

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

Call to Order

Attwell called the Wednesday, May 27, 2020 Plan Commission meeting to order at 7:00PM.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call for the Wednesday, May 27, 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

PUBLIC HEARINGS:

PUBLIC HEARING #1: **Amended Conditional Use Permit**

TAX KEY/ADDRESS: **DELC 0790.999.001, W367 Oakwood Drive; DELC 0790.999.002, W345 Oakwood Drive; DELC 0790.999.003, W277 Oakwood Drive, Delafield.**

OWNER/APPLICANT: Rogers Memorial Hospital

MATTER: Discussion and possible action regarding a request to provide temporary flexibility during emergency situations.

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 [April 29, 2020](#) meeting.

AICHER MOVED TO APPROVE THE APRIL 29, 2020 PLAN COMMISSION MEETING MINUTES AS PRESENTED. MAREK SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

2. Consent Agenda – None.

3. City of Delafield Citizen's Comments pertaining to items on or off this Agenda: Citizen comments have been provided before the meeting and have been provided to the Commission members in advance of the meeting.

No comments were received in advance of the meeting.

Susie Thompson, 700 Milwaukee Street, (Item 5c) noted neighbors in the area were excited for the proposed outdoor seating area. Drawings showed seven parking stalls and there were only six stalls with a gravel area. She wondered if the gravel area was going to be paved for another stall. An ash tree stands near the southwest corner of the property and she questioned whether the tree was dead and should be removed. The owners of Wholly Cow also supported the new outdoor seating area.

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

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4. Unfinished Business. Items recommended for discussion and possible action:
- a. **DELC 0790.999.001, W367 Oakwood Drive; DELC 0790.999.002, W345 Oakwood Drive; DELC 0790.999.003, W277 Oakwood Drive. Owner/Applicant: Rogers Memorial Hospital:**
Applicant seeks approval for an Amended Conditional Use to allow for temporary flexibility during emergency situations.

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

Bob Snyder, Attorney for Rogers Memorial Hospital and Barbara Whitstone, Vice-President of Facilities - Rogers Memorial Hospital (RMH), were present.

AICHER MOVED TO APPROVE AN AMENDED CONDITIONAL USE TO ALLOW FOR TEMPORARY FLEXIBILITY DURING EMERGENCY SITUATIONS FOR DELC 0790.999.001, W367 OAKWOOD DRIVE; DELC 0790.999.002, W345 OAKWOOD DRIVE; DELC 0790.999.003, W277 OAKWOOD DRIVE. OWNER/APPLICANT: ROGERS MEMORIAL HOSPITAL. GREENWAY SECONDED THE MOTION. CLARIFICATION WAS PROVIDED REGARDING EXPECTED ADMISSION CRITERIA FOR EATING DISORDER PATIENTS RELATIVE TO THE CONDITIONAL USE REQUIREMENTS AND THAT THE NOTIFICATION TO THE MAYOR ABOUT THIS TYPE OF FLEXIBILITY WOULD BE CLEARLY COMMUNICATED AT THE TIME OF THE EMERGENCY. SNYDER CONFIRMED THAT THERE COULD POTENTIALLY BE ANOTHER TREATMENT SIMILAR TO EATING DISORDERS THAT WOULD REQUIRE PATIENTS TO BE ADMITTED IN THIS TYPE OF SITUATION; HOWEVER, THE TYPES OF ADMITTANCE APPROVED IN AN EMERGENCY SITUATION WOULD BE AT THE DISCRETION OF THE MAYOR OF THE CITY OF DELAFIELD DURING THE TIME OF EMERGENCY. WHITSTONE ACKNOWLEDGED THE CIRCUMSTANCES THAT WOULD REQUIRE THIS TYPE OF FLEXIBILITY WOULD BE UNIQUE, SERIOUS IN CAUSE AND WOULD BE PRESENTED ONLY IF THERE WERE NO OTHER ALTERNATIVES AVAILABLE AT THE TIME OF EMERGENCY. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

5. New Business. Items recommended for discussion and possible action:
- a. **DELC 0755.999.017, 2520 Nagawicka Road. Owner/Applicant: Stephen Rittenhouse:**
Applicant seeks approval of Site Plan and Appearance Review for the addition of an accessory building that exceeds an overall size of 1,200 sq. ft.

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Steve Rittenhouse, 2520 Nagawicka Road, explained the proposed addition to the horse barn would be located behind the existing barn. A cross beam had been provided in the design for architectural interest. Materials to be used would be similar to existing materials on the barn. The barn would be used to hold horses and related equipment.

JASHINSKY MOVED TO APPROVE A SITE PLAN AND APPEARANCE REVIEW FOR THE ADDITION OF AN ACCESSORY BUILDING, PRESENTED AS A 36 SQUARE FEET BY 36 SQUARE FEET ADDITION, THAT EXCEEDS AN OVERALL SIZE OF 1,200 SQ. FT. FOR DELC 0755.999.017, 2520 NAGAWICKA ROAD. OWNER/APPLICANT: STEPHEN RITTENHOUSE. REIHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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- b. **DELC 0733.993.003, 4607 Vettelson Road. Owner/Applicant: Babylon Rose, LLC. c/o Bruce Gallagher:** Applicant seeks Business Plan of Operation and Site Plan and Appearance Review for a new business operation known as Gallagher Family Medicine and associated site modifications.

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Bruce Gallagher, 5892 North Oakland Road, Nashotah, explained his wife's business previously operated from 814 Genesee Street; however, the business needs had outgrown the space and they purchased the current site to be able to expand. The north end of the building was originally going to be vacant but revised plans had been submitted that the same area would be a conference space in the future. Leftover landscaping materials from the previous owner were being removed from the site and there were no changes to lighting, or asphalt, other than to mark the stalls as requested. A signage request would be made for the June 24, 2020 Plan Commission meeting. Discussion ensued regarding necessary hours of operation.

AICHER MOVED TO APPROVE THE BUSINESS PLAN OF OPERATION AND SITE PLAN AND APPEARANCE REVIEW FOR A NEW BUSINESS OPERATION KNOWN AS GALLAGHER FAMILY MEDICINE AND ASSOCIATED SITE MODIFICATIONS FOR DELC 0733.993.003, 4607 VETTELSON ROAD. OWNER/APPLICANT: BABYLON ROSE, LLC. C/O BRUCE GALLAGHER WITH HOURS OF OPERATION SUBMITTED AS 8:00 A.M. TO 6:00 P.M. DAILY WITH APPOINTMENT ONLY ACCESS FROM 7:00 A.M. TO 11:00 PM. SEVEN DAYS A WEEK. MAREK SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **DELC 0798.016, 629 Main Street. Owner/Applicant: Dennis Sobczak:** Applicant seeks approval of Site Plan and Appearance Review for outdoor seating in the front yard between the building and Main Street.

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Dennis Sobczak, owner/applicant -629 Main Street, explained the parking area in back included six stalls with stone nearby used to handle run-off in that location. No plans were underway to convert the stone area to a seventh parking stall as part of this request. The tree that was referenced as being on the southwest corner of his lot was discussed. He was not aware that this tree belonged to him but would work with the City Forester to determine whether it required removal.

AICHER MOVED TO APPROVE SITE PLAN AND APPEARANCE REVIEW FOR OUTDOOR SEATING IN THE FRONT YARD BETWEEN THE BUILDING AND MAIN STREET FOR DELC 0798.016, 629 MAIN STREET. OWNER/APPLICANT: DENNIS SOBCZAK, SUBJECT TO THE CITY PLANNER'S RECOMMENDATIONS AS NOTED IN THE EPACKET FOR THIS MEETING AGENDA ITEM. GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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- d. **DEL 0801.999.009, 2901 Golf Road. Owner: Nagawaukee Square, LLC., Applicant: American Tower Corporation:** Applicant seeks approval of a Certified Survey Map to combine two adjacent lots.

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Mike Bennick, LCC Telecom Services of Rosemont, IL - representative for American Tower Corporation, explained he was aware of the Surveyor's comments noted in the Planner's Report. Regarding item no. 7 in the comments, there was no work being done in the area where the stormwater easement existed so that item was not applicable in the application. Revisions to the Surveyor's Comments were being provided to the City Planner pertaining to item no. 7.

JASHINSKY MOVED TO APPROVE A CERTIFIED SURVEY MAP TO COMBINE TWO ADJACENT LOTS FOR DELC 0801.999.009, 2901 GOLF ROAD. OWNER: NAGAWAUKEE SQUARE, LLC., APPLICANT: AMERICAN TOWER CORPORATION AS PRESENTED SUBJECT TO RESOLUTION OF THE SURVEYOR COMMENTS NOTED IN THE PLANNER'S REPORT FOR THIS AGENDA ITEM WITH THE EXCEPTION OF ITEM NUMBER 7. SCHULT SECONDED THE MOTION. BENNICK CLARIFIED THE LEASE AMENDMENT WOULD BE PROVIDED TO CITY STAFF. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

6. Zoning and Ordinance Revision. Items recommended for discussion and possible action: None.
7. Reports of City Officials:
- a. Clerk

The Clerk's office had not received anything from the Hartland Sportsmen's Club.

1. Plan Commission Meeting Dates & Deadlines
- i. Meeting June 24, 2020.
- ii. Meeting Submittal Deadline June 9, 2020.
2. Correspondence

- b. Planner – No report.
- c. Building Inspector – No report.

9. Adjournment.

There was no further business; therefore, the Wednesday, May 27, 2020 Plan Commission meeting adjourned at 7:45PM.

Minutes Prepared By:

Accurate Business Communications, Inc.