

**TOWN OF DELAFIELD  
PLAN COMMISSION MEETING  
TUESDAY, JANUARY 3, 2023, 6:30 P.M.**

**Video Link:** <https://www.youtube.com/watch?v=603EKTXFQU>

**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, Commissioner Mihalovich, and Plan Commission Chairman Fitzgerald.

Excused: Chairman Troy

Also present: Engineer Tim Barbeau and Administrator Dan Green.

**Second order of business:** Approval of the minutes of December 6, 2022.

Commissioner Janusiak made a correction to the spelling of "Dorow" in the minutes only having one "r".

*Motion made by Supervisor Kranick to approve the December 6, 2022, minutes with the correction noted by Commissioner Janusiak. Seconded by Commissioner Dickenson. Motion passed 5-0.*

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

**Fourth order of business:**

- A. Mike and Donna Southard, N7 W30323 Maple Avenue, Re: Consideration and possible action on the approval of a Certified Survey Map to define the boundaries of vacant lands owned by Donna and Mike Southard, located north and west of the intersection of Maple Avenue and Bryn Drive. (Tabled 12/6/2022)

*Motion by Supervisor Kranick to remove "Mike and Donna Southard, N7 W30323 Maple Avenue, Re: Consideration and possible action on the approval of a Certified Survey Map to define the boundaries of vacant lands owned by Donna and Mike Southard, located north and west of the intersection of Maple Avenue and Bryn Drive" from the table. Second by Commissioner Dickenson. Motion passed 5-0.*

*Motion by Supervisor Kranick to remove "Mike and Donna Southard, N7 W30323 Maple Avenue, Re: Consideration and possible action on the approval of a Certified Survey Map to define the boundaries of vacant lands owned by Donna and Mike Southard, located north and west of the intersection of Maple Avenue and Bryn Drive" from the agenda until the property owner comes back with an update. Seconded by Commissioner Janusiak. Motion passed 5-0.*

- B. Luke Esslinger, applicant, Todd Turall, owner, Re: Consideration and possible action on a request to allow a residential structure to be constructed within the Isolated Natural Resource Area of Lot 3, The Retreat subdivision. (Tabled 12/6/2022)

*Motion by Supervisor Kranick to remove "Luke Esslinger, applicant, Todd Turall, owner, Re: Consideration and possible action on a request to allow a residential structure to be constructed within the Isolated Natural Resource Area of Lot 3, The Retreat subdivision" from the table. Seconded by Commissioner Dickenson. Motion passed 5-0.*

*Motion by Supervisor Kranick to remove "Luke Esslinger, applicant, Todd Turall, owner, Re: Consideration and possible action on a request to allow a residential structure to be constructed within the Isolated*

*Natural Resource Area of Lot 3, The Retreat subdivision” from the agenda. Seconded by Commissioner Dickenson. Motion passed 5-0.*

**Fifth order of business:** New Business:

- A. Stuart Kotovic and Melisa Krueger, N26 W30285 Maple Avenue, Re: Consideration and possible action on the approval of a Certified Survey Map to combine two lots into one lot at N26 W30285 Maple Avenue to prepare the land for future home construction.

Engineer Barbeau explained this is a relatively simple CSM. There are portions of a couple of lots, and they are removing the lines to build a new structure. There are a number of technical comments he and the County have made. There is one item of significance. Regarding the dedication of the right-of-way. The dedication is currently 33 feet from the center line. The way the right of way is angled, it goes to the north significantly. The right-of-way is currently more than 66 feet, but it is not 33 feet from the center of the road. Engineer Barbeau asks the Plan Commission to condition a 33 feet right-of-way dedication from the center of the road to give the highway department enough room without having to do acquisition.

Mark Augustine, Landmark Engineering, explained that right now the lot is two partial lots from an old subdivision. They intend to build a new home on this lot. Because it is in County jurisdiction, they have to remove the lot line through the center. This lot is a long, narrow lot. The acreage is 18,460 square feet, considerably less than a half-acre. Mr. Augustine explained he did the CSM for the lot to the west, and there was not a discussion about that lot having to dedicate additional right-of-way. The County has bought land to make the right-of-way 66 feet. If the Town is looking for any more than 66 feet, it would require an eminent domain process. The County’s comment was if it is not already 33 feet, it should be dedicated to make it 33 feet.

Engineer Barbeau explained that he understands the applicant’s argument. Mr. Augustine commented that any reduction in the size of the lot will affect what can be built on the property, especially with stormwater compliance with Waukesha County.

*Motion by Supervisor Kranick to recommend approval a Certified Survey Map to combine two lots into one lot at N26W30285 Maple Avenue, subject to the satisfaction of all comments from the Town of Delafield, Waukesha County, and extraterritorial review from the City of Delafield, and to exclude the requirement of additional 33’ right-of-way from the center of the road. Seconded by Commissioner Dickenson. Motion passes 5-0.*

**Sixth Order of Business** Discussion: None

**Seventh Order of Business:** Announcements and Planning Items: Next meeting: February 7, 2023.

**Eighth Order of Business:** Adjournment

*Motion by Supervisor Kranick to adjourn the January 3, 2023, Plan Commission meeting at 6:52 p.m. Seconded by Commissioner Janusiak. Motion passed 5-0.*

Respectfully submitted,

Dan Green, CMC, WCMC  
Administrator-Clerk/Treasurer