

TOWN OF DELAFIELD
PLAN COMMISSION MEETING
Tuesday, September 3, 2019

Members present: K. Fitzgerald, R. Troy, E. Kranick, T. Frank, C. Diderrich

Members absent: N. Dickenson, C. Dionisopoulos

Also present: T. Barbeau, *Town Engineer, 11 citizens*

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.

Second order of business: Approval of the minutes of July 2, 2019

MOTION MADE BY MR. TROY, SECONDED BY MR. DIDERRICH TO APPROVE AS PRESENTED.

MOTION CARRIED.

Third order of business: Communications (for discussion and possible action): None

A. Sharon Tomlinson (8/12/19), e-mail regarding taxidermy studio

Engineer Barbeau stated that based on the Tomlinson's decision to not go forward with the land purchase, he and Chairman Fitzgerald decided not to pursue the proposed ordinance for a taxidermy studio. The Plan Commission is in favor of this decision.

Fourth Order of Business: Unfinished Business:

A. Peter Kafkas, N2 W31747 Twin Oaks Drive, (tabled 8/6/19) Re: Consideration and possible action on a request to approve a Certified Survey Map to split a 4.37 acre parcel of land at N2 W31747 Twin Oaks Drive into two lots.

Engineer Barbeau stated that at their August meeting, the Plan Commission decided to ask for a legal opinion on whether the subject land could be split based on the Town Code language in Section 17.05 5.AM.2.r.(6) which states: "The plan commission making its recommendation as to the approval or denial of the conditional use permit for the Planned Unit Development shall give consideration to the purpose of this section and be satisfied as to the following...(6)that there shall be no further division of any lot in the development."

Attorney Larson informed the Plan Commission that although the ordinance does not prohibit the land division, it does not necessarily mean that the Town is required to approve the land division.

MOTION MADE BY MR. TROY TO RECOMMEND APPROVAL, TO THE TOWN BOARD, TO SUBDIVIDE THE SUBJECT LOT IN ACCORDANCE WITH THE CERTIFIED SURVEY MAP DATED 7/10/19. MOTION CARRIED.

MOTION MADE BY MR. KRANICK, SECONDED BY MR. FRANK TO TAKE ITEM 5A OUT OF ORDER. MOTION CARRIED.

Fifth Order of Business: New Business:

A. Veteran's Electric, Scott Flaughter, owner, Consideration and possible action on the following items for a development to be located on property at the northwest corner of Cushing Park Road and Summit Avenue (USH 18).

1. Site development, architectural plans and plan of operation for construction of a multi-tenant commercial building.
2. Certified Survey Map to modify the common lot line between two existing parcels created by CSM No. 11698.

Engineer Barbeau stated that both parcels are owned by Veterans Electric, LLC., and are located in the M-1/Industrial District. Mr. Flaughner is proposing to construct a new single-story building that will house a contractor's office and a storage area for shop materials. Waukesha County code allows the Town to review a site plan and plan of operation and provide feedback. The Plan Commission needs to address the proposed parking and storage issues. Engineer Barbeau stated the need for submittal of a landscape plan and confirmation from the DOT on access to USH 18. The proposed project meets Town and County Code area requirements.

Scott Flaughner stated that he will not store materials at the proposed site, since they are delivered directly to the projects. When a job completes, materials are brought back to the building for cleaning and sorting. The future plan is to combine both lots into one. The recommendation from the bank is to modify the lot line between the two existing parcels. This would leave the lot to the west completely free for future opportunity. The proposed overhead bays are for storage of large equipment. The garage doors will be used to make the building more versatile. Mr. Flaughner is proposing to install down lights to accent the building entrance and a water feature at entrance that would include a "Veteran's Electric" sign. The Plan Commission requested submittal of a landscape plan.

Dean Pipito, Aquatica, stated that he will put together a landscape plan. Also, he is proposing to utilize an area on the property to store equipment and hard goods. The commission requested that he bring a plan of operation back to a future meeting.

In response to the concern re: where stormwater runoff from the rooftop and asphalt driveway will drain, Mark Ellena, Ellena Engineering, stated that the project will include the construction of an infiltration pond.

MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO APPROVE THE SITE PLAN, PLAN OF OPERATION, CSM, AND PARKING STALL AMOUNT WAIVER FOR VETERANS ELECTRIC, LLC, WITH THE FOLLOWING CONDITIONS TO BE ADDRESSED PRIOR TO OCCUPANCY: 1. SHARED ACCESS AGREEMENT SHALL BE UPDATED AND RECORDED. 2. PER SECTION 17.04 5.M.6.D, THE AREA USED FOR OUTSIDE MATERIALS AND VEHICLES SHALL BE ADEQUATELY SCREENED FROM VIEW BY A PLANTING SCREEN OR DECORATIVE FENCING. SAID SCREENING PLAN SHALL BE SUBMITTED TO STAFF FOR REVIEW AND APPROVAL. 3. OWNER SHALL SUBMIT A LANDSCAPE PLAN FOR TOWN PLAN COMMISSION APPROVAL. 4. SITE PLAN SHALL DESIGNATE AN AREA FOR EXPANDED PARKING USING DASHED LINES TO INDICATE AISLES, STALLS, STALL SIZES AND ADA COMPLIANCE (PRIOR TO BUILDING PERMIT ISSUANCE). 5. CORRECTIONS TO CSM. 6. EVIDENCE OF AN ACCESS PERMIT FROM WISDOT. 7. SIGN PLANS AS A SEPARATE SUBMITTAL. MOTION CARRIED.

Fourth Order of Business: Unfinished Business

B. Discussion and possible action regarding the Town of Delafield Land Use Plan and zoning code modifications.

Chairman Fitzgerald stated that past discussions have resulted in the likelihood of a land use change from commercial to mixed land use. He and Engineer Barbeau drafted a proposed mixed use zoning code. They began the process by utilizing a number of sections from other municipal codes. The goal is to process the zoning code amendment and land use changes at the same time. The precondition for any development coming forward is submittal of a water and sewer plan. The Plan Commission would want to see the whole picture at the beginning of submittal (a master development plan) recognizing that things may be done in phases. Possible land uses are office, light industrial, retail and restaurant with 1% limit and the flexibility for the Plan Commission to make changes based on discretion. Discussion followed on the option to require 25% open space on individual lots and 40% open space for the entire development.

The general consensus of the Plan Commission is to schedule a workshop and invite builders and developers to provide input on proposed uses and the proposed mixed use zoning code. It will be held on Tuesday, September 17 @ 6:30 p.m.

Sixth Order of Business: Discussion: None

Seventh Order of Business: Announcements and Planning Items:
Workshop – Tuesday, September 17, 2019 @ 6:30 p.m.
Next meeting – Tuesday, October 1, 2019 @ 6:30 p.m.

Eighth Order of Business: Adjournment

MOTION MADE BY MR. KRANICK, SECONDED BY MR. FRANK TO ADJOURN AT 8:07 P.M. MOTION CARRIED.

Respectfully submitted,

Mary T. Elsner, CMC, WCMC
Town Clerk/Treasurer

Minutes approved on: October 1, 2019