

**TOWN OF DELAFIELD
PLAN COMMISSION MEETING
TUESDAY, JANUARY 19, 2021, 6:30 P.M.**

Video Link: <https://www.youtube.com/watch?v=6z59H1RCHTc&t=23s>

First order of business: Call to Order and Pledge of Allegiance

Chairman Fitzgerald called the meeting to order at 6:30 p.m. and led all in the Pledge of Allegiance.

Members present: Supervisor Kranick, Commissioner Diderrich, Commissioner Dickenson, Town Chairman Troy and Plan Commissioner Chairman Fitzgerald. Commissioner Frank was excused.

Also present: Administrator-Clerk/Treasurer Dan Green and Engineer Tim Barbeau.

Second order of business: Approval of the minutes of December 8, 2020.

Motion made by Supervisor Kranick to approve the December 8, 2020 Plan Commission minutes as presented changing references of "Supervisor Dickenson" to "Commissioner". Seconded by Commissioner Diderrich. Motion passed 5-0.

Third order of business: Communications (for discussion and possible action):

- A. Nathaniel Sheahan, WE Energies (12/15/20) Construction of a fence at a WE Energies Gas Regulator site located at the northwest corner of Maple Avenue and the Lake Country Trail.

Engineer Barbeau explained this request is from WE Energies, who owns a gas regulator site off the bike path crossing on Maple Avenue. They have underground facilities and are proposing a 6-foot fence off the right-of-way, with three-tiered barbed wire at the top. Supervisor Kranick voiced concerns about site lines for bikers crossing Maple Avenue. Engineer Barbeau explained this will be a chain linked fence with above ground piping inside the fence. He also explained they will be beyond the 33' right-of-way off Maple Avenue.

Fifth order of business: Unfinished Business:

- A. Frank Romaine W287 N3183 Lakewood Lane, Re: Consideration and possible action on a Certified Survey Map for the reconfiguration of three parcels of land located at W287 N3183, W287 N3173 and N31 W28759 Lakewood Lane (tabled 12/8/20)

Engineer Barbeau asked this remain on the table.

- B. Scott Flaughner, 385 Kennedy Ct E. Colgate, WI, Re: Consideration and possible action on a request to approve Site, Grading/drainage, Landscaping, Lighting and Architectural plans, and Plan of Operation for a self-storage facility to be located on lands at the northwest corner of Cushing Park Road and STH 18 (tabled 9/1/2020).

Motion by Supervisor Kranick to remove "Scott Flaughner, 385 Kennedy Ct E. Colgate, WI, Re: Consideration and possible action on a request to approve Site, Grading/drainage, Landscaping, Lighting and Architectural plans, and Plan of Operation for a self-storage facility to be located on lands at the northwest corner of Cushing Park Road and STH 18" from the table. Seconded by Chairman Troy. Motion passed 5-0.

Engineer Barbeau explained that the applicant reduced the number of buildings, units and impervious surface with the latest submittal. The applicant also increased open space and all stormwater flows to a retention pond based on the grading plan. The applicant shows continuous screening on the east and south side of the property, mostly with vegetation. Mr. Barbeau explained they also have stone prep on the south buildings along HWY 18. The applicant has 11 total buildings with 5 different styles. Landscaping plans indicate 100 trees will be planted at a height of 5 to 6 feet. Mr. Barbeau explained he always promotes cutoff lighting to limit light pollution. He explained

that the only change to the original plan of operation was the addition of a contractor storage. Scott Flaughner, the owner, explained the intent of the contractor storage was only for self-storage, not the operation of a business in those units. Mr. Flaughner showed a video demonstration to the commission indicating what vegetation buffers would look like from HWY 18, once fully matured.

Michael Van Klunen, the attorney for Mr. Flaughner, explained the goal of the application was to do their best to address the Plan Commission's concerns with the addition screening. He explained they also addressed architectural concerns raised, and they created a dispersion plan for light that will help to keep lighting within the property. He explained the lighting was designed to be directed into some of the units themselves for security reasons. He also explained that the larger contractor storage units will have restrooms, in the case contractors must spend longer periods of time in them, cleaning/maintaining equipment, etc.

Supervisor Kranick asked about sanitary service for the units with restrooms. Mr. Flaughner explained they would put in a second field capable of handling sewage. Chairman Troy asked if there was any lighting inside the units. Mr. Flaughner explained that only the contractor units would have lighting inside. Mr. Troy questioned if there would be electrical outlets inside the units. Mr. Flaughner explained that there would be electricity available for storage units designed for RVs. The contractor units will have lighting and electricity. He explained the smaller self-storage units will not have outlets.

Chairman Troy questioned, without fencing, how security and patrol of access will be handled. Mr. Van Klunen explained that the site will be screened with vegetation. Chairman Troy questioned how they will enforce the hours of operation. Mr. Van Klunen explained this would be like any other business operation, where there is nothing to stop someone from driving up to a shopping center when it is closed. Chairman Troy expressed concerns about there being nothing to stop people from staying in their units later than the hours of operation. Mr. Flaughner stated the lease agreements will outline the hours of operation. Commissioner Dickenson asked what type of locks will be put on these units. Mr. Flaughner explained the contractor units will have digital locks that will be set on timers. The locks will be set to the hours of operation. He explained they are not planning to issue keys for the larger units. The smaller units will use traditional locks.

Engineer Barbeau reviewed traffic layouts along with drainage. He explained both entrances will be exits as well. The State required a turn lane for the current building, so that will already be in place. Commissioner Diderrick questioned what would trigger a plan of operation in the case a contractor unit began operating a business out of a unit. Engineer Barbeau explained these are not set up for separate businesses. Any operation within the units would require a plan of operation to be reviewed and approved by the Plan Commission. Mr. Flaughner explained that any business operating within any unit on the property would be a violation of their lease agreement.

The Commission reviewed traffic concerns and what specific types of storage the contractor units would house. The Commission also questioned having a restroom inside the storage facility. Mr. Flaughner stated that removing bathrooms in the units would defeat the purpose and the marketability of the facilities. Supervisor Kranick explained that the Town does not allow bathrooms in garages as it opens the potential for abuse. Mr. Kranick also questioned the operation time from 7:00 AM to 9:00 PM. He encouraged the applicant to consider if that would be enough time, given the sun doesn't set until after 9:00 PM in the summer. He encouraged Mr. Flaughner to ask for more than what is needed. Mr. Flaughner replied that the Veteran's Electric plan of operation has a starting time at 6:00 AM and would like to match that.

Commissioner Dickenson questioned the checklist provided by Mr. Barbeau that indicates there is no odor, smoke, or noise from the site. She indicated that some of the uses discussed, how the applicant would abate the noises and smells caused by heavy equipment, revving engines, etc. Mr. Flaughner explained that the calls he is receiving are from people looking for storage and detailing, not a mechanic shop. Engineer Barbeau explained that these will be on a complaint basis.

Chairman Troy questioned the increased light wattage from 10 to 28 watts. Mr. Van Klunen explained that they are not using cutoff lighting, and the lights are the same as are on the Veteran's Electric building. He explained that

lights will not reach HWY 18. Chairman Fitzgerald asked if they could use cutoff lighting for the buildings at the north end of the site. Mr. Flaughter agreed to that. The Plan Commission reviewed other aspects of the lighting plan, including color, pollution and how vegetation will keep light within the site.

Chairman Fitzgerald asked if this was going to be a phased development. Mr. Flaughter stated it will not be a phased development and they are hoping to begin in the spring. They expect the total timeline to be a year and a half, start to finish. He explained the only thing that might slow them down is material access due to Covid-19.

Supervisor Kranick asked if the commission felt comfortable with the landscape plan. Engineer Barbeau explained that there is no written standard for landscape plans. He stated the applicant has given quite a bit of vegetation that will block the view or break it up.

Supervisor Kranick stated that the applicant listened to the comments of the Plan Commission, and on paper the landscape plan looks great. He stated he would like to see a compromise on the cutoff lighting to the north as suggested by Chairman Fitzgerald. He stated that he back tracked on the idea of a fence around the entire site, after looking at other storage facilities. He stated that if they have electronic locks on the larger units, that is sufficient for him. Commissioner Diderrich also appreciated the applicant coming back with a revised plan.

Motion by Supervisor Kranick to approve the site plan, grading plan, drainage plan landscaping plan lighting plan with modification of cutoff lighting on southernly buildings 1, 2, 3 and 4 buildings and on the north on building 10 and 11, and approval of architectural plans and the plan of operation with modified hours from 6am to 9pm. Seconded by Commissioner Diderrich. Motion passed 5-0.

Sixth order of business: New Business:

- A. Patricia Leverence, N48 W28320 Lynndale Road, Re: Consideration and possible action on Certified Survey Map to split land at the Shoppes at Lynndale Farms to separate Ms. Leverence's home from the rest of the business property.

Engineer Barbeau explained this property is located in both the Town of Merton and the Town of Delafield. Patricia Leverence is the owner of Lyndale Farms and is looking to split her home apart from the business. He explained the applicant went through the process in 2014, but the CSM was never recorded. The applicant has provided an easement to get from Lyndale Road to the house. The easement will need to be recorded with the CSM. Mr. Barbeau state the CSM is technical correct and recommends approval.

Chairman Fitzgerald stated that both lots will still be split between Delafield and Merton after the CSM is recorded. He explained that there is no mechanism for Towns to annex other Towns. Engineer Barbeau confirmed that after the CSM is recorded, Ms. Leverence will have two properties, both in the Town of Merton and Town of Delafield.

Motion by Supervisor Kranick to approve the waiver for a Certified Survey Map to split land at the Shoppers at Lynndale Farms to separate Ms. Leverence's home from the rest of the business property. Seconded by Commissioner Dickenson. Motion passed 5-0.

Sixth Order of Business: Discussion: None

Seventh Order of Business: Announcements and Planning Items: The next meeting date February 18, 2021 at 6:30 PM.

Eighth Order of Business: Adjournment

Motion by Supervisor Kranick to adjourn the January 19, 2021 Plan Commission meeting at 7:40 p.m. Seconded by Commissioner Dedierrich. Motion passed 5-0.

Respectfully submitted,

Dan Green, CMC, WCMC

Administrator-Clerk/Treasurer