

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

Call to Order

Attwell called the Wednesday, January 29, 2020 Plan Commission meeting to order at 7:00PM.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call for the Wednesday, January 29, 2020, Plan Commission meeting:

Present Absent

Kent Attwell, Mayor

Tim Aicher, Ald.

Dave Greenway

Dan Jashinsky

Ed Marek

Jim Reiher

Laura Schult

Robert Weiler

Roger Dupler, Planner

Scott Hussinger, Building Inspector

James Hammes, Attorney

PUBLIC HEARINGS:

**PUBLIC HEARING 1:**

**Amended Specific Implementation Plan**

**APPLICANT:**

**Holiday Inn Express**

**MATTER:**

Discussion and possible action to amend the Specific Implementation Plan for DELC 0804.993.003, 3030 Golf Road, to increase floor area and architectural modifications to create a fitness center for their lodgers.

Attwell opened the Public Hearing at 7:01PM.

Hearing no one come forward to provide comment at this time, Public Hearing #1 was closed at 7:02PM.

- 1. Approve Plan Commission meeting minutes of the [December 18, 2019](#) meeting.

**AICHER MOVED TO APPROVE THE DECEMBER 18, 2019 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 0794.017.018, 246 Enterprise Road, Delafield. Owner: Kirk A. Topel, Applicant: Anna Dyszelski.** Applicant seeks approval of a Business Plan of Operation for Powerwashing Professionals LLC, an equipment maintenance service. Hours of Operation are 5:00 A.M. to 10:00 P.M., with three full-time employees.

- b. **DELC 0793.001.003, 440 Wells Street, Delafield. Owner/Applicant: Hendricks Commercial Properties LLC.** Applicant seeks approval of an amended Business Plan of Operation and sign

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for Modern Hire, previously Montage. Hours of Operation are unchanged, 8:00 A.M. to 4:00 P.M. with 180 full-time employees

- c. **DELC 0804.982.001, 2990 Golf Court, Delafield. Owner: Delasota LLC. Applicant: Athletico Management LLC.** Applicant seeks approval of a Business Plan of Operation and Signage for Athletico, a physical therapy service. Hours of Operation are 7:00 A.M. to 7:00 P.M., with three full-time and three part-time employees.

**MAREK MOVED TO APPROVE ALL ITEMS ON THE CONSENT AGENDA AS PRESENTED. GREENWAY 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.

**Wayne Dehn, 3479 Broken Bow Trail**, was present regarding Items 5a and 6d. John Barker, applicant for 6d, was a resident of the City and a business owner in the City and his past efforts in the City should be taken into account when considering Item 6d. Dehn distributed a handout to the Commission noting his credentials as a NRA Certified Shotgun Level 1 instructor and DNR Hunter Safety instructor who had designed and officiated at numerous shooting events. Most range designers that had residential and commercial uses within a quarter mile of a range recommended installation of a full baffle at a 90-degree angle on the entire range to contain any errant shots. Other ranges in the area with full baffle designs were noted. Ranges designed with a full baffle system allowed the shots to be controlled and this helped to eliminate side berms to keep ricochets and rounds from leaving the range area. The Hartland Sportsmen's Club (HSC) proposed using a single baffle design to impose the "No Blue Sky" but this would not prohibit ricochet shots from leaving the range. All rifle ranges should be completely baffled.

**Ben Askren, 601 Maple Avenue**, (re: Item 5a) questioned why the HSC couldn't just go somewhere else to operate. His property was adjacent to the HSC and he had three small children. He wanted to avoid any additional shootings similar to the incident at the Delafield Brew Haus in the past. The HSC should be turned down.

**Joan Zipecki, N8W30524 Cherokee Trail, Town of Delafield**, (re: Item 5a) lived on her property for the past 24 years. She purchased the house after the Town of Delafield had permanently closed the HSC. It remained closed until the City of Delafield annexed the land and all had been discussing the HSC for a long time since that time. The HSC had never fully abided by the conditional use conditions imposed upon it. When the City annexed the land in 1997, the City granted a "rolling" conditional use permit and the HSC was to have slowly completed it all over time. In 2011, the HSC still had not abided by all conditional use requirements. If the City was going to grant a conditional use for the HSC, fencing requirements should be completed, along with all that the City proposed, prior to allowing the HSC to open. Lead abatement was critical due to the wells in the area. Her property abutted the HSC. Arrows from the archery range could be found on her property in the past. Opaque fencing would stop the arrows. Hours of operation should be limited. Full baffling should be required. All needed to be done prior to opening. The HSC had proven to be unsafe and put the public at risk.

**John Barker, owner of several businesses in the City**, (re: Item 5a) was opposed to the HSC. He owned three commercial properties on Kettle Court East and the Askren parcel adjoined his. He owned seven acres in the HSC area. The rimfire range aimed directly at his building. He had provided a safe environment for his employees to eat on the patio and had also spent several million dollars on that road by following the rules, regulations and standards the City had set forth. As a business owner in the City he had always tried to do what the City asked of him and as a result he was proud of what was accomplished. He didn't want to put his employees in danger while they were parking their cars or taking a break outside. The cars and patio were 800 feet from the range where shooters could fire 0.22

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caliber guns that had shots that could go a mile. Bullets fired from the HSC range could easily kill someone within one-half mile of the range. He agreed with all speakers before him. It was illegal to discharge a firearm with City limits and he wondered how the negligence could have been allowed in the past with open fire going on nearby. The businesses, residential community and interstate near the HSC made this foolish to consider.

**Gary Hovila, 3423 Broken Bow Trail and Libby Findley, 3553 Broken Bow Trail**, were present (re: Item 5a). Hovila had been a resident since 1995. At that time the Town of Delafield owned the HSC and they were open approximately 14 hours per week. He did not find the 14 hours onerous, but others did. Over time the neighbors noticed safety issues and the hours of operation increased seemingly four-fold. At that time there was a complete mistrust in the City due to the lack of discernment for safety issues with the HSC. Lead remediation continued to be necessary. If the HSC had not been required to clean up lead and take care of safety issues for decades, they would not seem to care this time. The HSC should be required to clean up the lead every few years. Fencing similar to the style found around quarries should be required on the perimeter of the HSC. Baffling and sound abatement should also be required. The hours of operation were similar to Waukesha County ranges; however, he questioned whether residences and businesses surrounded other ranges. Hours of operation should be restrictive and things “tightened up” so that the range was not allowed to open until things were properly taken care of at the HSC.

**Rick Simmons, former City resident now residing at 122 Legend Way, Wales, Wisconsin**, (re: Item 5a) was a resident when the HSC had its conditional use permit revoked. At that time, he had worked with his neighbors, Dehn and others, to study issues of concern. He had been shooting since he was ten years old, was an avid shooter, a veteran, had many gun concealed carry permits in several states and had never had an accident with a gun. After he moved to the City, he had gone to the HSC twice. He decided not to return to the HSC because it was one of the most dangerous non-combat shooting venues he had ever seen. The HSC did not adhere to the conditional use or guidelines put forth in the NRA range book. No shooter would ever shoot at cement and rocks without a backstop. Lead in the soil was a severe problem. He was surprised the issue with the HSC conditional permit was still ongoing. He requested the City not allow the HSC to open unless they met all recommendations in the new conditional use permit. The HSC needed to be watched and obey all rules.

**Amy Askren, 601 Maple Avenue**, (re: Item 5a) noted the location of her property on a map and explained that her children spent a great deal of time outdoors playing in the back part of her property. When she and her husband bought the property, they knew that the HSC was there but also thought that it was never going to be re-opened after someone was shot at the Delafield Brew Haus. Recently a letter had arrived in the mail indicating the HSC proposed reopening with 60 hours of operation per week. Bullets could be flying in her backyard and the proposal would substantially increase the noise. She appealed to the people running the HSC in asking them to consider the families, houses, businesses around the HSC. While she supported what the HSC wanted to do, she questioned why they couldn't sell the club property and move further away where they could build a beautiful safe gun club for all.

**Bob Flemming, Delafield Brew Haus representative**, (re: Item 5a) noted that the area had been quiet and much less risky since the shooting incident that took place a decade ago. Since that time the business landscape had changed with the addition of a barn and assembly of an outdoor wedding space at the Brew Haus. Maple trees and pine trees provided screening of the area. The creation of this area had provided a welcome and complementary addition to the Brew Haus banquet facility. Wedding arches, flowers, plants, chairs and other accents provided an investment that brought great success to the Brew Haus since the HSC had been closed. The number of outdoor weddings had grown over the past few years. There were currently 11 outdoor weddings scheduled for 2020 with

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more than a half dozen additional weddings planned from May to late September. He had been comforted that the HSC had not been active for the past ten years; however, he could only imagine how these reservations would be impacted at the Brew Haus with firing activity and noise at the HSC if it were allowed to re-open. The lost revenues would be great and there were no options presented to allow the Brew Haus to recover. Activity in areas within one mile of any approach to a shooting range required signage notifying people about the noise. If the noise level was not acceptable within one mile, he questioned what the impact would be within 100-250 yards of a range. He highly recommended the noise abatement items should be included in the recommendations from the Plan Commission.

**Karen Wilken, 3325 Broken Bow Trail**, (re: Item 5a) lived within a mile from the HSC. When she and her husband bought the property, they were not aware of the HSC issues and had bought the house because of the big backyard. Opening the HSC would be detrimental to her property going forward and she requested the highest standards of safety protections, noise abatement and safety protocols be put in place.

**Bill Wischer, 231 South Lapham Peak Road**, (re: Item 7b) was opposed to amending the B-5 zoning code because the change would abrogate the original intent of the zoning which was to have "low impact" uses next to residential zoning areas. The B-5 zone existing today was originally designed to provide a noise buffer from I-94. The proposed ordinance was not in the best interests of the adjacent landowners and neighborhood. The zoning codes were designed to protect the taxpayers, and this was not in the best interest of the taxpayers. Concern was also expressed regarding the amended agenda relative to correct public hearing process.

**Mike Groh, 328 Juniper Court**, (re: Item 6d) explained the proposal in Item 6d was for wayfinding signage. The City's Municipal Code had been rejected in the original plans because it was lacking in clarity. Several locations in the downtown area had wayfinding signage with excess square footage according to the City Code. The existing signage throughout the City was arbitrary. The Plan Commission should consider an aging population and provide additional square footage relative to signage regulations in the City's Municipal Code. He requested the proposed signage be accepted as submitted.

**Richard Dallen, N27W30248 Grand Haven Drive, Town of Delafield**, (re: Item 5a) noted history regarding stray bullets from the HSC. It was irresponsible to still have the HSC in the City. They had not been good neighbors historically. When he spoke out in the past, repercussions against his property had been the result. The HSC put the City in an awkward spot due to the court actions. If the HSC was allowed to re-open, safety must be ensured. He had been shooting since he was 12 years old and from that time to the present, safety was always highlighted. The HSC failed to do that. They had elongated their hours and wrote letters to area residents notifying them of the change. He cautioned against an "illusory truth effect" - just because the HSC said it would do something did not make it true.

**Mitch Cieslak, 903 Broken Bow Court**, (re: Item 5a) agreed with all comments spoken previously in opposition to the HSC being allowed to re-open. He asked for common sense. The HSC had promised to do things in the past that were not completed as promised. The HSC members had never volunteered as a community partner with time or money in his recollection. The HSC did not seem to be here in the City for the community. The idea that the HSC was present before the surrounding residences were present should be applied to the conditional use permit. Operations should be allowed for one day per week. Extra operational time should not be granted. The HSC needed to prove itself.

**Troy Duborg, 3526 Broken Bow Trail**, (re: Item 5a) agreed with all comments spoken previously in opposition to the HSC being allowed to re-open. The Plan Commission should vote like the HSC

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property was next to each of their homes. Lead abatement, fencing, and noise abatement requirements should all have to be met prior to allowing the HSC to re-open. There should be a provision in the conditional use permit that made sure the HSC members were required to have all necessary actions completed prior to opening and each HSC member should be held accountable.

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

5. Unfinished Business. Items recommended for discussion and possible action:

- a. **DELC 0825.994, 701 Maple Avenue, Delafield. Owner/Applicant: Hartland Sportsmen Club.** Applicant seeks approval of an Amended Conditional Use Permit and recommend to the Common Council of the same

**Stacy Rosenzweig; of Halling & Cayo attorney for the Hartland Sportsmen's Club, Inc. and Mike Sitarz, President of the Hartland Sportsmen's Club, Inc.** were present. Information provided by staff in the epacket pertaining to this item was reviewed. Schult abstained from discussion of this matter and would not vote on this item. Rosenzweig explained the position of the Hartland Sportsmen's Club, Inc. (HSC) regarding working cooperatively with the City to finalize a conditional use permit and bring resolution to issues of concern. Discussion ensued. Commissioners expressed concern regarding standards that could be referenced to ensure safety for all. Lead remediation, fencing, baffle systems, waiver of professional fees, privacy for member and guest lists, additional hours of operation, non-commercial status, range inspections and enforcement of range safety, and the next step in the process were discussed in addition to items listed in the memorandum from Roger Dupler to the Plan Commission dated January 23, 2020, noted in the epacket for this meeting.

**AICHER MOVED TO APPROVE AN AMENDED CONDITIONAL USE PERMIT FOR DELC 0825.994, 701 MAPLE AVENUE, DELAFIELD. OWNER/APPLICANT: HARTLAND SPORTSMEN CLUB AS PRESENTED AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. SIX WERE IN FAVOR. MOTION CARRIED WITH SCHULT ABSTAINING.**

Attwell moved to Item 7a on the agenda.

6. New Business - Items recommended for discussion and possible action:

- a. **DELC 0748.998.002, 2565 Genesee Street, Delafield. Owner: St. Michael's Anglican Church Inc. Applicant: Fast Signs of Waukesha.** Applicant seeks preliminary feedback regarding and schedule a public hearing.

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

Mitch Carroll, of **Fast Signs of Waukesha** and applicant's representative, was present.

Dupler and Reiher re-entered the Chambers after the recess at 9:21PM.

**MAREK MOVED TO SCHEDULE A PUBLIC HEARING ON FEBRUARY 26, 2020 FOR AN AMENDED CONDITIONAL USE PERMIT AND SITE PLAN TO ACCOMMODATE A NEW MONUMENT SIGN FOR DELC 0748.998.002, 2565 GENESEE STREET, DELAFIELD. OWNER: ST. MICHAEL'S ANGLICAN CHURCH INC. APPLICANT: FAST SIGNS OF**

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

- b. **DELC 0804.993.003, 3030 Golf Road, Delafield. Owner: J & S Real Estate Holdings LLC.** Applicant: Tina Weissgerber. Applicant seeks approval of an amended Conditional Use Permit and Architecture for a building addition at the Holiday Inn Express 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.***

**Chris Jackson, CJ Architects, Inc.** was present to represent the applicant. Jackson noted the existing shed had been moved since the last Plan Commission meeting. The revised plan had included putting an addition on the building and he was not aware that the recycling dumpster had to be moved. He was uncertain it would fit inside the enclosure but would see what could be done. Schult noted a parking spot could be used to expand the enclosure since the dumpster had already been in use in that spot for several years. The area was now more visible, and the dumpster should be enclosed. It was noted that the existing recycling dumpster location was in violation of the City's zoning code.

**SCHULT MOVED TO AN AMENDED CONDITIONAL USE PERMIT AND ARCHITECTURE FOR A BUILDING ADDITION AT THE HOLIDAY INN EXPRESS FOR DELC 0804.993.003, 3030 GOLF ROAD, DELAFIELD. OWNER: J & S REAL ESTATE HOLDINGS LLC, CONTINGENT UPON STAFF APPROVAL OF A DEFINED DUMPSTER ENCLOSURE LOCATION AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

- c. **DELC 0786.998, 1600 Genesee Street, Delafield. Owner: Christ the King Lutheran Church of Delafield Inc. Applicant: Sign Effectz Inc.** Applicant seeks preliminary feedback for a directional sign program for Christ the King Lutheran Church and schedule a public hearing.

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

**Josh Brown and Gerry Spencer, applicant's representatives,** were present. Spencer agreed with Groh's comments earlier in the meeting that the City's ordinances were unclear related to signage. The proposed signage was for interior directional signage on the Christ the King Lutheran Church property. The purpose was to direct motorists to two accessible parking areas with handicapped stalls, the church entrance locations and a daycare by making the church accessible to people. The point of arrival was about 50 feet inside the property line off a busy street making this location unique. An 8-sf sign would require reduced letter size and he was concerned that it would be difficult for motorists to read at that new size.

Discussion ensued. The proposed wording on the signage included redundancies and should be eliminated. Font size and border size should also be reduced. It was important to follow the ordinances in this matter.

**JASHINSKY MOVED TO SCHEDULE A PUBLIC HEARING ON FEBRUARY 26, 2020 FOR A DIRECTIONAL SIGN PROGRAM FOR CHRIST THE KING LUTHERAN CHURCH FOR DELC 0786.998, 1600 GENESEE STREET, DELAFIELD. OWNER: CHRIST THE KING LUTHERAN CHURCH OF DELAFIELD INC. APPLICANT: SIGN EFFECTZ INC. REIHER SECONDED**

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

- d. **DELC 0807.985.013, 3708 Kettle Court East, Delafield. Owner: Rally LLC, Applicant: John Barker.** Applicant seeks preliminary input regarding a parking lot.

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

**John Barker, 3708 Kettle Court East**, explained that in 2012 he had run out of parking for his employees and found himself with approximately 60 employees needing a place to park. After he moved to a new building employee parking was on the street. This was an eye sore and made traversing the street difficult for semis and other delivery trucks. Employees were then allowed to park on the vacant lot. Winter came and the area became muddy and people got stuck. For that reason, he decided to put in a temporary parking lot with two inches of binder coat. He had helped to pave a driveway in the past and thought the same thing could be done on this vacant lot. Discussion ensued. As part of future plan submittals, the landscape plan should include screening of the parking area from the roadway with the use of plant materials.

7. Zoning and Ordinance Revision. Items recommended for discussion and possible action:

- a. Discussion and possible action to notify the Common Council that the Plan Commission is exercising its authority under Section 17.87(2) of the Municipal Code of the City of Delafield to initiate the process to consider proposed changes to portions of The City of Delafield Municipal Code Section 17.14(5) *Fences, walks and hedges* regarding fence style, location, and processing and a portion of The City of Delafield Municipal Code Section 17.24 *Definitions* regarding the definition and regulation of a fence.

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

The process for consideration of this item was discussed noting the Plan Commission would have the opportunity to consider proposed changes to the City's Municipal Code in the future as part of the approval process for this item.

**AICHER MOVED TO NOTIFY THE COMMON COUNCIL THAT THE PLAN COMMISSION IS EXERCISING ITS AUTHORITY UNDER SECTION 17.87(2) OF THE MUNICIPAL CODE OF THE CITY OF DELAFIELD TO INITIATE THE PROCESS TO CONSIDER PROPOSED CHANGES TO PORTIONS OF THE CITY OF DELAFIELD MUNICIPAL CODE SECTION 17.14(5) FENCES, WALKS AND HEDGES REGARDING FENCE STYLE, LOCATION, AND PROCESSING AND A PORTION OF THE CITY OF DELAFIELD MUNICIPAL CODE SECTION 17.24 DEFINITIONS REGARDING THE DEFINITION AND REGULATION OF A FENCE. WEILER SECONDED THE MOTION. ALL WERE IN FAVOR. MOTION CARRIED.**

- b. Discussion and possible action to notify the Common Council that the Plan Commission is exercising its authority under Section 17.87(2) of the Municipal Code of the City of Delafield to initiate the process to consider a proposed change to Section 17.39(26)(b) of the Municipal Code of the City of Delafield to incorporate Hotel into the list of permitted uses in the B-5 Office and Research Commercial District and requesting that the Common Council submits the proposed amendment back to the Plan Commission for consideration as required by Sec. 62.23 (d) 1. Wis. Stats.

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

**JASHINSKY MOVED TO DENY INCLUSION OF HOTELS IN B-5 ZONING. SCHULT SECONDED THE MOTION.** Discussion ensued regarding a lack of location information in the epacket and a lack of petition in this matter. Dupler explained the matter had been discussed at the August 2019 Plan Commission meeting when the Plan Commission gave direction to process the request for rezoning along with a General Development Plan (GDP) proposal from the developer. The GDP was not produced by the developer. The modification for the zoning text was required to wait until the Common Council had changed the City's Comprehensive Plan that changed the zoning on the parcel included in the development. Hammes explained the process that could be followed in this matter. Discussion ensued regarding the preliminary development proposal for the site that requested a hotel because of the proposed hospital and memory care facility. Concern was expressed for the process and clarification was provided. Concern was expressed that a hotel on the site would be allowed even if the development would not come to pass. The proposed consideration seemed premature. The process of modifying the Municipal Code could run in parallel to the development process. This agenda item allowed for that parallel process to happen and would also allow the Plan Commission to have future discussion and consideration regarding any modification to the zoning code related to this matter. **THERE WAS NO FURTHER DISCUSSION. TWO WERE IN FAVOR. MOTION FAILED WITH AICHER, REIHER, GREENWAY, MAREK AND WEILER VOTING NAY.**

**AICHER MOVED TO NOTIFY THE COMMON COUNCIL THAT THE PLAN COMMISSION IS EXERCISING ITS AUTHORITY UNDER SECTION 17.87(2) OF THE MUNICIPAL CODE OF THE CITY OF DELAFIELD TO INITIATE THE PROCESS TO CONSIDER A PROPOSED CHANGE TO SECTION 17.39(26)(B) OF THE MUNICIPAL CODE OF THE CITY OF DELAFIELD TO INCORPORATE HOTEL INTO THE LIST OF PERMITTED USES IN THE B-5 OFFICE AND RESEARCH COMMERCIAL DISTRICT AND REQUESTING THAT THE COMMON COUNCIL SUBMITS THE PROPOSED AMENDMENT BACK TO THE PLAN COMMISSION FOR CONSIDERATION AS REQUIRED BY SEC. 62.23 (D) 1. WIS. STATS. GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

The meeting was recessed at 9:14PM and reconvened at 9:20PM beginning with Item 6a and then to the remainder of the agenda.

8. Reports of City Officials:

a. Clerk

1. Plan Commission Meeting Dates & Deadlines
  - i. Meeting February 26, 2020.
  - ii. Meeting Submittal Deadline February 11, 2020.
  - iii. Public Hearing Submittal Deadline January 26, 2020.

2. Correspondence

b. Planner

1. Hendricks Proposal

The Hendricks proposal was anticipated for submittal for the February 26, 2020 Plan Commission meeting.

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c. Building Inspector – No report.

9. Adjournment.

There was no further business; therefore, the Wednesday, January 29, 2020, Plan Commission meeting adjourned at 9:57 PM.

Minutes Prepared By:

Accurate Business Communications, Inc.