

**TOWN OF DELAFIELD
PLAN COMMISSION MEETING
TUESDAY, NOVEMBER 1, 2022, 6:30 P.M.**

Video Link: <https://www.youtube.com/watch?v=jt0-9HSpQIY>

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 Dickenson, Commissioner Janusiak, and Plan Commission Chairman Fitzgerald.

Also present: Engineer Tim Barbeau and Administrator Dan Green.

Chairman Troy was excused.

Second order of business: Approval of the minutes of October 4, 2022.

Motion made by Supervisor Kranick to approve the October 4, 2022, minutes. Seconded by Janusiak. Motion passed 4-0.

Third order of business: Communications (for discussion and possible action): None

Fourth order of business: Unfinished Business: None

Fifth order of business: New Business:

- A. White Oak Conservancy HOA, Sharon Labellarte, HOA Secretary, Re: Consideration and possible action on a request for approval for the installation of subdivision monument signs at the Cushing Park Road/Rierner Court entrance and Abitz Road/Rustic Court entrance.

Engineer Barbeau explained the monument signs were to be installed near the entrances of Rustic Lane and Cushing Park Road. The applicant did not have a draft of the design, but provided a picture of the style from Lannon Stone. The words "Town of Delafield" have to be placed on the sign. The signs meet the setback requirements. The sign would not be a detriment to traffic safety, and needs to meet the maximum size requirements.

Motion by Supervisor Kranick, to approve the installation of the proposed monument sign with the condition that the words "Town of Delafield" be added to each sign and shown on a mock-up of the sign for staff approval prior to issuance of a permit and refer to Dover Bay as a point of reference. Seconded by Commissioner Dickenson. Motion passed 4-0.

- B. SBA Network Services, LLC, Denise Thompson, authorized agent, Re: Consideration and possible action on a request to remove and replace T-Mobile antennas and related ground equipment on the SBA tower located on lands at S12 W28925 Summit Avenue.

Engineer Barbeau showed the location of the tower on a map. The applicant is replacing 3 antennas on the tower. SBA has to do some work on the telecom equipment housed in a building on the site. The structural analysis shows there are no major changes to the updates, and recommends giving the Town Board a positive recommendation.

Motion by Supervisor Kranick, to recommend to the Town Board the approval of the removal and replacement of antennas and equipment at the tower located at S12W28925 Summit Avenue in accordance with the plans prepared by WT Group, dated 8/16/2022. Seconded by Commissioner Dickenson. Motion passed 4-0.

- C. Jacob Roy, W298N2808 Shady Lane, Re: Consideration and possible action on a Certified Survey Map to eliminate an internal lot line (lot combination) to clarify lot line location in anticipation of house improvements.

Engineer Barbeau explained the applicant is looking at putting an addition onto their home. There is currently an old lot line that separates a portion of the garage. The CSM would eliminate the lot line and clean up the parcel. There are some minor technical items the surveyor needs to address, including showing homes on the adjacent lots. The Town has not received any recommendations from Waukesha County to this point.

Motion by Supervisor Kranick, to recommend to the Town Board the approval of the CSM prepared by C3E Geomatics revised October 26, 2022, subject to the surveyor addressing any outstanding review comments raised by the Town and County staff prior to execution of the document. Seconded by Commissioner Janusiak. Motion passed 4-0.

Sixth Order of Business Discussion: None

Seventh Order of Business: Announcements and Planning Items: Next meeting: December 6, 2022.

Eighth Order of Business: Adjournment

Motion by Supervisor Kranick to adjourn the November 1, 2022, Plan Commission meeting at 6:40 p.m. Seconded by Commissioner Dickenson. Motion passed 4-0.

Respectfully submitted,

Dan Green, CMC, WCMC
Administrator-Clerk/Treasurer