

**TOWN OF DELAFIELD
PLAN COMMISSION MEETING
Tuesday, March 3, 2015**

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

Also present: L. Krause, T. Barbeau, *Town Engineer*, 10 citizens

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

Chairman Oberhaus called the meeting to order at 7:04 p.m. and led all in the Pledge of Allegiance.

Second order of business: Approval of the minutes of February 3, 2015

A Motion was made by Ms. Cooley, seconded by Mr. Reich, to approve the minutes of the February 3, 2015 meeting as corrected. Motion Carried.

Third order of business: Communications (for discussion and possible action)

A. None

Ms. Dundon distributed information from the Wisconsin Towns Association teleconference discussing shoreland zoning.

A Motion was made by Mr. Kranick, seconded by Mr. Kanter, to move the Fourth order of business after the Fifth and Sixth orders of business. Motion Carried.

Fifth order of business: New Business

- A. Pat Leverence, owner, by Jane Bellante and Kristine Wright, operators,
Re: Consideration and possible action on a request to approve a Plan of Operation for retail sales of handmade items from local artisans in the "upper barn" at Old Lynndale Farms, N47 W28270 Lynndale Road.

Engineer Barbeau explained that this new business opened March 1 under Ms. Leverence's previous approval. They are now seeking their own Plan of Operation approval. The Plan of Operation is very similar to what was previously done at this facility.

The Plan of Operation does indicate there may be art fairs held on the property. If so, they will come in for special event approvals ahead of time.

A Motion was made by Mr. Reich, seconded by Mr. Kranick, to approve the Plan of Operation. Motion Carried.

- B. Town of Delafield, Re: Consideration and possible action on a request to approve monument signs at the two entrances to the Town Hall and Fire Station located at the southeast corner of Maple Avenue and Silvernail Road.

Supervisor Krause explained the items in the Plan Commission packet and those distributed to the Plan Commission members tonight regarding the proposed signs for the new Fire Station and Town Hall. Town Hall Sign Option 2 is the option recommended by the committee for Plan Commission approval. It is a single-sided sign which will be placed parallel to Maple Ave. The Fire Department sign is a green, two-sided, metal, internally lit cabinet-style sign. This sign will be at least 16 inches off the ground surface. LED lighting is recommended. No landscaping around the signs is currently planned.

Engineer Barbeau stated the architect and committee are requesting a variance for both the size and location of the two signs. In order for the signs to be visible they will need to be placed in the right-of-way developed in the 1950s by the Department of Transportation. The DOT indicated that the decision to place something in this right-of-way is up to the Town since it is the Town's right-of-way. Engineer Barbeau suggested that the base of the Fire Department sign be something other than posts.

A Motion was made by Mr. Kanter, seconded by Mr. Kranick, to approve the recommended placement of the signs and grant the requested variance; to approve use of LED lighting in the signs; to direct that the Fire Station sign be mounted on a pedestal which is complimentary to the Town Hall sign; and to approve Town Hall Sign Option #1. Motion Carried 6/1 with Mr. Cooley voting "No".

Sixth order of business: Discussion

- A. Larry & Judy Sheets Family Trust & John and Elizabeth Reimer Living Trust, owners, Rob Miller, agent, Re: Discussion related to the development of the Sheets/Reimer lands located west of Cushing Park Road, between USH 18 and Abitz Road into a single family subdivision.

Rob Miller, Rob Miller Homes, spoke regarding the proposed development of 32 lots on roughly 90 acres designed in a way to capture the natural setting. He would like to avoid putting anything along the Cushing Park Road bike trail. His plan would have a road coming south off of Abitz Road through an isolated natural resource area and a future road going east/west to Cushing Park Road. Mr. Miller does not want to purchase the southern section of the land (south of the creek) which is zoned for industrial use.

Plan Commission members asked questions and gave positive feedback. Concerns were expressed about Lot 21 along the road on the new plan. They may need to plant trees in that area to maintain the integrity of the natural beauty of the parcel but options may be limited due to the long, narrow shape of the parcel of land.

- B. Lloyd Williams and Judith Williams, owners, Re: Discussion related to development of a 14 lot single family subdivision at the northwest corner of CTH G (Elmhurst Road) and Bryn Drive.

John Stigler spoke on behalf of Judith Williams. He explained he spoke with Judith and has her authorization to speak on her behalf. The Judith Williams and Lloyd Williams properties are separate items. Mr. Stigler distributed a sketch of the Judith Williams parcel.

Ms. Williams would like to have her property rezoned from A-1 to A-2 so that she can develop five lots (each with approximately three acres) along Elmhurst. Soil testing needs to be performed. He stated this would be a subdivision plat. Ms. Williams has two parcels totaling 15 acres. The property backs up to the Jeremiah Williams family farm on Bryn Dr. and is across the road from the former LifeStrider property. She has indicated she is not open to developing the parcel as a joint project with Lloyd Williams with an entrance from Bryn Dr.

The Plan Commission expressed concerns regarding the area of this proposed development along Elmhurst. The County will need to evaluate the section of the road and will determine the number and location of driveways or shared driveways which would be allowed due to sight distance on that road section.

Engineer Barbeau stated Lots 2, 3 and 4 have very steep slopes, so there will be water and grade issues.

Plan Commission comments included:

- This is uncreative and doesn't fit the type of development currently taking place in the Town.
- The proposal presents problems with typography.
- Shared driveways often present legal issues.
- The section of Elmhurst has multiple sight issues and needs to be evaluated by the County.

The Plan Commission was unanimously against this proposal.

Mr. Stigler distributed a new plan from Lloyd Williams showing a new cul-de-sac proposal backing up to the Judith Williams parcels. The property is zoned A-1. He requested discussion of a A-1 PUD to allow 12 lots. Soil tests would need to be done in the spring. The proposed development including open space totals approximately 40 acres but the Williams farm, of which this is a part and which will be developed in the future, totals over 450 acres. Mr. Williams stated he has many options as to where to start his development. His original intent was to begin on the south and west sides of Bryn Dr. between the barn and Hwy. 18. He does not want to develop the prime agricultural land which he intends to preserve for permanent agricultural use and open space. His only reason for making this proposal was to assist Judith Williams with her property.

Plan Commission members requested to see a conceptual master plan of the whole Jeremiah Williams Farm acreage which will be developed over the coming years rather than being asked to consider smaller developments or cul-de-sacs off multiple entrances on Bryn Drive, which would be unacceptable. Mr. Williams was told to work with Engineer Barbeau. After seeing a master plan, the Plan Commission could consider a phased development plan. Plan Commission members prefer continuity between the two Williams properties being discussed at this meeting.

Fourth order of business: Unfinished Business

- A. Town of Delafield Zoning Code Text Amendments (tabled 2/3/15), Re: Consideration and possible action on amendment of certain sections of 17.02 and 17.03. of the Town Zoning Code related to definitions, minimum structure size requiring a building permit, clarification of when an as-built survey is required and regulation of trailer parking.

A Motion was made by Mr. Reich, seconded by Ms. Dundon, to take this agenda item off the Table. Motion Carried.

Engineer Barbeau reintroduced this agenda item.

Plan Commission members discussed their concerns.

A Motion was made by Mr. Kanter, seconded by Mr. Kranick, to adjourn at 9 p.m. Motion Carried.

Plan Commission members suggested that Engineer Barbeau and Building Inspector Fockler go through the Town Code and determine exactly what is covered in the current Code relating to this subject and then come back to the Plan Commission with a proposal regarding what needs to be changed or added.

A Motion was made by Mr. Kanter, seconded by Mr. Cooley, to Table this item. Motion Carried.

Seventh order of business: Announcements and Planning Items:

Next meeting -Tuesday, March 31, 2015 at 7 p.m.

Eighth order of business: Adjournment

(A Motion was made earlier by Mr. Kanter, seconded by Mr. Kranick, to adjourn at 9 p.m. Motion Carried.) The Plan Commission adjourned at 9 p.m.

Respectfully submitted,

Lauren Beale
Deputy Clerk/Treasurer

Minutes approved on: March 31, 2015