

**TOWN OF DELAFIELD
PLAN COMMISSION MEETING
October 2, 2007**

Members present: T. Oberhaus, P. Kanter, C. Dundon, E. Gratz, M. Tagtow, G. Meyer, L. Cunningham

Also present: T. Barbeau, *Town Engineer*, P. Mortimer, *Code Enforcement Officer*, 3 citizens

First order of business: Call to Order
Chairman Oberhaus called the meeting to order at 7:05 PM

Second order of business: Minutes of September 4, 2007
Ms. Dundon directed attention to a minor correction.

MOTION MADE BY MS. DUNDON SECONDED BY MR. GRATZ TO APPROVE THE MINUTES AS CORRECTED. MOTION CARRIED.

Third order of business: Communications (for discussion and possible action)
A. Waukesha County Department of Parks and Land Use (9/13/07) Follow-up regarding resolution of tree removal violation on the Leo Haideman property, Taylors Woods Road.

Mr. Barbeau stated that Waukesha County sent Mr. Haideman the subject letter requesting that he provide information to their office no later than September 28 and complete the work by October 15. Mr. Barbeau will follow-up and report back to the Plan Commission.

B. Waukesha County Board of Adjustment (9/13/07) Conditional approval of request for a variance from the remodeling of a non-conforming structure in excess of 50% of its fair market value provision of the Waukesha County Shoreland and Floodland Protection Ordinance to permit the remodeling of the existing Mitchell resident (Elmhurst Drive) as well as the construction of a two-story addition.

None

Fourth order of business: Unfinished Business
A. T-Mobile, (Todd Klassy, Skylink Networks, Inc., agent) Re: Consideration of approval of a Conditional Use permit under 17.05 5. M and AH. to allow the installation of a telecommunications tower and equipment cabinets at W287 N1963 Oakton Road.

MOTION MADE BY MR. GRATZ, SECONDED BY MR. TAGTOW TO REMOVE FROM TABLE. MOTION CARRIED.

Mr. Barbeau stated that he requested the applicant submit a survey of the subject property. He summarized the location of the cabinets and the new location of the fence, utilizing the plans. He stated that there will be a utility rack placed within the fenced-in area to include 2, 150-watt lights to be used only during maintenance of the utility rack. He suggested the following revisions to the conditional use permit: Letter A - revise date to read, 9/24/07; Letter B – 101' 4" to replace 101 feet; Letter E – Skylink Networks, Inc. will contact the owner of the land to request permission to install plantings; Letter I – replace the word, "business" with "tower" in the first sentence. The following information will be added to the conditional use: Lighting – 2, 150-watt lights allowed on utility rack may only be used during maintenance of the utility rack; and, The contractor shall acquire all required building permits, including, but not limited to, zoning approval from Waukesha County (if necessary), a fence permit, a culvert permit and right-of-way utility permit and staff approval for extension of the telephone line under Oakton Road.

MOTION MADE BY MR. TAGTOW, SECONDED BY MR. GRATZ TO RECOMMEND APPROVAL OF THE CONDITONAL USE PERMIT TO THE TOWN BOARD CONDITIONED UPON RECOMMENDED AMENDMENTS BY THE TOWN ENGINEER, SURVEY SUBMITTAL FROM THE APPLICANT AND MINOR REVISIONS TO THE PLANS. MOTION CARRIED.

Fifth order of business: New Business

- A. Steven Hennig, N20 W28414 Oakton Road, Re: Request for Home Occupation to operate vending business.

Mr. Hennig summarized the subject request to include storage of vending machines and supplies in his garage, spare bedroom and laundry room until taken to designated locations.

Mr. Gratz directed attention to Section 17.03 1. D. 3. a. of the Town Code which states: "The home occupation shall be conducted only completely within the dwelling unit, and not in any accessory building or structure, and not within any garage or any porch, deck, patio or other unenclosed or partially-enclosed portion of the dwelling unit".

MOTION MADE BY MR. KANTER, SECONDED BY MR. GRATZ TO APPROVE THE HOME OCCUPATION OF STEVEN HENNIG RE-EMPHASIZING THE UNDERSTANDING THAT HE IS NOT ALLOWED STORAGE OF ANY VENDING MACHINES AND SUPPLIES IN HIS GARAGE. MOTION CARRIED.

- B. Judith Toor, W297 N3020 Oakwood Grove Road, Re: Request for Home Occupation to operate counseling, coaching and consulting services.

Ms. Toor summarized the proposed request to provide counseling, coaching and consulting services in the lower level of her home. At the present time, she performs these services by phone. She anticipates working with approximately 6-10 clients per week.

MOTION MADE BY MS. DUNDON, SECONDED BY MR. GRATZ TO APPROVE WITH THE CONDITION THAT MS. TOOR LIMITS HER CLIENTS TO NO MORE THAN 10 PER WEEK. MOTION CARRIED.

- C. AT&T Wisconsin, Re: Permit approval request for underground cable on Old North Shore Drive

MOTION MADE BY MR. GRATZ, SECONDED BY MR. KANTER TO TABLE TO ALLOW STAFF TO GATHER ADDITIONAL INFORMATION AND REQUEST A REPRESENTATIVE OF AT&T TO APPEAR BEFORE THE PLAN COMMISSION TO EXPLAIN THE SUBJECT PROPOSAL. MOTION CARRIED.

Sixth order of business: Discussion

- A. None

Seventh order of business: Announcements and Planning Items

- A. Workshop – October 16, 2007 (if needed)
B. Next business meeting – Tuesday, November 6, 2007

Eighth order of business: Adjournment

MOTION MADE BY MR. TAGTOW, SECONDED BY MS. DUNDON TO ADJOURN AT 8:10 PM. MOTION CARRIED.

Respectfully submitted,

Mary T. Elsner, CMC, WCMC
Town Clerk

Minutes approved on November 6, 2007