

**TOWN OF DELAFIELD
PLAN COMMISSION MEETING
TUESDAY, JUNE 1, 2021, 6:30 P.M.**

Video Link: <https://www.youtube.com/watch?v=cAcHh6yCO7Y>

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

Chairman Fitzgerald called the meeting to order at 6:30 p.m. and led all in the Pledge of Allegiance.

Members present: Supervisor Kranick, Commissioner Diderrich, Commissioner Dickenson, Commissioner Frank, Commissioner Janusiak and Plan Commission Chairman Fitzgerald.

Also present: Administrator-Clerk/Treasurer Dan Green and Engineer Tim Barbeau.

Chairman Troy was excused.

Second order of business: Approval of the minutes of May 4, 2021.

Motion made by Commissioner Frank to approve the May 4, 2021 Plan Commission minutes as presented with a change to Chairman Fitzgerald's motion regarding transferring credits from zones 1, 2, 3, 5 & 6 to zone 4. Seconded by Supervisor Kranick. Motion passed 6-0.

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

Engineer Barbeau stated the land disturbance permit through Waukesha County for the Lakewood Lane property was granted.

Fourth order of business: Unfinished Business: None

Fifth order of business: New Business:

- A. Gerald and Gina Gambatese, 19585 Dorchester Ct., Brookfield, WI., owner, by Carl Tomich, Westridge Builders, agent, Re: Consideration and possible action on a request for approval of a Certified Survey Map to combine two existing properties at W303 N2582 Maple Avenue.

Engineer Barbeau explained this is the former Kim's Lakeside property. The building has been removed and the owner is proposing to build a home on the site. The lot is made up of two small lots that need to be combined to eliminate the property line. The applicant donated an additional 8.25 feet of right of way to Maple Avenue. Waukesha County has not given their comments at this time but recommends approval subject to their comments. The approval should also be contingent on a mortgagee's statement being added to the CSM and changing the extraterritorial plan jurisdiction community to the City of Delafield.

Motion by Supervisor Kranick to approve request for approval of a Certified Survey Map dated 3/17/2021 for Gerald and Gina Gambatese, to combine two existing properties at W303 N2582 Maple Avenue, subject to incorporation of any comments from Waukesha County Parks and Land Use Department and the Town Engineer, changing the extraterritorial plan jurisdiction community to the City of Delafield, and the addition of a mortgagee's statement if there is a mortgage on the property. Seconded by Commissioner Frank. Motion passed 6-0.

- B. HAWS Schallock Center for Animals, by Andrew Dominiak, Fastsigns, Re: Consideration and possible action on a request for a sign approval and sign variance in accordance with Section 17.08 10. of the Town Code to allow a sign to be placed 33 feet from the existing traveled centerline of CTH C.

Engineer Barbeau explained the applicant initially came to the building inspector for a sign permit 33 feet off the center of HWY C. The ultimate right of way for HWY C is 50 feet and the Town requires a sign to be 5 feet off the ultimate right of way. The County is allowing the sign to be 33 feet off the center of the road, but the Town still has jurisdiction. The applicant is requesting a variance from the 55 feet requirement to place a sign 33 feet off the highway. The sign will sit on the south side of the driveway. The Town requests that "Town of Delafield" be added to the sign. Engineer Barbeau expressed some concerns about the approach to the drive, that people may miss the turn because of the hill. There is a deceleration lane, but it is only a partial lane. An advanced warning sign before the approach may be appropriate.

Chairman Fitzgerald asked if an advanced warning sign may help with fast approaching vehicles. Mr. Barbeau stated yes, but would not require it as a condition of approval. It should be noted that it is highly recommended. The warning sign would be something Waukesha County would place on the right of way and not count against sign square footage for the property.

Motion by Commissioner Frank to approve a request for a sign approval and sign variance in accordance with Section 17.08 10. of the Town Code to allow a sign to be placed 33 feet from the existing traveled centerline of CTH C from the plans submitted on 6/1/2021 with a recommendation for additional signage along HWY C. Seconded by Commissioner Diderrich. Motion passed 6-0.

- C. Austin Babich, Pyramid Network Services, LLC, agent for Verizon Wireless, equipment owner, Re: Consideration and possible action on a request to remove and replace antennas on a communications tower owned by SBA and located at S12 W28925 Summit Avenue.

Engineer Barbeau explained the proposed modifications would be on the tower at the south end of HWY G, off HWY 18. The tower has been around for 18 years and is owned by SBA. The request is for a changeout of antennas on that tower, with no additional equipment being added to the tower. The changes do not meet the definition of "substantial modifications" and therefore our Town Code allows changes with a Plan Commission and Town Board approval.

Motion by Supervisor Kranick to recommend to the Town Board to approve the request for Austin Babich, Pyramid Network Services, LLC, agent for Verizon Wireless, to remove and replace antennas on a communications tower owned by SBA and located at S12 W28925 Summit Avenue. Seconded by Commissioner Frank. Motion passed 6-0.

- D. Hani and Brenda Matloub, N9 W29432 Thames Road, Delafield, WI. Re: Consideration and possible action on a request for approval of a Certified Survey Map to split a 10-acre parcel of land into two parcels at the southeast corner of Elmhurst Road (CTH G) and Northview Road.

Engineer Barbeau explained this property is on the corner of Northview Road and Elmhurst Road. It is a 10-acre parcel from a subdivision plat from 2001. The Conditional Use Permit indicated 34 lots, but the preliminary plat shows 33 lots for this subdivision. Waukesha County, at the time, required the subdivision be 33 lots. The County is currently working through the reasons behind the 33-lot requirement. If the subdivision is allowed 34 lots, the HOA will need to work out where the 34th lot will go. The Town does not want to set a precedent to allow more lots into a subdivision than what was previously approved. Engineer Barbeau recommends tabling this item.

Motion by Supervisor Kranick to table "Hani and Brenda Matloub, N9 W29432 Thames Road, Delafield, WI. Re: Consideration and possible action on a request for approval of a Certified Survey Map to split a 10-acre parcel of land into two parcels at the southeast corner of Elmhurst Road (CTH G) and Northview Road." Seconded by Supervisor Frank. Motion passed 6-0.

Seventh Order of Business: Announcements and Planning Items: Next meeting: July 6, 2021.

Eighth Order of Business: Adjournment

Motion by Supervisor Kranick to adjourn the June 1, 2021 Plan Commission meeting at 6:54 p.m. Seconded by Commissioner Frank. Motion passed 6-0.

Respectfully submitted,

Dan Green, CMC, WCMC
Administrator-Clerk/Treasurer