

TOWN OF DELAFIELD
PLAN COMMISSION MEETING
Tuesday, May 7, 2019

Members present: K. Fitzgerald, R. Troy, C. Diderrich, E. Kranick, N. Dickenson

Members Absent: T. Frank

Also present: T. Barbeau, *Town Engineer, 11 citizens*

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

Chairman Fitzgerald called the meeting to order at 7:05 p.m. and led all in the Pledge of Allegiance.

Second order of business: Approval of the minutes of March 5, 2019

**MOTION MADE BY MR. KRANICK, SECONDED BY MR. TROY TO APPROVE WITH ONE CORRECTION.
MOTION CARRIED.**

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

A. Waukesha County Dept. of Parks and Land Use (4/8/19), Approval of Site Plan/Plan of Operation for lands located at N26 W30227 Maple Ave. – Seaboard Bar and Grill.

Engineer Barbeau stated that all Town and Waukesha County conditions have been met.

Fourth Order of Business: Unfinished Business:

None

Fifth Order of Business: New Business:

A. Greenhill Preservation, W294 N130 Bryn Drive by Lynn Bichler, Agent, Re: Consideration and possible action on a request to approve site signage and consideration of a sign variance for the Gwenyn Hill Farm located at W294 N130 Bryn Drive.

Engineer Barbeau stated the proposed request for a variance to allow 74.8 sq. ft. of signage at the subject farm. Per Section 17.08 5. b. of the Town Code, the maximum sign area on a lot that is zoned A-1 is 11 sq. ft for every 200 lineal ft. of a lot line abutting public road. Based on the total frontage along Bryn Drive, the allowable signage is 66 ft. He stated that the proposed additional sq. footage is to increase sign No. 2 (the wall sign located on the north face of the north barn). Engineer Barbeau provided 2 areas of criteria to review in allowing the request for variance: area enhancement and site difficulties. The slightly greater size on sign #2 will allow better identity recognition from the north on Bryn Drive.

Lynn Bichler reiterated the request to increase the size of sign No. 2 from 6' to 7' in diameter, to allow it to be seen more easily from a distance. The proposed logo would be mounted on the north façade of the barn at a height that would allow it to be seen more easily from a distance. She stated that in order to obtain organic certification, all buildings must be property identified. She summarized the proposed 8 signs providing type, description and sizes. Signs #1 and #2 will utilize the Gwenyn Hill logo. They will be carved out of 1" thick and 1-1/2" thick sign board with raised lettering, a raised border and a round raised center with a full color vinyl medallion graphics. The remainder of the signs will be constructed of 1-1/2" sign board and will have a gray background with white vinyl letters. Lynn displayed samples of the proposed signs.

Engineer Barbeau confirmed with Ms. Bichler the requirement to add the words "Town of Delafield" to the proposed monument sign. He stated that all requirements of the code have been met subject to variance approval. The proposed lighting is not an issue.

MOTION MADE BY MS. DICKENSON, SECONDED BY MR. KRANICK TO APPROVE THE SIGN VARIANCE CONDITIONED UPON STAFF RECOMMENDATION: THAT IT DOES NOT RESULT IN AN UNDUE CONCENTRATION OF SIGNAGE WITH RENDERS THE SIGNS DIFFICULT TO READ AND ALLOWS PEOPLE TRAVELING FROM THE NORTH TO THE SOUTH ALONG BRYN DRIVE TO ADEQUATELY READ THE WALL SIGN. MOTION CARRIED.

MOTION MADE BY MR. KRANICK, SECONDED BY MS. DICKENSON TO APPROVAL ALL SIGNS AS PROPOSED DATED 4/30/19. MOTION CARRIED.

- B. Gary Belcher, W289 N438 Elmhurst Road, Re: Consideration and possible action on a request for approval of a Certified Survey Map to split his property into a residential lot and an Outlot.

Engineer Barbeau stated the subject proposal to split approximately 10 acres of land into a 3-acre single family parcel and an outlot. The outlot will be sold and used for agricultural purposes. Since a substantial portion of the outlot is located within the Waukesha County Floodland and Shoreland protection jurisdiction, the proposal will require Waukesha County approval. The subject outlot is located within 1000 ft. of Etter Lake and identified on the certified survey map as Outlot 4 of Shepherds Pass Subdivision. It is not buildable and has no public access. The adjacent Outlot 3 of Shepherds Pass South was set aside for future road extension (it is currently a private driveway). Engineer Barbeau stated that if the CSM is approved, the Town Attorney recommended that it be conditioned upon the terms of Note 1 shown on the CSM being recorded separately as a deed restriction, in a form approved by the Town Engineer and Town Attorney, simultaneously with the recording of the CSM. Note 3 should be changed to Note 2, all comments would be subject to Waukesha County review and would need to be incorporated into the document and the septic easement would need to be recorded.

MOTION MADE BY MR. KRANICK, SECONDED BY MS. DICKENSON TO RECOMMEND APPROVAL OF A CERTIFIED SURVEY MAP TO SPLIT THE PROPERTY AT W289 N438 ELMHURST ROAD INTO A RESIDENTIAL LOT AND AN OUTLOT CONDITIONED UPON THE TERMS OF NOTE 1 SHOWN ON THE CSM BEING RECORDED SEPARATELY AS A DEED RESTRICTION, IN A FORM APPROVED BY THE TOWN ENGINEER AND TOWN ATTORNEY, SIMULTANEOUSLY WITH THE RECORDING OF THE CSM; NOTE 3 TO BE CHANGED TO NOTE 2; ALL COMMENTS SUBJECT TO WAUKESHA COUNTY REVIEW AND INCORPORATED INTO THE DOCUMENT, AND THE SEPTIC EASEMENT RECORDED. MOTION CARRIED.

- C. Prairie Hill Waldorf School, N14 W29143 Silvernail Road, by Jeanne Ring, Re: Consideration and possible action on a request to add bee hives to the property for educational purposes and determination whether the request is a substantial change requiring a public hearing.

Jeanne Ring stated Prairie Hill Waldorf School's request to add 2 beehives on the property to support pollination for educational purposes. Waldorf schools around North America are cultivating gardens, tending bees and establishing bee-tending programs to help support and rebuild the pollinator population. In celebrating their 100th year, the schools are working together to participate in beekeeping. Experienced beekeepers will be monitoring the hives. The school will not be selling the honey.

Engineer Barbeau stated that the Town zoning code does not address beekeeping as a permitted or accessory use in the zoning district, but Section 94.761 of the Wisconsin State Statutes deems it an agricultural pursuit. If the Plan Commission is in favor of this request, the allowance of the hives would need to be incorporated in the current Conditional Use Permit. The determination would need to be made as to whether or not this change is substantial to cause the need for a public hearing.

MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO APPROVE UP TO 10 BEEHIVES TO THE PRAIRIE HILL WALDORF SCHOOL PROPERTY AND TO NOT CONSIDER THIS REQUEST A SUBSTANTIAL CHANGE TO THE CONDITONAL USE PERMIT. MOTION CARRIED.

MOTION MADE BY MR. KRANICK, SECONDED BY MS. DICKENSON TO RECOMMEND THAT THE PLAN COMMISSION MAKE A POSITIVE RECOMMENDATION TO THE TOWN BOARD TO: ALLOW PRAIRE HILL WALDORF SCHOOL TO HAVE UP TO 10 BEEHIVES ON THEIR PROPERTY AT N14W29143 SILVERNAIL RD.; INCORPORATE THE ALLOWANCE OF 10 BEEHIVES IN THE CONDITIONAL USE PERMIT; AND, DETERMINE THAT NO PUBLIC HEARING IS REQUIRED SINCE THE CHANGE IS NOT SUBSTANTIAL. MOTION CARRIED.

Sixth Order of Business: Discussion

A. The Kafkas Family, N2 W31747 Twin Oaks Drive, Re: Discussion related to a potential land split on lands located at N2 W31747 Twin Oaks Drive.

Peter Kafkas stated his request to split 4-1/3 acres on the subject property. Currently, all bedrooms are located on the second floor of the two-story home. Mr. Kafkas has ambulatory issues, which makes it difficult for him to enjoy his home. The lot size and way it is designed is not very functional. There is a steep incline at the back of the home. The elevation change is so steep that a lawn tractor, garden tractor or other vehicle cannot be used to travel through the land to reach the lower lot. He stated that there is ample room on the lower lot for construction of a single-family ranch style home.

The lot abuts roads on the north and south. The topography is such that the northerly half matches the grade adjacent to the north road, and the southerly half of the lot matches the road grade to the south with a steep slope in between. Per Engineer Barbeau, past Plan Commissions have denied the land split since the original subdivision had 67 lots, and the creation of a new lot would result in 68 lots. If the lot is split, the resulting lots would meet the A-3 PUD zoning requirements.

The general consensus of the Plan Commission is that this is a reasonable request, due to the odd-shaped lot and the fact that two roads abut one lot.

Seventh Order of Business: Announcements and Planning Items:

Next meeting – Tuesday, June 4, 2019

Eighth Order of Business: Adjournment

MOTION MADE BY MR. TROY, SECONDED BY MR. KRANICK TO ADJOURN AT 8:02 P.M. MOTION CARRIED.

Respectfully submitted,

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

Minutes approved on: June 4, 2019