street, Delafield. Owner: Historic Delafield LLC. Applicant: Renotta Thompson.** Applicant seeks approval of a building signage and a post mounted sign for her business, Next Door.
 - f. **DELIC 0787.074, 814 Genesee Street, Delafield, Owner: Michael Graf. Applicant: Gallagher Integrative Family Medicine.** Applicant seeks approval of permanent building signage for a medical office.
 - g. **DELIC 0799.997.001, 920 Indian Spring Drive, Delafield. Owner: Indiana Spring LLC. Applicant: Delafield Dental LLC.** Applicant seeks approval of a modified monument sign.
 - h. **DELIC 0793.001.003, 440 Wells Street, Delafield. Owner: Hendricks Commercial Properties LLC. Applicant: Gunpowder, Inc.** Applicant seeks approval of a Business Plan of operation for a public relations and advertising firm. Hours of operation are weekdays 9:00 A.M. to 4:00 P.M. with 2 part-time and 6 full-time employees.
 - i. **DELIC 0798.026.001, 645 Wells Street, Delafield. Owner: Hendricks Commercial Properties LLC. Applicant: Pro Managed IT.** Applicant seeks approval of a Business Plan of operation for an internet technology firm. Hours of operation are weekdays 8:00 A.M. to 4:00 P.M. with 2 full-time employees.
 - j. **DELIC 0793.001.005, 528 Wells Street, Delafield. Owner: Hendricks Commercial Properties LLC. Applicant: Gold in September.** Applicant seeks approval of a Business Plan of operation for an internet technology firm. Hours of operation are weekdays 9:00 A.M. to 3:00 P.M. with 6 part-time employees.
 - k. **DELIC 0793.014.023, 615 Genesee St., Delafield. Owner: Hendricks Commercial Properties LLC. Applicant: InStep Physical Therapy & Running Center.** Applicant seeks an amended Business Plan of Operation, changing location from 715 Genesee St. to 615 Genesee St.
 - l. **DELIC 0799.982, 432 S. Genesee St., Delafield. Owner/Applicant: Joe Schroeder.** Applicant seeks a Business Plan of Operation for Bucky's Stable, an equestrian facility. Hours of operation: 6 A.M. to 10 P.M. daily, with one part-time employee.
 - m. **DELIC 0790.999.001, 002 and .003, W277 and W325 Oakwood Dr., Delafield. Owner/Applicant: Rogers Memorial Hospital.** Applicant seeks approval of a Business Plan of Operation for a CBRF/Residential Care Facility. Hours of operation are 24 hours/day, every day, with zero part-time employees and 30 full-time employees.
 - 3b - **DELIC 0803.991.002, 2694 Sun Valley Drive, Delafield. Owner: PDQ Food Ozaukee Food Stores. Applicant: Kwik Trip Inc.** Applicant seeks approval of an Amended Business Plan to convert ownership from PDQ to Kwik Trip. The 24-hour, 7-day operation allowed by an existing conditional use permit will not change.

The applicant, **Troy Mleziva, 1626 Oak Street, Lacrosse, Wisconsin**, was present. Dupler clarified this item included a new liquor license as a matter of process rather than transference of an existing liquor license as had been noted in the Staff Report.

AICHER MOVED TO APPROVE AN AMENDED BUSINESS PLAN TO CONVERT OWNERSHIP FROM PDQ TO KWIK TRIP FOR DELIC 0803.991.002, 2694 SUN VALLEY DRIVE, DELAFIELD. OWNER: PDQ FOOD OZAUKEE FOOD STORES. APPLICANT:

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KWIK TRIP INC WITH APPROVAL OF A NEW LIQUOR LICENSE AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. MILLER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 3f. **DELIC 0787.074, 814 Genesee Street, Delafield, Owner: Michael Graf. Applicant: Gallagher Integrative Family Medicine.** Applicant seeks approval of permanent building signage for a medical office.

Dupler explained that after the Staff Report was included in the epacket for this meeting, the applicant had requested the reversal of colors on the signage to be dark green with white lettering.

Bruce Gallagher, applicant, explained since the Staff Report was distributed additional discussions had taken place. A decision was made to remain with the white sign with green lettering as originally discussed and noted in the epacket for this meeting.

JASHINSKY MOVED TO APPROVE PERMANENT BUILDING SIGNAGE FOR A MEDICAL OFFICE FOR DELIC 0787.074, 814 GENESEE STREET, DELAFIELD, OWNER: MICHAEL GRAF. APPLICANT: GALLAGHER INTEGRATIVE FAMILY MEDICINE AS PRESENTED IN THE STAFF REPORT/EPACKET FOR THIS MEETING. REIHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 3g. **DELIC 0799.997.001, 920 Indian Spring Drive, Delafield. Owner: Indiana Spring LLC. Applicant: Delafield Dental LLC.** Applicant seeks approval of a modified monument sign.

Chris Potrykus, applicant/Indiana Spring LLC, was present. The existing monument sign on this property would have the static area decreased and the electronic portion of the signage enlarged. The electronic signage portion would be 18 inches tall and the bottom portion of the signage consolidated into one space instead of several. Aicher confirmed WisDOT guidelines had been considered in modification of the signage.

AICHER MOVED TO APPROVE A MODIFIED MONUMENT SIGN. FOR DELIC 0799.997.001, 920 INDIAN SPRING DRIVE, DELAFIELD. OWNER: INDIANA SPRING LLC. APPLICANT: DELAFIELD DENTAL LLC AS PRESENTED. JASHINSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 3m. **DELIC 0790.999.001, 002 and .003, W277 and W325 Oakwood Dr., Delafield. Owner/Applicant: Rogers Memorial Hospital.** Applicant seeks approval of a Business Plan of Operation for a CBRF/Residential Care Facility. Hours of operation are 24 hours/day, every day, with zero part-time employees and 30 full-time employees.

Barbara Whitstone, Rogers Memorial Hospital, was present.

Dupler explained this was a perfunctory matter for recordkeeping purposes. Aicher confirmed that the Conditional Use Permit was the overriding document that controlled for this property.

AICHER MOVED TO APPROVE A BUSINESS PLAN OF OPERATION FOR A CBRF/RESIDENTIAL CARE FACILITY. HOURS OF OPERATION ARE 24 HOURS/DAY, EVERY DAY, WITH ZERO PART-TIME EMPLOYEES AND 30 FULL-TIME EMPLOYEES FOR DELIC 0790.999.001, 002 AND .003, W277 AND W325 OAKWOOD DR., DELAFIELD.

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OWNER/APPLICANT: ROGERS MEMORIAL HOSPITAL. REIHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

4. Unfinished Business – None.

5. New Business

a. **DELIC 0804.982, 2900 Golf Road, Delafield. Owner: Ramco Delafield II LLC. Applicant: JNB Signs, Inc.** Applicant seeks approval of a permanent building sign for Five Guys.

The applicant for this matter was not present. No action was taken.

b. **DELIC 0797.085.001, 1712 Milwaukee Street Owner: Robert Woeste. Applicant: P&P Investments LLC.** Applicant seeks preliminary input to build a three-unit multifamily residence subject to a CSM and Conditional Use Permit. Schedule public hearing accordingly.

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

Michael Pouchert, Terry Weber and Walter Pouchert, of P & P Investors, LLC., were present.

Dupler explained the applicants had been diligent about reviewing mandatory guidelines in the City ordinances and had followed them. Earlier in this meeting, a resident had stated rezoning of this property would be required. That was not accurate because the property had been rezoned in 2006 to consistent with neighboring multi-family housing next door in the Southshore Condominium complex. The applicants had elected to achieve three three-bedroom units instead of the allowed four units for the site. A Conditional Use was required for approval to allow a combination of parcels to make it consistent with the R-6 zoning district. The Commission was asked to consider approval of a CSM that would realize right-of-way dedication of Milwaukee Street and to consider that the City could play a role in the development of the property through the Conditional Use permit approval process. As presented the current proposal did not meet Southshore Redevelopment District requirements because garage doors were not allowed to face the lake. In addition, engineering plans had not yet been submitted. It was suggested that the applicants consider the underground parking area relative to the water table in the area. The flat roof should be reconsidered or restricted. All three units had balconies that would face the lake for use. The veneer proposed in the building design should wrap completely around the building. Overall, the applicants were encouraged to consider how the proposal would meet the criteria for a conditional use permit in presentation at future Commission meetings. It was also suggested that the building be shifted to allow for a two-way travel lane driveway that would also allow green space on one side of the building.

M. Pouchert explained that while a preference had been indicated in the past for a two-bedroom unit, such a duplex style structure, it was not in the best interest of P & P Investors, LLC to do so. Dupler noted that duplex style structures were not allowed in the R-6 zoning district. Concern was expressed regarding the compatibility of the proposed condo complex with regard to its underground parking, contemporary design style of the housing structure proposed, including building height, and massive appearance on the lot. M. Pouchert explained the basement floor would be approximately four feet below the existing road grade. The existing

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structure was four feet higher than the road. Discussion ensued regarding reduction in roof height and inclusion of a gable roof and removal of the upper flat patio area. Pouchert noted that this would reduce the profitability of the project to do so. Separated garage structures had been considered as well. There was not enough room at the end of the "hockey stick" lot to make that feasible. Additional consideration would need to be given to the potential project. No action was taken at this time.

- c. **DELC 0733.998.006, 3201 Village Square Drive, Delafield. Owner: ISB Community Bank. Applicant: McGuire Contractors, Inc.** Applicant seeks an amended Conditional Use to allow a change of roofing material and recommend to the Common Council of the same.

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

KRICKHAHN MOVED TO APPROVE AN AMENDED CONDITIONAL USE TO ALLOW A CHANGE OF ROOFING MATERIAL FOR DELC 0733.998.006, 3201 VILLAGE SQUARE DRIVE, DELAFIELD. OWNER: ISB COMMUNITY BANK. APPLICANT: MCGUIRE CONTRACTORS, INC. AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- d. **DELC 0786.998, 1600 Genesee Street, Delafield. Owner/Applicant: Christ the King Lutheran Church of Delafield Inc.** Applicant seeks an amended Conditional Use Permit for a redesigned site plan and recommend to the Common Council of the same.

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

Dupler explained this property was governed by Conditional Use permit and the request was the result of a growing congregation. Some unresolved issues remained regarding the engineering, landscaping and lighting as discussed with the applicant and noted in the Staff Report in the epacket for this meeting.

AICHER MOVED TO APPROVE AN AMENDED CONDITIONAL USE PERMIT FOR A REDESIGNED SITE PLAN FOR DELC 0786.998, 1600 GENESEE STREET, DELAFIELD. OWNER/APPLICANT: CHRIST THE KING LUTHERAN CHURCH OF DELAFIELD INC. CONTINGENT UPON CITY STAFF AND PUBLIC WORKS COMMITTEE REVIEW, STAFF REVIEW OF LIGHTING, LANDSCAPING AND APPROVAL OF THE TECHNICAL ITEMS, AND TO RECOMMEND TO THE COMMON COUNCIL FOR FINAL APPROVAL. JASHINSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- e. **DELC 0801.999.006, 2701 Golf Road, Delafield. Owner/Applicant: State of Wisconsin Department of Transportation.** Applicant seeks a Conditional Use Permit for development of a Commuter Center and recommend to the Common Council of the same.

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

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Furdek explained the size of the building and consideration of the drive-thru potential was needed as part of the development of the RFP for this site. Discussion ensued regarding the size of the building if it were to be increased to 5,000 sf from the originally discussed 3,000 sf. Dupler clarified the building was originally discussed as 60 ft long but now would be another 40 feet longer if it were 5,000 sf. It would run north to south on the lot and this would provide the best configuration for parking. Commissioners discussed the potential for drive-thru options with this building. Typically, they were disliked due to the noise and uncontained garbage created as a result of the drive-thru activity; however, a drive-thru option was directly across the street from the building and if done correctly as a single drive-thru lane would not affect any individuals. The appeal of this commuter center proposal was in the opportunity to enhance the concept of commuting especially during peak times of use, such as Summerfest, State Fair and the holiday retail season. It did not serve the public zoning use of the site to enhance the commercial aspects of the site in making less parking and increasing a traffic pattern when the opposite was the desired result. Discussion further ensued regarding parking impacts that were dependent on the type of retailers allowed in the commuter center. It was suggested that any drive-thru option should not compete with other retailers in the area and a retailer or restaurant option should be something unique, functional and practical and should not enhance the circular traffic on the site. Compatibility of use within the neighborhood was important. Discussion further ensued regarding the lack of details available to the Commission at this point in the process. Dupler explained the list of intended uses within the zoning district could be a guideline. Any proposed RFP could include a 3,000-sf retail space indoor seating options, a single drive-thru option only and should enhance the mission of the commuter center opportunity by providing appropriate retailers that would not generate circular traffic on the site. Furdek noted that two drive-thru lanes would not fit on the site due to constraints for turning of emergency vehicles. While no interest survey had generated the proposed commuter center, three developers had come forward to request the opportunity for development in this way. A draft RFP could be provided and presented at the next Commission meeting for review and consideration.

- f. **DELIC 0798.024.001, 606 Genesee Street, Delafield. Owner: Hendricks Commercial Properties LLC. Applicant: Belfre Kitchen.** Applicant seeks a Conditional Use Permit to allow parking and operation of a food truck, and recommend to the Common Council of the same.

This item was withdrawn from the agenda at the request of the applicant.

- g. **DELIC 0753.999.002, 3115 Highway 83, Hartland. Owner/Applicant: Whitney and Eric Shneyder et al.** Applicant seeks preliminary input to build an addition to the event barn and residence. Schedule public hearing accordingly.

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

Whitney and Eric Shneyder, 3115 Highway 83, Hartland, were present to request an addition to the event barn and residence on their property to allow expectations of guests to be met. Guests were limited to 250 guests when the size of the barn was deemed adequate to hold 300 guests. In addition, any increase in size would allow additional local corporate events to be hosted on their site and also would allow additional office space to accommodate their personnel. E. Shneyder explained the corporate events currently being held there often had to have split level seating that was not always conducive to collaborative discussions desired. There was currently no garage for personal vehicles and storage and an addition to the house

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would allow for a bed and breakfast style unit to be created atop the garage. This would give the Shneyders back their personal living space that was currently being used. Any additional building and landscaping materials added to the site would match what was currently in existence or enhance what was there because guests typically utilized all areas of the farm property for photo opportunities. Enclosing the existing patio would have no impact on the stormwater runoff in this proposal.

There were no issues with the proposed request. A public hearing would be scheduled for the next Plan Commission meeting agenda.

6. Zoning and Ordinance Revision

- a. Discussion regarding proposed ordinance regulating temporary signs.

Information had been provided in the epacket for this meeting regarding regulation of temporary signs in the City. The purpose was to clarify issues of temporary signage and citizen understanding of the ordinance. A timeline of 90 days had been created for temporary signage as presented in the epacket. Any comments could be provided to Dupler in writing in advance of the next Commission meeting. It was suggested that the use of illuminated banners be considered in the ordinance. This item would be placed on the next Commission agenda for additional discussion and consideration.

7. Reports of City Officials:

- a. Clerk
 - 1. Plan Commission Meeting Dates & Deadlines
Plan Commission Meeting - October 25, 2017
Submittal Deadline – October 13, 2017
Public Hearing Deadline – September 27, 2017
 - 2. Correspondence – None.
- b. Planner – No report given.
- c. Building Inspector, no report given.

8. Adjournment

There was no further business; therefore, the Wednesday, September 27, 2017 Plan Commission meeting adjourned at 8:33PM.

Minutes Prepared By:

Accurate Business Communications, Inc.