

**TOWN OF DELAFIELD
PLAN COMMISSION MEETING
Tuesday, January 21, 2014**

Members present: T. Oberhaus , P. Kanter, C. Dundon, M. Tagtow, B. Cooley, E. Kranick, G. Reich
Also present: T. Barbeau, Town Engineer

First Order of Business: Call to order

Plan Commission Chairman Oberhaus called the meeting to order at 7:06 p.m.

Second Order of Business: Unfinished Business

- A. Stephan J. and Sharon L. Cooper, W282 N3388 Taylors Woods Road, by Lisa Krusick, Rob Miller Homes, agent, Re: Consideration and possible action on a request for approval of a Certified Survey Map on lands located at W282 N3388 Taylors Woods Road to combine portions of Lots 14 and 15 of Pewaukee Lake Park, A Part of Government Lot 1 (tabled January 7, 2014).

MOTION BY MS. DUNDON, SECONDED BY MR. COOLEY TO REMOVE FROM THE TABLE. MOTION CARRIED.

At the previous meeting, the Plan Commission was concerned about the disposition of the right-of-way along Taylors Woods Road and the fact that it went through two garages. Attorney Larson reviewed the matter and suggested adding a note to the Certified Survey Map identifying the reason and source for the right-of-ways. The note was added to the map.

MOTION BY MR. KANTER, SECONDED BY MS. DUNDON TO APPROVE THE CERTIFIED SURVEY MAP DATED JANUARY 6, 2014. MOTION CARRIED.

Third Order of Business: New Business

- A. Discussion and possible action related to regulation of Environmental Corridors in the Town of Delafield

Engineer Barbeau presented a map he received from the Southeastern Wisconsin Regional Planning Commission (SEWRPC) indicating the areas of primary (PEC) and secondary (SEC) environmental corridor and isolated natural resource areas (INRA). Each area of PEC was reviewed to indicate which ones were already protected by subdivision restrictions and which ones were on individual properties and not specifically protected. The Commission expressed concern regarding protecting the PEC areas since it would be viewed as a "taking." The Commission directed staff to identify the owners of the unprotected areas and educate those people. Ideas presented included using community groups, land conservancy resources (can they manage an educational program for the Town?) Carroll College or UW-Extension resources, create a pamphlet and post on the Town web site, direct contact with property owners and create a Town Board resolution. Staff directed Engineer Barbeau to take the initiative to proceed with educational efforts.

- B. Discussion and possible action on zoning code amendments related to the following topics:

1. "Green" roofs and their relationship to the open space calculation
2. Reference to yard regulations in the definitions of Front yard, Side yard, Rear yard
3. Clarification of Section 17.03 1. A. 6. f. of the Zoning Code regarding as-built surveys

4. Modification of Section 17.03 1. A. 2. e. Plat of Survey Exemptions of the Zoning Code
5. Modification of 17.03 1. A. 1. which requires that all buildings of any size must get a building permit.
6. Modification of Fee schedule regarding zoning review deposits for new homes and additions

The Plan Commission discussed each of the items as summarized below:

1. *Green Roofs: Mr. Cooley suggested that if a property owner installs a green roof on their structure, that area should be considered open space and not counted against the hard surfaces on the lot. The Plan Commission disagreed with Mr. Cooley and directed Engineer Barbeau to leave the code as it is.*
2. *The Plan Commission agreed that the definitions should be revised to eliminate a reference to Yard Regulations, since there are none specifically called out in the district regulations of the zoning code.*
3. *Engineer Barbeau presented language that clarifies that an as-built drawing is only needed for: 1. lots on the Pewaukee Lake; 2. Lots with new homes on them, or 3. Lots that have improvements (addition and/or hardscape) that reduce the open space to within 500 square feet or less of what is required.*
4. *The Plan Commission agreed to eliminate the language related to requiring a marked-up aerial photo to show the balance of open space on parcels that substantially meet the open space requirement.*
5. *Engineer Barbeau explained that the way the code is written in 17.03 1. A. 1. and in Chapter 14 (Building Code), agriculture buildings, small sheds and other small structures would have to meet the Uniform Dwelling Code requirements, including structural and wind loading. Building Inspector Fockler has indicated that by doing so, owners have to increase structural members on those types of buildings. Mr. Fockler has suggested that the Town set a minimum size for requiring a permit and adopt the code requirements that are normally used for agricultural buildings. Engineer Barbeau was directed to develop an acceptable minimum building size with Mr. Fockler and suggest code language.*
6. *Engineer Barbeau indicated that the zoning permit deposit required for new home permits and additions is \$1000. He has not come close to needing that amount of money and is therefore, requesting that the fee schedule be changed to only require a \$500 deposit for zoning permits.*

The Plan Commission offered their comments on each item and directed Engineer Barbeau to prepare the necessary documents for adoption of the changes.

Fourth Order of Business: Adjournment

MOTION BY MR. TAGTOW, SECONDED BY MR. KANTER TO ADJOURN AT 8:55 P.M., MOTION CARRIED.

Respectfully submitted,

Tim Barbeau, P.E., R.L.S.
Town Engineer/Zoning Administrator

Minutes approved on _____