

TOWN OF DELAFIELD BOARD OF SUPERVISORS MEETING
SEPTEMBER 14, 2021 @ 6:30 PM

Video Link: <https://www.youtube.com/watch?v=mJPkkgUj4WI>

First order of business: Call to Order

Chairman Troy called the meeting to order at 6:30 p.m.

Second order of business: Pledge of Allegiance

Third order of business: Roll Call

Present: Chairman Troy, Supervisor Dionisopoulos, Supervisor Kranick, Supervisor Woelfle and Supervisor Michels. Also, present was Administrator Dan Green.

Fourth order of business: Citizen Comments:

David Boettcher, W329S610 County Road C, stated that on July 15, 2021, a meeting was held at the Town Hall between 4 residents of the neighborhood near the old Fire Station #2, and Town officials to discuss the issues they had with the deer stand. The meeting ended with the deer management team agreeing to put up additional parking signage at the site and to enforce stricter requirements for hunters that were hunting on that site. Mr. Boettcher produced a petition to the board signed by over 60 people, who are opposed to hunting the property behind Fire Station #2.

Dan Sedlock, S10W32840 Timberline Court, stated he has lived in his subdivision for 32 years and is a hunter himself. He respects the changes to try and make the location safer, but has concerns about arrows in the surrounding properties. The raisers on the arrows are very sharp, and there is a 15-acre park in the subdivision to the south of the hunting area.

Wayne Dehn, 3479 Broken Bow Trail, submitted a petition signed by 120 people that supports an aggressive deer management program throughout the Delafield area, especially in areas around Lapham Peak. Mr. Dehn read the petition into the record.

Fifth order of business:

- A. Approval of August 24, 2021, Town Board Minutes

Motion by Supervisor Dionisopoulos to approve the minutes from August 24, 2021. Seconded by Supervisor Woelfle. Motion passed 5-0.

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

- A. Report on budget sub-accounts and action to amend 2021 budget
- B. 1) Accounts payable; 2) Payroll

Motion by Supervisor Kranick to approve payment of Checks #64971, #64974 - #64978, #64980, and #64984 - 65015 in the amount of \$68,717.01, and payrolls dated September 17, 2021, in the amount of \$13,288.07. Seconded by Supervisor Woelfle. Motion passed 5-0.

Seventh order of Business: Communications (for discussion and possible action) - None

- A. Waste Hauler Services – No Report.
- B. Redistricting Update – No Report
- C. Pewaukee Lake Access Closure – September 20, 2021 – December 2021

Eighth order of Business: Unfinished Business: NONE

Ninth order of Business: New Business:

- A. Discussion and possible action on the Plan Commission's recommendation to approve a Developer's Agreement for Jon Spheeris, developer, The Retreat subdivision.

Engineer Barbeau explained the Retreat subdivision is located east of HWY G, off Norms Road. The Plan Commission reviewed the developer's agreement along with the Town attorney. Those changes were incorporated into the agreement along with some of the changes that the Plan Commission made with the recommendation to the Town Board. This item passed the Plan Commission unanimously. Mr. Spheeris is going to add language into the deed restriction, to not allow major grading unless agreed by the Town Board. The developer is looking to have the first layer of asphalt done by November 20th.

Motion by Supervisor Kranick to approve a developer's agreement for Jon Spheeris, developer, The Retreat subdivision Seconded by Supervisor Michels. Motion passed 5-0.

- B. Discussion and possible action on the Plan Commission's recommendation to approve a legal nonconforming conditional use permit to allow for sales, service, outside display of new and preowned motor vehicles and watercraft and a body shop for Cassandra Castro and Thomas Beaudry, Cassandra's Motorsports, LLC, applicant, KKNN Lynndale, LLC, owner.

Engineer Barbeau explained there was a public hearing held on Tuesday, September 7th. There were no comments from the public besides the applicant. The Plan Commission considered a number of changes which have been incorporated to the final document. The conditions of the conditional use were reviewed by the engineer:

A. The property owner shall be allowed to use the site for sales, lease, service and outside display of new or pre-owned vehicles, watercraft, and a body shop, without a planting screen or fence to shield the outdoor display of vehicles, except for vehicles described in Condition E below, which are to be screened from the south by an existing fence. Leases shall be for no less than one year and no short-term rentals shall be allowed. The display of vehicles and watercraft shall be orderly.

B. Vehicles shall be defined as automobiles (Type 1 per §340.01 (4) WI Stats.), also considered passenger cars, light passenger vans and pick-up trucks. Watercraft shall be defined as personal watercraft as defined in §30.50 (9d) WI Stats., pontoon boats and tow boats. Any question as to whether a vehicle or watercraft at the site meets the definition and intent of this conditional use permit shall be brought before the Plan Commission for consideration and determination.

C. The applicant shall provide an updated site plan and landscaping plan meeting the requirements of Section 17.03 1.A.2.b., and include vehicle parking configuration and dimensions for staff review and approval within 30 calendar days of the date of property purchase (closing).

D. The applicant shall provide an analysis by a lighting professional to show that the existing lighting on site meets the following criteria: 0 foot-candles at the property lines, cut off type lighting fixtures; light intensity at any one spot not greater than 9 foot-candles; maximum wattage; reduction of lights to safety lights after 8 pm. The applicant shall provide a lighting plan for staff review and approval within 30 days of property purchase (closing).

E. The existing 8-foot-tall board on board fence shall be maintained on site in its current location. Vehicles waiting to be serviced or stored after service shall be parked behind the fenced area including vehicles waiting for body work as part of the body shop operation.

F. The owner shall remove all excess debris, excess equipment and items not directly associated with the business from the site no later than June 1, 2022, and restore vegetated areas to a manicured condition no later than July 1, 2022. Enclosure doors shall be placed on the dumpster enclosure and all dumpsters shall be placed inside the enclosure. The dumpster enclosure shall be in a neat, orderly and maintained state. Vehicle parts shall be stored within the enclosure or in the building until properly disposed of. Work related to the dumpster shall be completed no later than December 1, 2021.

G. *Hours of operation for vehicle sales:*
Monday – Friday: 9 AM- 6 PM.
Saturday: 10 AM – 3 PM.
Sunday Closed

Hours of operation for service shall be as follows:
Monday – Friday: 7 AM-4 PM
Saturday/Sunday: Closed

H. *The green space/open space east of the improved portion of the site shall not be used for operation of off-road vehicles or other motorized vehicles.*

I. *There shall be no outdoor repairs of vehicles.*

J. *Outside display of vehicles for sale shall be limited to areas west of the building and south of the showroom and board on board fence. Lands north of the building shall not contain vehicles or equipment.*

K. *The operation of the sales and service facility shall be in accordance with the plan of operation information dated August 5, 2021, except as clarified within this Conditional Use Permit.*

L. *Chemicals are limited to those that are standard for the industry, including, but not limited to, penetrating lubes, carb cleaner, brake cleaner, soap/wax, parts washer, oil, oil dry and normal household cleaning chemicals. Waste products will be picked up by a certified waste hauler and shall be properly disposed.*

M. *Each special event at the property shall require a special event permit from the Town of Delafield and shall be subject to conditions indicated on the permit application.*

N. *There shall be no fuel storage (above ground or below ground) at the site.*

O. *Additional Regulations, found in Section 17.04 Zoning Districts, subsection 5. Specific District, subsection M. M-1 Industrial District, subsection 6, are hereby incorporated into this conditional use permit and must be followed, except that no shielding is required for outside display of vehicles and watercraft as stated in subsection d. and f. Boats on display shall be naturally covered (no shrink wrap).*

The board made changes to letter “C” of the conditions, requiring finalized plans be submitted and approved by Town staff, and not the Plan Commission. They made changes to letter “L” of the conditions, limiting the chemicals on site to what is standard for the industry. They also recommended that “Ski boats” be changed to “Tow boats” to encompass both skiing and wakeboarding.

Motion by Supervisor Michels to approve a legal nonconforming conditional use permit to Cassandra Castro and Thomas Beaudry, Cassandra Motorsports, LLC, to allow sales, service, outside display of new and preowned motor vehicles and watercraft and a body shop at N47W28229 Lynndale Road subject to the following changes:

- 1. Condition C: remove the requirement for Plan Commission to approve the site plan, landscaping plan and lighting plan, and change to staff approval.*
- 2. Change references of ski boats to tow boats.*
- 3. Condition L: Add language to include only those chemicals standard for the industry, including, but not limited to...*

Seconded by Supervisor Dionisopoulos. Motion passed 5-0.

C. Discussion and possible action on the Police Citation Administrative Support Services Contract for 2022-2024

Motion by Supervisor Kranick to approve the Police Citation Administrative Support Services Contract for 2022 – 2024. Seconded by Supervisor Woelfle. Motion passed 5-0.

D. Discussion and possible action on Trick or Treat hours.

Motion by Supervisor Kranick to set the 2021 Trick or Treat hours for October 31, 2021, from 4:00 pm to 8:00 pm. Seconded by Supervisor Woelfle. Motion passed 5-0.

Tenth order of Business: Announcements and Planning items

- A. Budget Workshop – Tuesday, September 28, 2021 @ 5:00 PM
- B. Town Board – Tuesday, September 28, 2021 @ Immediately following the Budget Workshop
- C. Plan Commission – Tuesday, October 5, 2021 @ 6:30 PM

Eleventh order of Business: Adjournment

Motion by Supervisor Dionisopoulos to adjourn the September 14, 2021, Town Board meeting at 7:05 p.m. Seconded by Supervisor Kranick. Motion carried 5-0.

Respectfully submitted:

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