

TOWN OF DELAFIELD
PLAN COMMISSION MEETING
Tuesday, February 5, 2019

Members present: K. Fitzgerald, L. Krause, C. Dundon, T. Frank, N. Dickenson

Members Absent: E Kranick, B. Cooley

Also present: K. Belan, *RA Smith, 2 citizens*

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

Chairman Fitzgerald called the meeting to order at 7:00 p.m. and led all in the Pledge of Allegiance.

Second order of business: Approval of the minutes of December 4, 2018

MOTION MADE BY MS. DUNDON, SECONDED BY MR. KRAUSE TO APPROVE. MOTION CARRIED.

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

Fourth Order of Business: Unfinished Business:

A. Town of Delafield, Re: Consideration and possible action on revisions to the proposed amendments to the Town Zoning Code (Chapter 17) and Land Division and Development (Chapter 18) remanded to the Plan Commission for review and recommendation (tabled 12/4/18)

This item was left on the table.

Fifth Order of Business: New Business:

A. Jacob Stoflet, Edward Jones Investments, Re: Consideration and possible action on a request for approval of his plan of operation and site plan for operation of an Edward Jones office located at W307 N1497 Golf Road, Suite 101 (Ridgepoint Centre)

Engineer Belan stated that a temp occupancy permit was issued on 12/20/2018. This unit is zoned in the B-1 business district and is a permitted use. The proposed hours of operation are Monday thru Friday between the hours of 8 a.m. and 5 p.m. (and occasional weekends) to include occasional meetings that would last no longer than 9 p.m. These hours are compatible with other the establishments in the Centre. There will be no selling/distribution of any physical products, outside events and no outside storage. Mr. Stoflet and an officer administrator will initially occupy the office with future plans to include 4 employees. Special events may require up to 14 parked cars outside and up to 17 parked cars outside for a grand opening and open house.

MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUNDON TO APPROVE THE PLAN OF OPERATION AND SITE PLAN OF OPERATION FOR OPERATION OF AN EDWARD JONES OFFICE LOCATED AT W307 N1497 GOLF ROAD, SUITE 101, RIDGEPOINT CENTRE. MOTION CARRIED.

B. Jacob Stoflet, Edward Jones Investments, Re: Consideration and possible action on a request for approval of site signage for operation of an Edward Jones office located at W307 N1497 Golf Road, Suite 101 (Ridgepoint Centre)

Engineer Belan stated that the proposed sign conforms to the location, size and style requirements identified in the Ridgepoint Sign Guidelines Master Sign Program. She directed attention to the proposed varying font, which is allowable if approved by the landlord and plan commission. Also, Mr. Stoflet's proposed upper case letter ("J" in Jones) exceeds the maximum upper case letter height of 24" (27-7/8" proposed), but is allowable if approved by the Plan Commission. Discussion followed on Mr. Stoflet's request to display a temporary sign on the property for 120 days. This is permitted according to Town Code, but could be addressed at this time.

MOTION MADE BY MR. KRAUSE, SECONDED BY MR. FRANK TO APPROVE STAFF RECOMMENDATIONS OF SITE SIGNAGE AND 120-DAY TEMPORARY SIGN FOR OPERATION OF AN EDWARD JONES OFFICE LOCATED AT W307 N1497 GOLF ROAD, SUITE 101, RIDGEPOINT CENTRE. MOTION CARRIED.

- C. Eric Larson, Municipal Law and Litigation Group, S.C., Re: Consideration and response to Eric Larson to draft necessary documents that would update the Town's telecommunications ordinance and right-of-way regulation ordinance in accordance with the new Federal Communications Commission (FCC) regulations for telecommunications facilities

MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUNDON TO REFER THIS MATTER TO ATTORNEY LARSON. MOTION CARRIED.

- D. Waukesha County Department of Parks and Land Use, Consideration and response to Waukesha County regarding proposed modifications to their Shoreland & Floodland Protection Ordinance

Engineer Belan stated that Engineer Barbeau reviewed the subject matter and does not recommend any changes to the proposed modifications.

MOTION MADE BY MR. KRAUSE, SECONDED BY MR. FRANK TO APPROVE STAFF RECOMMENDATIONS. MOTION CARRIED.

Sixth Order of Business: Discussion: None

Seventh Order of Business: Announcements and Planning Items:
Next meeting – March 5, 2019

Eighth Order of Business: Adjournment

MOTION MADE BY MS. DUNDON, SECONDED BY MR. FRANK TO ADJOURN AT 7:27 P.M. MOTION CARRIED.

Respectfully submitted,

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

Minutes approved on: March 5, 2019