

**TOWN OF DELAFIELD
PLAN COMMISSION MEETING
Tuesday, October 20, 2015**

Members present: T. Oberhaus, L. Krause, E. Kranick, B. Cooley, C. Dundon, P. Kanter, G. Reich
Also present: T. Barbeau, *Town Engineer*, 1 citizen

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: Old Business

**MOTION BY MR. KRANICK, SECONDED BY MR. KANTER, TO REMOVE THE JOHN TROUDT ITEM FROM THE TABLE.
MOTION CARRIED.**

- A. John Troudt, N21 W28694 Louis Avenue, (tabled 10/6/15)
Re: Consideration and possible action on a request for approval of a Certified Survey Map to reconfigure multiple parcels into 2 parcels located at N20 W28382 Oakton Road (house has been removed), Tax Key No. 813-041.

Engineer Barbeau stated Lot 2 has been made 20,000 sq. ft. as requested by the Plan Commission. Corrections have been made and comments from the County have been incorporated. He recommends approval subject to his final review of technical comments.

**MOTION BY MR. KANTER, SECONDED BY MR. REICH, TO APPROVE AND RECOMMEND TO THE TOWN BOARD THE APPROVAL OF THE CERTIFIED SURVEY MAP TO RECONFIGURE MULTIPLE PARCELS INTO 2 PARCELS LOCATED AT N20W28382 OAKTON ROAD, DELT0813-041, SUBJECT TO TECHNICAL CORRECTIONS REVIEWED BY THE TOWN ENGINEER.
MOTION CARRIED.**

Third order of business: New Business:

- A. Dale Bergman/RM 100, W300 N3317 Maple Avenue,
Re: Consideration and possible action on a request for approval of the preliminary plat for Hawks Haven subdivision and lot allocation on lands located at W300 N3317 Maple Avenue and W300 N3371 Maple Avenue.

Engineer Barbeau has reviewed the plat. The revised plat includes all the information normally requested. The notes in the upper left corner state that the berms will remain; 2 wells on the property will be kept, if possible, otherwise abandoned; existing buildings on lots 6 and 7 will be removed; sanitary sewer will be extended through the Village of Hartland; Outlot 2 is extended to the cul-de-sac as requested for pedestrian access to Maple Ave. (it will be owned by the homeowners).

Engineer Barbeau explained that the Fire Chief stated he would like to see a water main extended from Hartland, placing a hydrant along Rookery Road or at the intersection of Rookery & Windrush. He does not recommend a tank. There is water in River Reserve and in Woodridge Estates, but he would like a closer hydrant. The Town Code does not require this but the Chief hopes it will be added to the Code.

Mr. Bergman responded that a hydrant is located close to the current lot line of the cul-de-sac in Hartland. The water line would not have to cross a road. The berm on the north side of the property will be modified due to the creation of a retention pond. The sewer line will be extended from Hartland.

Engineer Barbeau explained the location of current water supplies available in nearby subdivisions for Fire Department use. He also responded to questions regarding lot allocation and what is currently available. Mr. Bergman explained his planned architectural standards for this subdivision. This will be a high-end development with requirements at least as strong as those for a cul-de-sac in Woodridge Estates. He will require a minimum of 3,000 sq. ft for a 2-story home and 2,600 sq. ft. for a ranch; a brick/all natural exterior; no cedar shake roofs but high-end roofing materials will be used. He will personally approve all house plans.

Engineer Barbeau stated there is approximately 12% open space plus the 85% open space requirement per lot. Outlots do not get counted toward open space on the lots.

Plan Commission members agreed that the plans meet the lot width minimum but were unhappy that the density just meets the bare minimum density requirement. Members want to be sure that those purchasing property here will be informed that they are limited by the open space requirements of the Town. They stated that a written plan which includes what Mr. Bergman described at this meeting is needed prior to any approval from the Plan Commission.

Engineer Barbeau stated that comments are still needed from Waukesha County. The next Plan Commission meeting will still meet the 90 day requirement for action on this item.

**MOTION BY MR. REICH, SECONDED BY MR. KRANICK, TO TABLE THIS ITEM UNTIL THE NOVEMBER 3 MEETING.
MOTION CARRIED.**

- B. Discussion related to letter and memorandum from Town Attorney Larson related to Shoreland Zoning in Wisconsin.

Engineer Barbeau explained that the letter in the Plan Commission packet is the same as that received by the Town even though the one distributed is addressed to another municipality. The Town and Town Attorney are working with Dale Shaver and talking with legislators to change the law which has an adverse impact on Shoreland Zoning on the Towns in Wisconsin.

Plan Commission members discussed the impact of both the new State Statute and the Hegwood ruling. Members hope that changes will be made allowing each local municipality to choose to either do their own zoning or delegate that responsibility to their County.

- C. Review of Conditional Use Permits on file in the Town of Delafield to determine status and compliance.

Engineer Barbeau explained that he maintains an on-going list of CU Permits. No annual review is necessary for residential type developments. Those on the chart in green are abandoned CUPs. The remainder either need review or will have notes added indicating their status. CUPs need to be used within the past 12 months or they are considered abandoned. Engineer Barbeau will discuss this with the Town Attorney to be sure each is given the appropriate notice so that they have due process under the law and what the process is to remove a CUP. He will keep the Plan Commission updated.

Fourth order of business: Announcements and Planning Items

- Next meeting - Tuesday, November 3, 2015
- Annual Town Budget Hearing - Wednesday, November 18, 2015 at 7 p.m.
- Town of Delafield Fright Hike – October 23 – 24, 2015
- LeRoy Butler will be at a Victory Homes home in Woodridge Estates on October 25, 2015. (This announcement raised a question as to what events in residential areas require Town approval since this event is advertised as anticipating 150 guests.)
- Wisconsin Towns Association Convention – October 25 – 27, 2015

Town Board Meeting – October 27, 2015

Fifth order of business: Adjournment

**MOTION BY MR. KRANICK, SECONDED BY MR. COOLEY, TO ADJOURN AT 7:58 P.M.
MOTION CARRIED.**

Respectfully submitted,

Lauren Beale
Deputy Clerk/Treasurer
Minutes approved on: November 3, 2015