

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

Call to Order

Attwell called the Wednesday, September 26, 2018 Plan Commission meeting to order at 7:00PM.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call for the Wednesday, September 26, 2018 Plan Commission meeting:

Present

Kent Attwell, Mayor

Tim Aicher, Ald.

Dave Greenway

Dan Jashinsky

Ed Marek

Jim Reiher

Roger Dupler, Planner

Scott Hussinger, Building Inspector

Absent

Jeff Miller

Laura Schult

PUBLIC HEARINGS: None.

1. Approve Plan Commission meeting minutes of August 29, 2018 meeting.

**AICHER MOVED TO APPROVE THE AUGUST 29, 2018 PLAN COMMISSION MEETING MINUTES AS PRESENTED. REIHER 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 the Consent Agenda.

Hearing no comments pertaining to subjects on the Consent Agenda, Citizen's Comments pertaining to subjects on the Consent Agenda were closed.

3. Consent Agenda

- a. **DELC 0787.075, 810 Genesee Street, Delafield. Owner: Michael P. Graf. Applicant Gallagher Family Medicine.** Applicant seeks approval of an Amended Business Plan of Operation to expand their current operation currently housed in 814 Genesee Street.
- b. **DELC 0798.051, 711 Main Street, Delafield. Owner: Gary and Barbra Gorski. Applicant Shannon Stadler.** Applicant seeks approval of a Business Plan of Operation and Signage for Stadler Chiropractic & Co. Hours of Operation are 7:00 A.M. to 10:00 P.M. Monday through Saturday, 7:00 A.M. to 5:00 P.M. Sundays, with one full-time and one part time employee.
- c. **DELC 0804.999.008, 3200-3272 Golf Road, Delafield. Owner: Shoppes at Nagawaukee Equity, LLC, etc. Applicant: Wangard Partners.** Applicant seeks approval of a site plan and accent banners to be mounted on the parking lot light standards.
- d. **DELC 0793.014.023, 603 Genesee Street, Delafield. Owner: Hendricks Commercial Properties, LLC. Applicant: Robert Lang Company LLC.** Applicant seeks approval of a Business Plan of Operation for Bob Lang Calendars and Antiques, a retail outlet. Hours of Operation are 8:00 A.M. to 10:00 P.M. Monday through Saturday with 2 full-time and 2 part-time employees.

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

**REIHER MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

4. City of Delafield Citizen's Comments pertaining to items on or off this Agenda.

Hearing no comments pertaining to items on or off this Agenda, Citizen's Comments were closed.

5. Unfinished Business

- a. **DELC 0792.988, 500 Church Street, Delafield. Owner/Applicant: Church of St. John Chrysostom.** Applicant seeks approval of a revised monument sign location and corresponding Amended Conditional Use 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.***

**Tom Schlaefer, of St. John Chrysostom,** explained the church proposed a new location for their recently approved signage. He had provided a "mock-up" of the sign with actual dimensions in advance of the meeting. Three locations had been proposed with locations noted relative to the sidewalk and curb. The desired sign placement location was shown at approximately 14, 18 and 22 feet from the curb back with the 18- and 22-foot distances being preferred. The proposed location would provide visibility to interested church attendees and would not impede sight lines for motorists or pedestrians traversing the area. Discussion ensued regarding the setback imposed as a result of the original proposal. As part of the original proposal, the sign had been allowed to be moved forward consistent with the columbarium retaining wall that already obstructed the frontyard setback requirement. The sign would be lit externally from the ground. Concern was expressed for the exact sign location relative to the original proposal and related changes to the conditional use. Schlaefer indicated specific sign location information could be provided to the City.

**AICHER MOVED TO APPROVE A REVISED MONUMENT SIGN LOCATION FOR DELC 0792.988, 500 CHURCH STREET, DELAFIELD. OWNER/APPLICANT: CHURCH OF ST. JOHN CHRYSOSTOM AS PRESENTED TO BE 20 FT OFFSET FROM THE CURB BACK AS ILLUSTRATED IN THE EPACKET FOR THIS MEETING AND CONTINGENT UPON SUBMITTAL OF A CERTIFIED SURVEY MAP / BOUNDARY SURVEY AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- b. **DELC 0807.985.009 3871 Kettle Court East and DELC 0807.985.017 3884 Kettle Court East. Owner: KB Investments LLC. Applicant: Shaun Sullivan.** Applicant seeks approval of a Certified Survey Map to consolidate two M-1 parcels and recommend to the Common Council of the same.

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**Shaun Sullivan, applicant,** was present.

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

**AICHER MOVED TO APPROVE A CERTIFIED SURVEY MAP TO CONSOLIDATE TWO M-1 PARCELS FOR DELC 0807.985.009 3871 KETTLE COURT EAST AND DELC 0807.985.017 3884 KETTLE COURT EAST. OWNER: KB INVESTMENTS LLC. APPLICANT: SHAUN SULLIVAN, CONTINGENT UPON RESOLUTION OF ITEMS NOTED IN THE SURVEYOR'S LETTER IN THE EPACKET FOR THIS MEETING AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. MAREK SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- c. **DELC 0754.983, 2872 Nagawicka Road, Hartland. Owner/Applicant: David Frank.** Applicant seeks approval of a Certified Survey Map to divide one RE-3 lot into two and recommend to the Common Council of the same.

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**David Frank, applicant, and Sam Emanuele, W294N6088 River Grove Lane, Hartland,** were present. Frank explained he had been advised to consult the 2030 City of Delafield Master Plan (2030 Plan) in preparation of his property plans. He also provided several pictures and maps related to his request. A revised Certified Survey Map was submitted since the last Commission meeting. In addition, the "stem" of the flag lot in this case had been increased to 90 feet since the last Commission meeting. Emanuele explained that no matter what division of the property would be allowed, density would be increased as a result. The 2030 Plan noted that the zoning would be reduced to two-acre minimums and that would increase the density. Several other properties in the City had flag lots including a Siepmann development on Valley Road. The private driveway location on the middle lot in that development had no street frontage and instead used the "stem" of the flag lot as a private driveway. Regulations sometimes did not fit all circumstances and exceptions could be granted when it made sense to do so. The street could handle the density of an additional lot. The Frank's lot was in existence prior to zoning requirements for flag lots. While the lot did not technically meet the current requirements for division, it was only 25 feet short of the required 200-foot minimum frontage on Nagawicka Road.

Reiher noted the intent of the density ordinance and questioned whether other reasonable alternatives had been discussed with City staff. Flag lots were discouraged. Frank explained one alternative had been to put in a private road; however, that alternative would still produce a flag lot and a private road would require additional rules and requirements for creation. This alternative was discarded. There was no other way to divide the property that would produce the required minimum street frontage without creating a flag lot. After reasonable analysis, there was a lack of reasonable alternatives other than the submittals provided. Aicher clarified that the 2030 Plan suggested two acre minimum lot sizes for the properties in the subject property area. There was no intention to rezone properties in this area as part of the 2030 Plan. The 2030 Plan included a land use map that was not the same thing as a zoning map. Dupler noted the Siepmann development referenced was part of a Planned Unit Development in a zoning district that required one acre lots. The lot frontage on the "stem" portion of the lot was 100 feet on Valley Road making it a legitimate lot. Discussion ensued. It was noted that flag lot requests seldom occurred and there was little evidence presented in this matter to make an exception.

**REIHER MOVED TO APPROVE A CERTIFIED SURVEY MAP TO DIVIDE ONE RE-3 LOT INTO TWO FOR DELC 0754.983, 2872 NAGAWICKA ROAD, HARTLAND.**

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

**OWNER/APPLICANT: DAVID FRANK AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. MOTION FAILED DUE TO LACK OF A SECOND.**

Reiher expressed concern and explained he would be opposed to denial because it was inconsistent with the spirit of the ordinance pertaining to density. Flag lots were prohibited except where there was no other alternative. The applicant was 25 feet short of the minimum requirement on a substantial lot. The request was reasonable and made sense in this case.

**AICHER MOVED TO DENY A CERTIFIED SURVEY MAP TO DIVIDE ONE RE-3 LOT INTO TWO FOR DELC 0754.983, 2872 NAGAWICKA ROAD, HARTLAND. OWNER/APPLICANT: DAVID FRANK AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. MAREK SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. FOUR WERE IN FAVOR. MOTION CARRIED WITH REIHER VOTING NAY.**

6. New Business

- a. **DELC 0804.984, 3195 Hillside Drive, Delafield. Owner/Applicant: Children's Hospital of Wisconsin.** Applicant seeks approval of an Amended Business Plan of Operation for a mobile auxiliary service unit to be placed in the parking lot.

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**Maureen Getz, Director of Real Estate –Children's Hospital of Wisconsin,** requested a mobile fetal scanner unit be allowed to be permanently placed on a tractor trailer on the property at 3195 Hillside Drive. The intention of the scanner unit was to move it at some point; however, it would be parked there permanently for the time being. Grant funding had been provided for the unit and it was in the testing phase of development. Once it could be put into practice and widely accepted, the unit would transition to reside within a hospital setting. The only reasonable alternative at this time was to place it the manner requested. The proximity to Madison and Milwaukee hospitals within the network made Delafield the desired location. Neither of the Madison and Milwaukee hospitals had this technology.

**Nick Pedersen, of Children's Hospital,** explained Fetal Magnetocardiography included placement of a series of probes over a pregnant woman's stomach to measure various aspects of fetal heart rates to try to prevent fetal demise. This would be the first clinical program in the country to be able to conduct this study and he and Dr. Straussberg were introducing this technology to the clinical phase of study. He then discussed the specifics of the mobile unit noting the location was critical in this case due to distance away from highway traffic patterns. A four-year grant study had provided funding for this unit. Once the technology proved successful the plan was to bring the unit "in house" and then take the mobile unit to other parts of the state. Discussion ensued regarding parking, screening and an appropriate trial period for the unit to remain on site. Increased traffic was not an issue. Parking was not an issue due to the existing seven stalls beyond the parking requirements for the site. Screening should be discussed with City staff prior to placement.

**JASHINSKY MOVED TO APPROVE AN AMENDED BUSINESS PLAN OF OPERATION FOR A MOBILE AUXILIARY SERVICE UNIT TO BE PLACED IN THE PARKING LOT FOR DELC 0804.984, 3195 HILLSIDE DRIVE, DELAFIELD. OWNER/APPLICANT: CHILDREN'S HOSPITAL OF WISCONSIN AS PRESENTED FOR TWO YEARS. GREENWAY SECONDED**

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

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

- b. **DELC 0804.994.016, 2725 Hillside Drive, Delafield. Owner/Applicant: Heritage-Hillside LLC.** Applicant seeks preliminary input regarding façade improvements intended to increase the architectural exposure of the commercial building and schedule a public hearing accordingly.

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**Greg Hughes, Managing Agent for Heritage Hillside LLC, and Ryan Hunt, Architect,** were present. Due to low visibility and decreased tenant occupancy, a request was being made to change the façade of the property at 2725 Hillside Drive. A portion of the entry would be removed and a new parapet wall installed with turned back sides so that signage could be applied. The goal was to be able to view signage from the nearby roadway and from Highway 83. Proposed building materials would blend with existing materials. Discussion ensued. It was suggested that the parapet wall be moved higher up the roof in order to scale back the overall size of the parapet wall and to allow signage to be visible from desired roadways. A public hearing would be scheduled at the request of the applicant.

- c. **DELC 0825.987, 601 Maple Avenue, Delafield. Owner: Ben and Amy Askren. Applicant: Askren Wrestling Academy.** Applicant seeks preliminary input regarding a Certified Survey Map, Site Plan and Business Plan of Operation.

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**Ben Askren, 601 Maple Avenue and Cameron Benz, 1301 W Canal St., Milwaukee, Wisconsin,** were present. Askren explained his wife and he owned other wrestling academies in the state with the closest one in existence on North Shore Drive, in Hartland, Wisconsin. He currently owned the 11-acre property on Maple Avenue and would continue to reside on the property if the Certified Survey Map (CSM) was approved. The lots were properly zoned for the desired activity. He wanted to split two acres from the entire parcel to construct a commercial building to house his wrestling academy. The house would remain on the existing septic system; however, sanitary sewer connections were required for the commercial property. A row of pine trees would remain in the front of the proposed Lot #2. An access easement was needed from the existing driveway immediately north and directly connected to Maple Avenue. There was enough room to maintain the necessary 100-foot width for the driveway. Discussion took place regarding the jurisdiction of the easement relative to a future connection to Highway E. The applicant's surveyor should research the matter to determine the proper jurisdiction prior to approval of the driveway access easement.

7. Zoning and Ordinance Revision - None.

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

8. Reports of City Officials:

a. Clerk

1. Plan Commission Meeting Dates & Deadlines
  - i. Meeting October 31, 2018
  - ii. Meeting Submittal Deadline October 16, 2018
  - iii. Public Hearing Submittal Deadline October 1, 2018.

2. Correspondence

b. Planner

Information had been provided in the epacket for this meeting regarding the Public Participation Workshop for the 2040 Comprehensive Plan. There were 13 participants. A SWOT analysis provided results pertaining to responses from the exercises undertaken at the meeting as noted in the epacket for this meeting.

c. Building Inspector.

There were 34 total permits and one residential permit this month.

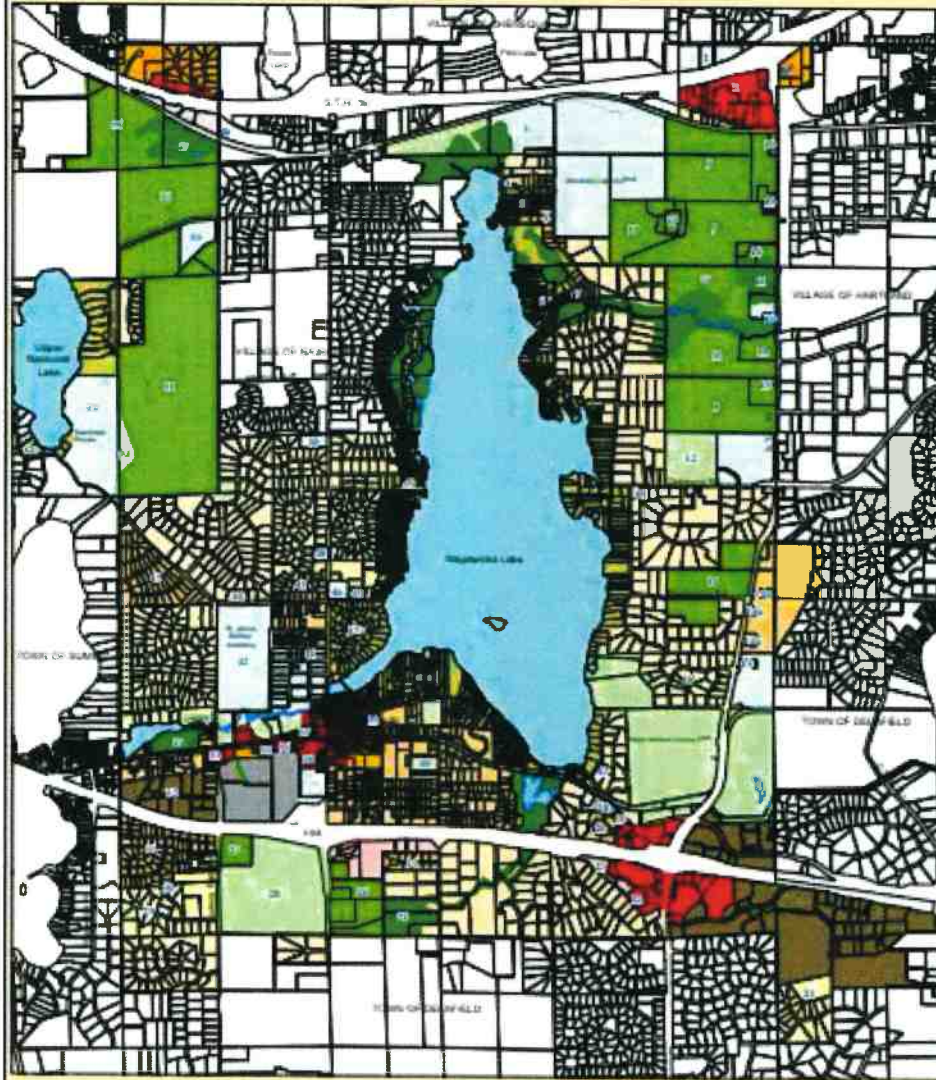
9. Adjournment.

There was no further business; therefore, the Wednesday, September 26, 2018 Plan Commission meeting adjourned at 8:35PM.

Minutes Prepared By:

Accurate Business Communications, Inc.

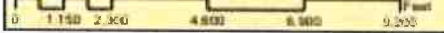
# CITY OF DELAFIELD 2030 Master Land Use Plan



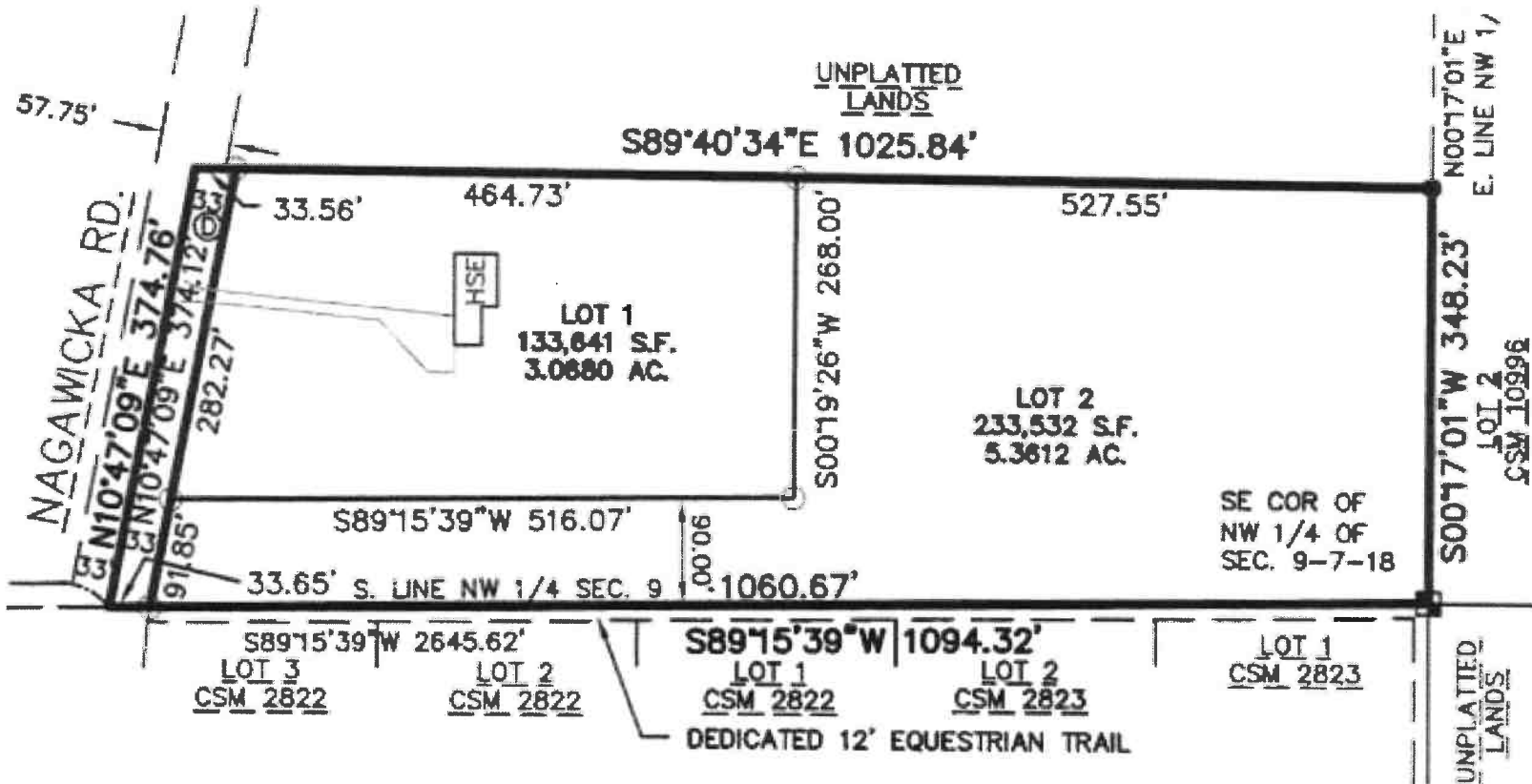
**Legend:**

Agriculture	Water	Community
Office/Professional	Medium-Density Residential	Forest
Office/Professional (with 100' buffer)	Medium-Density Residential (with 100' buffer)	Water
Office/Professional (with 200' buffer)	Medium-Density Residential (with 200' buffer)	Water
Office/Professional (with 300' buffer)	Medium-Density Residential (with 300' buffer)	Water
Open Space	Medium-Density Residential (with 400' buffer)	Water
Open Space	Medium-Density Residential (with 500' buffer)	Water
Open Space	Medium-Density Residential (with 600' buffer)	Water
Open Space	Medium-Density Residential (with 700' buffer)	Water
Open Space	Medium-Density Residential (with 800' buffer)	Water
Open Space	Medium-Density Residential (with 900' buffer)	Water
Open Space	Medium-Density Residential (with 1000' buffer)	Water

**YAGGY  
COLBY  
ASSOCIATES**

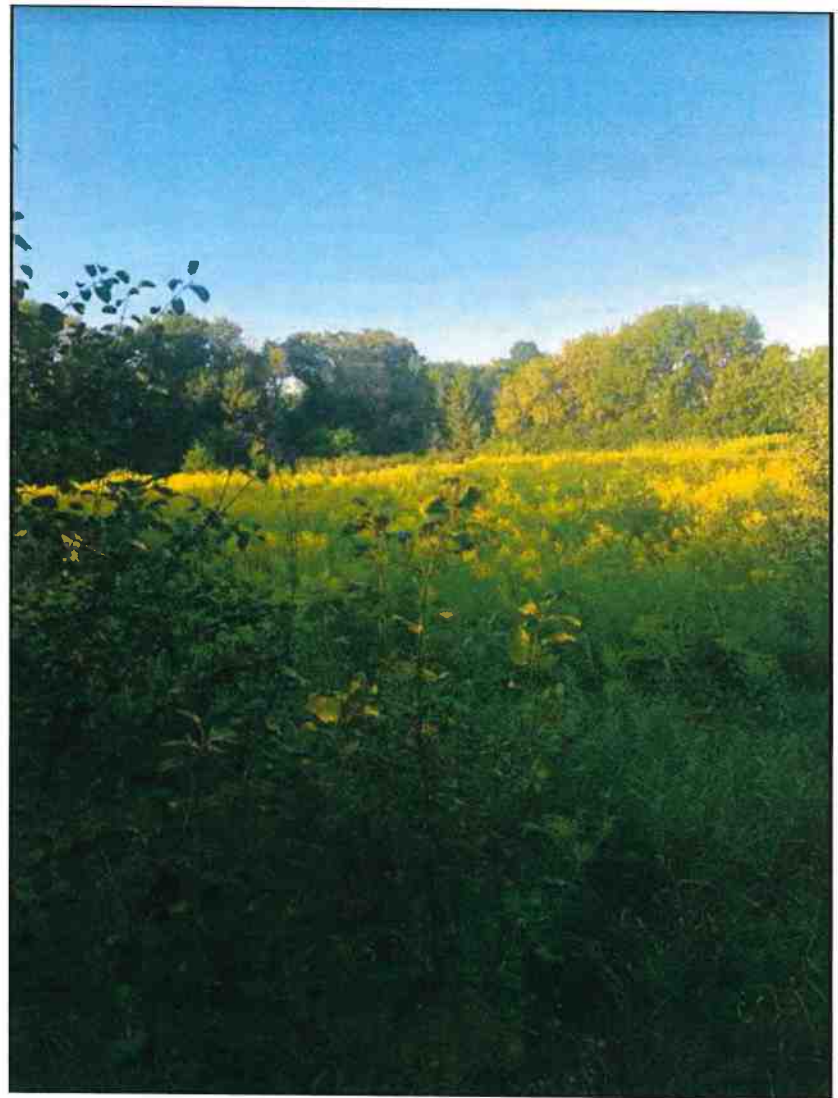
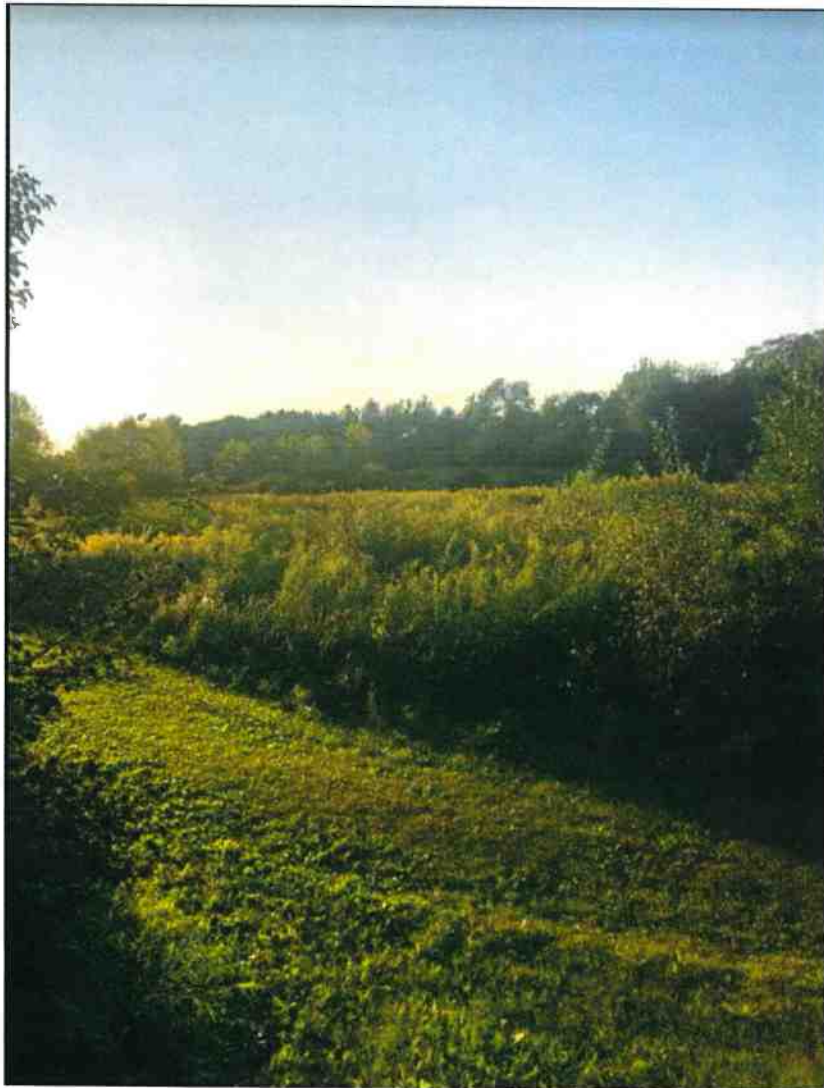


# CSM 9-14-18

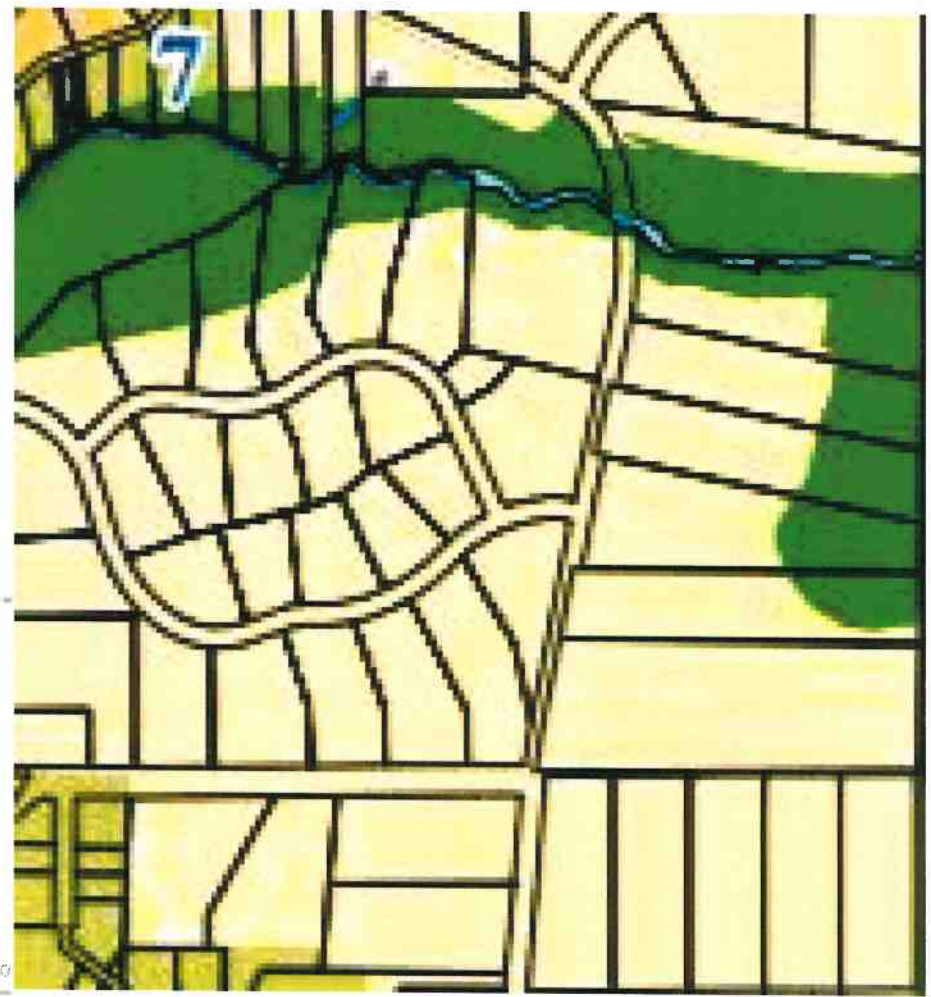
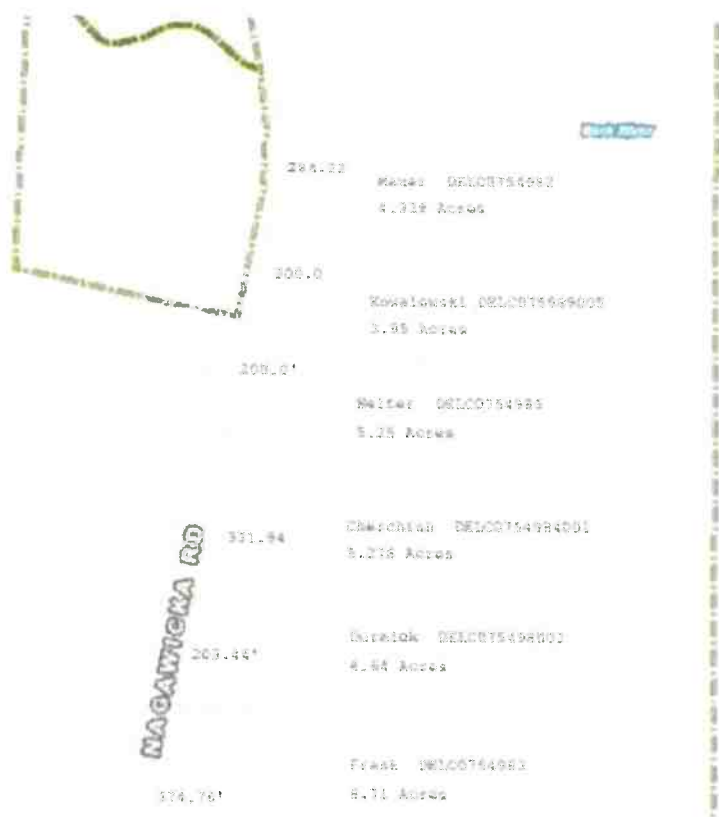




# Current Pictures Of Back Lot

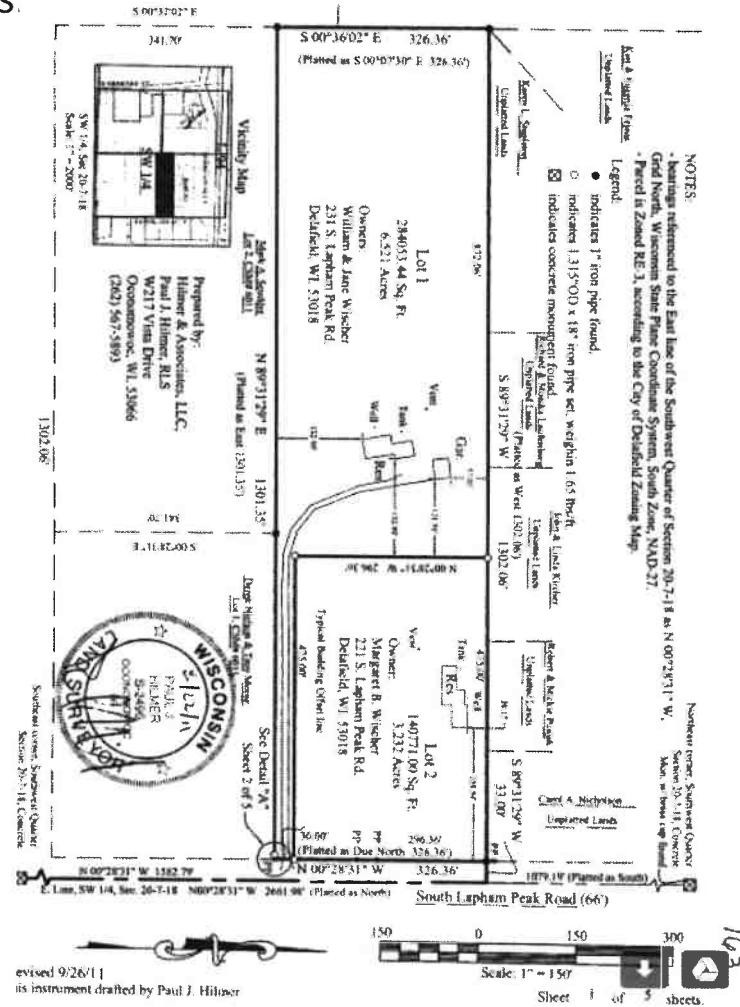


# Density Analysis



# 2011 Current Flag Lots

The September 2011 Minutes show that the Wischer's came to the Board to divide their 9.7 acre parcel into two residential lots. 221 & 231 South Lapham Peak Road



revised 9/26/11  
 this instrument drafted by Paul J. Hilmer

103

Sheet 1 of 5 sheets



# 2011 Final Approval

- b. **DELC 0799.981.001, 231 S. Lapham Peak Road, Delafield.** Owner/Applicant: William & Jane Wischer. Owner/Applicant seeks final approval of a Certified Survey Map to divide a 9.7 acre parcel into two residential lots and recommendation to the Common Council of the same.

26, 2011  
f 5

7:00 PM

## **CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

R. Dupler stated the Wischer Preliminary Certified Survey Map was approved by the Plan Commission in September contingent upon resolution of the four issues identified in the surveyor's review letter. All items have been resolved in the preparation of this Final Certified Survey Map. The applicant is looking to capture an additional 35 feet of property. The property exists as a flag lot and cannot be corrected with the Certified Survey Map. Enlarging the lot reduces the nonconformity.

**K. ATTWELL MOVED TO APPROVE THE FINAL APPROVAL OF A CERTIFIED SURVEY MAP TO DIVIDE A 9.7 ACRE PARCEL INTO TWO RESIDENTIAL LOTS, FOR DELC 0799.981.001, 231 S. LAPHAM PEAK ROAD, DELAFIELD. OWNER/APPLICANT: WILLIAM & JANE WISCHER, AND RECOMMENDATION TO THE COMMON COUNCIL OF THE SAME. D. JASHINSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

# Meeting Minutes 2008

4. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVAL
- a. **TAX KEY 0624.001, 0624.002, 0624.003 AND PART 0622.999. VALLEY ROAD, NASHOTAH. OWNER/APPLICANT: THREE SIBLINGS, LLC. C/O SIEPMANN REALTY CORP. OWNER/APPLICANT SEEKS APPROVAL OF A FINAL CERTIFIED SURVEY MAP.**

November 19, 2008  
Page 6 of 19

7:00 PM

## CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

**K. ATTWELL MOTIONED TO APPROVE A FINAL CERTIFIED SURVEY MAP FOR TAX KEY 0624.001, 0624.002, 0624.003 AND PART 0622.999. VALLEY ROAD, NASHOTAH. OWNER/APPLICANT: THREE SIBLINGS, LLC. C/O SIEPMANN REALTY CORPORATION AND RECOMMEND APPROVAL TO COUNCIL OF THE SAME. R. DUPLER QUESTIONED WHETHER THIS MOTION INCLUDED RESOLUTION OF ITEMS LISTED IN THE SURVEYOR'S LETTER AS WELL AS VERIFICATION OF THE EASEMENT AS SPECIFIED IN THE STAFF REPORT ON THIS MATTER. K. ATTWELL RESPONDED AFFIRMATIVELY. K. ATTWELL AMENDED THE MOTION TO APPROVE A FINAL CERTIFIED SURVEY MAP FOR TAX KEY 0624.001, 0624.002, 0624.003 AND PART 0622.999. VALLEY ROAD, NASHOTAH. OWNER/APPLICANT: THREE SIBLINGS, LLC. C/O SIEPMANN REALTY CORPORATION SUBJECT TO RESOLUTION OF THE ITEMS LISTED IN THE SURVEYOR'S LETTER AS WELL AS VERIFICATION OF THE EASEMENT AS SPECIFIED IN THE STAFF REPORT ON THIS MATTER AND RECOMMEND APPROVAL TO COUNCIL OF THE SAME. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**