

CITY OF DELAFIELD PLAN COMMISSION MEETING MINUTES

Call to Order

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

Pledge of Allegiance

The Pledge of Allegiance was recited.

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

Present

Kent Attwell, Mayor

Tim Aicher, Ald.

Dave Greenway

Dan Jashinsky

Ed Marek

Jim Reiher

Laura Schult

Amy Barrows, Planner

Absent

Robert Weiler

PUBLIC HEARINGS:

PUBLIC HEARING #1:

Amended Conditional Use Permit - Site Plan

TAX KEY/ADDRESS:

DELC 0742.013, 4703 Vista Park Court, Delafield.

OWNER/APPLICANT:

Parquelynn Village, LLC/All Concrete Construction, Inc.

MATTER:

Amend Conditional Use to allow the replacement of an existing sign with a larger sign.

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.

PUBLIC HEARING #2:

Amended Conditional Use Permit - Site Plan

TAX KEY/ADDRESS:

DELC 0793.990.002, 218 N. Cushing Park Road, Delafield.

OWNER/APPLICANT:

City of Delafield/Tyson Strankman, Sunvest

MATTER:

Amend Conditional Use to allow the installation of fencing around recently approved solar panels. The configuration of the panels may be modified.

Attwell opened the Public Hearing at 7:02PM. Hearing no one come forward to provide comment at this time, Public Hearing #2 was closed at 7:03PM.

PUBLIC HEARING #3:

Amended Conditional Use Permit - Site Plan

TAX KEY/ADDRESS:

DELC 0793.990.001, East of 218 N. Cushing Park Road, Delafield.

OWNER/APPLICANT:

Delafield-Hartland WPCC/Tyson Strankman, Sunvest

MATTER:

Amend Conditional Use to allow the installation of fencing around recently approved solar panels. The configuration of the panels may be modified.

Attwell opened the Public Hearing at 7:03PM. Hearing no one come forward to provide comment at this time, Public Hearing #3 was closed at 7:04PM.

1. Approve Plan Commission meeting minutes of the [June 24, 2020](#) meeting.

REIHER MOVED TO APPROVE THE JUNE 24, 2020 PLAN COMMISSION MEETING MINUTES AS PRESENTED. MAREK 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 at this time.

- 3 Consent Agenda:

- a. **DELC 0804.994.019, 2728 Hillside Drive. Owner: NRF IX-Hillside, LLC, Applicant: Matthew Kriewaldt.** Applicant seeks approval for a Business Plan of Operation and Permanent Signage in order to operate an orthodontics office known as Ortho Smiles.
- b. **DELC 0798.966, 412 Genesee Street. Owner: VT Properties, Inc., Applicant: Delafield Chamber of Commerce c/o Megan Braatz.** Applicant seeks approval for a Business Plan of Operation and Permanent Signage in order to operate the Delafield Chamber of Commerce.

AICHER MOVED TO APPROVE THE 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:

Hearing no 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 0826.997.001, 3660 Kettle Court East & DELC 0807.985.013, 3708 Kettle Court East, Delafield. Owner: Raley, LLC., Applicant: John Kutz, MSI General.** Applicant seeks approval for Site Plan and Appearance Review to construct a 10,000 sq. ft. addition to the existing manufacturing building and additional parking.

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

Barrows noted several issues required resolution as noted in the Planner's Report in the epacket for this item. A dashed line should be added to show the proposed location of the building addition on all future submittals.

John Kutz, MSI General, was present. The future dumpster enclosure would be covered on three sides in the same masonry materials as the building and with a standard gated front. Vegetative screening could easily be added. The existing parking stalls were never fully approved. The existing parking area had been surveyed and striped. Tanis had 70 employees and the existing 90 stalls were in excess of what was needed and 18 stalls would be removed. The parking area would be restriped to meet parking requirements and aisle size to make things correct. The existing parking lot could be banked for now as a reasonable solution. The existing access driveway was 19 feet wide and included a one-way drive aisle. All deliveries came in on the east side and circled around the building on the west side to exit. Tanis was hopeful that the 19-foot drive could be kept due to the one-way travel around the building. The four proposed honey locust trees were shown on the plans east of the addition. A suggestion was made to place them outside of all future proposed addition locations to the east, so they had time to grow without having to be relocated. Kutz agreed and further explained that stormwater calculations were being created without as-built drawings so additional work was needed. Current lighting in the parking area would be removed and four 20 ft poles would be placed with standard light heads.

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Discussion ensued regarding the requested revisions and how best to proceed through the planning process. Kutz explained most revisions had already been resolved. Ongoing work with the City Engineer regarding stormwater calculations was planned.

AICHER MOVED TO APPROVE SITE PLAN AND APPEARANCE REVIEW TO CONSTRUCT A 10,000 SQ. FT. ADDITION TO THE EXISTING MANUFACTURING BUILDING AND ADDITIONAL PARKING, CONTINGENT UPON RESOLUTION OF THE ITEMS LISTED IN THE PLANNER'S REPORT DATED JULY 23, 2020 FOR THIS ITEM INCLUDING A REVISED LANDSCAPING PLAN, SUBMITTAL OF A DETAILED RENDERING OF THE DUMPSTER ENCLOSURE, INCLUDING THE TYPE AND COLOR OF ENCLOSURE AND ANY VEGETATIVE SCREENING, A REVISED SITE PLAN THAT COMPLIES WITH STORMWATER MANAGEMENT AND PARKING REQUIREMENTS INCLUDING PARKING LOT AISLES THAT SHALL BE 24 FT. IN WIDTH AND STALL SIZES SHALL BE AT LEAST 160 SQ. FT., APPROVAL OF A 20 FOOT WIDE ACCESS DRIVEWAY WITH ONE-WAY TRAFFIC, ALLOWANCE OF "BANKED" PARKING STALLS, REVISED PHOTOMETRICS AND ASSOCIATED LIGHTING THAT COMPLIED WITH ALL STANDARDS OF THE ORDINANCE, ITEMS REMAINING FOR RESOLUTION IN THE ENGINEER'S LETTER DATED JULY 22, 2020 AND COMPLIANCE WITH ALL STORMWATER REQUIREMENTS IN ADDITION TO THE ISSUANCE OF A STORMWATER AND EROSION CONTROL PERMIT, AS WELL AS A STORMWATER MAINTENANCE AGREEMENT SHALL BE PROVIDED FOR REVIEW BY COMMON COUNCIL, CONTINGENT UPON PUBLIC WORKS COMMITTEE APPROVAL FOR DELC 0826.997.001, 3660 KETTLE COURT EAST & DELC 0807.985.013, 3708 KETTLE COURT EAST, DELAFIELD. OWNER: RALEY, LLC., APPLICANT: JOHN KUTZ, MSI GENERAL AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. JASHINSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- b. **DELC 0807.985.005, 3655 Kettle Court East, Delafield. Owner: 3655 Kettle Court, LLC, c/o John Barker, Applicant: AM Vehicles, LLC., dba Auto Elegance Collection.** Applicant seeks approval for a Business Plan of Operation to operate an internet auto sales business out of the building.

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

John Barker, 3655 Kettle Court East, was present. Some of the information submitted did not seem to be accurate. Approximately 5,550 sf of the proposed building would be used for storage of vehicles. Ten or less vehicles would be stored inside with no additional demand for traffic. There would be no retail sales on the property. Routine maintenance of vehicles would take place at this location to service the cars being sold but no large repair would take place similar to the activities typically be found in an auto body repair shop. Prior business history at this location was provided by Barker.

JASHINSKY MOVED TO APPROVE A BUSINESS PLAN OF OPERATION TO OPERATE AN INTERNET AUTO SALES BUSINESS OUT OF THE BUILDING FOR DELC 0807.985.005, 3655 KETTLE COURT EAST, DELAFIELD. OWNER: 3655 KETTLE COURT, LLC, C/O JOHN BARKER, APPLICANT: AM VEHICLES, LLC., DBA AUTO ELEGANCE COLLECTION, SUBJECT TO THE FOLLOWING CONDITIONS:

- 1. THE STORAGE OF VEHICLES SHALL TAKE PLACE INDOORS ONLY. OUTDOOR SALES AND STORAGE ARE NOT PERMITTED.**
- 2. THE PROPERTY SHALL NOT BE USED AS A RETAIL SALES LOCATION. VEHICLES SHALL BE DELIVERED OFF- SITE BY THE OPERATOR.**

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3. A MAXIMUM OF 10 VEHICLES ARE PERMITTED TO BE STORED ON THE PROPERTY AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. REIHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **DELC 0742.013, 4703 Vista Park Court, Delafield. Owner: Parquelynn Village, LLC, Applicant: All Concrete Construction, Inc. All Concrete Construction, Inc.** Applicant seeks approval for an Amended Conditional Use, which includes a Planned Development, Site Plan and Appearance Review, and Permanent Signage for the replacement and enlargement of an existing sign.

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

Shannon Tarnowski and Larry Tarnowski, All Concrete Construction, Inc. W235S5389 Big Bend Rd., Waukesha, WI 53189, were present to answer any questions.

MAREK MOVED TO APPROVE AN AMENDED CONDITIONAL USE, WHICH INCLUDES A PLANNED DEVELOPMENT, SITE PLAN AND APPEARANCE REVIEW, AND PERMANENT SIGNAGE FOR THE REPLACEMENT AND ENLARGEMENT OF AN EXISTING SIGN FOR DELC 0742.013, 4703 VISTA PARK COURT, DELAFIELD. OWNER: PARQUELYNN VILLAGE, LLC, APPLICANT: ALL CONCRETE CONSTRUCTION, INC. AS PROPOSED, SUBJECT TO THE CONDITIONAL USE AGREEMENT BEING RECORDED WITH THE WAUKESHA COUNTY REGISTER OF DEEDS AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- d. **DELC 0793.990.002, 218 N. Cushing Park Road, Delafield. Owner: City of Delafield, Applicant: Tyson Strankman, Sunvest.** Applicant seeks approval of an Amended Conditional Use, which includes a Site Plan and Appearance Review, for the installation of fencing around recently approved solar panels, which will also result in a reduction of the panel area.

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

JASHINSKY MOVED TO APPROVE AN AMENDED CONDITIONAL USE, WHICH INCLUDES A SITE PLAN AND APPEARANCE REVIEW, FOR THE INSTALLATION OF FENCING AROUND RECENTLY APPROVED SOLAR PANELS, WHICH WILL ALSO RESULT IN A REDUCTION OF THE PANEL AREA FOR DELC 0793.990.002, 218 N. CUSHING PARK ROAD, DELAFIELD. OWNER: CITY OF DELAFIELD, APPLICANT: TYSON STRANKMAN, SUNVEST, SUBJECT TO RECORDING THE CONDITIONAL USE AGREEMENT BEING RECORDED WITH THE WAUKESHA COUNTY REGISTER OF DEEDS AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. REIHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- e. **DELC 0793.990.001, East of 218 N. Cushing Park Road, Delafield. Owner: Delafield-Hartland WPC, Applicant: Tyson Strankman, Sunvest.** Applicant seeks approval of an Amended Conditional Use, which includes a Site Plan and Appearance Review, for the installation of fencing around recently approved solar panels, which will also result in a reduction of the panel area.

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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 APPROVE AMENDED CONDITIONAL USE, WHICH INCLUDES A SITE PLAN AND APPEARANCE REVIEW, FOR THE INSTALLATION OF FENCING AROUND RECENTLY APPROVED SOLAR PANELS, WHICH WILL ALSO RESULT IN A REDUCTION OF THE PANEL AREA FOR DELC 0793.990.001, EAST OF 218 N. CUSHING PARK ROAD, DELAFIELD. OWNER: DELAFIELD-HARTLAND WPCC, APPLICANT: TYSON STRANKMAN, SUNVEST, SUBJECT TO RECORDING THE CONDITIONAL USE AGREEMENT BEING RECORDED WITH THE WAUKESHA COUNTY REGISTER OF DEEDS AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

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

- a. **DELC 0783.004, 1525 Weber Court & DELC 0783.005, 1475 Weber Court, Delafield. Owner/Applicant: Michael and Courtney Roehl.** Applicant seeks approval of a Certified Survey Map to adjust an interior lot line between two lots and a Special Exception from the minimum lot width standards measured as shore frontage.

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

Mike and Courtney Roehl, 1475 Weber Court and 1525 Weber Court, were present.

Information had been provided in the epacket for this meeting regarding this item. Barrows noted the complexity of this proposal due to the lot configuration related to shore frontage of the lots. Lot 1 conformed to all RL- 1 zoning standards and would become larger. Lot 2 was currently nonconforming to lot width and would not become any less nonconforming as measured at the shore and at the shore setback. The ordinance defined and measured lake frontage & width differently depending on whether the lot was existing or proposed. Lake frontage on existing lots is measured along the shoreline at the Ordinary High Water Mark (OHWM) and lake frontage on new lots is measured at the shore setback as part of lot width. The shore setback is 60 ft. from the OHWM. The existing residence on Lot 2 was nonconforming to the south lot line. The required yard setback is 15 ft., whereas the residence is 7 ft. from the lot line. The lot width at the shore setback was not 150 ft. The lot would not become any more non-conforming and no additional lots were being created. Both lots complied with the 150 ft of shore frontage as measured at the shoreline. It was recommended that if the property owner wanted to maintain the residence on Lot 2, the southern lot line could be shifted so that the residence and attached garage complied with the south yard setback.

The original CSM was dated July 10, 2020 (page 118 in the epacket for this meeting) and involved drawing a straight line to the shore and the southern lot would accept eight feet at the widest point and then angled down to nothing. That would make the lot more non-conforming so the CSM was modified. The modification included a "bump out" in the lot line (see page 124 in the epacket for this meeting). This bump out area made it unorderly to keep and it made the lot no less non-conforming. Maintaining a straight line as proposed in the July 10, 2020 CSM would make the northern lot slightly more non-conforming but would result in a straight lot line. Barrows also noted there would be no adverse drainage and the special exception would be compatible with the surrounding neighborhood if the July 10, 2020 CSM would be used. There would be no adverse impact to the lot line adjustment because there were no additional lots and

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the lot would comply with the shore frontage standard as measured at the Ordinary High Water Mark.

AICHER MOVED TO APPROVE THE CERTIFIED SURVEY MAP DATED JULY 10, 2020 TO ADJUST AN INTERIOR LOT LINE BETWEEN TWO LOTS AND A SPECIAL EXCEPTION FROM THE MINIMUM LOT WIDTH STANDARDS MEASURED AS SHORE FRONTAGE FOR DELC 0783.004, 1525 WEBER COURT & DELC 0783.005, 1475 WEBER COURT, DELAFIELD. OWNER/APPLICANT: MICHAEL AND COURTNEY ROEHL, AND TO GRANT A SPECIAL EXCEPTION, SUBJECT TO RESOLUTION OF THE SURVEYOR'S COMMENTS PERTAINING TO THE JULY 10, 2020 CSM AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. GREENWAY SECONDED THE MOTION. AICHER EXPLAINED THAT THE INTENT OF LAKESHORE LOT LINE RECOMMENDATIONS WERE HISTORICALLY RELATED TO DENSITY AND WATER QUALITY OF THE LAKE. THIS PROPOSAL DID NOT CREATE A NEW LOT AND OPTIMIZED THE USE OF EXISTING PROPERTIES AND STRAIGHTENED OUT THE LOT LINE TO PROVIDE RESULTS THAT WERE MORE CONSISTENT WITH THE CITY CODE. THERE WAS NO FURTHER DISCUSSION. FIVE WERE IN FAVOR. MOTION CARRIED WITH REIHER ABSTAINING.

- b. **DELC0793.988, 207 Genesee Street, Delafield. Owner: Kettle Moraine School District, Applicant: Mark Ellena.** Applicant seeks approval for Site Plan and Appearance Review to construct a pavilion and to improve drainage at Cushing Elementary.

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

Mark Ellena and Dale Zobel, representatives of the Kettle Moraine School District, were present. Ellena provided updated plans based on approval from the City Engineer to the Commission at this time. The project still required an Erosion Control Permit. The project would be let for bids soon. Zobel noted the Cushing Elementary PTO and Kettle Moraine School District graciously provided funding for this project.

AICHER MOVED TO APPROVE SITE PLAN AND APPEARANCE REVIEW TO CONSTRUCT A PAVILION AND TO IMPROVE DRAINAGE AT CUSHING ELEMENTARY FOR DELC0793.988, 207 GENESEE STREET, DELAFIELD. OWNER: KETTLE MORaine SCHOOL DISTRICT, APPLICANT: MARK ELLENA, SUBJECT TO OBTAINING AN EROSION CONTROL PERMIT IN ACCORDANCE WITH THE ENGINEER'S REPORT AND SUBJECT TO ISSUANCE OF A BUILDING PERMIT. REIHER SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- c. **DELC 0804.984, 3195 Hillside Drive, DELC 0804.986, 3325 Hillside Drive, DELC 0804.985, 3215 Hillside Drive, Owner: HSRE Delafield MOD, LLC (Children's Wisconsin), Applicant: Poblocki Sign Company LLC.** Applicant seeks approval for Permanent Signage to replace and modernize existing signage with a new brand.

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

Discussion took place regarding removing the vegetation around the sign and that it should be cut back for visibility with staff approval. The proposed sign would not have any flashing or moving wording.

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AICHER MOVED TO APPROVE PERMANENT SIGNAGE IN ORDER TO REPLACE AND MODERNIZE EXISTING SIGNAGE WITH A NEW BRAND FOR DELC 0804.984, 3195 HILLSIDE DRIVE, DELC 0804.986, 3325 HILLSIDE DRIVE, DELC 0804.985, 3215 HILLSIDE DRIVE, OWNER: HSRE DELAFIELD MOD, LLC (CHILDREN'S WISCONSIN), APPLICANT: POBLOCKI SIGN COMPANY LLC., SUBJECT TO SUBJECT TO WRITTEN AUTHORIZATION BY THE PROPERTY OWNERS OF BOTH OFF-PREMISE SIGNS AND TO SUBMIT TO THE PLANNER DETAILED EXISTING AND PROPOSED LIGHTING AND VOLTAGE IN ORDER TO ENSURE IN- KIND REPLACEMENT. IF ILLUMINATION IS NOT PROPOSED IN-KIND, UPDATED PHOTOMETRICS SHALL BE REVIEWED AND APPROVED BY THE PLANNER AND TRIMMING OF THE VEGETATION AROUND THE SIGN SHOULD BE APPROVED BY STAFF. GREENWAY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

- d. **DELC 0803.002, 2420 Milwaukee Street. Owner/Applicant: Smiley Barn Property Company LLC c/o Maria & Glen Luther.** Applicant seeks approval for Site Plan and Appearance Review to replace the existing patio and add additional landscaping.

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

Maria and Glen Luther, 2420 Milwaukee Street, were present to answer questions.

REIHER MOVED TO APPROVE SITE PLAN AND APPEARANCE REVIEW TO REPLACE THE EXISTING PATIO AND ADD ADDITIONAL LANDSCAPING FOR DELC 0803.002, 2420 MILWAUKEE STREET. OWNER/APPLICANT: SMILEY BARN PROPERTY COMPANY LLC C/O MARIA & GLEN LUTHER, SUBJECT TO FINAL REVIEW AND APPROVAL OF ANY GRADING BY THE CITY ENGINEER AND SUBJECT TO A LANDSCAPING PLAN BEING REVIEWED AND APPROVED BY THE CITY PLANNER. JASHINSKY 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 approval of a Certified Survey Map 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 and an exception from Section 52.19 to allow a lot less than five acres that is served by a private septic system.

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

Jeff Tjugum, applicant, and Thomas Ferderbar, owner, and Pam Ferderbar, were present to answer questions.

Barrows provided the background information about this request, noting the proposal was unique because the lots proposed for development had existed for decades. No new lots were proposed as part of this request. The lots were created with the assumption that Sunset View Drive would be a public road; however, the road was not a public road right-of-way and was too steep to provide safe public access. The current owner happened to own an adjacent lot to the east where access could be provided. Because there were three cooperative parties interested in accommodating access to the two vacant lots, the two northern lots on Sunset View Drive could now be used for their permitted purpose.

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Tjugum explained legal review of the easements and determination of how best to proceed with coordinating the purchase of all lots from Ferderbar were underway at this time. The lots would not be served by sanitary sewer and would require installation of septic systems.

Discussion ensued regarding access to the proposed lots for fire emergency vehicles. Concern was expressed regarding the ability of a single unit truck being able to make the proposed 90 degree turn in the access drive. Installation of additional pavement in that location was discussed. There would be no paving of the pedestrian easement. There would be no motorized or wheeled vehicles, including bicycles, allowed on the pedestrian easement area.

MAREK MOVED TO APPROVE A CERTIFIED SURVEY MAP 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 AND AN EXCEPTION FROM SECTION 52.19 TO ALLOW A LOT LESS THAN FIVE ACRES THAT IS SERVED BY A PRIVATE SEPTIC SYSTEM 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, SUBJECT TO THE FOLLOWING CONDITIONS:

- 1. COMPLIANCE WITH THE FIRE CHIEF COMMENTS- ESPECIALLY CONSIDERING THE CORNER AT 90 DEGREE TURN**
- 2. COMPLIANCE WITH ALL SURVEYOR COMMENTS**
- 3. INCLUSION OF THE REMAINING ACREAGE KNOWN AS SUNSET VIEW DRIVE AS A SEPARATE LOT OR OUTLOT TO BE OWNED BY THE CITY.**
- 4. CITY STAFF AND ATTORNEY SHALL REVIEW ALL DRIVEWAY AND PEDESTRIAN EASEMENT DOCUMENTS. THE PEDESTRIAN EASEMENT WILL NEED TO BE MAINTAINED BY THE LOT OWNERS OF THE NEWLY DEVELOPED LOTS, AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. AICHER SECONDED THE MOTION. AICHER NOTED THAT THE PARCELS RESULTING IN ONE PROPERTY WERE DIFFICULT TO DEVELOP AND HAD BEEN THERE FOR 50 YEARS. WHILE THE CITY DID NOT LIKE TO CREATE FLAG LOTS, THIS WAS A RESOLUTION TO AN ACCESS TO EXISTING LOTS. IN ADDITION, THE INSTALLATION OF SANITARY SEWER WOULD BE IMPRACTICAL IN THIS LOCATION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.**

7. Zoning and Ordinance Revision. Items recommended for discussion and possible action:
 - a. **DELC0807.985.008, 3833 Kettle Court East, Delafield. Owner: Jeffords Family Limited Partnership; DELC0826.997.002, 3582 Kettle Court East, Delafield. Owner: Schultz Family Properties LLC; DELC0807.985.021, 3875 Kettle Court East, Delafield. Owner: Kettle Court Circle LLC; DELC0807.985.016, 3820 Kettle Court East, Delafield. Owner: City of Delafield. Applicant: City of Delafield.** Applicant is requesting the Plan Commission schedule a rezone of several properties from the B-4 General Business District to the M-1 Limited Industrial District in order to be consistent with the zoning and uses on the remaining lots on Kettle Court East.

Information about this agenda item was provided in the epacket. Several lots were inconsistent with regard to zoning and uses on Kettle Court East. The proposed action would provide consistency in zoning. Residents of Kettle Court East had questioned whether property taxes would increase due to rezoning the properties. It was noted that property taxes were increased due to assessment not zoning.

SCHULT MOVED TO APPROVE SCHEDULING A REZONE OF SEVERAL PROPERTIES FROM THE B-4 GENERAL BUSINESS DISTRICT TO THE M-1 LIMITED INDUSTRIAL

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DISTRICT IN ORDER TO BE CONSISTENT WITH THE ZONING AND USES ON THE REMAINING LOTS ON KETTLE COURT EAST FOR DELC0807.985.008, 3833 KETTLE COURT EAST, DELAFIELD. OWNER: JEFFORDS FAMILY LIMITED PARTNERSHIP; DELC0826.997.002, 3582 KETTLE COURT EAST, DELAFIELD. OWNER: SCHULTZ FAMILY PROPERTIES LLC; DELC0807.985.021, 3875 KETTLE COURT EAST, DELAFIELD. OWNER: KETTLE COURT CIRCLE LLC; DELC0807.985.016, 3820 KETTLE COURT EAST, DELAFIELD. OWNER: CITY OF DELAFIELD. APPLICANT: CITY OF DELAFIELD AND TO RECOMMEND TO THE COMMON COUNCIL THE SAME. JASHINSKY SECONDED THE MOTION. THERE WAS NO FURTHER DISCUSSION. ALL WERE IN FAVOR. MOTION CARRIED.

7. Reports of City Officials:

a. Clerk

1. Plan Commission Meeting Dates & Deadlines
 - i. Meeting August 26, 2020.
 - ii. Meeting Submittal Deadline: August 11, 2020.
2. Correspondence

b. Planner

1. Discuss potential future code amendments

A list of future code amendments had been prepared for future consideration by the Plan Commission to bring consistency to the City Code and Plan Commission activities. Consideration of these items would be placed on future Plan Commission agendas.

c. Building Inspector – No report.

9. Adjournment.

There was no further business; therefore, the Wednesday, July 29, 2020 Plan Commission meeting adjourned at 8:38PM.

Minutes Prepared By:

Accurate Business Communications, Inc.