

**TOWN OF DELAFIELD
PLAN COMMISSION MEETING
April 2, 2008**

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

Members absent: P. Kanter

Also present: B. Udovich, *R.A. Smith National*, 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 March 4, 2008
MOTION MADE BY MS. DUNDON, SECONDED BY MR. GRATZ TO APPROVE. MOTION CARRIED.

Third order of business: Communications (for discussion and possible action)
A. Mr. James Hainey, N4 W31031 Cherokee Trail (03/03/08) Concerns related to a requirement for a fence on top of the neighbor's retaining wall.

Ms. Dundon referenced the minutes of meetings held in 2006 regarding the subject issue. She stated that she did not find anything referencing the requirement of fencing. Discussion followed on the recollection of a landscape barrier being decided upon. The Code Enforcement Officer was requested to research the property file for proposed plans for a retention wall or protective fencing and report back at the next meeting.

MOTION MADE BY MR. TAGTOW, SECONDED BY MS. CUNNINGHAM TO TABLE. MOTION CARRIED.

Fourth order of business: Old Business
A. None

Fifth order of business: New Business
A. Mark Moertl, Boatgas Marine Refueling Service, LLC. Re: Annual review of the Conditional Use permit and review of the annual report.

MOTION MADE BY MR. TAGTOW, SECONDED BY MR. GRATZ TO APPROVE CONTINUATION OF THE BOATGAS MARINE REFUELING SERVICE CONTINGENT UPON RECEIVING A CURRENT CERTIFICATE OF INSURANCE. MOTION CARRIED.

B. Dan Rabay, Southwind Investments, Re; Request for consideration to have signage on the south face of the Ridgepoint Center located at W307 N1499 Golf Road and include tenant signage to the entrance monument sign.

Mr. Rabay summarized the proposed request to place signage on the south face of the subject building. A new tenant has filed a letter of intent for a business in the upper level and wants signage that is visible from the freeway. It would be placed above the window or on the right hand side. Discussion followed as to signage on the south side of the building being utilized for only one tenant. They directed Mr. Rabay to revise the Master Sign Plan to include #23 stating, "There will be only one tenant sign for the anchor tenant on the south side of the building. Signage on the south face of the building should be limited to a single tenant to be determined by the owner". They also requested that Mr. Rabay include a drawing of the south face of the building with the sign location in the Master Sign Plan.

MOTION MADE BY MR. GRATZ, SECONDED BY MR. TAGTOW TO APPROVE THE REQUEST FOR THE SIGN ON THE SOUTH SIDE OF THE BUILDING CONTINGENT UPON

RECEIPT OF THE REVISED MASTER SIGN PLAN INCLUDING #23 AND A DRAWING OF THE SOUTH FACE OF THE BUILDING INCLUDING THE SIGN LOCATION. MOTION CARRIED.

Mr. Rabay stated that tenants have requested additional signage on the monument sign on Golf Road to better identify their location.

MOTION MADE BY MR. GRATZ, SECONDED BY MS. DUNDON TO ALLOW ADDITIONAL TENANT SIGNAGE TO THE MONUMENT SIGN ON GOLF ROAD UP TO AN ADDITIONAL 12” IN HEIGHT, A LETTER SIZE MAXIMUM OF 3”, A FONT SIZE COMPLIMENTARY TO THE EXISTING FONT WITH STAFF APPROVAL AND THE DIAGRAM ADDED TO THE MASTER SIGN PLAN. MOTION CARRIED.

Sixth order of business: Discussion

A. None

Seventh order of business: Announcements

A. Next meeting – Tuesday, April 15, 2008 – Land Use Plan Map changes; Code amendments; Maple Bluff CSM and Condominium Plat

Eighth order of business: Adjournment

MOTION MADE BY MS. DUNDON, SECONDED BY MR. TAGTOW TO ADJOURN AT 8:05 P.M. MOTION CARRIED.

Respectfully submitted,

Mary T. Elsner, CMC, WCMC
Town Clerk

Minutes approved on May 6, 2008