

**TOWN OF DELAFIELD
PLAN COMMISSION MEETING
TUESDAY, DECEMBER 7, 2021, 6:30 P.M.**

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

Also present: Engineer Tim Barbeau.

Second order of business: Approval of the minutes of November 2, 2021.

Motion made by Supervisor Kranick to approve the November 2, 2021, minutes. Seconded by Commissioner Dickenson. Motion passed 7-0.

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

Fourth order of business: Unfinished Business: None

Fifth order of business: New Business:

- A. Cassandra Castro and Thomas Beaudry, Cassandra's Motorsports, LLC, Re: Consideration and possible action to determine if the installation of a 40' x 80' temporary structure adjacent to the existing permanent structure for sales and display of motor vehicles on land located at N47 W28229 Lynndale Road is considered a substantial change, requiring a new permit in accordance with Condition U. of the approved Conditional Use Permit.

Engineer Barbeau explained the background and requirement in the Conditional Use Permit to make a determination whether the request was substantial requiring a new permit and public hearing.

Motion by Supervisor Kranick to consider the request from Cassandra Castro and Thomas Beaudry not to be a substantial change, and therefore not require an amendment to the Conditional Use Permit. Seconded by Commissioner Frank. Motion passed 7-0.

- B. Cassandra Castro and Thomas Beaudry, Cassandra's Motorsports, LLC, Re: Consideration and possible action on a request to install a 40' x 80' temporary structure adjacent to the existing permanent structure for sales and display of motor vehicles on land located at N47 W28229 Lynndale Road.

There was no representative from Cassandra's Motorsports at the meeting. Engineer Barbeau stated that the agenda was prepared based on information provided by the owner that the building would be 40' x 80', but the materials that were subsequently submitted indicated a 50' x 80' temporary building. The date for removal provided by the owner of March 31 was discussed and it was suggested that the date be extended to provide additional time to remove the temporary building. The Plan Commission also discussed making the bond or letter of credit higher to assure that the building is removed. A suggestion was made to require that the building be white or clear rather than the blue "shrink wrap" color.

Motion by Supervisor Kranick to approve the allowance of a temporary building, subject to the following conditions:

- *The structure shall be used in conformance with the uses allowed in the conditional use permit and shall be no larger than 50' x 80'.*
- *The owner shall apply for a building permit and meet all building code requirements for said structure*
- *The building shall only be allowed to be continued until April 30, 2022. To assure that the building is removed by April 30, 2022, a cash bond or letter of credit in the amount of \$20,000 shall be provided to the Town.*
- *The construction and use of the temporary structure shall not be considered a special event, requiring a special event permit.*
- *The building color shall be white or clear.*

Seconded by Commissioner Frank. Motion passed 7-0.

Sixth Order of Business: Discussion: None

Seventh Order of Business: Announcements and Planning Items: Next meeting: January 4, 2021.

Eighth Order of Business: Adjournment

Motion by Supervisor Kranick to adjourn the December 7, 2021, Plan Commission meeting at 6:54 p.m. Seconded by Commissioner Diderrich. Motion passed 7-0.

Respectfully submitted,

Dan Green, CMC, WCMC
Administrator-Clerk/Treasurer