

**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  
Chris Smith  
Roger Dupler, Planner  
Gina Gresch, Clerk-Treasurer  
Tom Maney, Building Inspector

Absent

Larry Chapman

1. APPROVE PLAN COMMISSION MEETING MINUTES OF JANUARY 28, 2009 AND FEBRUARY 11, 2009

**K. ATTWELL MOTIONED TO APPROVE THE JANUARY 28, 2009 PLAN COMMISSION MEETING MINUTES AS AMENDED ON P. 22, ITEM 3A, IN THE MOTION, CHANGE THE MOTION TO “INCLUDE ATTACHMENT OF THE ORIGINAL BUSINESS PLAN OF OPERATION TO THE AMENDMENT FOR RECORDKEEPING”. D. CURTIS COSTA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

**K. ATTWELL MOTIONED TO APPROVE THE FEBRUARY 11, 2009 PLAN COMMISSION MEETING MINUTES AS AMENDED ON P. 12, IN THE MOTION FOR ITEM 4, CHANGE THE VOTE TO STATE “FOUR WERE IN FAVOR. K. FITZGERALD VOTED NAY.” B. LEONARD SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. FIVE WERE IN FAVOR. D. CURTIS COSTA ABSTAINED DUE TO ABSENCE AT THAT MEETING. MOTION CARRIED.**

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

Ken Smits, 9159 Kensington Way, Franklin, Wisconsin, stated he was present this evening as the Vice President for St. John’s Northwestern Military

## CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

Academy. He was present to speak regarding the Smart Growth Plan for the City referenced in the February 11, 2009, Plan Commission Meeting minutes. The Academy owned the property west of Spanger Road with residential zoning, including a Conditional Use Permit, and a land use of institutional purpose. With the implementation of the Smart Growth Plan, the land would be rezoned to institutional to match its current land use. The Academy was opposed to this rezoning. Historically, the Academy's economic impacts had been instrumental to the growth of the City and surrounding area. The current economy had affected the Academy and in the next year the budget would be reflective of those adjustments. As the administration struggled to deal with the economic downturn, internal consideration had been given to redevelopment of a portion of the golf course property into residential development. The present golf course was not making adequate money and did not fit into the long term plans for the Academy. The cadet golf team would utilize a portion of the golf course as a practice area that would be open to the public when not being utilized by cadets. Hosting of home golf matches would take place on area golf courses. While he did not want to discuss specifics of any future development, it remained a possibility. He thought the residential development plan would be consistent with various sections of the Smart Growth Plan that encouraged high density near the City center as well as the goal that related to promotion of high density development within a half mile walking distance to the downtown area. Much of the properties abutting the golf course were residential and thus, if the development were to occur, would be similar to abutting residential development. The Academy applauded the City's work with the Smart Growth Plan and he thought any residential development plans would be consistent with that Plan, the Academy's medium and long-term plans, as well as being consistent with surrounding property owners. He requested the City consider retaining the current residential zoning with the Conditional Use Permit in place for Academy property and move forward from there. He thanked the Commission for its time this evening.

Richard Morris, trustee on Ione C. Morris Trust near Highway 83, stated he was not a City resident, but had learned in local papers that the Commission was voting on the Smart Growth Plan. He had learned that plan represented a change to the Northeast Quadrant Plan and placed all referenced land in an agricultural district. Historically he thought this land was thought to be developed as evidenced by the sewer and water systems installed in the land. His brother, David Morris, was also present this evening and together they owned quite a bit of property in the Northeast Quadrant. He wished he had been able to be more involved in the planning for this area as originally he believed the density had been slated for two acre densities.

Mayor McAleer explained the Commission could only make a recommendation to Council at this time and it would require a vote of approval by the Council prior to formal adoption.

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

R. Dupler also explained that land designated as agricultural land use in the new Comprehensive Plan for the City identified that changes from agricultural designations could revert back to the original RE-2 density. K. Fitzgerald explained that land use and zoning designations were now required to match under state Statutes. R. Morris stated he thought this change in process and designations would be difficult for a number of reasons. He thanked the Commission.

**K. ATTWELL MOTIONED TO CLOSE THE PUBLIC COMMENT PORTION OF THE MEETING AT 7:21 P.M. D. CURTIS COSTA SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

3. CONSENT AGENDA

G. Gresch read the items on the Consent Agenda. D. Curtis Costa requested Item B be removed from the Consent Agenda for further review and consideration.

**D. CURTIS COSTA MOTIONED TO APPROVE ITEMS A, C, D, E, AND F ON THE CONSENT AGENDA AS PRESENTED. K. ATTWELL SECONDED THE MOTION. WITHOUT OBJECTION FROM THE SECONDER, D. CURTIS COSTA AMENDED THE MOTION TO INCLUDE APPROVAL OF ITEM F, CONTINGENT UPON RESOLUTION OF THE ITEMS ADDRESSED IN THE SURVEYOR'S LETTER. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR ON ITEMS A, C, D, AND F. K. FITZGERALD ABSTAINED ON ITEM E. MOTION CARRIED FOR ITEMS A, C, D, E, AND F.**

- a. **DELC 0804.994.019, 2738 HILLSIDE DRIVE, DELAFIELD, WI 53018.** OWNER: HILLSIDE TERRACE SHOPPING CENTER, LLC. C/O JASON ISRAEL. APPLICANT: JIMMY JOHN'S. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION FOR A RESTAURANT SERVING SUB-STYLE SANDWICHES, JIMMY JOHN'S. HOURS OF OPERATION ARE WEEKDAYS 10:30 A.M. TO 10:00 P.M.; SATURDAY 10:30 A.M. TO 10:00 P.M.; SUNDAY 10:30 A.M. TO 9:00 P.M., WITH 20-25 PART-TIME EMPLOYEES AND 5 FULL-TIME EMPLOYEES.

Approved. See above.

- b. **DELC 0787.076, 601 MILWAUKEE STREET, DELAFIELD, WI 53018.** OWNER: CORNERSTONE INVESTMENTS, LLC, C/O TOM AUL. APPLICANT: GAMA ENTERPRISES, LLC, C/O SERGIO GAMA. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION FOR A MEXICAN BAR AND RESTAURANT, MAZATLAN. HOURS OF OPERATION ARE TUESDAY THROUGH FRIDAY 11:00 A.M. TO 10:00 P.M., SATURDAY 11:00 A.M. TO 11:00 P.M., SUNDAY 11:00 A.M. TO 9:00 P.M., WITH PRIVATE PARTIES AND SPECIAL EVENTS DURING

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

CLOSED DAYS, WITH 4 PART-TIME EMPLOYEES AND 4 FULL-TIME EMPLOYEES

D. Curtis Costa questioned the hours of the private parties scheduled for closed days in the proposed business plan of operation.

**D. CURTIS COSTA MOTIONED TO APPROVE A BUSINESS PLAN OF OPERATION FOR A MEXICAN BAR AND RESTAURANT, MAZATLAN. HOURS OF OPERATION ARE TUESDAY THROUGH FRIDAY 11:00 A.M. TO 10:00 P.M., SATURDAY 11:00 A.M. TO 11:00 P.M., SUNDAY 11:00 A.M. TO 9:00 P.M., WITH PRIVATE PARTIES AND SPECIAL EVENTS DURING CLOSED DAYS, WITH 4 PART-TIME EMPLOYEES AND 4 FULL-TIME EMPLOYEES FOR DELC 0787.076, AT 601 MILWAUKEE STREET, DELAFIELD, WI 53018. OWNER: CORNERSTONE INVESTMENTS, LLC, C/O TOM AUL. APPLICANT: GAMA ENTERPRISES, LLC, C/O SERGIO GAMA. SHE CLARIFIED THIS MOTION INCLUDED THAT PRIVATE PARTIES AND EVENTS WERE TO BE HELD DURING THE WEEKDAY HOURS OF 11:00 A.M. TO 10:00 P.M. DISCUSSION ENSUED REGARDING THE POSSIBILITY OF BEING OPEN FOR BREAKFAST. JORGE FLORES, REPRESENTATIVE OF THE APPLICANT, STATED THE PROPOSED HOURS FOR THE PRIVATE PARTIES AND EVENTS WERE REQUESTED TO BE THE SAME AS THOSE WHEN OPEN DURING THE WEEKDAY HOURS (11:00 A.M. TO 10:00 P.M.). HE CONFIRMED THERE WOULD BE NO BREAKFAST EVENTS SERVED AS PART OF THIS REQUEST. **M. FREDE SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.****

- c. **DELC 0787.079, 621 MILWAUKEE STREET, DELAFIELD, WI 53018.** OWNER: CORNERSTONE INVESTMENTS, LLC, C/O TOM AUL. APPLICANT: KMAND, INC. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION FOR A BAR AND RESTAURANT, ANDERSON'S PUB AND GRILL. HOURS OF OPERATION ARE WEEKDAYS 8:00 A.M. TO 11:00 P.M., SATURDAY 8:00 A.M. TO 11:00 P.M., WITH BREAKFAST, LUNCHESES AND PRIVATE PARTIES DURING CLOSED DAYS, WITH 4 PART-TIME EMPLOYEES AND 4 FULL-TIME EMPLOYEES

Approved. See above.

- d. **DELC 0803.988.004, 2566 SUN VALLEY DRIVE, #5, DELAFIELD, WI 53018.** OWNER: GARY STORTS. APPLICANT: JOURNEY'S TRAVEL GROUP, D/B/A TRAVEL LEADERS. APPLICANT SEEKS APPROVAL OF A BUSINESS PLAN OF OPERATION AMENDMENT TO CHANGE THE BUSINESS NAME FROM CARLSON WAGONLIT TRAVEL TO TRAVEL LEADERS

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

Approved. See above.

- e. **DELCO 0804.994.002 & 0804.994.006, 2863 HERITAGE DRIVE, DELAFIELD, WI 53018.** OWNER: WAL-MART STORE #1678. APPLICANT: WAL-MART STORE #1678 C/O JUSTIN RAGLIN. APPLICANT SEEKS APPROVAL OF A TEMPORARY BUSINESS PLAN OF OPERATION FOR A PARKING LOT GARDEN CENTER. THE PARKING LOT GARDEN CENTER WILL RUN FROM MARCH 30, 2009 TO SEPTEMBER 15, 2009. HOURS OF OPERATION ARE WEEKDAYS AND WEEKENDS 7:00 A.M. – 10:00 P.M.

Approved. See above.

- f. EXTRATERRITORIAL CERTIFIED SURVEY MAP FOR JOHN D. NADELHOFFER AND KATHY A. KING IN THE TOWN OF SUMMIT.

Approved. See above.

4. FINAL CONSIDERATION, APPROVALS, PREVIOUS APPROVAL

None.

5. PLANS OF OPERATION, SIGNAGE AND SITE PLAN

- a. **DELCO 0804.994.002 & 0804.994.006, 2863 HERITAGE DRIVE, DELAFIELD, WI 53018.** OWNER: WAL-MART STORE #1678. APPLICANT: WAL-MART STORE #1678 C/O KERRY HARDIN, RA SMITH NATIONAL. APPLICANT SEEKS APPROVAL OF A SITE PLAN, ARCHITECTURE AND BUSINESS PLAN OF OPERATION FOR A WAL-MART SUPERCENTER. HOURS OF OPERATION ARE WEEKDAYS AND WEEKENDS 5:00 A.M. TO MIDNIGHT WITH APPROXIMATELY 90 PART-TIME EMPLOYEES AND APPROXIMATELY 140 FULL-TIME EMPLOYEES AT ITS EXPANDED SUPERCENTER. ACTUAL NUMBERS OF EMPLOYEES WILL DEPEND ON CUSTOMER DEMANDS AND PART-TIME/FULL-TIME MAKEUP WILL DEPEND ON EMPLOYER DESIRES.

Kerry Harding of R. A. Smith National, a civil engineering firm, introduced Jim Gallagher from PB2, architectural firm for the project, and Bruce Block, of Rinehart Berner, a legal firm specializing in land use.

K. Hardin shared a presentation of the proposed site plan for the location. She noted the site was currently zoned B3. Wal-Mart wanted to expand the current space with an approximate 25,000 square foot addition including green space just north of the building, a new front vestibule, and modifications to the Garden Center. The majority of the changes proposed were to bring a grocery store into the current store

## CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

making it a Super Center with approximately 97,000 square feet of retail space. The proposal also included 505 parking stalls; that number was higher than the 5.2/1000 square feet necessary. The additional parking stalls would be created west of the proposed Garden Center. Curbed islands would be added at the west end of the parking lot, and painted islands would be placed at the front of the store. The proposed vestibule would allow for the existing outdoor soda machines to be placed in the interior of the building.

K. Hardin then shared a colored site plan showing the landscaping to be placed on the site with the expansion. A majority of plants shown in the landscaping plan were already in existence including arborvitae in the back of the store with a four foot berm proposed to screen the truck dock area.

With regard to the truck access, signage would designate that driveway entrance for trucks only. Without this access, trucks were forced to cross the handicapped parking area and safety of pedestrians would be compromised. With the proposed drive, trucks would pull in and back to the truck dock without crossing any pedestrian areas. A traffic study was currently being undertaken and with the completion of the data, opportunities for improvement would be examined for the site. In addition, she explained comments had been received regarding pedestrians desire at the Hillside Woods complex for pedestrian access to and from the store, and Wal-Mart representatives remained open to doing so. Overall landscape plans included use of evergreens, arborvitae, and other ornamentals with most of the existing landscaping remaining.

K. Hardin then explained that Wal-Mart had supplied a photometric plan with lighting typical to meet their safety standards. She understood the City code dictated 250 watt lighting and this was considered below the minimum safety standards utilized by Wal-Mart for pedestrian safety. Signage proposed included replacement of the panels on two existing pylon signs, and one mounted sign would be replaced near the entrance from Heritage Drive with the new logo as well. She briefly shared existing photos with the current garden center and architecture was noted. She introduced J. Gallagher.

J. Gallagher stated he was an architect with PB2 from Rogers, Arkansas and was the architect for the project. Current depictions were shared and significant changes noted to the building style. Canopies, awnings over windows, internal cart storage, were noted changes as well as a color and material update for the store making it more contemporary in its design. He explained, as was typical with Wal-Mart, an adaptation to the site location had been made to accommodate the Garden Center. A pallet storage area was being proposed for the rear of the building and would be fully enclosed as part of Wal-Mart's sustainability program.

## CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

The pallets were reused and storage was required until they could be picked up for reclamation.

An issue of concern was the location of the gas service onsite and it was being relocated to the back of the site as was typical of other Wal-Mart stores. He then noted the interior building space including sales, storage, and employee areas.

Wal-Mart had an extensive sustainability program in place and this would also be part of expansion efforts. Sensored lighting reliant on solar harvesting would be utilized as well as heat reclamation, low flow rate water systems, and metered dispensers with the toilet generating its own power hydronically. Baseboards were made from recycled plastic products, such as plastic bags and diapers. Mechanicals would be reused as much as possible but might require replacement with additional high efficiency units if necessary. Much of the store's climate control and storage systems were managed through a monitoring system located in Bentonville, Arkansas.

In response to a question from Mayor McAleer, J. Gallagher explained that Wal-Mart currently was working with truck manufacturers to design and construct a tractor-trailer rig that would run from a hybridization of diesel fuel and electricity. Once this technology was determined, many other industry vehicles could also utilize this information.

Other sustainable features planned for the store included lighting sensors, energy management systems, non-ozone depleting refrigerant, heat reclamation, water conservation, recycled materials and finishes from other construction recycling efforts.

R. Dupler explained the original site plan approved had included regional detention facilities for stormwater and that was being reevaluated to determine if the new expansion could also be supported through current systems. He recommended this issue be reviewed by the Public Works Committee prior to final approval by the Plan Commission. The traffic study and issues associated with the entrance drive at the intersection of Heritage Drive and Hillside Drive also should be placed on a Public Works Committee agenda for future consideration. With regard to the lighting, he explained the typical Wal-Mart lighting plan did not conform to Delafield City standards, and there were many comparable site plans that did conform to these lighting standards in the City. Mayor McAleer stated he was not willing to grant lighting concessions within the parking area.

D. Curtis Costa questioned whether any information had been presented regarding screening of the rooftop units. R. Dupler explained many elements were being reviewed and changed as needed. For that reason,

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

he stated the Plan Commission should review the final plans rather than having Staff resolve the issues for this case.

**B. LEONARD MOTIONED TO RECOMMEND TO THE PUBLIC WORKS COMMITTEE THAT SPECIFIC DIRECTION BE GIVEN TO THE PETITIONER REGARDING TRAFFIC ISSUES AND STORMWATER CALCULATIONS AS SUBMITTED. LIGHTING, LANDSCAPING AND SCREENING OF THE ROOFTOP MECHANICALS AND OTHER ARCHITECTURAL ELEMENTS WOULD NEED TO BE BROUGHT BACK TO THE PLAN COMMISSION AT A FUTURE MEETING FOR ADDITIONAL REVIEW.** R. DUPLER EXPLAINED CONFIRMATION OF BUILDING DIMENSIONS, MONUMENT SIGNAGE, PYLON SIGNAGE AND QUESTIONS ABOUT THE ADDITIONAL DRIVEWAY REMAINED. C. SMITH STATED HE THOUGHT THE MAJORITY OF THE PROPOSED ADDITIONS WERE BEAUTIFUL AND HE THOUGHT THE MODIFICATIONS TO THE SITE WOULD BE AN ASSET TO THE COMMUNITY. R. DUPLER CONFIRMED THE BUSINESS PLAN OF OPERATION SHOULD RETURN ON AN ANNUAL BASIS FOR REVIEW. **B. LEONARD AMENDED THE MOTION TO REFER ISSUES OF TRAFFIC CIRCULATION, STORMWATER, AND THE PROPOSED INTERSECTION AT HILLSIDE DRIVE AND HERITAGE DRIVE TO THE PUBLIC WORKS COMMITTEE FOR REVIEW AND RECOMMENDATION, AND ALL OTHER REMAINING ISSUES, INCLUDING SCREENING OF ROOFTOP MECHANICALS, SIGNAGE, AND PARKING LOT LIGHTING, TO STAFF, FOR REVIEW AND RECOMMENDATION PRIOR TO RETURNING THIS ITEM TO A FUTURE PLAN COMMISSION AGENDA FOR ADDITIONAL CONSIDERATION. C. SMITH SECONDED THE MOTION. FIVE WERE IN FAVOR. K. FITZGERALD ABSTAINED. MOTION CARRIED.**

6. PRELIMINARY

There were no preliminary items for consideration this evening.

7. ZONING AND ORDINANCE REVISION

None.

8. HEARING DATES

G. Gresch noted there were no new hearing dates required to be scheduled at this time.

9. ADMINISTRATOR'S REPORT

A. DISCUSSION AND ACTION ON SMART GROWTH CHAPTER 10 – IMPLEMENTATION

## CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

R. Dupler distributed photo depictions of signage and explained that prior to a discussion on Smart Growth he wanted to provide an update on the downtown directional signage. He noted the conceptual placement of a stop sign on a hanging arm in junction with the directional signage at the intersection of Genesee Street and Wells Street. Other depictions for stop signs and directional signs were also shared for the other intersections in the downtown area from a northbound and southbound route. He stated these concepts were in response to a recommendation by the Public Works Committee and City Staff regarding placement for the signage.

R. Dupler and the Commission then reviewed Chapter 10, Implementation, of the Smart Growth document.

*Areas of the chapter are underlined and issues and comments for each are beneath in bullet point format. Discussions are noted beneath the section of review in the order they occurred. The original order of the paragraphs in the chapter were retained for corrections, i.e. - if the Commission suggested omission of a paragraph, the paragraphs referenced further in the document did not count the omission.*

Suggested changes to the document were noted as followed:

### Introduction

- No issue.

### Implementation Strategies

#### Implementation for Urban Development Areas

- Paragraph 2 regarding neighborhood development plans-add the word "future" in front of "significant growth"

K. Fitzgerald questioned whether the Northwest Quadrant Plan would be consistent with Smart Growth plans in the future. Discussion ensued by the Commission regarding neighborhood development plans for areas in the City. R. Dupler explained the Northeast and Northwest Quadrant plans had been adopted by amendment by the Plan Commission as per State Statutes. Because of this action, once the adoption of Smart Growth would take place, those neighborhood development plans would no longer be needed. Further discussion ensued regarding the overall meaning within the paragraph as it related to future development. Mayor McAleer stated he thought it prudent for having proponents of a development show the proposed plans for a neighborhood. B. Leonard expressed concern about having a consistent thoroughfare plan in place for all future development in areas where there was existing urban development. She also suggested

## CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

the use of specific geographical locations to define urban areas where development could take place.

- Paragraph 4-change “community level and county plan” to “City’s Master Plan”
- Paragraph 6-change “county and regional plans” to “City’s Master Plan and SEWRPC plans. R. Dupler will provide additional pertinent plans to the verbiage in this paragraph.
- Paragraph 15-omit the entire paragraph

Discussion ensued by the Commission regarding what would constitute staging of a development over time and how to provide accurate verbiage regarding prioritization of that development. Concerns were expressed about how to show intent in the statement without limiting development. R. Dupler explained the intent of the staging of development was to ensure that in ample build out areas within the City should make an attempt to capitalize on existing systems, such as utilities, prior to constructing an “island” area where these systems would not yet be implemented. It was determined the entire paragraph should be omitted for clarity.

- Search for pre-zoning in the entire document and remove throughout

Mayor McAleer recessed the meeting at 8:26 p.m. and reconvened at 8:34 p.m.

### Implementation for Rural Development Areas

- Paragraph 3-R. Dupler will revise to match wording found in Chapter 7, Land Use. Future review should be given to the conceptual size of clustered lots.
- Paragraph 4-omit the words “including, among others, animal hospitals and veterinary clinics, riding stables, and garden shops.
- Paragraph 5, Sentence 1, remove the word “intensive”
- Paragraph 5-R. Dupler will provide comparable language that addresses the issue of securing the ability to convert agricultural land to rural estate that is consistent with Chapter 7, Land Use.
- Paragraph 6, Sentence 3-omit the word “promote.”

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

Discussion ensued regarding clustering and the transfer of development rights (TDRs). It was suggested the idea of exploring the creation of an ordinance regarding TDRs in specific areas be explored at a future date.

### Implementation for Environmentally Sensitive Lands

- No issue.

### Regulatory Implementation Measures

- No issue.

### Zoning in Urban Areas

- No issue.

### Zoning in Rural Areas

- Paragraph 3, Sentence 2, delete the first "lot"
- Paragraph 4, change R-2 to RE-2

### Zoning in Environmentally Sensitive Areas

- Paragraph 1, omit the second sentence

### Official Mapping

- add trails to list of inclusions

A discussion of the island in Lake Nagawicka and its zoning took place.

### Land Division Ordinances

- No issue

### Regulation of Public Sanitary Sewerage Systems

- No issue

### Park and Open Space Implementation

- No issue

### Transfer of Development Rights

## CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

- No issue

### Brownfield Development

- No issue

### Stormwater System Planning

- Add verbiage related to implementation of handling agricultural runoff through smaller detention basins around the lake-also include in the Implementation portion of this chapter

### Implementation Actions

#### Zoning Ordinances and Related Ordinances

#### Zoning Map

#### Subdivision Regulations

#### Building Codes and Related Codes

#### Responsible Entities

#### Financial Sources

- All areas of Implementation Actions had no issues

### Integration of Elements

R. Dupler noted certain chapter goals had not yet been included in this review. *The Goals of each chapter will be italicized and the actions and implementations to be changed will be referenced below each in bullet point format.*

### Chapter 3, Agricultural, Natural & Cultural Resources

#### *Goal 1: The preservation of productive agricultural land*

- Omit #2-consider placing stronger language in text of Chapter 7, Land Use and in Implementation portion of Chapter 7 as well.

#### *Goal 2: Protect and enhance the surface and ground water resources of the City*

- #1-Consider verbiage regarding use of standard side yard setback for the zoning district property location for wetland setback. R. Dupler will craft verbiage.

## CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

*Goal 3: Regulate earth altering activities in order to maintain biodiversity and clean air and protect wetland, woodlands, prairies, and wildlife.*

- No change

*Goal 4: Maintain natural features unique to the City of Delafield*

- No change

*Goal 5: Maintain cultural identity unique to the City of Delafield*

- No change

### Chapter 4, Community Facilities and Utilities

*Goal 1: Create an arrangement of various land uses which is properly related to the supporting public community facilities in order to assure the economical provision of public facility services.*

*Goal 2: Provide police, fire, and other emergency service facilities necessary to maintain high-quality protection throughout the City.*

*Goal 3: Preserve and provide open space to enhance the total quality of the City environment, to maximize exposure to accessible natural resources, give form and structure to the urban fabric, and provide opportunities for a full range of outdoor recreational activities.*

*Goal 4: Create an arrangement of the various land uses which is properly related to the supporting utility systems in order to assure the economical provision of utility services.*

*Goal 5: Evaluate community services based on fiscal impact.*

- No change to any of the goals listed above for this chapter.

### Chapter 5, Housing

*Goal 1: Provide for an adequate supply and locational choice of housing.*

- Remove #2 for consistency regarding staging of development

*Goal 2: Accommodate a broad range of choice among housing types, sizes and costs, recognizing changing trends in age group composition, income, and family living habits.*

- No change

## CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

*Goal 3: Accommodate alternative energy generation and conservation methods in housing products.*

- Add this goal to each chapter as applicable

### Chapter 6, Economic Development

*Goal 1: Respond to the needs of the Business Community.*

*Goal 2: Promote business retention, expansion, and new start-ups*

*Goal 3: Provide an adequate economic base to support a range of employment opportunities*

*Goal 4: Promote the conservation, renewal, and full use of existing urban service areas of the City.*

*Goal 5: Support the preservation, development, and redevelopment of a variety of suitable industrial and commercial sites both in terms of physical characteristics and location.*

- No change to any of the goals listed above for this chapter.

### Chapter 7, Land Use

*Goal 1: Achieve a distribution of the various land uses that will result in a convenient and compatible arrangement.*

- Change #1 to read “Prohibit density averaging between districts where land use of the districts is either Agricultural or Rural Estate”
- Change #2 to read “Discourage development proposals not consistent with the Master Land Use Plan
- Add verbiage to #3 regarding promoting connectivity and integrated site planning

*Goal 2: Achieve development and preservation of residential areas within a physical environment that respond to the demonstrated demand for housing which is healthy, safe, convenient, and attractive.*

- #4-Add verbiage regarding controlling the impact of lake residential building construction. Specific exploration of this issue should be considered at a later date.

## CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

*Goal 3: Manage land use development patterns with regard to transportation impacts.*

- No change

*Goal 4: Update the downtown development plan to guide development within the City core.*

- No change

### Chapter 8, Transportation

*Goal 1: Establish an appropriate network of arterial, collector and local streets to safely and efficiently serve the anticipated travel demand generated by the existing and proposed land uses.*

- #1-Omit “the Northeast and Northwest Quadrant studies.”

*Goal 2: Promote a transportation system that provides appropriate types of transportation at an adequate level of service, provide choices among transportation modes and provides intermodal connectivity.*

- #1-Omit the entire sentence
- #6-Add this to Official Map section

*Goal 3: Provide alternative transportation that will benefit the public health and environment.*

- No change

*Other Implementation Recommendations from the County for Consideration*

- No change-R. Dupler will confirm applicability

### Chapter 9, Intergovernmental Cooperation

*Goal 1: Consider the City’s potential for annexations and extraterritorial powers*

*Goal 2: Maintain existing and analyze potential shared services.*

- Add Hartland Park and Recreation to list

*Goal 3: Endorse regional planning objectives determined by the City to be beneficial to the City of Delafield.*

- Move #2 to Chapter 7, Land Use.

## CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

### Process for Amending the Plan

#### City Sponsored amendments

#### Private petitions for amendment

#### Logistical action

- All sections above had no changes

### Process for Updating the Plan

- No changes

R. Dupler reviewed the process to be followed in culmination of the Smart Growth planning process. Discussion ensued regarding when the Commission could meet to do a final review of the document prior to formal review by the Common Council. The Commission recommended a Public Hearing be held on the Smart Growth document on a different night than the formal adoption item on the Council agenda. R. Dupler stated a final review of the document would take place for the Commission on March 11, 2009. R. Dupler and G. Gresch will work with County and State officials to determine if there is any additional time in the Smart Growth planning timeframe for completion.

R. Dupler then distributed a Master Land Use Plan map and related chart of information to the Commission. He reviewed various areas and noted instances where the zoning did not match the land use. The Commission thanked R. Dupler for his efforts and that of Staff for the fine effort on the map and information distributed. B. Leonard suggested including the range of densities on the Master Land Use Plan map.

B. DISCUSSION AND ACTION TO ADOPT RESOLUTION NO. P.C. 2009-02, A RESOLUTION TO RECOMMEND A COMPREHENSIVE PLAN MASTER PLAN PURSUANT TO WISCONSIN STATUTES SECTION 66.1001.

Additional information would be made available on this item for further consideration and discussion at a later date.

## 10. BUILDING INSPECTOR'S REPORT

T. Maney stated the total number of permits to date were 28, plus 3 occupancy permit. There were no permits for new single family homes this month.

## 11. BOARD OF ZONING APPEALS

G. Gresch noted there had not been a meeting of the Board of Zoning Appeals since the most recent Plan Commission meeting, thus there was nothing to report at this time.

**CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES**

12. CORRESPONDENCE

None.

13. ADJOURNMENT

**K. FITZGERALD MOTIONED TO ADJOURN THE FEBRUARY 25, 2009, PLAN COMMISSION MEETING AT 10:30 P.M. B. LEONARD SECONDED THE MOTION. ALL WERE IN FAVOR. MOTION CARRIED.**

Minutes prepared by:

Accurate Business Communications, Inc.