

**TOWN OF DELAFIELD
PLAN COMMISSION MEETING
Tuesday, May 1, 2018**

Members present: T. Oberhaus, L. Krause, E. Kranick, C. Dundon, G. Reich, K. Fitzgerald, T. Frank
Also present: T. Barbeau, *Town Engineer*, 9 citizens

First order of business: Call to Order and Pledge of Allegiance
Chairman Oberhaus 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 April 5, 2018 and April 23, 2018
**MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUNDON TO APPROVE AS PRESENTED.
MOTION CARRIED.**

Third order of business: Communications (for discussion and possible action):
A. Mark Moertl, Boatgas Marine Refueling Service, LLC (3/26/18) Re: Annual Report
None

B. Church of the Resurrection (4/19/18) Re: Lake Country Childcare CUP

Engineer Barbeau stated that Lake County Childcare has applied for a Conditional Permit to run a daycare in the existing unused space, that has been leased for many years, at Church of the Resurrection. The owners applied during the period in which the Town set a three month moratorium on the issuance of CUP's, beginning February 13 and are requesting that the Town Board to grant an exception to the terms of the moratorium at their next meeting. The Plan Commission is in favor of this request.

Fourth Order of Business: Unfinished Business
A. DaySpring Baptist Church, Daniel Reehoff, pastor, (tabled 4/5/18) Re: Consideration and possible action on a request for approval for a variance to the sign code to allow exterior signage for the church facility located at N14 W29489 Silvernail Road

**MOTION MADE BY MR. KRAUSE, SECONDED BY MR. KRANICK TO REMOVE FROM THE TABLE.
MOTION CARRIED.**

Engineer Barbeau stated his request to make a change to his report re: the building wall sign to read, "they have reduced the proposed wall sign to 39 square feet (not 53) with 24" high letters and a 14" box around the sunshine logo". He directed attention to the DaySpring Baptist Church Sign Variance size comparisons stating that the OAW building is 440 ft. wide, not 280 ft. as indicated. The site is allowed 88 sq. ft., per Town Code, between the wall and monument sign and DaySpring is proposing 130 sq. ft. They are requesting the following variances: Building Sign: Reduce the logo size on the building from the original size suggested by the architects by nearly 45%; Monument Sign: Increase size of "Town of Delafield" to 4" height.

MOTION MADE MR. KRANICK, SECONDED BY MR. FITZGERALD TO APPROVE THE SIGNS AS PRESENTED AND GRANT THE VARIANCE TO PROVIDE FOR THE MONUMENT SIGN AND THE SIGN ON THE BUILDING.

AMENDED MOTION MADE BY MR. KRANICK, SECONDED BY MR. FITZGERALD TO AMEND THE MONUMENT SIGN TO 91 SQ. FT. AND THE SIGN ON THE BUILDING TO 39 SQ. FT. MR. REICH – NAY, MS. DUNDON – NAY, MR. FITZGERALD – AYE, MR. KRANICK – AYE, MR. KRAUSE – AYE, CHAIRMAN OBERHAUS – AYE. MR. FRANK – AYE. MOTION CARRIED 5-2.

MOTION MADE BY MR. KRANICK, SECONDED BY MR. KRAUSE TO TAKE ITEM 5A OUT OF ORDER. MOTION CARRIED.

Fifth Order of Business: New Business

- A. Patricia Mayer Revocable Trust of 2012 Revocable Trust, Re: Re-consideration and possible action to add a 33 foot wide reservation along the west side of proposed Lots 1 and 2 on a previously approved, but not recorded Certified Survey Map located at S11 W30520 Summit Avenue

Engineer Barbeau stated that the Plan Commission approved the CSM subject to approvals by other entities including the DOT. It is back on the table due to the need to add a 33-foot wide reservation along the west side of proposed lots 1 and 2. An additional 20' of Lot 1 will be dedicated for highway purposes.

MOTION MADE BY MR. KRAUSE, SECONDED BY MS. DUNDON TO RECOMMEND APPROVAL TO THE TOWN BOARD THE REQUEST FOR A 33-FOOT RESERVATION OF LAND ON THE WEST SIDE OF LOTS 1 AND 2 ON THE MAYER PROPERTY FROM USH 18, TO THE NORTH END OF THE PROPERTY, AND ALSO A 20' DEDICATION OF ADDITIONAL ROW ADJACENT TO LOT 1 ALONG USH 18. MOTION CARRIED.

- B. Request by Town staff for Plan Commission interpretation of code section 17.07 2. C. Legal Conforming Uses on a Conforming Lot or Nonconforming Lot Containing Legal Nonconforming Structures, with respect to improvements planned for the barn located on the west side of Bryn Drive at N3 W29350 Bryn Drive

Engineer Barbeau stated that Gwenyn Hill Farm is the former Williams Family Farm and Greenhill Preservation. The subject barn is a legal non-conforming structure, as it does not meet the 50-foot setback from the Bryn Road right-of-way. He stated that due to a change to State law in 2013, rebuilding, repair and maintenance of a non-confirming building or structure can be allowed under WI Statutes 62.23 (7)(hb) and restoration or replacement of certain non-confirming structures can be allowed under 62.23 (7)(hc). The proposed request is to restore the barn (raise it up), take out the foundation, pour a footing around it, place some veneer stone on the outside and place it back down, replace the siding with cedar siding painted white, repair timbers, repair roof, take off shingles and add wood shakes. He is asking for interpretation from the Plan Commission as to whether this meets the Town Code. Discussion followed on this being a barn, in need of repair, that will remain a barn. It will be not be re-built.

MOTION MADE BY MR. REICH, SECONDED BY MR. KRANICK TO CONFIRM THAT THE PROPOSED WORK IS WITHIN THE CODE ALLOWANCES. MOTION CARRIED.

Fourth Order of Business: Unfinished Business

- B. Town of Delafield, (tabled 4/23/18) Re: Discussion, consideration and possible action on amendments to the Town Zoning Code related to regulation of Conditional Uses.

MOTION MADE BY MR. KRANICK, SECONDED BY MR. KRAUSE TO REMOVE FROM THE TABLE. MOTION CARRIED.

If a conventional subdivision comes in for approval, all requirements will need to be met in Chapter 17 for zoning and densities in Chapter 18. Mr. Reich stated that the commission needs a template put in place that displays how density fits into Chapter 18 and how are standards set. What will the language look like outlining the template? He would like to review the framework of the ordinance first and then discuss the density calculations within each zoning category. Does the Town Board want to review the current land use plan at this time? Discussion followed on the importance of PUD's.

MOTION MADE BY MR. REICH, SECONDED BY MS. DUNDON TO RECOMMEND TO THE TOWN BOARD A 60-DAY EXTENSION OF THE MORATORIUM AS CURRENTLY IN PLACE. MOTION CARRIED.

Sixth Order of Business: Discussion
None

Seventh Order of Business: Announcements and Planning Items:
Next meeting: June 5, 2018

Eighth Order of Business: Adjournment

MOTION MADE BY MR. REICH, SECONDED BY MR. KRANICK TO ADJOURN AT 9:00 P.M. MOTION CARRIED.

Respectfully submitted,

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

Minutes approved on: June 5, 2018