

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

CALL TO ORDER

Mayor McAleer called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present

Mayor Ed McAleer
Kent Attwell
Dirilee Curtis-Costa
Michael Frede
Kevin Fitzgerald
Beth Leonard
Tim Schuenke, City Administrator
Marilyn Czubkowski
Mike Court
Tom Maney, Building Inspector

Absent

Larry Chapman
Gina Gresch
Roger Dupler

1. APPROVE PLAN COMMISSION MEETING MINUTES OF JUNE 25, 2008, JULY 23, 2008 PUBLIC HEARING AND JULY 23, 2008.

K. ATTWELL MOTIONED TO APPROVE THE MEETING MINUTES OF JUNE 25, 2008, AS AMENDED ON PAGE 10, ITEM 6A, PARAGRAPH 4, CHANGE “THE MLG DEVELOPMENT GROUP PROPOSED 196” TO “THE MLG DEVELOPMENT GROUP PROPOSED 195.” B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. FIVE WERE IN FAVOR. D. CURTIS-COSTA ABSTAINED. MOTION CARRIED.

B. LEONARD MOTIONED TO APPROVE THE JULY 23, 2008, PLAN COMMISSION MEETING MINUTES AS PRESENTED. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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

Bob Borkowski, 4521 Vettleson Road – Stated he was present to speak about Item 3A. He was concerned about the hours of operation and restaurant smells, such as grease, with the proposed business for Village Square. He thought the hours of operation should be reduced to a closing time of 9:00 p.m. instead of the requested 10:00 p.m. He questioned whether the restaurant could be required to provide a filtration system for the smell. In addition, he was concerned about light and noise pollution related to having another restaurant on site at Village Square. He thought the Village Square

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development had not been a “good neighbor” to the area residents as it was a commercial development in a residential neighborhood. In addition, he felt as though concerns of area residents related to the development had been largely ignored. When incidents occurred and reported to the police, little to nothing had been done about those concerns during the construction phase of the development. He noted the B6 zoning stated all requirements related to the site should be suited to the use of the adjacent properties, which were all residential, and he did not think that was happening. He requested the City attempt to minimize and contain noise and light pollution from the site to avoid any additional problems.

M. FREDE MOTIONED TO CLOSE THE CITIZENS’ COMMENTS PORTION OF THE MEETING AT 7:08 P.M. THE MOTION WAS SECONDED. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

3. CONSENT AGENDA

K. Fitzgerald requested Item 3A to be removed from the Consent Agenda and D. Curtis-Costa requested Item 3E be removed from the Consent Agenda for further discussion and consideration.

D. CURTIS-COSTA MOTIONED TO APPROVE ITEMS 3B, C, AND D AS PRESENTED ON THE CONSENT AGENDA FOR THIS MEETING. K. ATTWELL SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

a. **TAX KEY 0733.998.002, 3061 VILLAGE SQUARE DRIVE, DELAFIELD.** OWNER: DELAFIELD INVESTMENT, LLC C/O UNITED PROPERTIES. APPLICANT: ASIAN KITCHEN, YONG KAO CHEN. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION FOR A CHINESE RESTAURANT, ASIAN KITCHEN. HOURS OF OPERATION ARE WEEKDAYS 10:00 A.M. TO 11:00 P.M. AND SATURDAY 10:00 A.M. TO 11:00 P.M. AND SUNDAY 10:00 A.M. TO 11:00 P.M. WITH 1 PART-TIME EMPLOYEE AND 2 FULL-TIME EMPLOYEES.

M. Czubkowski reviewed the request. D. Curtis-Costa expressed concern for the proposed hours of operation as Papa Murphy’s closed an hour earlier than the hours in this request. She would like to see the hours of operation for this restaurant reflect an earlier closing time as well.

K. Attwell questioned the hours of operation as he thought they were for the entire development and were associated with the zoning for the site. M. Czubkowski explained the hours for the zoning indicated businesses must be closed from 2:00 a.m. to 5:00 a.m. Mayor McAleer noted this business was within its right to request the hours of closing specified in the application.

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Drew Johnson, representative from United Properties (owners of Village Square) stated he thought the presence of the Subway shop in the development set a precedent for this request as it was an appropriate use for Village Square. He noted the history of the determination of a fast food restaurant during the settlement agreement for the property, noting a fast food restaurant constituted a free standing building with corporate color and identity. He thought this request was similar and since it was inside the building structure and was consistent with the agreement for the site.

M. Court read the definition of "Fast Food" into the record, noting quick serve restaurants were not included in the definition and this restaurant by definition was considered a quick serve restaurant.

D. Curtis-Costa explained she would like to see the hours of operation for the proposed restaurant to more closely resemble the hours of operation for Papa Murphy's as it was also considered a "take out" style restaurant. She stated she did not see a reason for the closing hour to be at 11:00 P.M.

M. Frede stated it was not the role of the Commission to establish hours of operation for businesses, especially if others were allowed to stay open later within the same zoning designation. If the applicant was in compliance with the zoning regulations, it was within their right to request these proposed hours of operation. He also thought it was the role of the Commission to attract businesses to Delafield, as well as help them to be profitable while being compliant with the rules and regulations set forth within the City.

B. Leonard stated it was an issue of semantics regarding the definition of "fast food" and the issue was beyond that at this time. She cited several sections, specifically items 5 (relating to the access on Vettelson Road), 7 (relating to landscaping and berming), 28 (related to lighting) and 31 (related to landscaping) that she thought were unfinished as designated in the settlement agreement for the site. In addition, she questioned whether item 20 (relating to payment for Staff review of unfinished items) in the Settlement Agreement had ever been paid. She thought the Commission should assist in making businesses successful; but she did not think the developer was compliant at this time and this issue of compliance should be raised with any developer any time a request was made as part of the development. Further, she questioned whether the applicant would consider changing the hours of operation at this time.

M. Czubkowski explained United Properties had paid approximately 80 to 90% of the bills related to lighting issues and unresolved settlement issues in the past in order to cooperatively resolve areas of concern.

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Discussion ensued regarding whether it was appropriate to bring the issue of compliance forward as part of this request.

Mayor McAleer stated it was important to be consistent with other businesses in the same zoning and with the ordinances already established.

M. FREDE MOTIONED TO APPROVE THE BUSINESS PLAN OF OPERATION FOR A CHINESE RESTAURANT, ASIAN KITCHEN. HOURS OF OPERATION ARE WEEKDAYS 10:00 A.M. TO 11:00 P.M., SATURDAY 10:00 A.M. TO 11:00 P.M., AND SUNDAY 10:00 A.M. TO 11:00 P.M. WITH 1 PART-TIME EMPLOYEE AND 2 FULL-TIME EMPLOYEES. K. ATTWELL SECONDED THE MOTION. D. CURTIS-COSTA REQUESTED AN AMENDMENT BE ADDED TO THE MOTION TO APPROVE THE MOTION WITH THE CONDITION THAT THE HOUR OF CLOSING BE 10:00 P.M. SEVEN DAYS A WEEK. B. LEONARD SECONDED THE AMENDED MOTION. B. LEONARD STATED SHE THOUGHT CLOSING AT 10:00 P.M. WAS REASONABLE AND SHE WAS RELUCTANT TO APPROVE THE REQUEST AS SETTLEMENT AGREEMENT ISSUES REMAINED UNRESOLVED IN HER OPINION. THERE WAS NO FURTHER DISCUSSION. D. CURTIS-COSTA AND B. LEONARD VOTED AYE. K. ATTWELL, K. FITZGERALD, AND M. FREDE OPPOSED. MOTION FAILED. WITH REGARD TO THE ORIGINAL MOTION, THERE WAS NO FURTHER DISCUSSION. K. ATTWELL AND M. FREDE VOTED AYE. K. FITZGERALD, D. CURTIS-COSTA, AND B. LEONARD OPPOSED. MOTION FAILED.

D. Johnson introduced Beryl Xhaing, architect and representative of the applicant to the Commission. In addition, he stated he thought the discussion was about the actual hours of operation and the other issues associated with the Settlement Agreement would be addressed at a later time.

B. Xhaing stated she had spoken with her client prior to this meeting regarding hours of operation. At the time of application, the applicant had requested closing at 11:00 P.M. with the understanding that the restaurant would lock the doors at 10:00 P.M. in order to provide time for daily clean-up and prep work for the next day. She further stated the applicant desired closing the business doors at 10:30 P.M. on weekends and would then have the remainder of time to clean up and prep after that. In response to a question from Mayor McAleer, she stated the request could be amended with that understanding.

D. Johnson requested the business plan of operation be amended to include Sunday through Thursday, 10:00 a.m. to 10:00 p.m. and Friday and Saturday from 10:00 a.m. to 11:00 p.m.

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K. ATTWELL MOTIONED TO APPROVE THE AMENDED BUSINESS PLAN OF OPERATION HOURS AS REQUESTED FROM SUNDAY THROUGH THURSDAY, 10:00 A.M. TO 10:00 P.M. AND FRIDAY AND SATURDAY FROM 10:00 A.M. TO 11:00 P.M. M. FREDE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. K. ATTWELL AND M. FREDE VOTED AYE. D. CURTIS-COSTA, K. FITZGERALD, AND B. LEONARD OPPOSED. MOTION FAILED.

Discussion ensued regarding whether business hours were required to be consistent in this case.

Mayor McAleer stated if an earlier time was desired by the Commission then the ordinance should be revised. In addition, it was important to avoid being arbitrary.

B. Leonard stated she was concerned with moving away from the spirit of the Settlement Agreement to work with the ordinance. She noted compatibility would never be achieved in the area of Village Square in this manner and she did not want to see late hours of operation in that area as it was next to residential properties. M. Frede disagreed.

Discussion further ensued regarding the history of complaints related to hours of operation within the City in commercial areas near residential developments. It was noted there was no specific mention of hours within the Settlement Agreement for Village Square.

K. ATTWELL MOTIONED TO APPROVE AN AMENDED BUSINESS PLAN OF OPERATION FOR A CHINESE RESTAURANT, ASIAN KITCHEN. HOURS OF OPERATION ARE 10:00 A.M. TO 10:00 P.M. SEVEN DAYS A WEEK. B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. K. ATTWELL, D. CURTIS-COSTA, AND B. LEONARD VOTED AYE. M. FREDE AND K. FITZGERALD VOTED NAY. MOTION CARRIED.

- b. **TAX KEY 0807.985.006, 3697 KETTLE COURT EAST, DELAFIELD. OWNER: MDRS, LLC, MIKE DOWLING. APPLICANT: CORCORAN GLASS, LLC, ROB CORCORAN. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION FOR A CONTRACTOR'S OFFICE, SHOP AND YARD FOR A GLASS COMPANY, CORCORAN GLASS. HOURS OF OPERATION ARE WEEKDAYS 5:30 A.M. TO 5:30 P.M. AND SATURDAY 6:00 A.M. TO 1:00 P.M., WITH 3 PART-TIME EMPLOYEES AND 9 FULL-TIME EMPLOYEES.**

Approved. See above.

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- c. **TAX KEY 0787.076, 605 MILWAUKEE STREET, DELAFIELD.**
OWNER: CORNERSTONE INVESTMENTS OF DELAFIELD, LLC.
APPLICANT: WENTWORTH JONES LAW FIRM, LLC. COLLEEN W. JONES. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION FOR A LAW FIRM, WENTWORTH JONES LAW FIRM. HOURS OF OPERATION ARE WEEKDAYS 9:00 A.M. TO 5:00 P.M., WITH 1 PART-TIME EMPLOYEE AND 1 FULL-TIME EMPLOYEE.

Approved. See above.

- d. **TAX KEY 0798.013.001, 615 MILWAUKEE STREET, DELAFIELD.**
OWNER: RICK LIEBLANG. APPLICANT: BENNOLLIS – THOMAS HALVERSON. APPLICANT SEEKS A BUSINESS PLAN OF OPERATION AMENDMENT AND SITE PLAN AMENDMENT FOR BENNOLLIS TO ALLOW OUTDOOR GRILLING. OUTDOOR GRILLING HOURS OF OPERATION ARE WEDNESDAYS 11:00 A.M. TO 2:00 P.M. AND SATURDAYS 11:00 A.M. TO 2:00 P.M. WITH 2 PART-TIME EMPLOYEES WORKING GRILLING OPERATION.

Approved. See above.

- e. **TAX KEY 0787.090, 815 LAKE STREET, DELAFIELD.**
OWNER/APPLICANT: KATHLEEN LESTINA. OWNER/APPLICANT SEEKS APPROVAL OF A PRIVACY FENCE.

D. Curtis-Costa questioned the origination of the fence as she thought solid fencing was prohibited by ordinance.

T. Maney explained the fence predated the ordinance and was currently in disrepair and rotten as shown in photos submitted with the request.

K. Lestina stated, while she would like not to have to replace the fence, it would help her maintain her privacy as she had active young neighbors with a cluttered backyard.

K. ATTWELL MOTIONED TO APPROVE A PRIVACY FENCE FOR KATHLEEN LESTINA, 815 LAKE STREET, DELAFIELD. K. FITZGERALD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. FOUR WERE IN FAVOR. D. CURTIS-COSTA OPPOSED. MOTION CARRIED.

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4. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVAL.
 - a. DISCUSSION AND ACTION OF TREE INVENTORY, MITIGATION PLAN AND PRESERVATION PLAN FOR PROPOSED VALLEY ROAD LAKE LOTS. OWNER/APPLICANT: JIM SIEPMANN.

M. Court explained the plans had been reviewed by Staff. Based on the Staff review and report on this matter, there was no need to apply any additional tree mitigation at this time. J. Siepmann was present this evening to answer questions.

K. ATTWELL MOTIONED TO APPROVE CONTINGENT ON THE STAFF REVIEW AND COMPLIANCE WITH COVENANTS AND RESTRICTIONS. B. LEONARD SECONDED THE MOTION. B. LEONARD COMMENTED SHE ASSUMED THIS WORK WOULD HAVE THE SAME QUALITY AS WHAT WAS DEVELOPED TO THE NORTH ALONG THE LAKESHORE. J. SIEPMANN STATED THAT WOULD BE THE CASE. D. CURTIS-COSTA QUESTIONED THE BUILDING PADS DEPICTED IN THE PLANS. J. SIEPMANN STATED THAT A PERCENTAGE WOULD BE DETERMINED FOR TREES BY FINDING A RATIO OF THE WHOLE LOT. THEY HAVE PRE-DESIGNATED THE BUILDING ENVELOPES AND THESE ENVELOPES WILL BE ON THE CSM; HOMES MUST BE BUILT WITHIN THAT AREA. J. SIEPMANN STATED THAT THEY WILL ACTUALLY CONSTRUCT THE PRIVATE DRIVE UP TO THE BUILDING ENVELOPES SO THAT THEY ARE DESIGNATED. THEY ARE SPECIFICALLY LOCATED TO SAVE THE TREES. A LARGER SETBACK HAS BEEN CREATED FROM THE LAKE TO SAVE AND PROTECT THE TOPOGRAPHY AND VEGETATION. NO ADDITIONAL LIGHTING IS BEING PROPOSED. ATTACHED GARAGES ARE PART OF THE SQUARE FOOTAGE. A FREE-STANDING GARAGE WOULD BE ALLOWED IN ADDITION TO THE REQUIRED THREE-CAR ATTACHED GARAGE, BUT IT WOULD HAVE TO BE CONSTRUCTED WITHIN THE BUILDING ENVELOPE. THE ONLY THING THAT COULD BE CONSTRUCTED OUTSIDE OF THE BUILDING ENVELOPE WOULD BE ONE GAZEBO OR A BOATHOUSE. SQUARE FOOTAGE OF THE HOMES WOULD INCLUDE THE THREE CAR ATTACHED GARAGE, FIRST & SECOND FLOORS. J. SIEPMANN STATED THAT SODDING OR SEEDING OF THE LAWNS WITHIN SIX MONTHS IS ENCOURAGED BECAUSE OF SITE STABILIZATION. THE PROPERTY OWNERS WILL BE REQUIRED TO USE A CONSULTANT TO DESIGN THE RAIN GARDENS; THIS INCLUDES NOT ONLY A PLANTING PLAN, BUT ALSO A SOIL ENGINEER PLAN TO ENSURE THAT THE RAIN GARDEN WORKS PROPERLY. M. COURT STATED THE CSM HAS BEEN PRELIMINARY

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APPROVED AND MOST LIKELY WILL BE BACK IN FRONT OF THE PLAN COMMISSION FOR FINAL APPROVAL BY DECEMBER 2008. J. SIEPMANN CONFIRMED THOSE PLANS, NOTING ONE ITEM HAD BEEN CHANGED ON THE CSM BY MAKING THE SECOND LOT 63 FEET WIDER. THIS FOOTAGE HAD BEEN REMOVED FROM LOT 1. A BUYER WANTED TO PURCHASE BOTH LOTS 1 AND 2 WITH A PLANNED RESIDENCE FOR LOT 2 WITH NO ANTICIPATED BUILDING FOR LOT 1. THE OWNER WANTED TO RETAIN OPTIONS FOR THE POSSIBILITY OF SELLING OFF THE LOT IF NEED BE IN THE FUTURE. J. SIEPMANN EXPLAINED THE PROPOSED BUILDING ENVELOPE WILL REMAIN THE SAME AS PER THE MAP THAT WAS IN FRONT OF THE PLAN COMMISSION. IN REGARDS TO THE TREE MITIGATION PLAN, DUE TO THE FACT THAT ALL OF THE HOMES WOULD BE VERY HIGH-END CUSTOM HOMES, THE ENVELOPE WOULD CHANGE FOR EACH ONE; THE HOMES WOULD BE WITHIN THE BUILDING ENVELOPE. J. SIEPMANN STATED THAT THEY DID NOT NEED A MITIGATION PLAN BECAUSE IT MEETS IT MEETS THE STANDARD ORDINANCE. M. COURT CLARIFIED THAT THERE IS ENOUGH BUFFER IN THERE THAT FELT IT WAS ADEQUATE. LOT SIZES WERE DISCUSSED. **THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- b. DISCUSSION AND ACTION ON PRE-APPROVED NON-PROFIT SIGN LOCATIONS

K. ATTWELL MOTIONED TO APPROVE THE NON-PROFIT SIGN LOCATIONS AS PRESENTED BY STAFF. K. FITZGERALD SECONDED THE MOTION. D. CURTIS-COSTA REQUESTED CLARIFICATION ON THE DEFINITION OF NON-PROFIT SIGNAGE AND REQUESTED CONSIDERATION BE GIVEN TO REDUCING THE AMOUNT OF TIME THE SIGNAGE COULD BE LEFT IN PLACE. M. COURT EXPLAINED THERE WAS A DESIGNATED MAXIMUM LENGTH OF TIME OF 30 DAYS THAT THE SIGNAGE COULD REMAIN IN PLACE PRIOR TO REMOVAL AS PART OF THE ORDINANCE ASSOCIATED WITH SIGNAGE OF THIS NATURE. **THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- 5. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

None.

- 6. PRELIMINARY

None.

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7. ZONING AND ORDINANCE REVISION

None.

8. HEARING DATES

None.

9. ADMINISTRATOR'S REPORT

a. DISCUSSION OF SMART GROWTH CHAPTER 8 - TRANSPORTATION.

Krista Wollenzien, Yaggy Colby, explained a memorandum had been submitted to all Commissioners regarding topics for consideration associated with the transportation chapter of the Smart Growth planning document.

With regard to future Highway 83 improvements, she explained communications had been received regarding concern about the roadway expansion as it related to the Lake Country Trail crossing and connection to the Ice Age Trail.

K. Fitzgerald stated Delafield was primarily rural and he was concerned the Department of Transportation (DOT) would attempt to limit road access and where connections would be placed along this roadway.

M. Court noted this expansion was identified in the 2030 plan for improvements, and as such, the DOT hoped for the City to step forward and take the lead for funding based on local traffic needs. In this case, that did not seem to be an issue, and was not a necessity for consideration at this time. In addition, he stated the City would encourage access points be removed from Highway 83 and routed to local side streets to be cognizant of traffic volume on the highway in the future.

B. Leonard stated she thought intersection improvements were needed on Highway 83 at Nagawicka Road as there was no left turn designated on northbound 83 at that intersection. In addition, the striping had changed in that area for cars turning off of Highway 83 requiring drivers to wait until the car had turned off, and she thought this made it a dangerous intersection.

In response to a question, K. Wollenzien stated the plan for 2025 included a bike path along one side of Highway 83, with the DOT making the final determination on whether that path would include a separate lane for bicycles.

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In response to a question by B. Leonard, T. Schuenke stated since the City was working with planning documents for the Year 2035, it would be beneficial to plan for the development along Highway 83 regarding density and its related impacts to traffic flow and additional development.

M. Court noted a multi-modal study would be placed in the implementation chapter for the planning document.

K. Wollenzien noted SEWRPC included consideration of sidewalks as part of the transportation plan through 2035. K. Fitzgerald noted there were few sidewalks in rural areas. M. Court explained SEWRPC designated Delafield as an urban area in the Year 2035 planning documents, and to that end, the intention was to create more walkable communities in effort to produce other modes of transportation. M. Court suggested a sidewalk map be depicted and placed in the implementation portion of the transportation chapter.

Discussion ensued regarding support for connecting trails and the inclusion of sidewalks in new development areas. It was suggested that a linear trail system follow environmental corridors. In addition, the Commission indicated consensus for language to be placed in the plan to indicate sidewalks for less than two acre parcels with flexibility in the sidewalk language for clustering. B. Leonard suggested language should be specifically worded related to collector streets, and identification and prioritization should follow an analytical study of the City's sidewalks and potential expansion areas.

K. Wollenzien noted a portion of the trails in existence required an amendment to the Master Plan and were not consistent with the ordinances. She also noted the multi-modal study should be reviewed and adopted after those inconsistencies were remedied. B. Leonard stated it would be helpful to establish a standard that could remain consistent with regard to trails and sidewalks for future planning. In addition, the Commission desired input on these matters from the Department of Public Works Committee and the Park and Recreation Committee with incorporation of their comments into the plan as well. It was also suggested that water trails be included in the planning documents with consideration being given to a portage area on the west side of the bridge.

Comments had been received regarding the existing equestrian trails in the City, and language was desired for preservation of these trails. A question of maintenance of the trails was raised, noting support for the existing trails did not necessarily indicate a desire for maintenance.

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Discussion ensued regarding the trail maintenance. K. Wollenzien stated a map of existing equestrian trails and potential future trails could be part of the multi-modal study associated with the plan. She further noted this question of expansion or willingness of conversion to pedestrian trails as well as associated maintenance issues could be questioned in the community survey planned for the future.

K. Wollenzien stated SEWRPC identified the railway along Vettelson Road as having the potential to one day become a commuter rail line.

Mayor McAleer noted that rail was once a commuter line in the 1930's for the area, and it would be shortsighted not to consider this possibility for future planning. B. Leonard supported this idea. M. Frede stated he thought commuter rail was a waste of funding as it went largely unused and he thought it should be discouraged.

Discussion ensued regarding whether the potential for commuter rail would be viable in the years to come. T. Schuenke suggested when considering commuter rail potential the bigger issue again related to density in the area.

K. Fitzgerald noted it did not seem possible to encourage high density to support a commuter rail and still maintain a rural character for the City. K. Wollenzien explained commuter rail service was not as dependent on density as light rail service.

Discussion ensued regarding the utilization and planning of park and ride locations within the City limits.

K. Wollenzien stated she could draft appropriate language for this section noting acknowledgment of alternative methods of transportation in future planning.

Additional discussion ensued regarding the future planning process as well as the history of the Smart Growth planning process, and the need for the DPW and Park and Recreation Committees to review the transportation chapter for additional comment.

b. **DISCUSSION OF INITIAL ISSUANCE OF SMART GROWTH CHAPTER 6 – ECONOMIC DEVELOPMENT**

K. Wollenzien explained an associate from Yaggy-Colby would be present to discuss economic development with the Commission at the September 17, 2008, Plan Commission meeting on this topic.

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c. DISCUSSION OF COMPREHENSIVE PLAN RESIDENT SURVEY QUESTIONS

A memorandum related to potential questions for the Comprehensive Plan survey for residents was reviewed. The Commission indicated support for the topics presented; however, B. Leonard expressed concern for the validity of the survey results if the only vehicles for communication were the City newsletter and the website.

T. Schuenke agreed, noting it would be prudent to secure additional professional help for the survey in order to ensure credibility. T. Schuenke stated he would research this matter and work with K. Wollenzien on this matter.

d. SANDWICH BOARD SIGNS 90 DAY TRIAL PERIOD.

T. Schuenke stated at the request of the Plan Commission, a 90 day moratorium had been placed on the use of sandwich boards within the City pending approval by the City Attorney. The City Attorney approved, noting the City Council needed to take action on it in a timely manner. To that end, letters were sent to business owners letting them know that it was a tentative situation and the City was taking action on it in the next 90 days for resolution of the issue. T. Schuenke explained the business owners were allowed to utilize sandwich boards at this time.

e. SIGN APPROVALS BY STAFF

The following signs were approved by Staff recently:

- a. EYE CANDY, 524 MILWAUKEE STREET
- b. WENTWORTH JONES, 605 MILWAUKEE STREET (CONTINGENT UPON BUSINESS PLAN OF OPERATION APPROVAL)
- c. CITY OF DELAFIELD CUSHING MEMORIAL PARK SIGN.

f. ADDITIONAL SCHEDULED PLAN COMMISSION MEETINGS TO DISCUSS SMART GROWTH: WEDNESDAY, AUGUST 13, 2008 AND WEDNESDAY, SEPTEMBER 17, 2008.

M. Court noted there were additional Plan Commission meetings scheduled for Wednesday, August 13, 2008 and Wednesday, September 17, 2008 to discuss Smart Growth. He noted the next meeting will include review of the draft for the first four chapters of the Smart Growth

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plan. These chapters were available with all changes to date included on the City website for review.

10. BUILDING INSPECTOR'S REPORT

T. Maney stated the total number of permits to date were 34, plus 1 occupancy permit. There were no permits for new single family homes this month.

11. BOARD OF ZONING APPEALS

M. Czubkowski noted the following Board of Zoning Appeals outcomes for the June 26, 2008 meeting as well as the item for consideration at the August 14, 2008, Board of Zoning Appeals meeting:

A. JUNE 26, 2008 HEARING OUTCOMES:

- I. DELC 0794.983 - APPEAL FOR PROPOSED DETACHED GARAGE AT 211 S CUSHING PARK ROAD - **APPROVED**
- II. DELC 0797.954 - APPEAL FOR PROPOSED REBUILDING OF UTILITY GARAGE AT 203 WOODS DRIVE - **APPROVED.**

B. SCHEDULED HEARING: AUGUST 14, 2008:

- 1. DELC 0788.024 - APPEAL FOR PROPOSED REBUILDING OF DETACHED GARAGE ON SAME BUILDING PAD AS EXISTING GARAGE AT 1445 MILWAUKEE ST., PERTAINING TO MINIMUM FRONT STREET SETBACK REQUIREMENTS AND MINIMUM INTERIOR SIDEYARD SETBACK REQUIREMENTS.

12. CORRESPONDENCE

None.

13. ADJOURNMENT.

K. ATTWELL MOTIONED TO ADJOURN THE JULY 30, 2008, PLAN COMMISSION MEETING AT 9:27 P.M. B. LEONARD SECONDED THE MOTION. ALL WERE IN FAVOR. MOTION CARRIED.

Minutes prepared by:

Accurate Business Communications, Inc.