

**CITY PLAN COMMISSION
MONDAY, JANUARY 21, 2013 - 6:30 PM
COUNCIL CHAMBERS, CITY HALL**

Meeting called to order by Mayor Connors at 6:30pm.

Roll Call: Alderman Hougen, Commissioners Olson, Skates and Poetzinger. Also Present: Mayor Connors, City Attorney Draper, Building/Zoning Administrator Brugger, City Administrator Jordan and Administrative Assistant Special. City Planner Slavney and Commissioner Flower were excused.

Mayor Connors wanted to let everyone know about Residents are invited to an Open House hosted by American Transmission Company on Jan.29 & 30 to give feedback on a proposed Power Transmission Line from Kenosha County to Walworth County. More information is included on the City's website.

Skates/Hougen motion to approve the December 17th 2012 minutes. Motion carried.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to five (5) minutes. Applicants will be allowed when their item is discussed.

None.

Correspondence.

None.

Public Hearing and recommendation on a Precise Implementation Plan (PIP) Amendment, filed by Tim Crum of Dimension IV – Madison, 6515 Grand Teton Plaza, Suite 120, Madison WI 53719 on behalf of Walworth Apartments, LLC 2 E. Mifflin Street, Suite 801, Madison, WI 53703, to construct a new maintenance garage, remove and then add new parking stalls at 250, 260 & 270 Country Club Drive, Tax Key Number ZOP 00002F. Tim Crum, Dimension IV-Madison approached the podium and explained the project. Olson asked if any trees will have to be removed when this project moves forward. Crum stated that yes, two trees will have to be removed. He also stated that they are not in good condition. Pat Chia, from Cardinal Capital Management, approached the podium and explained that they are planning to add 8-10 arbor vitae's up by the parking lot. It will help to shield the building from headlights and things like that. That area by the shed are mostly scrub trees and want to save as many bigger trees as they can. Hougen asked if the parking stalls will be deep enough. Both Crum and Brugger stated that they are designed as such and meet the ordinance. Hougen/Skates motion to close the public hearing. Motion carried. **Hougen/Olson motion to approve the Precise Implementation Plan (PIP) Amendment, filed by Tim Crum of Dimension IV – Madison, 6515 Grand Teton Plaza, Suite 120, Madison WI 53719 on behalf of Walworth Apartments, LLC 2 E. Mifflin Street, Suite 801, Madison, WI 53703, to construct a new maintenance garage, remove and then add new parking stalls at 250, 260 & 270 Country Club Drive, Tax Key Number ZOP 00002F including staff recommendations.** Hougen states that it looks like a straight forward project and increase the safety aspect according to the Fire Department requirements. Motion carries unanimously.

Public Hearing and recommendation on a Precise Implementation Plan (PIP) Amendment, filed by Core Commercial, Inc., PO Box 1154, Appleton, WI 54912, to relocate the buildings and also for approval of a revised Certified Survey Map. Both were approved with the original Precise Implementation Plan at the Plan Commission October 15, 2012 and at the City Council October 22, 2012 at the Outlot in front of Target along N. Edwards Boulevard, Tax Key Number ZA3997 00003. Bill Hoch, representing Excel Engineering and Core Commercial approached the podium and explained the changes to the Plan. Hoch shows the changes of the location of the buildings, parking changes and the addition of more trees as requested by City Planner Slavney. Hoch also mentioned that the tenant needed more handicapped stalls so Hoch worked with City Planner Slavney to make the arrangements for that. Hoch also showed the elevation changes that were requested by the City Plan Commission. There are also evergreen screening around the utility transformers as well as the dumpster enclosures. Pages C1.2-C1.5 with a revision date of 1.21.13 will show all of these reflected changes as many of them were done today and not able to be passed out in time for the meeting. Hougen/Olson motion to close the public hearing. Motion carried. **Hougen/ Skates motion to approve a**

January 21, 2013 Plan Commission

Precise Implementation Plan (PIP) Amendment, filed by Core Commercial, Inc., PO Box 1154, Appleton, WI 54912, to relocate the buildings and also for approval of a revised Certified Survey Map. Both were approved with the original Precise Implementation Plan at the Plan Commission October 15, 2012 and at the City Council October 22, 2012 at the Outlot in front of Target along N. Edwards Boulevard, Tax Key Number ZA3997 00003 including the letter from Crispell Snyder dated 1.11.13 and all other staff recommendations. Several comments in the positive were made regarding the project. Motion carried unanimously.

Public Hearing and recommendation on a Conditional Use Application filed by Lake Geneva House of Music LLC, Chris Buttleman, 1024 Wisconsin Street, Lake Geneva, WI 53147, for Indoor Sales and Service and to allow for music lessons at 529 W. Main Street, Tax Key Number ZOP 00301. Chris Buttleman, 1024 Wisconsin Street approached the podium to explain his project. He is the owner of the Lake Geneva House of Music LLC. Mayor Connors reiterates that the tax business in the front part of the building will remain. Buttleman stated that it will remain. He will utilize the rear part of the building on the first and second floor. The larger rehearsal space will be used for groups. The hours may change slightly from reflected in the packet. He has worked on sound proofing on the building. Brugger reminded the Commission that the reason for the Conditional Use is for the lessons part of this business. Buttleman stated that the earliest he would open the business is 8:00am and the latest he would stay open is 11:00pm. No comments from the public. Skates/Hougen motion to close the public hearing. Motion carried. Skates/Olson motion to approve the **Conditional Use Application filed by Lake Geneva House of Music LLC, Chris Buttleman, 1024 Wisconsin Street, Lake Geneva, WI 53147, for Indoor Sales and Service and to allow for music lessons at 529 W. Main Street, Tax Key Number ZOP 00301 including all staff recommendations and the maximum stated hours of 8:00am – 11:00pm.** Positive comments were made regarding the business. Motion carried unanimously.

Discussion and Recommendation on an ETP modification submitted by Attorney Robert Liebsle for land located in the Town of Linn. Attorney Robert Liebsle approached the podium on behalf of the Margaret T Borg Trust for a modification to a setback line on Lot 2 in Trinke Estates in the Town of Linn which is within the city's ETP jurisdiction. Due to the remodeling that the owners would like to do, the requirement of the setback modification will need to be done. Hougen reiterated that Liebsle will need to go to the County and to the Town for additional approval. Liebsle agrees. Hougen asks for clarification on the high water mark and the use of retaining walls within the Conservation zoning and whether that will be a problem. Liebsle stated that no changes will be made to the retaining walls, only the home. **Mayor Connors/Skates motion to recommend approval on an ETP modification submitted by Attorney Robert Liebsle for land located in the Town of Linn, Tax Key Number ITE 00002, Lot 2 of Trinke Estates, and for the City to sign off on any required and associated City of Lake Geneva documentation.** Motion carried unanimously.

Review and Action on a Site Plan to reconstruct bathrooms at Big Foot State Park. Bill Henry, from Kehoe-Henry & Associates Inc, approached the podium and explained the project on behalf of the Big Foot Beach State Park. Currently there are only 4 showers in the current facility and is in a state of disrepair. The DNR would like to make it a toilet and shower building providing 7 showers including a family shower. This will also be handicapped accessible. Page C101 as compared to C101R shows a change from the submitted drawing in the location of the sanitary sewer line. This will be gravity fed heading back from the new toilet/shower building to a manhole that is located on the south side of the intersection of Lake Geneva Boulevard and South Street. The revision allows for more distance between the campsites and the sewer line (As requested by the DNR). Page C102 as compared to C102R shows a change from the submitted drawing in the location of the handicapped accessible sites. The DNR requested that the existing handicapped sites stay as they are in the current location and that a new handicapped site be added right across from the new shower facility. The existing sites will remain on gravel and the new site will be the only one that is asphalt. The new building will be of decorative masonry design and some stone accents columns with a metal roof with large overhangs for camper protection. Hougen asks if the size of the facility is comparable to Pine Woods up near the Kettle Moraine that appears to have a similar shower facility. He also asks if hot water will be available. Henry states that there will be hot water. Brugger reiterated that no additional campsites will be added. Henry confirms that is correct, there are total of 100 campsites and will not change. The additional accessible site will be constructed from an existing non-accessible site. Shower 104 and 105 will retro fitted to accommodate handicapped accessibility in addition to a dedicated ADA shower stall and the family shower. Skates asks if anything is proposed to occur with the building that is closest to S. Lake Shore Drive. Park Ranger Matt Daniels states that there is nothing proposed in the 5 year plan. **Hougen/Skates motion to approve a Site Plan to reconstruct the bathrooms at Big Foot Beach State Park including all staff recommendations and including**

correspondence from Crispell Snyder dated 1.14.13 and the revised sheets C101R and C102R. Motion carried unanimously.

Downtown Design Review.

None.

Skates/Hougen motion to adjourn at 7:22pm. Motion carried.

/s/ Jennifer Special, Building/Zoning Administrative Assistant

These minutes are not official until approved at the next Planning Commission meeting.