

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

**FOR A MEETING OF THE PLANNING COMMISSION / ECONOMIC DEVELOPMENT COMMITTEE  
OF THE VILLAGE OF DEERFIELD TO BE HELD AT THE DEERFIELD VILLAGE HALL, 4 N. MAIN  
STREET, DEERFIELD, WISCONSIN ON MAY 20, 2019 AT 6:00 P.M.**

- I. CALL TO ORDER – NOTING OF ROLL BY CLERK**
- II. CONSENT AGENDA**
  - A. APPROVAL OF MINUTES FROM APRIL 15, 2019**
- III. PUBLIC APPEARANCES**
  - 1. PRESENTATION OF CONCEPTUAL DESIGN FOR CM ZONING ON HWY 73 – SONA OLSON/INVENTURE REALTY GROUP**
  - 2. ECONOMIC DEVELOPMENT RESOURCES COORDINATOR UPDATE KRISTIN FISH**
  - 3. UPDATE ON TRUCKSTAR PROJECT – STEPHANIE SCHWARTZ**
    - A. PUBLIC COMMENTS**
- IV. UNFINISHED BUSINESS, REVIEW & ACTION THERE ON**
- V. NEW BUSINESS**
  - A. RESOLUTIONS**
  - B. REVIEW & ACTION**
    - 1. DISCUSS/CONSIDER REQUEST FROM CARDIAC SCIENCE/500 BURDICK WAY FOR THE CONSTRUCTION OF AN ENTRANCE CANOPY**
    - 2. DISCUSS/CONSIDER A TID #3 GRANT REQUEST FROM SCOTT WHITING/KLINEFELTER RENTALS - 43 N MAIN STREET**
- VI. COMMUNICATIONS**
- VII. STAFF REPORTS**
  - Do we want to allow garages on lots without a principal structure?**
- VIII. ADJOURN**

Notice is hereby given that it is possible that a majority of the Village Board or other governmental body may be present at the above meeting of the PLANNING COMMISSION AND ECONOMIC DEVELOPMENT COMMITTEE to gather information about a subject over which they have ultimate decision making responsibility. If such a majority is present, it will constitute a meeting of the Village Board or other governmental body under Wisconsin's Open Meeting Laws and is hereby being noticed as such, although only the PLANNING COMMISSION AND ECONOMIC DEVELOPMENT COMMITTEE will take formal action at the above meeting.

If you require an interpreter, materials in alternate formats, or other accommodations to access this meeting, please contact the Village Clerk at 764-5404 at least 24 hours prior to the meeting.

Elizabeth McCredie, Clerk  
Village of Deerfield

Posted 5/16/2019

**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 15, 2019 AT 6:00 P.M.**

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

The meeting was called to order at 6:00 pm by Chair Tebon. Roll call: Evensen, Riesop, G. Frutiger, C. Frutiger and Tebon present, Quamme and Bastian absent. Also present: see sign-in sheet on file in the clerk's office.

**CONSENT AGENDA**

Motion by G. Frutiger and seconded by Evensen to approve the April 15, 2019 agenda as posted. All ayes, motion carried.

**A. APPROVAL OF MINUTES FROM FEBRUARY 18, 2019**

Motion by Evensen and seconded by G. Frutiger to approve the minutes from February 18, 2019 as written. All ayes, motion carried.

**PUBLIC APPEARANCES**

**A. PUBLIC COMMENTS**

Stephanie Schwartz & Greg DeWall/Truckstar Collision came before the commission with an update on the status of their TID #3 grant request. A major concern of theirs is the blind spot and limited access the hill on W. Nelson Street creates for their operation and without the lowering of the road being done their request would be a no go.

**B. ECONOMIC DEVELOPMENT/REDEVELOPMENT COORDINATOR UPDATE - KRISTIN FISH/MARISA MUTTY**

Marisa Mutty stated that they have been meeting with local property owners, Board and Planning Commission members and either Kristin or herself have been attending the Chamber's EDC weekly meeting. There has been interest from some of the business owners in apply for grants to improve their buildings and additional discussion will be done.

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

**A. RESOLUTIONS**

**B. REVIEW & ACTION**

**1. DISCUSS/CONSIDER AMENDMENT TO ZONING CODE – RESIDENTIAL USE ON GROUND FLOOR IN C-1 DISTRICT**

The Plan Commission reviewed and amended the draft ordinance, prepared by Attorney Smith, for the Plan Commission's consideration to allow residential dwelling units on the ground floor as a conditional use in the C-1 district.

Motion by Evensen and seconded by G. Frutiger to approve and recommend to the Village Board amending the Village's Code of Ordinances pertaining to residential dwelling uses in the C-1, Community Business District with the changes requested by the Commission. All ayes, motion carried.

**COMMUNICATIONS**

**STAFF REPORTS**

**ADJOURN**

Motion by Tebon and seconded by Evensen to adjourn at 6:43 pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Administrator/Clerk-Treasurer

Sec. 113-199. - C-M, Business Park District.

- (a) *Purpose.* The provisions of this section apply to the C-M district. The C-M district is intended to provide an area for those business, commercial, manufacturing and industrial activities which especially have to do with motor vehicles or highway transportation, or which provide goods or services primarily to travelers on a highway, or for which location adjacent to a major thoroughfare or highway is a compelling practical consideration, or for which it is especially appropriate for some other reason to be located adjacent to a major thoroughfare or highway.
- (b) *Permitted uses.* The following uses are permitted in the C-M district:
- (1) Establishments engaged in the retail sale of automobiles, trailers, mobile homes, or campers.
  - (2) General grocery store.
  - (3) Restaurants, lunch rooms and other eating places, including drive-in establishments.
  - (4) Establishments engaged in the daily or extended-term rental or leasing of house trailers, mobile homes or campers.
  - (5) Establishments engaged in the daily or extended-term rental or leasing of passenger automobiles, limousines, or trucks, without drivers, or of truck trailers or utility trailers.
  - (6) Commercial parking lots, parking garages, parking structures.
  - (7) Establishments for the washing, cleaning or polishing of automobiles, including self-service car washes.
  - (8) Hotels, motor hotels, or motels.
  - (9) Uses permitted in the C-1 district.
- (c) *Conditional uses.* The following are permitted as conditional uses within the C-M district. Such use shall be subject to the consideration of the plan commission with regard to such matters as the creation of nuisance conditions for the public or for the users of nearby areas, the creation of traffic hazards, the creation of health hazards, or other factors.
- (1) Gasoline service stations.
  - (2) Seasonal roadside stands for the sale of vegetables, fruit, or other farm products, but not other types of products or merchandise.
  - (3) Establishments or facilities for the sale, rental, service, repair, testing, demonstration, or other use of motorcycles, motorized bicycles, go-karts, snowmobiles, aircraft, or other motorized vehicles or other components.
  - (4) Establishments or facilities for the sale, rental, service, repair, testing, demonstration, or other use of motorboats, other watercraft, marine supplies, motors for watercraft, or their components.
  - (5) Roominghouses and boardinghouses.
  - (6) Miscellaneous amusement and recreation services.
  - (7) Camps and recreational vehicle parks.
  - (8) Drive-in and convenience establishments not mentioned above.
  - (9) Automobile repair shops, including shops for general mechanical repairs, automobile body repair, and repair of tires, but not including establishments for rebuilding, retreading, recapping, vulcanizing, or manufacturing tires.
  - (10) Establishments primarily engaged in specialized automobile repair, such as electrical, battery and ignition repair, radiator repair, glass replacement and repair, carburetor repair, and wheel alignment service.
  - (11) Community living arrangements, including day care.

- (12) Highway passenger and motor freight transport.
  - (13) The parking of trucks as an accessory use, when used in the conduct of a permitted business listed above in this section, shall be limited to vehicles of not over 10,000 pounds gross vehicle weight when located within 150 feet of a residential district boundary line.
  - (14) Conditional uses authorized in C-1, C-2 and M-1 district.
  - (15) Establishments engaged in renting and/or selling videocassettes and related items such as VCRs, DVD players, TVs and similar electronic equipment.
  - (16) Uses permitted in the M-1 district.
  - (17) Stores for the sale and installation of tire, batteries, mufflers or other automotive accessories.
- (d) *Lot, building and yard requirements.* Unless modified by conditional use permit:
- (1) Lot, frontage: Minimum 100 feet.
  - (2) Lot area: Minimum 12,000 square feet.
  - (3) Front yard: Minimum 50 feet.
  - (4) Side yard: Minimum 20 feet.
  - (5) Rear yard: Minimum 30 feet.
  - (6) Building height: Maximum 35 feet.
  - (7) Percent of lot coverage: Maximum 60 percent.
  - (8) Parking spaces required: See section 113-292.
  - (9) Zero lot lines are permitted as follows:
    - a. After June 1, 1996, to obtain approval for zero lot line construction on buildings for which the building permit was issued, each unit shall be required to have separate sewer and water lateral connections; separate sewer/water, electric and gas shutoffs; and separate sewer/water, electric and gas meters.
    - b. Prior to June 1, 1996, to obtain approval for zero lot line construction on buildings for which the building permit was issued, each unit shall be required to have separate sewer/@@water, electric and gas meters.
    - c. All zero lot line construction shall also be required to obtain approval of and record a certified survey map or plat map, as appropriate under the land division ordinance, and a satisfactory maintenance agreement. In addition to other land division and building construction requirements, the owner shall not be entitled to an occupancy permit until the owner:
      - 1. Has had a surveyor verify that the zero lot line on the map accurately depicts the actual centerline for the common walls after the foundation of the building has been poured (through as-built plans or other means satisfactory to the village engineer); and
      - 2. Has provided confirmation of same to the building inspector.
    - d. No occupancy will be granted without a satisfactory and approved maintenance agreement.
- (e) *Other requirements.* Uses permitted and conditional in the M-1 district are subject to the following requirements:
- (1) Required buffer strips in industrial districts. Where an M-1 Industrial District abuts a residential district, there shall be provided along any rear, side or front line, coincidental with any industrial-residential boundary, a buffer strip not less than 40 feet in width as measured at right angles to said lot line. The buffer strip shall be located in the C-M district. Plant materials at least six feet

in height of such variety and growth habits as to provide a year-round, effective visual screen when viewed from the residential district shall be planted in the exterior 25 feet abutting the residential district. If the required planting screen is set back from the industrial-residential boundary, the portion of the buffer strip facing the residential district shall be attractively maintained. Fencing may be used in lieu of planting materials to provide said screening. The fencing shall be not less than five feet nor more than eight feet in height, and shall be of such materials as to effectively screen the industrial area. The exterior 25 feet of the buffer strip shall not be devoted to the parking of vehicles or storage of any material or accessory uses. The interior 15 feet may be devoted to parking of vehicles.

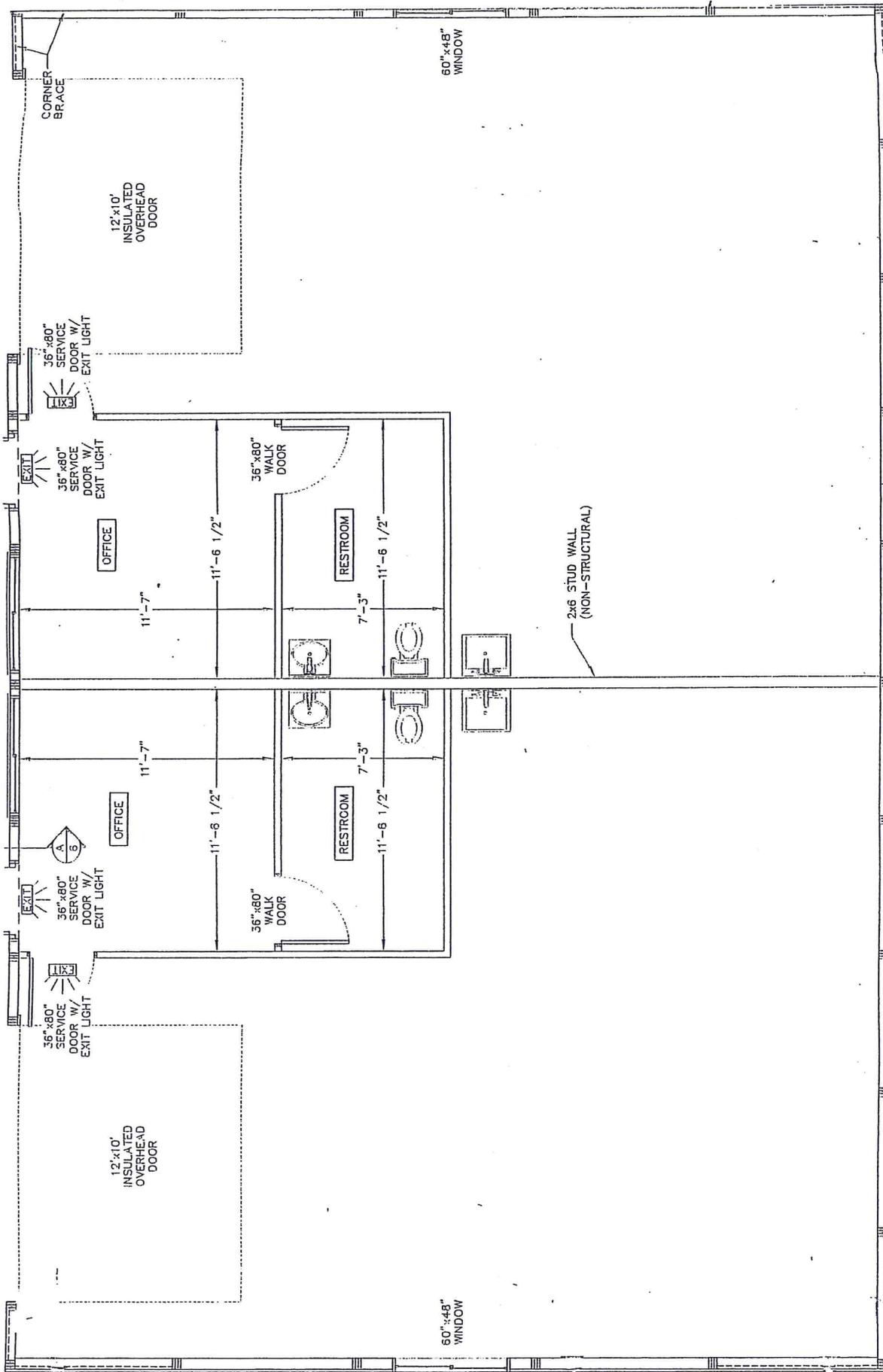
- (2) The minimum landscape surface ratio (the area of the lot which is planted and continually maintained in vegetation) is 25 percent.
- (3) Cross reference. See section 113-52, environmental performance standards.

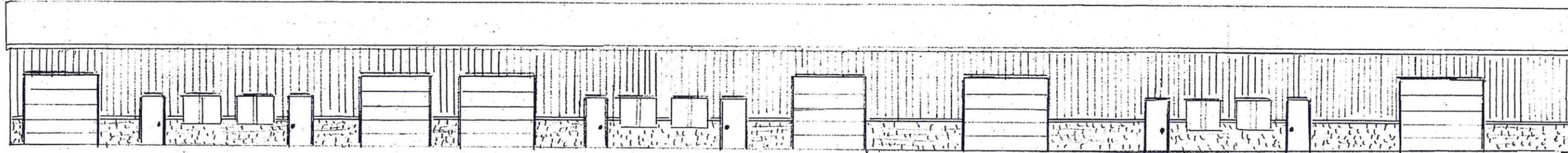
(Prior Code, § 24.271)

**Architectural restrictions and covenants:**

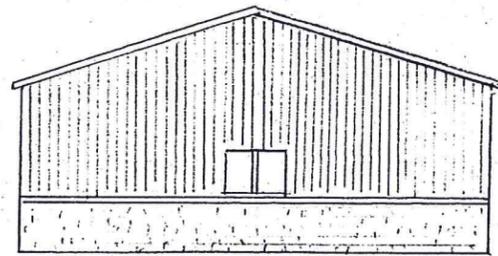
- 1) On the front facing elevation (south side) of each building: buyer to plant two, eave-height trees and two dwarf or other type of evergreen arborvitae, as well as have a 4' tall brick or manufactured stone wainscoting wrap the south facing elevations.
  
- 2) A 4' tall brick or manufactured stone wainscoting is to wrap the entire length of the elevations on the service entry door side of each building.
  
- 3) Buyer to provide design schematics and a plot plan of each building on the site, showing dimensions, elevations, location of service and overhead doors, brick wainscoting and signage placement, as well as the location and type of plantings for Seller's written approval prior to submitting plans or applying for permits from the Village of Deerfield or Seller may declare this offer null and void.
  
- 4) Signage: each building may have one large sign with each contractors name listed on that sign located on the south side, and complying with any additional Village of Deerfield ordinances. Each contractor may have a small business sign located on the service entry door of his/her office unit, and complying with Village ordinances.
  
- 5) All siding, trim and shingles shall be of earth tones: brown, gray-brown, dark green or dark gray. All trim, windows, service doors and overhead doors may be of similar colors or beige, cream or taupe.
  
- 6) Subject to Seller approving the rules and regulations of Buyer's lease(s) for these buildings. Buyer to provide a copy of the lease(s), rules and regulations for Seller to review and approve within 60-days of acceptance.



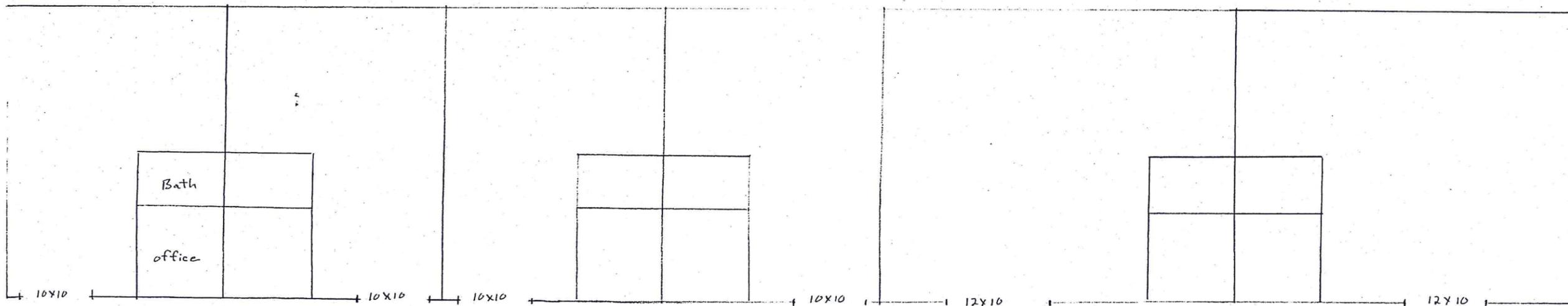




Front Elevation



South Elevation

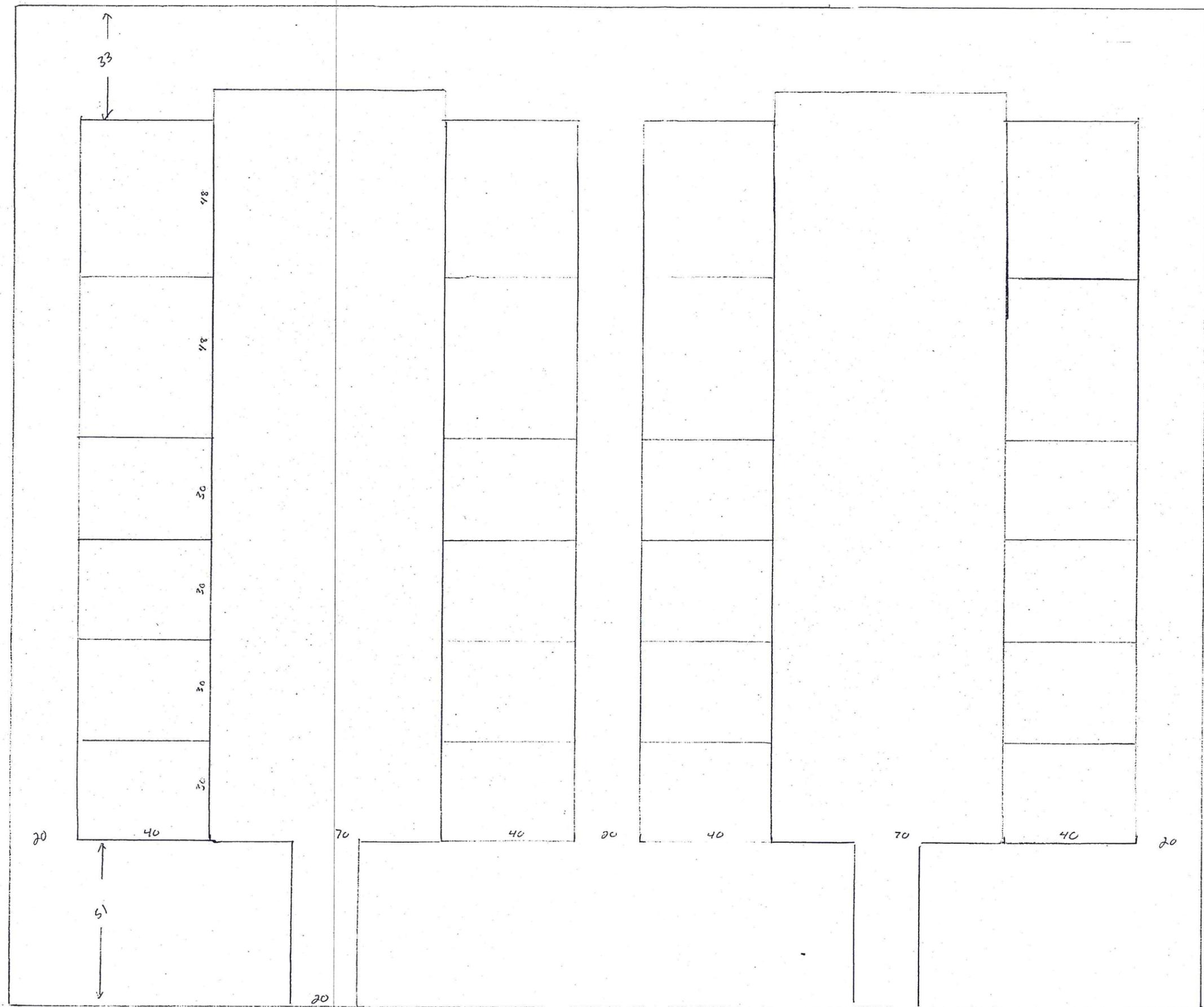


Floor Plan

GIP-Deer LLC

May 73

NORTH



360

5-9-19

# Paulson Kimball Construction, LLC

GENERAL CONTRACTOR

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917 TODD DRIVE JANESVILLE, WI 53546 PH 608-752-6611 FAX 608-752-7218  
[www.paulsonkimball.com](http://www.paulsonkimball.com)

## Proposal

April 25, 2019

TO: Cardiac Science  
Mr. Bob Buerger  
500 Burdick Parkway  
Deerfield, WI  
bbueger@cardiacscience.com

Dear Bob,

We are pleased to provide this proposal to construct a custom canopy for the south entry sidewalk at Cardiac Science Deerfield, WI. This proposal is based on PKC sketch dated 3/16/2019.

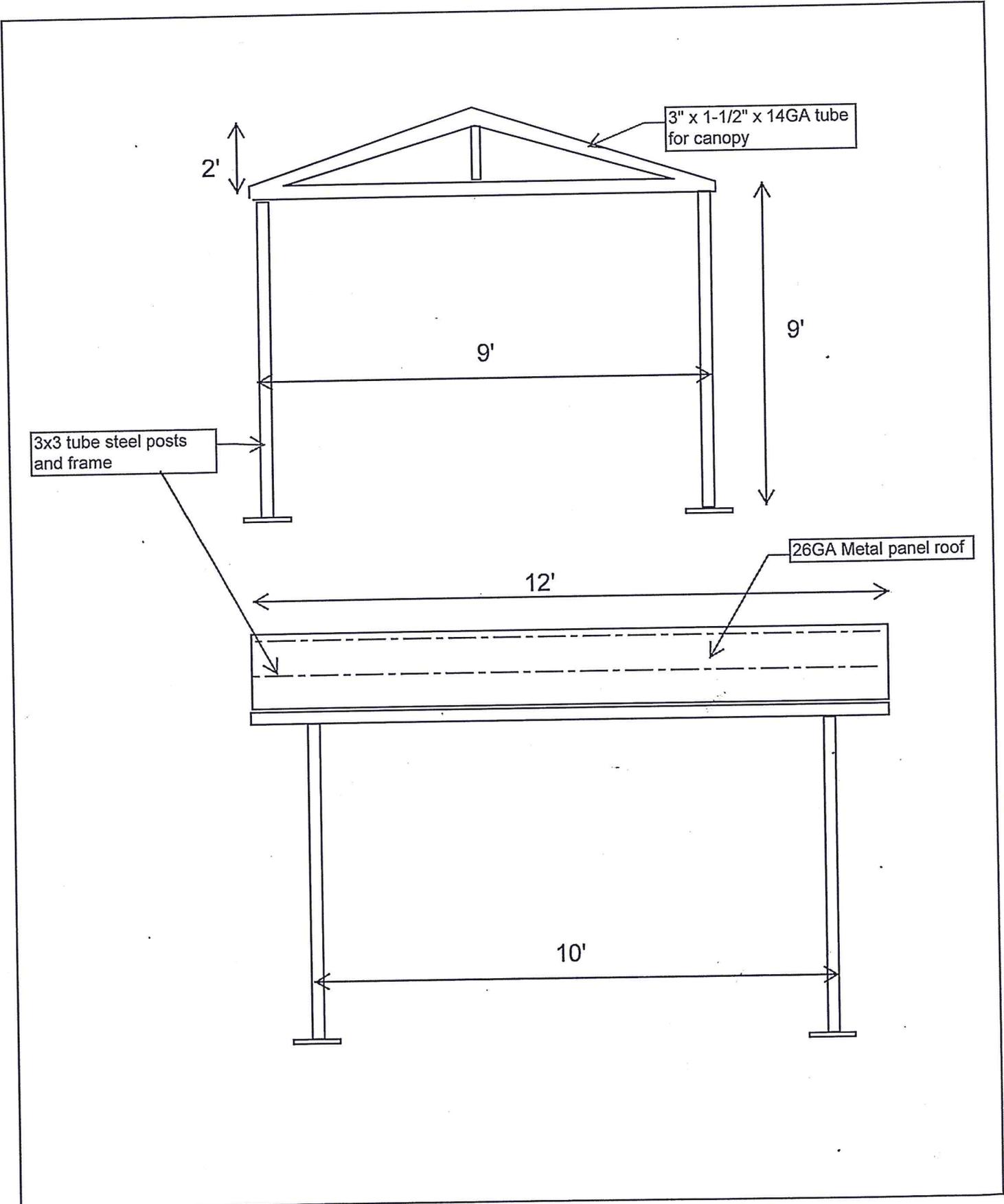
We have included the following for your consideration:

- Excavate (4) 24" diameter holes 4' deep for frost depth piers
- Furnish and install (4) concrete piers 24" x 4' w/ rebar cages
- Fabricate (1) custom steel canopy 9' wide x 9' high x 12' long
- Canopy posts to be 3"x3" tube steel with base plates anchored to concrete with wedge anchors
- Canopy frame to be 3" x 1-1/2" 14 gauge tube steel
- Canopy steel to be fabricated to bolt together on-site, no fork lift for erecting
- Canopy roof sheeting to be 26GA McElroy standard color multi rib panel
- Labor to install
- PKC to utilize Cardiac Science forklift for unloading and installation
- Canopy to be free standing and will not be flashed or attached to the building

**TOTAL BASE PROPOSAL \$9,988.00**

This proposal does NOT include:

- Building permit
- Concrete repair or replacement
- Forklift for unloading
- Flashing to building
- Anything not listed as included



TERMS:

A fifty (50%) percent down payment is due at the acceptance of this proposal for materials to be ordered. Remaining balance due at completion of work proposed. Partial lien waivers will be furnished with each draw request after the first payment is received. Final lien waivers will be furnished upon final payment and completion of work proposed. Components will be ordered after signing acceptance of this proposal.

All material is to be as specified in this proposal. Any alteration from this proposal involving extra costs will be executed only upon written change orders and will become an extra charge over and above this proposal price. Agreement is contingent upon strikes, accident, weather conditions and delays beyond our control.

Paulson Kimball Construction will warranty our material and workmanship supplied and performed for a period of one year from date of occupancy. Manufacturer equipment warranties which are greater than one year will be honored per each manufacturer's conditions of warranty and liability.

As required by the Wisconsin Lien Law, builder hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned builder, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to his mortgage lender, if any. Builder agrees to cooperate with owner and his lender, if any, to see that all potential lien claimants are duly paid.

This proposal may be withdrawn by us if not accepted within (30) days

ACCEPTANCE:

The above prices, specifications and conditions are satisfactory and are hereby accepted. Payments will be made as outlined above.

This proposal becomes a contract agreement when accepted by owner and approved by Paulson Kimball Construction, LLC

Thank you for the opportunity to present this proposal. We look forward to working with you on this project.

Sincerely,  
Paulson Kimball Construction, LLC

By: *Norm Paulson*

Norm Paulson  
Member

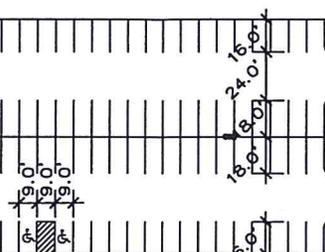
Accepted By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

ENTERPRISE DRIVE

40.0'



FIRE

LANE

PARKWAY

BURDICK

INTERPANE LANE



# VILLAGE OF DEERFIELD

4 North Main St., P.O. Box 66, Deerfield, WI. 53531

TELEPHONE: 608-764-5404

FAX: 608-764-5807

Village President: Greg Frutiger  
Village Administrator / Clerk-Treasurer: Elizabeth McCredie  
www.deerfieldwi.com

Village of Deerfield  
TIF Assistance Application  
Approved to Form April 18, 2011

Date 4/29/19

Fees Paid \_\_\_\_\_  
Per Section 2.4(1) & (2)

### APPLICANT INFORMATION

### PROJECT INFORMATION

Property Owner Scott - James Whiting

Business Name Klinefelter Rental

Mailing Address PO BOX 62  
Deerfield WI 53531

Project Title Building Improvements  
Project Address 43 N Main St.

Contact Person Scott Whiting

Deerfield WI 53531

Contact Address PO BOX 62  
Deerfield WI 53531

Contact Person phone 608-764-2040  
e-mail whiting@deerfieldpistol.com

| Parcel Number              | Year <u>2018</u><br>Assessed Value | Year <u>2018</u><br>Equalized Value |
|----------------------------|------------------------------------|-------------------------------------|
| <u>117/0712-214-7274-9</u> | <u>\$223,400</u>                   | <u>\$250,000</u>                    |
|                            |                                    |                                     |
|                            |                                    |                                     |
|                            |                                    |                                     |

Information found on tax bills.

- 1) Description of project (250 words or less) addressing the following: *See Attached Letter*
  - a) Benefit to TID #3 and community
  - b) Type of Project (Residential/Commercial)
  - c) Redevelopment or New
  - d) Number of project jobs to be created (if any)
  
- 2) Type of incentive being requested.
  - a) Pay as you go
  - b) Upfront payment
  - c) Other \_\_\_\_\_
  
- 3) Estimated Value increase of property.

| Construction Year | Value     | Type    |
|-------------------|-----------|---------|
| 2019              | \$ 81,000 | Remodel |
|                   |           |         |
|                   |           |         |
|                   |           |         |
|                   |           |         |

- 4) Why assistance is needed (250 words or less). *see Attached Letter*
  
- 5) Description of source of other funds with supporting documents. *see Attached email Letter*
  
- 6) For Grant/Incentive request over \$25,000.00 the following are also required.
  - a) Site Plans
  - b) Building Plans
  - c) Plat Plans

Return application to: Elizabeth McCredie  
 P.O. Box 66  
 Deerfield, WI 53531

# Klinefelter Rentals LLC

43 N. Main St.  
P.O. Box 62  
Deerfield WI 53531  
608-764-2040

04/29/19

Village of Deerfield  
TIF Assistance Application

Klinefelter Rental LLC. owns a commercial/residential building at 43 N. Main St. in Deerfield. Klinefelter Rental LLC is owned by James and Scott Whiting. The building was built in 1893 and has housed several different businesses along with apartments over the years. For the last 20 years Klinefelter has rented to the Deerfield Pistol and Archery Center which has been a staple to the downtown business district. DPAC is also owned by Scott Whiting. We currently employ 5 regular time employees and approx. 6 contract employees. DPAC began selling uniforms and has continuously expanded, adding the indoor pistol range, firearms classes, self defense classes and additional product lines. Over the years DPAC has been a destination business and brought in thousands of customers who also support other downtown businesses. Our customers and tenants living in the apartments patronize the gas stations, service shop, bars and grills, and the antiques mall.

Over the years, the 126 year old building has deteriorated and needs some updating. Throughout my ownership of the Klinefelter Rental I have made the following improvements to the building.

- \*Several new windows to the upstairs apartments
- \*New side and rear windows to the lower commercial store
- \*1 new boiler (out of the 2 boiler system)
- \* New Flat roofing on the rear of the building
- \*A new north side easement sidewalk.

But the building needs additional work to continue to be the safe, efficient, and attractive building that houses this stable business and apartments.

A redevelopment project for the following items is being planned.

|  |                 |
|--|-----------------|
| *Replacing the second boiler   | \$ 6,000        |
| *New steel roof on the main building                                     | \$ 20,000       |
| *Remodel emergency side exit metal stairway                              | \$ 6,000        |
| *Brick tuck pointing on the exterior                                     | \$ 7,200        |
| *Painting of stucco exterior on north side of building                   | \$ 6,500        |
| *Front retail shop high efficiency windows                               | \$ 15,000       |
| *Replace several additional building windows (not yet been replaced)     | \$ 10,000       |
| *Replace the side and rear wood doors with new steel doors.              | \$ 2,000        |
| *Replace the deteriorating awnings on the front and back of the building | \$ <u>8,000</u> |

Total \$ 80,700

This redevelopment will improve the efficiency, stability, and attractiveness of the building. These repairs are important for the Village of Deerfield to contribute to the improvement of the Main street appearance. The assistance in the improvements is needed for Klinefelter Rental to help the business continue to be a strong asset for the community and remain a destination point for future customers.

The projects total approx. \$81,000 in improvements. I am willing to invest \$25,000 and would like the TIF district to allow a \$56,000 grant to help improve this historic downtown building and business. DPAC can then continue to be a staple business, and bring in customers to the current and new businesses developing in Deerfield.

Number of Customers at DPAC (2018)

|                             |                 |
|-----------------------------|-----------------|
| Range rental                | 4224            |
| Firearm Training            | 862             |
| Gun Smithing                | 77              |
| Purchased Handgun           | 498             |
| Purchased Long gun          | 99              |
| Transferred a gun           | 803             |
| <u>Private Rental Group</u> | <u>3324</u>     |
| Total                       | 9,887 Customers |

If you haven't been in our shop we would love for you to stop in for a tour.

Thank you for your consideration.

  
Scott Whiting/James Whiting  
Owners Klinefelter Rental LLC

## Deerfield Pistol and Archery Center

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**From:** Ben Mlsna [BMsna@bankofdeerfield.com]  
**Sent:** Thursday, May 09, 2019 1:43 PM  
**To:** Deerfield Pistol and Archery Center  
**Subject:** Commercial improvements

Scott

Just following up to our conversation about the roof and boiler repairs/replacement that we discussed. The bank should be able to provide you with the necessary financing needed up to the \$26,000 that we discussed.

Once you have made your final decision please let me know and I can start the processing of your request.

Thanks

Ben Mlsna  
Vice President  
Bank of Deerfield  
NMLS# 523183  
P.O. Box 85  
Deerfield, WI 53531  
608-764-1022 (P)  
NMLS# 477763

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