



## A PERFECT ENVIRONMENT

Residential      Recreational      Responsible

**Chair**  
Edward Kranick  
**Supervisors**  
Steve Michels  
Joe Woelfle  
Magalie Miller  
Terri Mahoney-Ogden  
**Administrator**  
Dan Green

### TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING

TUESDAY, JANUARY 23, 2024

6:30 PM

### DELAFIELD TOWN HALL – W302 N1254 MAPLE AVENUE, DELAFIELD, WI AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Citizen Comments: Public comments from citizens regarding items on, or not on the agenda. The Board may not engage in a discussion with the citizen making the comments. Individual presentations are limited to three minutes and citizens shall follow the rules set forth in Section 2.04(1)(d) of the Town Code.
5. Approval of Minutes:
  - a. January 9, 2024, Town Board Minutes
6. Action on vouchers submitted for payment:
  - a. Report on budget sub-accounts and action to amend the 2023 or 2024 budget
  - b. 1) Accounts payable; 2) Payroll
7. Communications (for discussion and possible action):
  - a. Winter storm update
  - b. Lake Country Fire & Rescue Update
  - c. Wisconsin Town's Association – Upcoming meetings
8. Unfinished Business: None
9. New Business
  - a. Discussion and possible action on the following recommendations from the Plan Commission:
    - i. Kenneth and Hildegard Becker, W298 N521 Kings Way, Re: Consideration and possible action on a request to approve a Certified Survey Map to combine two adjacent parcels into one parcel location at W298 N521 Kings Way. Tax Key Nos. DELT 823-013 and DELT 0823-998-009.
    - ii. Amy Thomas, et al, Re: Consideration and possible action on the adoption of Ordinance 2024-01, an ordinance to amend the zoning map of the Town of Delafield from A-1 Agricultural District to PDD No. 1 - Planned Development District No. 1 on the Thomas family properties located north of Golf Road, west of Elmhurst Road, south of the Lake Country Bicycle and Pedestrian Trail and the High Ridge East Addition No. 1 subdivision and east of Glen Cove Road that are in the Town of Delafield's zoning jurisdiction.  
**Link to PDD#1 rezone materials:** <https://www.townofdelafield.org/plan-commission/pages/thomas-farm-rezone-documents>
    - iii. Recommendation to Waukesha County on the request for rezoning lands from A-1 to R-3 Residential and a Planned Unit Development Conditional Use Permit for lands that are under Waukesha County zoning jurisdiction. Tax Key Nos. DELT0809-995; DELT0809-996 and DELT0811-999
  - b. Discussion and possible action on the purchase of an International plow truck chassis with outfitted hydraulic system, dump spreader with dual augers, install of plow, and additional equipment by Caspers Truck Equipment.
  - c. Discussion and possible action on the adoption of an ordinance to create and establish a Municipal Court, to reflect the inclusion of the City of Delafield joining the Lake Country Municipal Court.

10. Announcements and Planning items

- a. Town Board: Tuesday, February 13, 2024 @ 6:30 PM
- b. Town Board: Tuesday, February 27, 2024 @ 6:30 PM
- c. Plan Commission: Tuesday March 5, 2024 @ 6:30 PM

11. Adjournment



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Dan Green  
Town of Delafield Administrator/Clerk/Treasurer

**PLEASE NOTE:**

- ✓ It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order. It is also possible that a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.
- ✓ Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Town Clerk Dan Green (262) 646-2398.

**TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING  
JANUARY 9, 2024 @ 6:30 PM**

**Video Link:** [https://www.youtube.com/watch?v=1e-3ZBW0m\\_c](https://www.youtube.com/watch?v=1e-3ZBW0m_c)

**First order of business:** Call to Order

Chairperson Kranick called the meeting to order at 6:30 p.m.

**Second order of business:** Pledge of Allegiance

**Third order of business:** Roll Call

Present: Supervisor Michels, Supervisor Woelfle and Chairperson Kranick. Also present was Administrator Dan Green.

Excused: Supervisor Mahoney-Ogden and Supervisor Miller were excused.

**Fourth order of business:** Citizen Comments: None

**Fifth order of business:**

- a. Approval of the December 12, 2023, Town Board Minutes

*Motion by Supervisor Woelfle to approve the December 12, 2023, minutes. Seconded by Supervisor Michels. Motion passed 3-0.*

**Sixth order of Business:** Action on vouchers submitted for payment:

- a. Report on budget sub-accounts and action to amend 2023 budget.
- b. 1) Accounts payable; 2) Payroll

*Motion by Supervisor Woelfle to payment of checks #67193-#67207 in the amount of \$220,697.28, and checks #67208-#67240 in the amount of \$144,128.77, and payrolls dated December 22, 2023, in the amount of \$15,595.17 and payroll dated January 5, 2024, in the amount of \$15,646.71. Seconded by Supervisor Michels. Motion passed 3-0.*

**Seventh order of Business:** Communications:

Chairman Kranick stated the Waukesha County Unit Meeting for the Towns Association is in Merton on January 24<sup>th</sup> at 6:30 PM. The District meetings are coming up, with one on February 20<sup>th</sup> in Juneau. There will be BOR training for the first portion of that meeting.

**Eighth order of Business:** Unfinished Business: None

**Ninth order of Business:** New Business:

- a. Discussion and possible action on the renewal of insurance for 2024 property, vehicle, and liability coverages.

Mike Walden from R&R Insurance updated the board to changes in the 2024 insurance policy. They are seeing substantial increases in property rates. Vehicle premiums also went up 7%, but reflect the values going up by 7%. There have been no changes to the contract language of these policies, yet. Liability insurance rates are up 7%, but those are based on the Town's revenue and expenditure increase. The injunctive relieve coverage went up 7%, however the workers compensation went down rates went down. The total increase to the policy is 6% from last year.

*Motion by Supervisor Woelfle to approve the renewal of insurance for 2024 property, vehicle, and liability coverages, and to reject the ID theft and auto-med pay policies, and include the injunctive relief policy. Seconded by Supervisor Michels. Motion passed 3-0.*

- b. Discussion and possible action on an agreement between the Town of Delafield and R.A. Smith Inc. for Municipal Engineering and Planning and Information Technology Services.

*Motion by Supervisor Michels to approve an agreement between the Town of Delafield and R.A. Smith Inc. for Municipal Engineering and Planning and Information Technology services. Seconded by Supervisor Woelfle. Motion passed 3-0.*

- c. Discussion and possible action on a Resolution of Inclusion Under Group Life Insurance, to allow employees to select supplemental life insurance coverage.

*Motion by Supervisor Michels to approve a Resolution of Inclusion Under Group Life Insurance, to allow employees to select supplemental life insurance coverage. Seconded by Supervisor Woelfle. Motion passed 3-0.*

**Tenth order of Business:** Announcements and Planning items

- a. Plan Commission: Tuesday, January 16, 2023 @ 6:30 PM
- b. Town Board: Tuesday, January 23, 2023 @ 6:30 PM
- c. Town Board: Tuesday, February 13, 2023 @ 6:30 PM

**Eleventh order of Business:** Adjournment

Motion by Supervisor Woelfle to adjourn the January 9, 2024, Town Board meeting at 6:48 PM. Seconded by Supervisor Michels. Motion passed 3-0.

Respectfully submitted:

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Dan Green, CMC/WCMC, Administrator - Town Clerk/Treasurer

# Plan Commission Report for January 16, 2024

## **Becker Certified Survey Map Agenda Item No. 5. A.**

Applicant: Ken and Hilde Becker  
Project: Land Combination  
Requested Action: Approval of Certified Survey Map  
Zoning: A-2 and A-3  
Location: W298 N408 Kings Way

### **Report**

The property owners are requesting approval of a Certified Survey Map (CSM) to combine Lot 5 of Stonehenge subdivision and Outlot 1 of CSM No. 9582. Both lots are owned by the Becker's. The common lot line between existing lots extends through an in-ground pool. The owner's intent is to combine the lots to come into conformance with the code as it relates to the pool offsets and have the potential for an accessory building into the future. The house on the property conforms to existing code requirements.

I have reviewed the CSM and noted several minor technical items that require correction. The land is not in the Waukesha County Shoreland Zoning district. No road dedication is required.

### **Staff Recommendation:**

Comments have been passed to the surveyor for incorporation onto the proposed CSM. I recommend approval of the CSM dated November 23, 2023, subject to satisfaction of all outstanding review comments from the Town prior to the Town executing the document.

Tim Barbeau, Town Engineer  
January 8, 2024

# Certified Survey Map

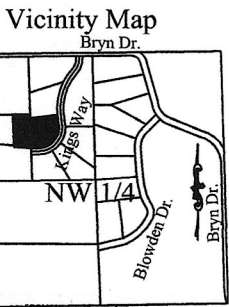
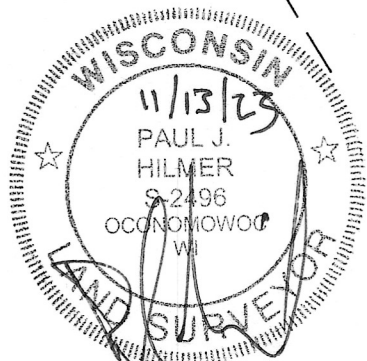
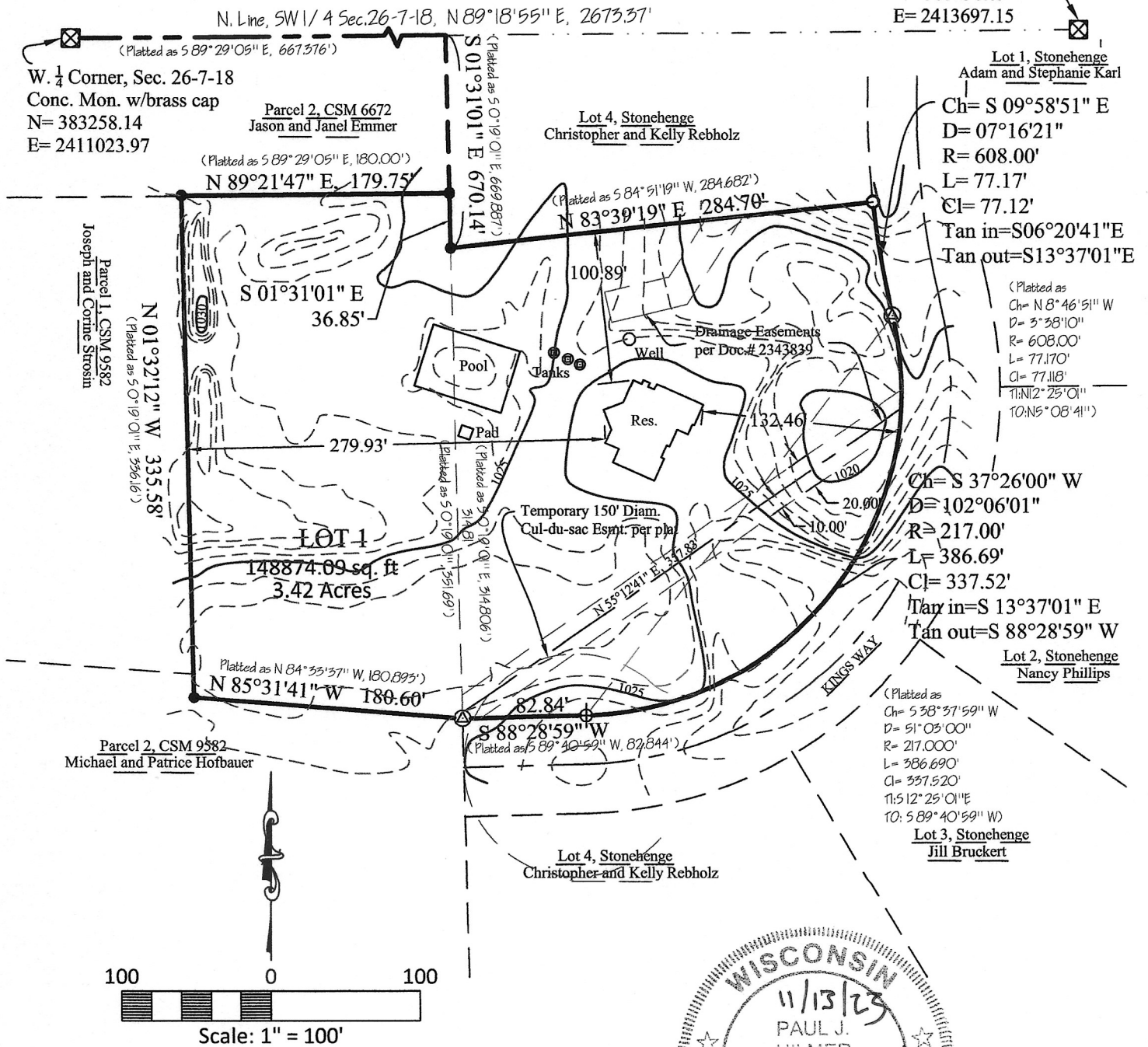
Being a combination of Outlot 1, Certified Survey Map No. 9582 and Lot 5, Stonehenge, a subdivision being a part of the Northwest 1/4 of the Southwest 1/4 of Section 26, Town 7 North, Range 18 East, Town of Delafield, Waukesha County, Wisconsin.

**Legend:**

- indicates 1.315" O.D. x 18" iron pipe set weighing 1.13 lbs./ft. min.
- indicates 1" iron pipe found.
- ⊕ indicates Railroad Spike set.
- ⊗ indicates 2" iron pipe found.
- ⊠ indicates Aluminum Berntsen Monument found.

Prepared for:  
 Kenneth and Hildegard Becker  
 W298N408 Kings Way  
 Waukesha, WI. 53188

Prepared by:  
 Hilmer & Associates, LLC  
 Paul J. Hilmer, PLS  
 W217 Vista Dr.  
 Oconomowoc, WI. 53066  
 (262) 567-5893  
 Center, Sec. 26-7-18  
 Conc. Mon. w/brass cap  
 N= 383290.09  
 E= 2413697.15



**NOTES:**  
 - bearings are referred to the North line of the Southwest Quarter of Section 26, Town 7 North, Range 18 East as N 89° 18' 55" E, Wisconsin State Plane Coordinate System, South Zone, NAD83.

# Certified Survey Map

Being a combination of Outlot 1, Certified Survey Map No. 9582 and Lot 5, Stonehenge, a subdivision being a part of the Northwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of Section 26, Town 7 North, Range 18 East, Town of Delafield, Waukesha County, Wisconsin.

## SURVEYORS CERTIFICATE

State of Wisconsin)  
County of Jefferson) SS

I, Paul J. Hilmer, surveyor, do hereby certify: That I have surveyed, divided and mapped a combination of Outlot 1, Certified Survey Map No. 9582 and Lot 5, Stonehenge, a subdivision being a part of the Northwest  $\frac{1}{4}$  of the Southwest  $\frac{1}{4}$  of Section 26, Town 7 North, Range 18 East, Town of Delafield, Waukesha County, Wisconsin.

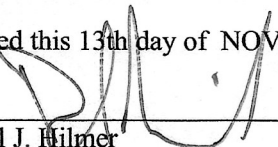
Said lands containing 148874.09 sq.ft. or 3.42 Acres of land.

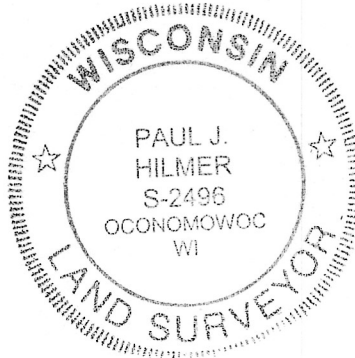
That I have made such survey and map by the direction of Kenneth and Hildegard Becker, owners of said land.

That such map is a true and correct representation of all exterior boundaries of the land surveyed.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the subdivision regulations of the Town of Delafield in surveying, dividing and mapping the same.

Dated this 13<sup>th</sup> day of NOVEMBER, 2023.

  
\_\_\_\_\_  
Paul J. Hilmer  
Professional Land Surveyor # 2496  
Hilmer & Associates, LLC



# Certified Survey Map

Being a combination of Outlot 1, Certified Survey Map No. 9582 and Lot 5, Stonehenge, a subdivision being a part of the Northwest ¼ of the Southwest ¼ of Section 26, Town 7 North, Range 18 East, Town of Delafield, Waukesha County, Wisconsin.

## OWNER'S CERTIFICATE

As owners, We, Kenneth and Hildegard Becker do hereby certify that we have caused the land described on this map to be surveyed, divided and mapped as represented on the map. We also certify that this map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

- 1.) Town of Delafield
- 2.) City of Delafield

WITNESS the hand and seal of said owner(s) this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Kenneth Becker

\_\_\_\_\_  
Hildegard Becker

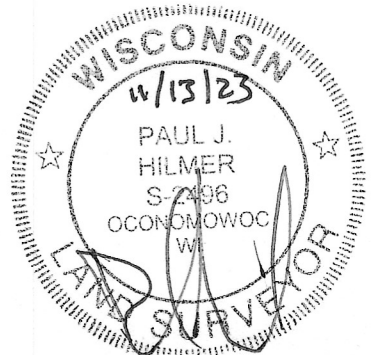
State of Wisconsin)  
Waukesha County)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, and the above named Kenneth and Hildegard Becker, to me known to be the same persons whom executed the foregoing instrument and acknowledged the same.

( Notary Seal)

Notary Public, \_\_\_\_\_, Wisconsin.

My commission expires,



REV. 1/11/24



# Certified Survey Map \_\_\_\_\_

Being a combination of Outlot 1, Certified Survey Map No. 9582 and Lot 5, Stonehenge, a subdivision being a part of the Northwest ¼ of the Southwest ¼ of Section 26, Town 7 North, Range 18 East, Town of Delafield, Waukesha County, Wisconsin.

## PLANNING COMMISSION APPROVAL

Approved by the Planning Commission of the Town of Delafield on this \_\_\_\_\_ day of \_\_\_\_\_, 2024 .

\_\_\_\_\_  
Kevin Fitzgerald- Chairperson

\_\_\_\_\_  
Daniel Green- Clerk/ Treasurer

## TOWN BOARD APPROVAL

Approved by the Board of the Town of Delafield on this \_\_\_\_\_ day of \_\_\_\_\_, 2024 .

\_\_\_\_\_  
Edward T. Kranick- Chairperson

\_\_\_\_\_  
Daniel Green- Clerk/ Treasurer

## EXTRA-TERRITORIAL CITY OF DELAFIELD PLAN COMMISSION APPROVAL

Approved by the Plan Commission of the City of Delafield on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ .

\_\_\_\_\_  
Kent Attwell, Mayor

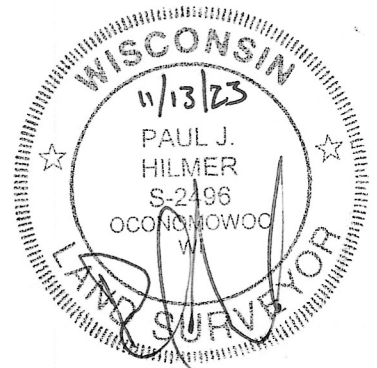
\_\_\_\_\_  
Molly Schneider, Clerk

## EXTRA- TERRITORIAL COMMON COUNCIL APROVAL

Approved by the City of Delafield Common Council on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ .

\_\_\_\_\_  
Kent Attwell- Mayor

\_\_\_\_\_  
Molly Schneider- Clerk



REV. 1/11/24

# Plan Commission Report for January 16, 2024

## **Thomas Family Properties Zoning Amendment Agenda Item No. 5. B.**

Applicant:	Neumann Development, Inc. by Bryan Lindgren
Owner:	Amy Thomas, et.al.
Project:	Welshire Farm subdivision
Requested Action:	Recommendation to Town Board on an amendment to rezone the Thomas Family properties from A-1 Agricultural to PDD No.1 - Planned Development District No. 1 within areas of Town zoning jurisdiction.
Zoning:	A-1 Agricultural (Town)
Location:	North of Golf Road, west of Elmhurst Road, south of Lake Country Bike Trail and High Ridge East Add'n No. 1 subdivision and east of Glen Cove Road

### **Report**

#### **List of clarifications on documents since the December 5, 2023 meeting**

- Map 1: Total No. of units updated to show 212 units, which includes the existing house/property currently on Thomas Lane to remain.
- Map 1C: Modified biofiltration to basins.
- Map 2: Identifies and labels Outlots; updated open space chart.
- Map 5: Adjusted pond/basin elevations; clearly identified stormwater discharge points.
- TIA: Revised Exhibit 1-3 (and similar figures) to show that Oakton Road and Glen Cove Road do not connect; added language about Oakton Road on page 6.
- Water Study: GZA (consultant to Neumann Developments) provided summary letter.
- Bedrock Boring Plan Sheet provided.
- Test Hole Spreadsheet provided.

#### **Background** (from previous report)

*On December 3, 2019, the Plan Commission unanimously recommended approval of a Land Use Plan amendment on the Thomas family properties as follows (no change to Primary Environmental Corridor designation):*

DELT 0811-999: Commercial and/or Office Park to Mixed Use  
DELT 0809-966: Suburban Density I Residential to Low Density Residential  
DELT 0809-995: Suburban Density I Residential to Low Density Residential (north of a line between the southeast corner of tax parcel DELT 0809-966 and the centerline of Elmhurst Road directly west of Lot 9 Golf Ridge subdivision)  
DELT 0809-995: Commercial and/or Office Park to Mixed Use (south of line described above)

On December 10, 2019, the Town Board approved the Land Use Plan amendment on a 4:1 vote. Waukesha County Board approved the Land Use Plan Amendment on May 23, 2023.

Uses allowed in the mixed-use land use category include “development that may contain residential and could contain a combination of public, institutional, office, retail, service, light industrial, research and development, and/or other commercial uses, including off street parking and may take the form of a business park.” The low-density residential use allows residential development at a density of 20,000 square feet to 1.4 acres of area per dwelling unit.

Between the time that the Land Use Plan Amendment was approved by the Town Board (December 10, 2019) and October of 2022, the Town Plan Commission developed a zoning district for mixed uses. The ordinance set forth the regulations by which a development can take place on the specific Thomas Family properties. On October 4, 2022, the Plan Commission recommended approval of an ordinance that created a Planned Development District that would meet the mixed-use land use intent, on a 5:0 vote. On October 11, 2022, the Town Board approved the recommended ordinance on a 4:1 vote, with a change in the number of residential units on the specific property to be a maximum of 230 units. Waukesha County Board approved the creation of the Planned Development District No. 1 ordinance on May 23, 2023.

### **Considerations**

The request before the Plan Commission is to amend the Town’s zoning map for the Thomas Family properties from A-1 Agricultural District to Planned Development District No. 1 (PDD No. 1).

The ordinance includes the following Statement of Intent:

- Provide for mixed residential use in an attractive, integrated environment which is complimentary to the surroundings.
- Preserve the natural environment by conserving environmental corridor areas, wetlands and tree lines designated for preservation to the extent practicable.
- Provide for landscape buffer along Glen Cove Road, Elmhurst Road and Golf Road to ensure harmony with surrounding neighborhoods.
- Provide a trail network that links existing neighborhoods, individual development sites and the Lake Country Trail.
- Mitigate traffic impacts by splitting access between both local roads and the county trunk highway system.
- Provide a heightened level of site design and connectivity between development sites.
- Provide a broad range of potential living unit options that will accommodate residents of varying ages.

The specific regulations contained in the PDD No. 1 zoning district implement the intent of the ordinance. The ordinance requires that General Development Plan (GDP) materials be

included with an application to rezone to the PDD No. 1 district. The table below provides the findings of the submittal:

Item	Submitted?	Findings	Requirement Met?
General Development Plan Drawing	Yes	Proposal is for 212 new units; one existing unit is to remain on the Thomas property (existing historic house on Thomas Lane). Code allowance in the PDD district is a maximum of 230 units.	
Open Space and Natural Protection Plan	Yes	No wetlands or environmental corridor will be disturbed, except for bike and pedestrian path construction. Partial tree line in zone 3 to be preserved and enhanced with additional tree line replacement; tree line in zone 4 will be preserved except for road right-of-way areas; Various stands of trees in Outlot 6 will be preserved; landscaped berm buffers will be constructed along the east side of Glen Cove Road, north side of Golf Road and west side of Elmhurst Road. The projected open space for the development will be 49% outside of the individual home lots and condominium structures. The minimum required common open space is 38.8% based on the uses in each zone.	
Traffic Impact Analysis (TIA)	Yes	<p>The PDD code required that a TIA be prepared to determine improvement recommendations for the development. The following intersections were considered in the study and are shown with the existing and proposed level of service (LOS) (Scale A-F):</p> <ul style="list-style-type: none"> <li>Glen Cove at Brookstone Circle North (A/A)</li> <li>Glen Cove at Brookfield Circle South (A/A)</li> <li>Glen Cove at Golf Road (B/B)</li> <li>Golf Road at new intersections (2) (-/B)</li> <li>Golf Road at Elmhurst Road (A/A)</li> <li>Elmhurst Road at Golf Ridge South (A/A)</li> <li>Elmhurst at Golf Ridge North (A/A)</li> <li>Elmhurst at Oakton Road (A/A)</li> </ul> <p>LOS is a quantitative measure that refers to the overall quality of traffic flow at an intersection, ranging from very good (LOS A) to very poor (LOS F). WisDOT and Waukesha County consider LOS D or better to define acceptable peak hour operating conditions. The TIA recommends that turn and bypass lanes are required on Golf Road at the new intersections into the development. This recommendation is based on a Waukesha County code requirement for turn and bypass lanes for all T intersections on roads that have volumes greater</p>	

		than 2,500 vehicles per day. The 2018 volumes on Golf Road were 4,400 vehicles per day. The TIA was reviewed by Waukesha County Dept. of Public Works staff and the Town Engineer.	
Road Access Plan	Yes	Map 1 shows two access points from the development onto Golf Road; one access point from the development onto Glen Cove Road across from Brookstone Circle North in the same geometric configuration as Brookstone Circle North; and one access point from the development onto Elmhurst Road across from Golf Ridge South in the same configuration as Golf Ridge South. Traffic impacts are mitigated by having four access points, two of them being on Golf Road (CTH DR).	
Sanitary Sewer Plan	Yes	In a letter received May 22, 2023, from LPSD, they confirmed that the formula to be used for the design capacity is 7 persons per developable acre. That results in the allowance of 770 persons on 110 developable acres. The projected number of persons for the development is 583. There is sufficient hydraulic capacity in the existing gravity pipe system. According to LPSD, there is adequate capacity at the Fox River Pollution Control Center in Brookfield for the flow.	
Water Study	Yes	The PDD code requires that the applicant demonstrate that SEWRPC, WDNR, and LPSD have been consulted with regards to anticipated water table impacts of any planned private water supply. A detailed water study was submitted by the developer's environmental consulting engineer. The study was reviewed by the Town, County, and SEWRPC. The study must, to the satisfaction of the Town Plan Commission and Town Engineer, demonstrate that a private water supply will adequately serve the project and not adversely impact private wells or other natural resources. Several iterations of the water system analysis were performed based on comments from Town, County and SEWRPC. Findings from the study are as follows: 1. The methodology used to calculate drawdown (Theis solution for Non-Leaky Confines Aquifers) is the most widely used and accepted solution for calculating drawdown. 2. Average drawdown in the proposed development, assuming infiltration and groundwater recharge, is estimated to be approximately 4 to 5 feet at and decreasing from the property line. 3. The cumulative drawdown at the property boundary for the developments to the east and	

		<p>west of the proposed development is estimated to be approximately 7 to 14 feet.</p> <p>4. The maximum drawdown is less than the natural groundwater fluctuation of 6 feet as observed at USGS monitoring wells in the neighborhood.</p> <p>5. Flows of groundwater to Pewaukee Lake will be maintained.</p>	
Preliminary Stormwater Plan	Yes	<p>Preliminary review by Waukesha County concluded that the development will likely be able to meet their ordinance requirements. The stormwater management plan includes opportunities to infiltrate the water into the ground. Calculations indicate that the development will be able to infiltrate 94% of the pre-development flow. The required infiltration percentage is 90% per County and WDNR requirements. There are several design and modeling details that require attention which will take place during detailed construction plan review.</p>	
Bike and Pedestrian Plan	Yes	<p>The developer has incorporated approximately 10,200 linear feet (1.9 miles) of trails/paths within the subdivision. Map 1 provides an overview of the locations of said facilities. A paved path extends from Glen Cove Road to the Lake Country Trail. Natural walking paths extend from open space in the subdivision to and through the environmental corridor.</p>	
Active Recreation Plan	Yes	<p>A one-acre public pocket park is included in the development plans and will be located to the west of the westerly entrance to the subdivision off Golf Road. Amenities include a pickleball court, garden and picnic areas and benches. The plans also show a clubhouse, pool, and playground for subdivision residents.</p>	

I have reviewed the development layout to determine if the GDP plans meet or will meet specific code regulations. Conclusions are as follows:

Subsection Heading	Code Met?	Notes
5. Use Regulations	Yes	Proposed uses on GDP meet designated uses for each zone.
6. Density	Yes	230 units allowed; 212 proposed; lots meet minimum lot sizes for each zone.
7. Building Location	Yes	Meets road setbacks for Golf, Glen Cove and Elmhurst; all internal lots meet setbacks and offsets for each specific use type

8. Height//Bulk Regulations	Yes	To be determined at time a building permit is submitted for each house.
9. Area Regulations	Yes	To be determined at time a building permit is submitted for each house; Minimum average lot width is met for all proposed lots.
10. Open Space for Development Site	Yes	Open space for each development zone is met; wetlands and environmental corridor are preserved; tree lines removed will be re-vegetated; landscape buffers are provided on Glen Cove Road, Golf Road and Elmhurst Road.
11. Signage Regulations	-	To be determined when signs are submitted for approval
12. Parking Regulations	-	Parking provided for clubhouse; landscape screening required on sides; detailed plan to be reviewed at time specific development plan is submitted.
13. Open Space for Each Lot	Yes	Designated on the GDP; actual open space to be determined at time a building permit is submitted for each house.
14. Dumpster Enclosures	-	No dumpsters proposed for the site.
15. Road Layout	Yes	The road layout winds through the development. Glen Cove Road to Elmhurst Road requires 4 stops or corner turns, which will discourage people cutting through the development.
16. Cul-de-Sac Length	Yes	Crooked Creek cul-de-sac extends into the Welshire development; No other cul-de-sacs extend beyond 400 feet.
17. Developer's Agreement	-	To be reviewed and approved at time the preliminary plat is submitted

## **Staff Recommendation:**

Based on the findings described above for all of the required submittal materials, and consideration that the proposed development meets the PDD district Statement of Intent, I recommend that the petition for zoning amendment and the General Development Plan be forwarded to the Town Board with a recommendation to approve based on the following:

- The request is in compliance with the Town Land Use Plan.
- The application is complete and all information required by Section 17.04 (5)(R)4. b. has been submitted for review.
- Findings indicate that each of the GDP required submittal; materials identified in the PDD ordinance has been adequately addressed.
- The proposed development meets the PDD Statement of Intent.
- The General Development Plan (GDP) layout has been reviewed in light of the regulations within each subsection of Section 17.04 (5)(R) and have been found in compliance with the ordinance, subject to a detailed review when subdivision plats and construction plans are submitted for review and approval in accordance with normal Town review processes. Development of the subject property shall be in substantial conformance with the maps and studies identified in the GDP as follows:

Map No.	Date	Title
1, 1A, 1B, 1C	12/22/2023	General Development Plan Drawing
2, 2A, 2B	12/22/2023	Open Space and Natural Resource Protection Plan
3	12/22/2023	Road Access Plan
4	12/22/2023	Sanitary Sewer Plan
5	12/22/2023	Preliminary Stormwater Plan
6	12/22/2023	Bike and Pedestrian Plan
7	12/22/2023	Active Recreation Plan
L1 – L7	3/27/2023	Landscape Plan
	12/16/2023	Traffic Impact Analysis
	3/24/2023	Hydrogeologic Assessment Report
	7/14/2023	Response to SEWRPC Comments
	9/29/2023	Response to SEWRPC Comments
	12/21/2023	Groundwater Evaluation Summary

Tim Barbeau, Town Engineer  
January 8, 2024



## Plan Commission Report for January 16, 2024

### **Thomas Family Properties Zoning Amendment (County) and Residential Planned Unit Development Conditional Use Agenda Item No. 5. C.**

Applicant: Neumann Development, Inc. by Bryan Lindgren

Owner: Amy Thomas, et.al.

Project: Welshire Farm subdivision

Requested Action: Recommendation to Town Board and Waukesha County on zoning amendment from A-1 to R-3 Residential and Residential Planned Unit Development Conditional Use in areas of Waukesha County zoning jurisdiction.

Zoning: A-1 Agricultural (County Shoreland Area)  
C-1 Conservancy  
EC Environmental Corridor  
DSO Delafield Shoreland Overlay

Location: North of Golf Road, west of Elmhurst Road, south of Lake Country Bike Trail and High Ridge East Add'n No. 1 subdivision and east of Glen Cove Road

## **Report**

### **Background**

The current land use designation on the Thomas family properties within Waukesha County shoreland jurisdiction is Low Density Residential and Primary Environmental Corridor. The zoning on the property is A-1 Agricultural, C-1 Conservancy, EC Environmental Corridor and DSO, Delafield Shoreland Overlay District. The applicant has requested the land within the County's shoreland jurisdiction that is currently designated A-1 be rezoned to R-3 Residential. The C-1, EC, and DSO zoning would remain unchanged. The request is also to approve a Residential Planned Unit Development Conditional Use. The purpose of the rezoning and conditional use is to allow for a conservation design residential subdivision.

### **Consideration**

The R-3 Zoning district allows for lots with a minimum lot size of 20,000 square feet. A Residential Planned Unit Development in the R-3 zoning district allows a density of 15,000 square feet per unit. The lot layout for the proposed Welshire farm development within the County's jurisdiction meets the criteria in the ordinance.

The County Shoreland ordinance requires consideration by the Town Plan Commission and the County can incorporate any conditions requested by said Plan Commission into their Conditional Use Grant.

Substantial conditions and requirements were documented in the Town’s PDD ordinance. The intent was to have consistent conditions and requirements throughout all of the development – both in Town and County jurisdictions.

**Staff Recommendation:**

I recommend that the Plan Commission provide a positive recommendation to the County to rezone lands from A-1 to R-3 and that the Residential Planned Unit Development be approved subject to the entire development following the conditions and requirements of the Town’s PDD ordinance. My recommendation is based on the following:

- The request is in compliance with the County Land Use Plan.
- The General Development Plan layout has been reviewed in light of the regulations within each subsection of Section 17.04 (5)(R) Planned Development District and has been found in compliance with the ordinance.
- Development of the subject property will be in substantial conformance with the maps and studies identified in the General Development Plan as follows:

Map No.	Date (latest revision)	Title
1, 1A, 1B, 1C	12/22/2023	General Development Plan Drawing
2, 2A, 2B	12/22/2023	Open Space and Natural Resource Protection Plan
3	12/22/2023	Road Access Plan
4	12/22/2023	Sanitary Sewer Plan
5	12/22/2023	Preliminary Stormwater Plan
6	12/22/2023	Bike and Pedestrian Plan
7	12/22/2023	Active Recreation Plan
L1 – L7	3/27/2023	Landscape Plan
	12/6/2023	Traffic Impact Analysis
	3/24/2023	Hydrogeologic Assessment Report
	7/14/2023	Response to SEWRPC Comments
	9/29/2023	Response to SEWRPC Comments
	12/21/2023	Groundwater Evaluation Summary

Tim Barbeau, Town Engineer  
 January 8, 2024



<b>Appleton</b> 700 Randolph Drive Appleton, WI 54913 Phone: (920) 687-1111 Fax: (920) 687-1122	<b>Milwaukee</b> 12655 W. Silver Spring Rd Butler, WI 53007 Phone: (262) 544-5404 Fax: (800) 261-0383
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Account: Town of Delafield  
Name: Don Robers  
Address: N14 W30782 Golf Road  
Delafield, WI 53018

Date: 6-13-2023  
Email: [Don.roberts@townofdelafield.org](mailto:Don.roberts@townofdelafield.org)  
Phone: (262) 646-8881  
Note: \_\_\_\_\_

**\*\* Sales Quotation \*\***

**A. Force America Hydraulic System**

1. Force America TXV92 Pump and PTO
2. VT-35 stainless steel oil reservoir valve combination
  - a. 35 gallon hydraulic oil capacity
  - b. Temperature level sender with slosh shield
  - c. 2" NPT brass ball shut off valve
  - d. In tank filter assembly
3. Add-A-Fold 4520 valve for:
  - a. Double Acting Hoist
  - b. Double Acting Plow Raise
  - c. Double acting plow angle
  - d. Double acting plow wing left
  - e. Double acting plow wing right
4. Integral stainless steel enclosure for valve & reservoir
5. Patrol Commandor Ultra controls
6. SSC6100 Spreader Control
7. Temp/Level sensor
8. Stainless Steel Hydraulic lines included
9. Installed complete

**B. Buyers MDS MUNICIPAL COMBINATION DUMP SPREADER WITH DUAL AUGERS**

1. 132" length, 84" width 4.40 yd capacity
2. Corrosion resistant 7 Ga. 304 stainless steel construction.
3. Can handle salt, sand, or a mix with dual 7 in. augers.
4. Unique roll-formed sides maximize capacity and material flow.
5. Reinforced multi-panel tailgate design with a removable inspection door.
6. Powerful hydraulic drive handles the demands of municipal applications.
7. Hitch mounted, removable, Hex-Flow spinner ensures balanced material distribution with a 40 ft spread radius
8. SaltDogg® Hydraulic Pre-Wet Kit With Two 160-Gallon Poly Side Mount Reservoirs
9. Tarp Kit For 9 - 12 Foot SaltDogg® MDS Combination Dump Spreaders Electric System
10. Installed complete

**C. Install Customer Supplied Metal Pless Plow**

1. Customer to have Complete plow shipped to Casper's for Install
2. Universal Hustings Hitch 34"
3. Universal Double Acting Cylinder
4. HD Kit Heavy duty bracing for truck hitch
5. 34" Husting hitch for plow side with upper bracing
6. Installed



**D. Additional Equipment**

1. 3/4" hitch plate with 2" receiver tube, d-rings, and 7RV trailer Plug
2. LED Heated plow lights
3. Rear corner posts to included LED S/T/T lights and Amber Green Strobes
4. Two Triton TWS-6AG amber/green strobe lights mounted in grill
5. Two lighted plow markers on wings of plow
6. Minimizer fenders with plastic mounting brackets
7. Triton TMB-159-AG strobe light mounted on cab or cab shield (customer to determine location)
8. Installed

**Total: \$124,995.00**

**Optional Equipment:**

- A. Roller Kit, wheels and pads installed complete

**Add: \$1,016.00**

**All Sales Tax and FET will be added  
Quote Valid for 30 Days**

Submitted by: *Tony Myslicki*

**Terms: Net 30 days**

**By signing below, I agree that I have read, understood, and will comply with the terms of this quote.**

Quote accepted by: \_\_\_\_\_

Title: \_\_\_\_\_

Date Accepted: \_\_\_\_\_

PO# \_\_\_\_\_

**Thank You for the opportunity to submit our quote for your consideration**

## Dan Green

---

**From:** Patrick McNamara <pmcnamara@lakesidetrucks.com>  
**Sent:** Monday, May 22, 2023 3:33 PM  
**To:** Matt Burrill  
**Cc:** Dan Green; Don Roberts  
**Subject:** Truck Docs and Pricing  
**Attachments:** 12764 - TOWN OF DELAFIELD - INVOICE.pdf

Hello Matt,

Here is a copy of the invoice for your first patrol truck. The total due for now is \$122,075. The remaining \$101,548 will be due on delivery of the completed truck. Your second chassis total should be \$122,606 so long as there are no additional surcharges imposed between now and the build date. Let me know if you have any questions.

Sincerely,

**Patrick McNamara**  
Municipal Truck Sales  
Lakeside International Trucks  
pmcnamara@lakesidetrucks.com  
O (262) 886-7458 | C (262) 498-0324  
1008 S. Sylvania Ave. | Sturtevant | WI | 53177



**LAKESIDE**  
INTERNATIONAL TRUCKS



**LEARN ABOUT IT.**

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO CREATE AND ESTABLISH A MUNICIPAL COURT FOR THE CITY OF OCONOMOWOC, VILLAGE OF OCONOMOWOC LAKE, VILLAGE OF DOUSMAN, TOWN OF DELAFIELD, VILLAGE OF NASHOTAH, TOWN OF LISBON, TOWN OF MERTON, VILLAGE OF SUSSEX, VILLAGE OF HARTLAND, VILLAGE OF LAC LABELLE, TOWN OF OCONOMOWOC, VILLAGE OF SUMMIT, VILLAGE OF CHENEQUA, TOWN OF ERIN, VILLAGE OF MERTON, VILLAGE OF SULLIVAN, VILLAGE OF JOHNSON CREEK, TOWN OF IXONIA (Contract Member), TOWN OF OTTAWA (Contract Member), AND TOWN OF SULLIVAN (Contract Member) AND CITY OF DELAFIELD (Contract Member) PURSUANT TO SECTIONS § 755.01 (4) AND § 66.0301 WISCONSIN STATUTES

The City/Town/City Council/Board of the \_\_\_\_\_, Waukesha County, Wisconsin does hereby ordain as follows:

SECTION I.

Ordinance No. \_\_\_\_\_ dated on or about \_\_\_\_\_ entitled "An Ordinance To Create And Establish A Municipal Court For The City Of Oconomowoc, Village Of Oconomowoc Lake, Village Of Dousman, Town Of Delafield, Village Of Nashotah, Town Of Lisbon, Town Of Merton, Village Of Sussex, Village Of Hartland, Village Of Lac Labelle, Town Of Oconomowoc, Village Of Summit, Village Of Chenequa, Town Of Erin, Village Of Merton, Village Of Sullivan, Village Of Johnson Creek (Contract Member), Town Of Ixonia (Contract Member), Town Of Ottawa (Contract Member), and Town of Sullivan is hereby repealed and the Municipal Court ordinance is hereby re-created as follows:

MUNICIPAL COURT

(1) MUNICIPAL COURT CREATED

There is hereby created and established a Municipal Court under the provisions of Chapter 755 of the Wisconsin Statutes for the City of Oconomowoc, Village of Oconomowoc Lake, Village of Dousman, Town of Delafield, Village of Nashotah, Town of Lisbon, Town of Merton, Village of Sussex, Village of Hartland, Village of Lac LaBelle, Town of Oconomowoc, Village of Summit, Village of Chenequa, Town of Erin, Village of Merton, Village of Sullivan, Village of Johnson Creek, Town of Ixonia (Contract Member), Town of Ottawa (Contract Member), Town of Sullivan (Contract Member), and City of Delafield (Contract Member) or so many of

those municipalities which enact an ordinance identical to this ordinance pursuant to § 755.01 (4).

(2) MUNICIPAL JUDGE

Such court shall be under the jurisdiction of and presided over by a Municipal Judge, who shall be an attorney licensed to practice law in Wisconsin, and who shall reside in one of the following Municipalities: City of Oconomowoc, Village of Oconomowoc Lake, Village of Dousman, Town of Delafield, Village of Nashotah, City of Delafield, Town of Lisbon, Town of Merton, Village of Sussex, Village of Hartland, Village of Lac LaBelle, Town of Oconomowoc, Village of Summit, Village of Chenequa, Town of Erin, Village of Merton, Village of Sullivan, Village of Johnson Creek, Town of Ixonia, Town of Ottawa, or Town of Sullivan, or those municipalities which enact an ordinance identical to this ordinance and enter into an agreement pursuant to § 566.0301 Wis. Stats. for the joint exercise of the power granted under § 755.01 Wis. Stats. Such Municipal Judge shall be elected at large in the spring election for a term of four (4) years commencing May 1. All candidates for the position of Municipal Judge shall be nominated by nomination papers as provided in § 8.10 Wis. Stats., and selection at a primary election if such is held as provided in § 8.11 Wis. Stats. The Town Board of the Town of Delafield shall provide for a primary election whenever three (3) or more candidates file nomination papers for such position of Municipal Judge as provided in §8.11(l)(a) Wis. Stats., and such primary election shall be held on the third Tuesday of February as provided in §5.02(22) Wis. Stats.

(3) ELECTIONS

The Municipal Clerk of each municipality shall see to the compliance with § 5.58(1)©, § 5.60(1)(b), § 5.60(2), § 7.10(1)(a), § 7.60(4)(a) and § 8.10(6)(bm) to provide for the election of a Municipal Judge under § 755.01 (4).

(4) OATH AND BOND

The Judge shall, after his election or appointment to fill a vacancy, take and file the official oath as prescribed in § 757.02(1) Wis. Stats. The Municipal Judge shall not act until his/her oath have been filed as required by Section § 19.01(4)© and Section § 755.03(2), Wis. Stats.

(5) SALARY

The salary of the Municipal Judge shall be fixed by the governing bodies of the municipalities that created and established this Municipal Court, which shall be in lieu of fees and costs. No salary shall be paid for any time during his/her term during which

such Judge has not executed his official oath, as required by § 755.03, Wis. Stats., and filed pursuant to § 19.01 Wis. Stats. The municipalities may by separate ordinances, resolutions, or through the budget process, allocate funds for the administration of the Municipal Court pursuant to Wis. Stats. § 66.0301.

(6) JURISDICTION

The municipal Judge of the Municipal Court shall have such jurisdiction as provided by § 755.045 and § 755.05 Wis. Stats., and as otherwise provided by State Law. The Municipal Judge is authorized to issue inspection warrants under § 66.01 19 Wis. Stats.

(7) LOCATION AND HOURS

The Municipal Court shall be held in the Municipal Building of the City of Oconomowoc Police Department at 630 E. Wisconsin Avenue, Oconomowoc, Wisconsin. The Municipal Court shall be open at such times as determined by the Municipal Judge, but no less than every Friday commencing at 8:00 am.

(8) FINES AND FORFEITURES

The Municipal Judge may impose punishment and sentences as provided by ss 800.09, Wis. Stats., and as provided in the ordinances of the following municipalities: City of Oconomowoc, Village of Oconomowoc Lake, Village of Dousman, Town of Delafield, Village of Nashotah, Town of Lisbon, Town of Merton, Village of Sussex, Village of Hartland, Village of Lac LaBelle, Town of Oconomowoc, Village of Summit, Village of Chenequa, Town of Erin, Village of Merton, Village of Sullivan, Village of Johnson Creek, Town of Ixonia, Town of Ottawa or Town of Sullivan. All forfeitures, fees, penalty assessments and costs shall be paid to the Treasurer of the Municipality within which the case arose within 7 days after receipt of the money by the Municipal Judge or other court personnel. At the time of the payment, the Municipal Judge shall report to the Treasurer the title of the action, the offense for which a forfeiture was imposed and the total amount of the forfeiture, fees, penalty assessment and costs, if any.

(9) STIPULATIONS AND DEPOSITS IN MUNICIPAL COURT

The Municipal Court herein established shall be operated pursuant to and in compliance with the provisions of Chapter 800 Wis. Stats., and, where applicable, other provisions of the Wis. Stats. as referred to in subsection (10) below. The Municipal Judge shall establish in accordance with § 800.037 Wis. Stats., a schedule of deposits for violations of City, Village and Town ordinances, resolutions and bylaws, except traffic regulations which are and shall be governed by § 345.26 Wis. Stats., and boating violations which are, and shall be governed by § 23.66 and § 23.67



Wis. Stats. Such deposit schedule shall be approved by the respective governing bodies of the municipalities creating and establishing this Court and shall be posted in the office of the Municipal Court Clerk and the police departments of the respective communities.

(10) PROCEDURE IN MUNICIPAL COURT

The procedure in Municipal Court shall be as provided by this Ordinance and State Law including, but not excluding because of enumeration Chapters 66, 345, 751, 755, 757 and 800 of Wis. Stats.

(11) CONTEMPT PROCEDURES

- (a) The Municipal Judge may impose a sanction authorized under § 800.12(2) for contempt of court, as defined in § 785.01(1) Wis. Stats., in accordance with the procedures under § 785.03 Wis. Stats.
  - (b) The Municipal Judge may impose a forfeiture for contempt under § 800.12(1) Wis. Stats., in an amount not to exceed \$50.00 or, upon nonpayment of the forfeiture and the penalty assessment under § 757.05 Wis. Stats., a jail sentence not to exceed 7 days.
- (12) The Municipal Court hereby established shall not be abolished while the §755.01(4) agreement is in effect.

SECTION 2. SEVERABILITY

The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

SECTION 3. EFFECTIVE DATE

This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_

MUNICIPALITY

By: \_\_\_\_\_  
Mayor/Chairman/President

\_\_\_\_\_  
Title

ATTEST:

\_\_\_\_\_  
Clerk Signature City of/Town of/Village of

ADOPTED: \_\_\_\_\_  
POSTED: \_\_\_\_\_  
PUBLISHED: \_\_\_\_\_