

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

YouTube Video Link: <https://www.youtube.com/watch?v=RgHv1S6T8NQ>

Call to Order

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

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call for the Wednesday, April 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

Amy Barrows, Planner

Attwell introduced and welcomed Amy Barrows, Planner, to the Plan Commission.

PUBLIC HEARINGS:

PUBLIC HEARING #1: Amended Conditional Use Permit - Site Plan
TAX KEY/ADDRESS: DELC 0793.990.001, 416 Butler Drive, Delafield
OWNER/APPLICANT: Delafield – Hartland WPCC
MATTER: Discussion and possible action regarding installation of solar collector panels.

Attwell opened the Public Hearing at 7:03PM. No written comments were received on this matter. Public Hearing #1 was closed at 7:04PM.

PUBLIC HEARING #2: Amended Conditional Use Permit - Site Plan
TAX KEY/ADDRESS: DELC 0793.990.002, 218 North Cushing Park Road, Delafield
OWNER/APPLICANT: City of Delafield
MATTER: Discussion and possible action regarding installation of solar collector panels.

Attwell opened the Public Hearing at 7:05PM. No written comments were received on this matter. Public Hearing #2 was closed at 7:06PM.

1. Approve Plan Commission meeting minutes of the [March 25, 2020](#) meeting.

An email had been received noting Paul McIlheran was in attendance at the February 26, 2020 Plan Commission meeting and had been incorrectly noted in those meeting minutes. The City Clerk's office was notified.

JASHINSKY MOVED TO APPROVE THE MARCH 25, 2020 PLAN COMMISSION MEETING MINUTES AS PRESENTED. AICHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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2. City of Delafield Citizen's Comments pertaining to subjects on the Consent Agenda.

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

3. Consent Agenda

- a. **DELC 0807.978.013, 3700 Hillside Drive, Delafield. Owner/Applicant: Zuern Building Materials.**
Applicant seeks approval for a Business Plan of Operation to replace Window Design Center. The operation and use will remain the same. No signage is proposed at this time.
- b. **DELC 0804.994.011, 2801 Hillside Drive, Delafield. Owner/Applicant: La Quinta Inn & Suites.** Applicant seeks approval for a Business Plan of Operation for a change in property owner and business operator. The operation and use will remain the same.
- c. **DELC 0787.075, 810 Genesee Street, Delafield. Owner: Michael Graf, Applicant: Jean Mulvaney.** Applicant seeks approval to replace a bay window with a double door and install an accessible bathroom.
- d. **DELT 0810.069, W296 N2080 Glen Cove Road & DELT 0810.067, W296 N2124 Glen Cove Road, Owner: Rupesh & Smita Agrawal, Applicant: Julie Tucker-Voeller.** Applicant seeks approval for an Extraterritorial CSM to combine two adjacent lots in the Town of Delafield.

JASHINSKY MOVED TO APPROVE ALL ITEMS ON THE CONSENT AGENDA AS PRESENTED. MAREK SECONDED THE MOTION. SCHULT REQUESTED ITEM 3C BE REMOVED FROM THE CONSENT AGENDA FOR ADDITIONAL CONSIDERATION AND DISCUSSION. JASHINSKY WITHDREW THE MOTION.

SCHULT MOVED TO APPROVE ITEMS 3A, 3B AND 3D ON THE CONSENT AGENDA AS PRESENTED. JASHINSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- 3c. **DELC 0787.075, 810 Genesee Street, Delafield. Owner: Michael Graf, Applicant: Jean Mulvaney.** Applicant seeks approval to replace a bay window with a double door and install an accessible bathroom.

Michael Graf, owner, and Jean Mulvaney, applicant, were present. Schult questioned how the use of the double door would impact the entrance to the building. Mulvaney noted the stoop would be extended the full length of the front of the building and the current entry door would remain.

SCHULT MOVED TO APPROVE THE REPLACEMENT OF A BAY WINDOW WITH A DOUBLE DOOR AND INSTALL AN ACCESSIBLE BATHROOM FOR DELC 0787.075, 810 GENESEE STREET, DELAFIELD. OWNER: MICHAEL GRAF, APPLICANT: JEAN MULVANEY. JASHINSKY 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.

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

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- a. Unfinished Business. Items recommended for discussion and possible action:
DELC 0793.021 and DELC 0793.021.001, 705 Genesee Street, Delafield. Owner/Applicant: 705 Genesee Street LLC. Applicant seeks approval of functional and aesthetic features of site development and architecture for two mixed use buildings exhibiting commercial and office use.

Rob Gerbitz, Hendricks Commercial Properties, and Peter Davis, Johnson Design, were present.

Barrows reviewed the changes made to the site plan and architecture since the last submittal for this project proposal as noted in the epacket for this meeting. Discussion took place regarding parking, landscaping, architectural changes, and development responsibilities relative to a crosswalk at Dopkins Street and Main Street.

Clarification was provided there were 125 total parking stalls with 93 of those as below grade parking stalls. With regard to the landscape plan, trees proposed in the planter boxes should be consistent with the trees planted along City streets in that area. Discussion ensued regarding the use of artificial grass in the landscaping plan. The artificial turf was preferred over stone options.

Architectural changes were reviewed. The overhangs on the eastern buildings were reduced from three feet to two feet and lightened in color to better blend with the other building. The awnings were converted to a wood type material and windows would be aluminum clad. Stone material would be used on the windowsills. The window heads would be brick and sills would be grey stone on the lower level. No balconies would be installed on the westerly elevation and no distinct color had been used on the tower on the main entrance as suggested in the past. The roof detail would be of wood look made of a PVC material called Fypon. The roof had a subtle pitch to allow water to drain to the interior of the building through a series of drains so there was no gutter work on the outside of the building. The bumpout area on the roofline was ornamental and not functional. Rooftop screening of mechanicals was planned. The fourth floor on the westerly building would have arch top windows that made each window approximately a foot taller than others on lower levels. Windowsills on floors two, three and four of the westerly building were all light grey stone complimentary to the base color. Balconies would be grey in color with powder coated or painted metal. Horizontal bands of brick were built out in some areas to give texture and differentiation between the floors and buildings. Vertical lines in the brick gave definition and character to the building. The corner brickwork had no water function because all water was directed back to the interior of the building. Floors two and three were similar to the fourth floor; however, windows were double hung and the bumpout areas were smaller than those on the fourth floor. Floors one and two included a transition between the wood and brick. First floor materials were Hardiplank cement board with seams covered in trim boards. A metal frame awning would be used in the canopies. Spandrel windows were placed on the west and north walls on the first/second floors that were fully compliant with the City code. There were no balconies on the westerly side of the westernmost building because the elevation would be cluttered, and each side had its own identity architecturally.

All tenants would have consistent signage; however, the City's sign program would be used to review the requests. Lighting had been provided in the epacket for this meeting. Barrows requested the lighting plan should be reviewed by SEH lighting experts to ensure there were no concerns with glare or other related issues. raSmith staff continued to work on stormwater management plans that would be reviewed by the Public Works Committee and the City Engineer prior to final approval.

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Discussion ensued regarding the proposed building style relative to the City's ordinance requirements related to architectural style. Various aspects of the proposed architecture were noted relative to the ordinance including sloped overhangs on first floor balconies over the doors; cornices and brackets were on both buildings, the materials being used replicated wood all over both buildings and the City's downtown district historical color palette was in use. The buildings were considered compatible with existing styles within the City's downtown district. Schult requested overall dimensions of the buildings in the future.

Discussion ensued regarding support for developer contributions of the brick walkway to be installed from the southeast corner of the municipal parking lot to the existing sidewalk at the intersection of Main Street and Dopkins Street. Gerbitz agreed to provide installation of the crosswalk only as proposed. Discussion took place regarding developer contributions for installation of an irrigation system and maintenance for the planter boxes. City staff would water planter boxes along Main Street.

AICHER MOVED TO APPROVE THE SITE PLAN AND ENGINEERING, INCLUDING THE FUNCTIONAL AND AESTHETIC FEATURES OF SITE DEVELOPMENT AND ARCHITECTURE FOR TWO MIXED USE BUILDINGS EXHIBITING COMMERCIAL AND OFFICE USE WITH THE CHANGES NOTED IN THE EPACKET FOR THIS MEETING AS WELL AS A LANDSCAPING PLAN AS SUBMITTED, CONTINGENT UPON APPROVAL OF A FUTURE DEVELOPER'S AGREEMENT, STAFF APPROVAL OF A LIGHTING PLAN, APPROVAL OF A STORMWATER MANAGEMENT PLAN BY THE PUBLIC WORKS COMMITTEE AND STAFF, AND INSTALLATION OF A BRICK CROSSWALK AND ACCESS WALK TO THE FISH HATCHERY PARKING LOT AS RECOMMENDED BY THE PUBLIC WORKS COMMITTEE, FOR DELC 0793.021 AND DELC 0793.021.001, 705 GENESEE STREET, DELAFIELD. OWNER/APPLICANT: 705 GENESEE STREET LLC. WEILER SECONDED THE MOTION. CLARIFICATION WAS PROVIDED THAT NO ADDITIONAL ACTION WAS REQUIRED PERTAINING TO A COMPLIMENTARY STYLE OF ARCHITECTURE IN THIS CASE. DISCUSSION OF THE ACCESS SIDEWALK TO THE MUNICIPAL FISH HATCHERY PARKING LOT TOOK PLACE. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

Gerbitz indicated a lack of support for installation of the access walk to the Fish Hatchery parking lot as recommended by the Public Works Committee. Additional discussion would take place on this matter in the future.

5. New Business

- a. **DELC 0793.990.001, 416 Butler Drive, Delafield. Owner/Applicant: Delafield – Hartland WPCC.** Applicant seeks approval for an Amended Conditional Use Site Plan to incorporate solar collection panels.
- b. **DELC 0793.990.002, 218 North Cushing Park Road, Delafield. Owner/Applicant: City of Delafield.** Applicant seeks approval for an Amended Conditional Use Site Plan to incorporate solar collection panels.

Items 5a and 5b were discussed concurrently.

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

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The applicant was not present; however, requested photos of the site visibility from Cushing Park and I-94 had been provided in the epacket.

JASHINSKY MOVED TO APPROVE AN AMENDED CONDITIONAL USE SITE PLAN TO INCORPORATE SOLAR COLLECTION PANELS, SUBJECT TO A CONDITIONAL USE AGREEMENT BEING AMENDED AND RECORDED WITH WAUKESHA COUNTY REGISTER OF DEEDS FOR DELC 0793.990.001, 416 BUTLER DRIVE, DELAFIELD. OWNER/APPLICANT: DELAFIELD – HARTLAND WPCC AND DELC 0793.990.002, 218 NORTH CUSHING PARK ROAD, DELAFIELD. OWNER/APPLICANT: CITY OF DELAFIELD. GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **DELC 0807.982.003, 402 Kettle Drive, Delafield. Owner: Henry Nader Real Estates, LLC., Applicant: Wellspring Construction Group.** Applicant seeks approval for a Business Plan of Operation, Site Plan and Appearance Review, and Permanent Signage for a commercial kennel known as Barkin Up Hickory.

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

Tim Kneprath, Wellspring Construction Group, 227 Sussex Street, Pewaukee, WI. and Ben Nader, 1271 Hickory Street, Pewaukee, WI, were present.

The property was reviewed as noted in the epacket for this meeting. All lighting would be downcast LED lighting. Stormwater management still needed review to ensure proper direction of stormwater on the site. Emergency access had been reviewed and approved by the Lake Country Fire Chief. No directional signage would be used on the site. All dogs were currently kept indoors in individual kennels after the approved hours of operation and this would not change. Kneprath explained the requested expansion of the indoor and outdoor runs was to allow creation of additional space for the dogs.

JASHINSKY MOVED TO APPROVE A BUSINESS PLAN OF OPERATION, SITE PLAN AND APPEARANCE REVIEW, AND PERMANENT SIGNAGE FOR A COMMERCIAL KENNEL KNOWN AS BARKIN UP HICKORY FOR DELC 0807.982.003, 402 KETTLE DRIVE, DELAFIELD. OWNER: HENRY NADER REAL ESTATES, LLC., APPLICANT: WELLSRING CONSTRUCTION GROUP AS PRESENTED, SUBJECT TO THE RECOMMENDATIONS OUTLINED IN THE CITY PLANNER'S REPORT NOTED IN THE EPACKET FOR THIS MEETING AND CONTINGENT UPON PUBLIC WORKS COMMITTEE REVIEW. MAREK SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- d. **DELC 0792.041 & 0792.042, 419 Wisconsin Avenue, Delafield. Owner/Applicant: Andrew & Michelle Schneider.** Applicant seeks approval for a Certified Survey Map to combine two lots.

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

AICHER MOVED TO APPROVE A CERTIFIED SURVEY MAP TO COMBINE TWO LOTS FOR DELC 0792.041 & 0792.042, 419 WISCONSIN AVENUE, DELAFIELD. OWNER/APPLICANT: ANDREW & MICHELLE SCHNEIDER, SUBJECT TO RESOLUTION OF THE SURVEYOR'S COMMENTS NOTED IN THE CITY PLANNER'S REPORT FOR THIS MEETING AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. GREENWAY

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

- e. **DELC 0800.011, 1825 Sunset View Drive, DELC 0800.012, 1835 Sunset View Drive, & DELC 0803.974, 1905 Hillside Drive, Delafield. Owner: Thomas Ferderbar, Applicant: Jeffrey Tjugum & Mike Ritter.** Applicant seeks conceptual approval to build on two existing lots that do not have access to a public road and create legal access through the creation of flag lots.

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

Jeff Tjugum, W347N5225 Elm Avenue, Okauchee, WI, was present.

The Planner's Report was reviewed for this item. The proposed project area was platted in the late 1960's and proposed lots under five acres in size were undeveloped. Houses and septic systems can be placed on the lots but an environmental health approval from Waukesha County was suggested. Four potential development options were noted in the Planner's Report for this item. The applicant's preference was to proceed with the first option in the Planner's Report that would include two flag lots with access from Hillside Road. Land would be transferred from the Hillside property to the property on the northerly proposed flag lot to allow access from Hillside Road. Another part of the proposed strip of land to be owned by the northerly flag lot, now a portion of Sunset View Drive, was owned by the City of Delafield due to unpaid taxes in 1987. If the proposed land would be transferred to the northerly flag lot, a portion of Sunset View Drive would be removed from City ownership and maintenance responsibility. The portion of land being transferred from the Hillside property would necessitate consideration of a variance for reducing the size of an existing nonconforming lot. This option also required review and approval of a Certified Survey Map. This option would not establish any new lots, nor would it create the flag lot; however, it would provide access to two existing lots.

Tjugum explained the Sunset View Drive portion of land owned by the City currently was a dumping ground. A paved width of asphalt was desired to run east/west along the existing Sunset View Drive owned by the City. There would be no gate because he did not want to be left with the constraints about whether the gate remained open or closed. A paved walkway would allow access to the east. The requested paving width would be 12 feet wide minimum with a 30 feet width desired for several reasons. The "stem" of the yellow lot would be cleaned of rubbish and lined with trees and marked as a private drive for owners only. This proposed paved area was never meant to be City land nor was it ever maintained as such. If allowed to proceed with this paved area, the property owners gained access in both directions on the downside portion of the hill. In the future, he anticipated potentially talking with adjacent neighbors for joint contributions to the paving to have year-round access in both directions if needed in times of inclement weather. The owner of the Hillside property was concerned that if the lots were sold with an easement to access the lots through his property, and then construction were to take place while he was attempting to sell his property, resale value would be diminished and problems would result from future owners related to the use of the easement. In addition, Tjugum did not want to improve others easement property by paving it with asphalt and lining it with trees. If the proposed paved areas were not easement areas and were privately owned, there would be no issues for future resale of any property. The applicants and property owner preferred a land transfer as proposed in the first option in the Planner's Report instead of an easement. Discussion ensued regarding how best to proceed in this matter. Tjugum noted a proposal that included a variance would avoid conflict for many years in the future. All property owners were currently in agreement regarding the desired outcome in

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moving forward with the project proposal. Any east/west use of the Sunset View Drive would require a shared maintenance agreement that would be written into the deeds for all property owners. He was not offering to buy the land being discussed from the City but instead requested that it be deeded over as part of the proposed project.

AICHER MOVED TO APPROVE THE PROPOSED PLAN UNDER OPTION 1 THAT WOULD INVOLVE A FLAG LOT AND A QUIT CLAIM DEED BETWEEN PROPERTY OWNERS AS DESCRIBED IN THE PLANNER'S REPORT, CONTINGENT UPON BOARD OF ZONING APPEAL VARIANCE APPROVAL AND AN AGREEMENT WITH THE CITY FOR THE PEDESTRIAN EASEMENT. JASHINSKY SECONDED THE MOTION.

AICHER WITHDREW THE MOTION. JASHINSKY WITHDREW THE SECOND.

Tjugum expressed concern that the paved asphalt area would be viewed as a sidewalk. Clarification was provided regarding the need for clear agreement between the City of Delafield and property owners regarding the liability associated with use of the walkway in the future.

AICHER MOVED TO APPROVE BUILDING ON TWO EXISTING LOTS THAT DO NOT HAVE ACCESS TO A PUBLIC ROAD AND CREATE LEGAL ACCESS THROUGH THE CREATION OF FLAG LOTS FOR DELC 0800.011, 1825 SUNSET VIEW DRIVE, DELC 0800.012, 1835 SUNSET VIEW DRIVE, & DELC 0803.974, 1905 HILLSIDE DRIVE, DELAFIELD. OWNER: THOMAS FERDERBAR, APPLICANT: JEFFREY TJUGUM & MIKE RITTER AND TO TRANSFER THE OWNERSHIP OF THE CITY-OWNED PROPERTY AS DESCRIBED IN OPTION 1 IN THE PLANNER'S REPORT FOR THIS MEETING, INCLUDING LAKE COUNTRY FIRE CHIEF REVIEW OF THE PROPOSAL FOR SAFE EMERGENCY ACCESS, PRELIMINARY SITE EVALUATION TO ENSURE SUITABLE SOILS FOR A PRIVATE SEWAGE SYSTEM, EASEMENT LANGUAGE AND REVIEW FOR THE USE AND MAINTENANCE OF DRIVEWAYS AND PEDESTRIAN EASEMENT THAT NOTES THE PEDESTRIAN EASEMENT WILL NEED TO BE MAINTAINED BY THE LOT OWNERS OF THE NEWLY DEVELOPED LOTS AND TO RECOMMEND THIS AGENDA ITEM BE MOVED TO A FUTURE BOARD OF ZONING APPEALS AGENDA FOR REVIEW. JASHINSKY SECONDED THE MOTION. AICHER NOTED THIS PROPOSAL WOULD RESOLVE PREVIOUSLY DEFINED HISTORICAL ACCESS ISSUES THAT HAD BEEN OF CONCERN FOR SEVERAL YEARS THAT SHOULD NOT BE CONFUSED WITH THE INVENTION OF FLAG LOTS IN THIS AREA. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- f. **DELC 0754.989, 3235 Nagawicka Road, Delafield. Owner/Applicant: Denise Bekeris.**
Applicant seeks approval to use an existing barn as a horse stable and to install fencing.

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

Denise Bekeris, 3235 Nagawicka Road, was present. The existing barn could be used a stable. A rolled wire mesh fence with wood posts, similar to the fence at 1910 Price Road, was preferred. A top rail could be added to the preferred fencing to make the fence aesthetically appealing if required. The type of fence requested was due to its functionality in keeping other pets, curious children, and wildlife out of the fenced area. The fencing request to have the 12-foot distance inside the lot line was because evergreens had been planted in the corner of her property closest to the Waterleaf subdivision tennis courts for screening. This screening enhanced the view of the tennis courts for all.

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Information had been provided in the epacket for this agenda item. The Common Council approved changes to the fence portion of the City Code in March 2020. Those standards required revision and were not used in consideration of this request. The proposed fencing request required a 50-foot road setback. Consideration of long-term maintenance and durability was suggested.

JASHINSKY MOVED TO APPROVE USE AN EXISTING BARN AS A HORSE STABLE AND TO INSTALL FENCING FOR DELC 0754.989, 3235 NAGAWICKA ROAD, DELAFIELD. OWNER/APPLICANT: DENISE BEKERIS AS PRESENTED WITH THE ADDITION OF A TOP RAIL. GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- g. **DELC 0790.999.001, W367 Oakwood Drive, DELC 0790.999.002, W345 Oakwood Drive, and DELC 0790.999.003, W277 Oakwood Drive, Delafield. Owner/Applicant: Rogers Memorial Hospital.** Applicant seeks preliminary feedback on an Amended Conditional Use to provide temporary flexibility during emergency situations and schedule a public hearing.

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Bob Snyder, Attorney for Rogers Memorial Hospital and Barbara Whitstone, Vice-President of Rogers Memorial Hospital (RMH), were present. Whitstone explained the reason for the request, noting RMH wanted to move 14 adolescents to this site and to place the adults in another location due to COVID-19 concerns. RMH staff had chosen not to do that for a number of reasons; however, in considering this activity, it was noted that future actions of similar nature would require a way to make a temporary change to the conditional use of the RMH site in an unusual unplanned situation. The approved action was allowed because the City of Delafield had declared a state of emergency due to COVID-19. This request asked to allow the Mayor of the City of Delafield to have that same power even if the City were not in a state of emergency, but a temporary change was needed in a similar situation. Clarification was provided that no new introductions of additional types of patients would be introduced as result of any approval granted in this matter. Discussion ensued. It was also noted that tax key numbers relative to RMH were incorrectly noted in the original conditional use permit for the property.

AICHER MOVED TO SCHEDULE A PUBLIC HEARING FOR THE MAY 27, 2020 PLAN COMMISSION MEETING FOR AN AMENDED CONDITIONAL USE TO PROVIDE TEMPORARY FLEXIBILITY DURING EMERGENCY SITUATIONS FOR DELC 0790.999.001, W367 OAKWOOD DRIVE, DELC 0790.999.002, W345 OAKWOOD DRIVE, AND DELC 0790.999.003, W277 OAKWOOD DRIVE, DELAFIELD. OWNER/APPLICANT: ROGERS MEMORIAL HOSPITAL. REIHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- h. **DELC 0825.994, 701 Maple Avenue, Delafield. Owner/Applicant: Hartland Sportsmen Club.** Applicant seeks approval of a waiver from the 90-day deadlines included in the Conditional Use Permit approved by the Common Council on March 2, 2020, and recommendation to the Common Council of the same. These deadlines are included in Sections 10(A)(a) and 10(A)(b) regarding the submission of plans for the sound abatement and baffle systems. The current deadline is May 31, 2020 and the applicant is requesting an additional sixty (60) days to comply, which would extend the deadline to July 30, 2020. The request for a waiver is based on complications associated with the COVID-19 related safer-at-home order.

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Mike Sitarz, President of the Hartland Sportsmen's Club, Inc. explained the request for additional time was due to the COVID-19 outbreak. If the engineering company could not get the work completed by May 31, 2020, the HSC wanted flexibility to have extra time to be allowed to complete the plan submittals. Discussion ensued. Concern was expressed that the design work could have been completed earlier in the year prior to COVID-19 conditions. No document submittals relative to the May 31, 2020 deadline had been provided to the City at this time.

AICHER MOVED TO APPROVE A WAIVER FROM THE 90-DAY DEADLINES INCLUDED IN THE CONDITIONAL USE PERMIT APPROVED BY THE COMMON COUNCIL ON MARCH 2, 2020, TO JULY 30, 2020, CONTINGENT UPON A DRAFT OF ANY WORK IN PROGRESS BE PRESENTED BY MAY 31, 2020 AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. MAREK SECONDED THE MOTION. FIVE WERE IN FAVOR. SCHULT ABSTAINED. MOTION CARRIED WITH JASHINSKY VOTING NAY.

- i. **DELC 0793.028.003, 502 Main Street, Delafield. Owner/Applicant: Hendricks Commercial Properties.** Applicant seeks conceptual Site Plan and Appearance Review in order to modify the enclosure of an existing dumpster, which serves multiple sites. This property is part of a Conditional Use, which will need to be modified.

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Mike Braatz and Kari Schutz, of Hendricks Commercial Properties, Inc, 525 Third Street, Suite 300, Beloit, WI, were present. The proposed dumpster was an eyesore and needed updating. In consideration of the dumpster enclosure improvements it was learned that a dumpster enclosure easement required modification due to a prior attachment to another parcel which no longer existed between the original parties. Discussion ensued. There were no anticipated issues with the dumpster structure improvements. No action was necessary.

6. Zoning and Ordinance Revision. Items recommended for discussion and possible action: None.

7. Reports of City Officials:

a. Clerk

1. Plan Commission Meeting Dates & Deadlines
 - i. Meeting May 27, 2020.
 - ii. Meeting Submittal Deadline May 12, 2020.
 - iii. Public Hearing Submittal Deadline April 27, 2020.

2. Correspondence

b. Planner

1. Discuss packet requirements for Plan Commission review.

Discussion took place regarding options presented for a proposed system of organization and efficiency in presentation of materials to Commissioners. The City Clerk's office would continue to retain a complete record of all submitted Plan Commission documents as was customary.

- c. Building Inspector – No report.

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8. Adjournment.

There was no further business; therefore, the Wednesday, April 29, 2020 Plan Commission meeting adjourned at 9:58 PM.

Minutes Prepared By:

Accurate Business Communications, Inc.