

CITY OF DELAFIELD PLAN COMMISSION MINUTES

PUBLIC HEARINGS

CONSIDERATION OF A ZONING AMENDMENT AND CONDITIONAL USE PERMIT FOR A 9 LOT SUBDIVISION TO BE KNOWN AS MISSION PRAIRIE, **TAX KEY 746.999, EAST SIDE OF MISSION ROAD, BETWEEN NASHOTAH ROAD AND MISSION AVENUE, NASHOTAH.**

Jim Siepmann from Siepmann Realty, the developer, presented a brief description of this subdivision. Two-acre density residential use is proposed.

Tim Neubert, 40 Nashotah Road - Had question about zoning and long-term growth for this property. A copy of the master plan for this development was given to T. Neubert from J.Siepmann

There were no other citizens who wished to comment.

P. SCHUMAN MOTIONED TO CLOSE PUBLIC HEARING. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

CALL MEETING TO ORDER

Mayor Craig called the meeting to order at 7:14 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Absent

Mayor Paul Craig
Phil Schuman
Chrys Mursky
Mike Court
Marty Sawall
Beth Leonard
Roger Dupler
Matt Carlson
Marilyn Czubkowski

Dick Kuchler
Tom Maney

1. APPROVE PLAN COMMISSION MEETING MINUTES OF FEBRUARY 22, 2006 MEETING

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P. SCHUMAN MOTIONED TO APPROVE THE MINUTES OF THE FEBRUARY 22, 2006 MEETING. M. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

B. Leonard asked if the minutes from the January meeting needed to be approved. M. Czubkowski will check on this.

2. DELAFIELD CITIZEN'S COMMENTS PERTAINING TO SUBJECTS ON THIS AGENDA

Bill Restock, 4527 Vettelson Road – read a letter he had prepared regarding Item 7a on the agenda. He asked that the Plan Commission consider changing the Master Plan rather than the Zoning.

Jackie Bowman, 4449 Vettelson Road – She agreed with B. Restock to amend the Master Lane Use Plan.

Mitch Cieslak, 903 Broken Bow Court –Commented on Item 7b on the agenda. Questioned what the intentions are for light industrial zoning on former land fill property and if there was a possibility to make it a park and rec area.

R. Dupler, City Planner, made comments regarding the inconsistencies between the Master Plan and the Zoning. Conditional use agreement was defined to the Council and citizens present.

Barb Townsend, 3515 Broken Bow Trail - would like to see land remain as is.

Andrea Richter, 914 Broken Bow Court – Commented on the planned use mix zoning. She wondered if the planned use mix zoning was problematic or if it was a standard zoning in other communities. She requested that people to start thinking of landfill as a possible spot for the community to put up a structure that would be stable and used for recreational purposes. She asked what the next step would be. P. Craig mentioned buying the land and making it into a park. M. Carlson indicated that the landfill is a challenged piece of property.

Howard Kingman, Kettle Court East – He has plans to build in the area being discussed and questioned if the changes would interfere with the building he has approved. Mayor Craig stated that if those plans were already approved, the City would not change them.

Mike Gatzow, 4439 Vettelson Road – He supports the redevelopment and Master Plan change.

Sherry Myers, 4447 Vettelson Road – She supports the Master Plan change.

Art Baumann, 917 Broken Bow Court – commented regarding the Master Plan change versus Zoning. Suggested that the Planning Commission look at other

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Master Planning of the area, in particular the landfill parcel, that would offer lower density use, preferably single-family residential.

M. Czubkowski read letters from:

Sandy Bottom Nature Center, 4607 Vettelson Road – In regards to the B6 and B1A zoning, they thought that changing the Master Plan Land Use to Plan Mixed Use made good sense.

William and Sharon Isler, Hillside – supports the land use change.

Bill Restock, 4527 Vettelson Road – sent letter to Plan Commission prior to this meeting.

Mayor Craig asked three times if any other citizens wished to speak. There were none.

M. SAWALL MOTIONED TO CLOSE CITIZEN'S COMMENTS. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

3. CONSENT AGENDA.

C. Mursky asked to remove Item 3a and 3e from the Consent Agenda.

P. SCHUMAN MOTIONED TO APPROVE CONSENT AGENDA ITEMS 3 B, C, D, F AND G. M. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- a. **TAX KEY 807.982.001, 3586 HILLSIDE DRIVE, DELAFIELD.**
OWNER: MIKE LANDRY. OWNER SEEKS APPROVAL OF A SITE PLAN FOR A TENT DISPLAY RENTAL FROM APRIL 7 – APRIL 28, 2006 FOR AREA RENTAL, A PARTY EQUIPMENT AND EQUIPMENT RENTAL STORE.

C. Mursky asked about the equipment that is currently on display. R. Dupler said it was approved as part of the original site plan.

C. MURSKY MOTIONED TO APPROVE. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **TAX KEY 804.994.002 AND 804.994.006. WAL-MART, 2863 HERITAGE DRIVE, DELAFIELD.** APPLICANT: ROBERT MCQUILLAN, TRIPOLI SHRINE REPRESENTATIVE. APPLICANT SEEKS A TEMPORARY BUSINESS PLAN OF OPERATION FOR SALE OF VIDALIA ONIONS FOR TRIPOLI SHRINE FUND RAISER. HOURS OF OPERATION: FRIDAY,

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APRIL 28, 2006 AND SUNDAY, APRIL 30, 2006 FROM 9:00 AM – 5:00 PM.

Approved.

- c. **TAX KEY 804.982, 2916 GOLF ROAD, DELAFIELD.** APPLICANTS: RADIO SHACK AND BAUER SIGN OWNER: TOLD DEVELOPMENT. OWNER SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION AND SIGNAGE FOR RADIO SHACK, RETAIL ELECTRONICS STORE. HOURS OF OPERATION ARE WEEKDAYS AND SATURDAY, 9:00 AM – 9:00 PM; SUNDAY, 10:00 AM – 6:00 PM. FIVE PART-TIME AND 2 FULL-TIME EMPLOYEES.

Approved.

- d. **TAX KEY 792.055, 817 GENESEE STREET, DELAFIELD.** APPLICANT: THOMAS WERNER; OWNER: TOM AUL. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION FOR THOMAS' SALON, A HAIR SALON. HOURS OR OPERATION ARE WEEKDAYS, 10:00 AM – 8:00 PM; SATURDAY, 7:30 AM – 3:00 PM. 1 FULL-TIME EMPLOYEE.

Approved.

- e. FINAL APPROVAL OF CSM FOR ROBERT HUTTON, NAGGIES, LLC, **TAX KEY 755.983 AND 755.976, 2705 RIDLEY ROAD, HARTLAND.**

This item was put back on the agenda, as Mr. Hutton came to the meeting for final approval.

C. MURSKY MOTIONED TO APPROVE THE CSM WITH THE CONDITION THAT ALL OUTSTANDING INVOICES ARE RESOLVED. M. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- f. **TAX KEY 798.014.001, DELAFIELD SQUARE, 603 GENESEE STREET, DELAFIELD.** APPLICANT: GORDON SLOAN. OWNER: LANG INVESTMENTS. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION FOR THE LOAF & JUG RESTAURANT, A RESTAURANT. HOURS OF OPERATION ARE WEEKDAYS, 10:30 AM – 7:00 PM; SATURDAY AND SUNDAY, 10:30 AM – 5:00 PM. SIX FULL-TIME AND 7 PART-TIME EMPLOYEES.

Approved.

- g. **TAX KEY 804.994.016, 2725 HILLSIDE DRIVE, SUITE C, DELAFIELD.** OWNER'S AGENT: BOB DOODY. APPLICANT: AMY BROUWER. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION FOR LAKE COUNTRY POOL & SPA, A RETAIL STORE.

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Approved.

4. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVALS

- a. REVIEW OF EXTRA TERRITORIAL CSM IN HICKORY HILLS SUBDIVISION, TOWN OF DELAFIELD, FOR BOB RAYMOND.

B. LEONARD MOTIONED TO APPROVE CONTINGENT UPON RESOLUTION OF THE ITEMS IDENTIFIED IN THE SURVEYOR'S LETTER OF MARCH 23, 2006. P. SCHUMAN SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **TAX KEY 733.990.003 AND 733.998. SW CORNER OF STH 16 AND STH 83** APPLICANT: KEITH ULSTAD, UNITED PROPERTIES. APPLICANT SEEKS APPROVAL OF SITE PLAN AND SPECIFIC IMPLEMENTATION PLAN (SIP) FOR THE WELL BUILDING AT VILLAGE SQUARE AND PRELIMINARY APPROVAL OF CSM.

Materials to be used in the building and the landscaping plan were shown and discussed. Discussion ensued regarding the structure's need to look residential, not institutional. P. Schuman discussed putting windows on the north wall and east wall. M. Carlson suggested taking the flag off of the building.

P. SCHUMAN MOTIONED TO APPROVE THE PRELIMINARY CSM AND WELL HOUSE WITH MODIFICATIONS THAT FLAG BE REMOVED, THAT THE NORTH WALL WHICH IS BLANK HAVE WINDOWS ADDED TO IT, FAUX WINDOWS, POSSIBLY, TO GIVE IT A MORE RESIDENTIAL LOOK AND TO ALSO ADD WINDOWS ON THE EAST SIDE AND TO REMOVE THE TOP OF THE PRE-CAST CONCRETE HEADERS. M. SAWALL SECONDED THE MOTION. P. SCHUMAN AMENDED HIS MOTION TO INCLUDE THE LANDSCAPING BUFFER AS INDICATED ON THE 6/16/05, L10 PLAN. THERE WAS NO FURTHER DISCUSSION. SIX WERE IN FAVOR. C. MURSKY ABSTAINED. MOTION CARRIED.

5. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

- a. **TAX KEY 804.987, 3400 HILLSIDE DRIVE, DELAFIELD.** APPLICANT: GARY WILSON. APPLICANT SEEKS APPROVAL OF A TEMPORARY BUSINESS PLAN OF OPERATION AND SITE PLAN FOR A LAWN AND GARDEN GREENHOUSE AT THE HOME DEPOT FOR A SEASONAL GARDEN CENTER FROM APRIL 6 – AUGUST 6, 2006. HOURS OF OPERATION ARE WEEKDAYS AND SATURDAY, 6:00 AM – 10:00 PM; SUNDAY, 7:00 AM – 8:00 PM.

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G. Wilson, Store Manager at Home Depot, was present at the meeting and discussed the permanent and seasonal displays used at the store. He talked about the seasonal display, which actually blocked a fire access around the south side of the building. He does not plan to use this area in the upcoming season, but would like to use the south fenced area for pallet storage as needed. This would not be empty pallets, but bulk freight, such as soil and bark. It would still allow a 20 foot drive for fire access. He commented on freeing up the presentation at the front of the store as much as possible. Discussion of parking spaces for trailers and sheds that are sold year round took place. An area approximately the size of 10 parking spaces is needed for rental equipment on a permanent basis.

Mayor Craig felt it would be better to isolate the two issues – seasonal storage versus permanent displays. Enforcement letters were discussed as well as compliance issues.

P. SCHUMAN MOTIONED TO APPROVE THE ANNUAL NURSERY STOCK AND GREENHOUSE SALES IN THE PARKING LOT, TO WORK WITH STAFF AND PRESENT A FINAL PLAN WITHIN 60 DAYS FOR THE OUTDOOR DISPLAYS SITE PLAN. M. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **TAX KEY 782.005, 1829 NAGAWICKA ROAD, HARTLAND .**
APPLICANT: KEVIN MCLAUGHLIN, REGENCY BUILDERS. OWNERS: SCOTT AND JULIE NEWCOMER. APPLICANT SEEKS APPROVAL OF A SITE PLAN FOR A BOAT HOUSE.

This item was withdrawn from agenda per the applicant.

- c. **TAX KEY 807.987.005, 3562 HILLSIDE, STE 4, DELAFIELD.**
APPLICANT: BEN MILLER. OWNER: WILLIAM AND SUSAN ISLER. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION AND SITE PLAN FOR BENNY'S SEAFOOD RESTAURANT. HOURS OF OPERATION ARE WEEKDAYS, 11:00 AM – 12:00 AM; SATURDAY, 11:00 AM – 2:00 AM; 10 PART-TIME AND 3 FULL-TIME EMPLOYEES.

B. Miller was present to discuss the move of his restaurant. This is currently an M1 district. A portion of the Hotsy building is being considered for this move. There currently is approved signage of 43 square feet on this building.

M. SAWALL MOTIONED TO APPROVE. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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- d. **TAX KEY 793.020.003, 524 MILWAUKEE STREET, DELAFIELD.**
OWNER: LANG PROPERTY. APPLICANT: MILWAUKEE STREET TRADERS. APPLICANT SEEKS APPROVAL OF AN OFF-SITE SIGN PERMIT LOCATED AT THE CORNER OF GENESEE AND MILWAUKEE STREETS.

D. Smith, Director of the Trust that owns Milwaukee Street Traders, was present. Discussion of sign placement took place. D. Smith agreed to the new location of the sign to Milwaukee Street and to match the other directional sign that was approved last month.

B. LEONARD MOTIONED TO APPROVE WITH ANY ADJUSTMENTS AS PREVIOUSLY MENTIONED AND ANY OTHER STAFF ADJUSTMENTS REQUIRED BEING DEFERRED TO STAFF. M. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

6. PRELIMINARY

- a. **TAX KEY 795.982, 437 SOUTH CUSHING PARK ROAD, DELAFIELD.**
APPLICANTS: CHARLES & CARRIE GLAPINSKI. APPLICANTS SEEK PRELIMINARY APPROVAL OF A CONDITIONAL USE AND CSM FOR A RESIDENCE AND HORSE FARM AT CEDAR VALLEY FARM.

C. Glapinski showed a larger CSM to the Council. They would like to move the entrance to the property from Cushing Park Road to Cedar Valley Road. Discussion about the height of the fence to 54" took place. The property is on 16.34 acres. The home that is currently on the property would be a caretaker home, and the Glapinski's would build a primary residence. This parcel would not split between two owners. They would like to change from being able to house 12 to 14 horses. There are needs for a shared driveway and a cross-assess easement. This horse farm is considered commercial due to the fact that retired show horses will be boarded here. The Glapinski's will not own all of the horses. Parking will be identified for the next meeting.

B. LEONARD MOTIONED TO REQUEST A PUBLIC HEARING AND THAT THE ITEMS BE ADDRESSED IN THE SURVEYOR'S LETTER WITH THE EXCEPTION OF ITEM 2. M. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **TAX KEY 803.990.001, 2580 SUN VALLEY DRIVE, DELAFIELD.**
OWNER: RICHARD FLATH. APPLICANT SEEKS APPROVAL OF A CONDITIONAL USE AND BUSINESS PLAN OF OPERATION FOR JELLI'S MARKET, A PRODUCE STAND TO BE OPERATED BY OWNERS, JODY AND STEVE KNOEBEL IN THE PARKING LOT OF MARTY'S. HOURS OF OPERATION WOULD BE FROM JUNE 1 - OCTOBER 1, 2006 DAILY

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FROM 10:00 AM – 7:00 PM; 3 PART-TIME AND 1 FULL-TIME EMPLOYEE.

J. Knoebel was present at the meeting. Keeping the stand on the asphalt was recommended. Signage also was discussed. Small, wire, handmade signs are not allowed.

C. MURSKY MOTIONED TO REQUEST A PUBLIC HEARING. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **TAX KEY 746.999.** APPLICANT: JIM SIEPMANN, SIEPMANN REALTY SEEKS APPROVAL OF A ZONING AMENDMENT AND CUP FOR MISSION PRAIRIE, A 9-LOT SUBDIVISION.

This area is 21.2 acres and can support a 9-lot subdivision. A couple of different versions of a yield plan were handed out by J. Siepmann. Yield plans are necessary in order to determine the true density allowable on a piece of property. Discussion took place about setback allowances and the fact that the homes might look like they are closer together than they actually are. J. Siepmann indicated that they would require the homes to have side-entry garages to create a greater separation between the homes. The current plan has a cul-du-sac that exceeds the maximum length for fire access. Another version has a T-intersection with a double cul-du-sac which satisfies the cul-du-sac length without the requirement for the emergency access lane. There are no storm water calculations at this time. Wetland character needs to be verified; a consultant has been out to do this. Easements for water connections need to be considered and incorporated. M. Carlson stated that this subdivision may be in limbo regarding individual well water system and a city water hookup. J. Siepmann stated he would work out any concerns with the police and fire personnel before the next meeting.

7. ZONING AND ORDINANCE REVISION

- a. DISCUSSION REGARDING AMENDING MASTER LAND USE PLAN. STUDY AREA 1 – VETTLESON ROAD AREA.

Conversation took place regarding modifying this to commercial rather than residential. B. Leonard would like to see B1A zoning. Local land use is recommended. Discussion took place regarding local land use and local and highway business. It was suggested that Staff come up with a new category of commercial that is something other than local highway business and be a district that is a little less intense than highway commercial but would permit the range of businesses that their current zoning allows but would require some planning aspect to it. M. Carlson said that they would draft a resolution for consideration making that change and thoughts as to how to label it. Mayor Craig would like the

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neighborhood affected to see this info as well. Putting it on the internet, sending emails, and letting the district representative handle it were discussed.

- b. DISCUSSION REGARDING AMENDING MASTER LAND USE PLAN. STUDY AREA 3 – HIGHWAY 83 AND I-94 AREA.

R. Dupler stated that he thought that a graphic error was made at the time the original Comprehensive Master Plan was prepared because he did not think anyone in the City envisioned industrial development on the north side of I94 as far west as Kettle Cove Court. Mayor Craig interjected that in talking to some officials the city officials did envision industrial development at this location. Mayor Craig agreed that making the change in zoning made sense. Due to the number of parcels in question, a resolution will be lengthy, but R. Dupler will prepare a resolution.

- c. DISCUSSION REGARDING REZONING TWO MILWAUKEE STREET LOTS WITH DUAL R-3 AND RL-2 ZONING TO ENTIRELY RL-2. STUDY AREA.

After speaking with the residents, R. Dupler said that they were amenable to the RL-2 designation. A public hearing will be held in April.

8. HEARING DATES

M. Czubkowski said that all the hearing dates had been mentioned previously in the meeting.

9. ADMINISTRATOR'S REPORT

M. Carlson stated that a pre-proposal meeting was held on March 29, 2006 for the City's space needs project and the redevelopment opportunity that has been working its way through the City Council. There are quite a few materials regarding this study on the website. The meeting was well attended and good questions were asked. R. Dupler is working on the northeast planning quadrant traffic study and because of the construction activity that is taking place on Highway 83, it is felt that it will negatively affect the traffic count and would not give an accurate picture of what the traffic counts actually are. It will take a little bit longer to finish that work.

10. BUILDING INSPECTOR'S REPORT

Total permits issued to date are 38 plus six occupancy permits issued. New permits include two single-family homes.

11. BOARD OF ZONING APPEALS

- a. BOARD OF ZONING VARIANCES GRANTED FEBRUARY 23, 2006

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Two variances were granted:

Case 724 for Mark & Marlene Nelson, 3317 Lake Drive, for a new home relating to interior side yard; they were allowed to build the home before they take down their existing home.

Case 725 for Dan and Sharon Costigan, 1552 Milwaukee Street - A variance was granted for a new garage relating to a minimum front street setback requirement and a minimum corner side yard requirement.

Mayor Craig thanked each and every one of the Plan Commission members for their long hours. He thanked R. Dupler for the number of hours he put in for his reports, M. Court, and the staff for all of their work. The fact that other communities are copying the buildings in the City of Delafield is the best compliment of all.

12. CORRESPONDENCE

None.

13. ADJOURNMENT

P. SCHUMAN MOTIONED TO ADJOURN FROM THE MEETING. M. SAWALL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED. THE MEETING WAS ADJOURNED AT 10:43 P.M.

Respectfully submitted:

Minutes Prepared By:

Marilyn Czubkowski, CMC
City Clerk/Treasurer

Accurate Business Communications LLC