

**PLANNING COMMISSION / ECONOMIC DEVELOPMENT COMMITTEE  
MINUTES  
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE PLANNING COMMISSION / ECONOMIC DEVELOPMENT COMMITTEE  
OF THE VILLAGE OF DEERFIELD HELD AT THE DEERFIELD VILLAGE HALL, 4 N. MAIN STREET,  
DEERFIELD, WISCONSIN ON MONDAY, APRIL 18, 2011 AT 6:00 P.M.**

**CALL TO ORDER – NOTING OF ROLL BY CLERK**

The meeting was called to order at 6:00 pm by President Kiefer. Roll call: Riesop, Fritz, Quamme, Frutiger, Bastian, Tebon and Kiefer present. Also present: Village Administrator Patrick Vander Sanden, Greg DeWall and Stephanie Schwartz from Truckstar Collision Center and Mike Berge.

**CONSENT AGENDA**

Motion by Bastian, second by Frutiger to approve the April 18, 2011 agenda as presented. All ayes, motion carried.

**A. APPROVAL OF MINUTES FROM MARCH 22, 2011**

Motion by Frutiger, second by Bastian to approve the minutes from March 22, 2011 as amended. All ayes, motion carried.

**PUBLIC APPEARANCES**

**A. PUBLIC COMMENTS - None**

**B. PUBLIC HEARING AND ACTION – CONDITIONAL USE PERMIT REQUEST FROM MICHAEL BERGE OWNER OF 213/215 LEGREID STREET TO ALLOW A DETACHED GARAGE IN R-3 ZONING**

Kiefer opened the Public Hearing and asked if anyone wished to speak. There was no one present to object to the request but Riesop questioned if the Village's R-3 zoning allowed detached garages. The Committee agreed that there were some discrepancies and the hearing was tabled pending further investigation.

**C. TRUCKSTAR COLLISION CENTER, INC – TID #3 GRANT PLANS**

Stephanie Schwartz of Truckstar Collision Center, Inc came before the committee to explain the project at 38 W. Nelson Street that they are requesting a TID #3 grant for. The project encompasses refurbishment of the complete exterior of the main building, additional insulation in the roof and walls to increase efficiency, improvement of the general function of the building allowing better access for the public, construction of a 720 sq. foot addition for part storage and a privacy fence along the Glacial Drumlin Trail.

The committee thanked Schwartz for the presentation.

**UNFINISHED BUSINESS, REVIEW & ACTION THERE ON**

**1. DEERFIELD TID #3 DOWNTOWN BUSINESS GRANT PROGRAM**

The committee reviewed the TIF application and made the following suggestions/corrections:

- a) the application be in a PDF fill able format or to have fields big enough to fill in the appropriate information
- b) have the application state it is just a TIF application but have an area on the application to state which TIF the grant is being requested from.
- c) Number 6c was removed

Motion by Bastian, second by Tebon to amend the Draft application with the corrections made and to change it to final. All ayes, motion carried.

The following corrections were made to the manual:

Pg 3 - 1.2(8) add Business District after Main Street

Pg 4 - change PD-EDC to PC-EDC here and throughout the manual including the flow chart, section 2.1 (5) change "shall" to "may"

Pg 5 – 2.3 (3) add "unless the monitoring fees are expected to exceed \$500", 3.1 add "criteria given in 3.6" and remove "amount of funds"

Pg 6 – 3.2 remove the "I" in eligible, in 3.2(a) and 3.3(a) change "the year" to "the preceding 12 months"; and in 3.3(3), add after spouse, "or any business in which they have an active interest in"

Pg 8 – define "pay as you go" and "upfront"

- Pg 9 – 4.1 change “application” to “applicant, 4.2 change “funds” to “resources” and “in” to “to” and under 4.3(6) add something that refers the reader to section 3.6
- Pg 10 – 4.4 make reference to the flow chart
- Pg 11 – 5.1(2) remove “or”

Additional changes were made to the flow chart also.

**NEW BUSINESS**

**A. RESOLUTIONS**

**B. REVIEW & ACTION**

**COMMUNICATIONS**

Discussion of the alley vacation behind the Bank of Deerfield and continuation of Mike Berge’s CUP will be scheduled for the next agenda.

**STAFF REPORTS**

**ADJOURN**

Motion by Bastian, second by Fritz to adjourn at 8:00 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Clerk/Treasurer