

# CITY OF LAKE GENEVA

## PLAN COMMISSION MEETING

MONDAY, MARCH 17, 2014 - 6:30 PM  
COUNCIL CHAMBERS, CITY HALL

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### MINUTES

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1. **Meeting called to order by Mayor Connors 6:30 PM.**

2. **Roll Call**

*Present* Hougen, Flower, Skates, Poetzingler, Robers, Connors

*Also Present* Administrator Jordan, Planner Slavney, Atty. Draper, Gregoles

3. **Approve Minutes of February 17, 2014 Plan Commission meeting as distributed**

MOTION #1

Flower/Skates motion to approve the Minutes of 2/17/14 Plan Commission meeting as distributed.

The motion carried unanimously.

4. **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.**

PUBLIC SPEAKER #1 Terry O'Neil – 954 George St., Lake Geneva, WI 53147

COMMENTS

Who can enter/offer amendments for the Comprehensive Plan? Only city residents or can someone outside the city have input? Is there a standard procedure for this and if so please advise what that is.

5. **Acknowledgment of Correspondence** NONE

6. **Downtown Design Review**

**Application by Mark and Karen Braden to add two exterior awnings with signs for their business, Braden Dental Center, located at 101 Broad Street, Suite 203, Tax Key No. ZNCG 00007.**

*Cancelled - Withdrawn by request of the applicant.*

7. **Review and Recommendation on an application for Site Plan Review filed by Committee for the Beautification of Lake Geneva Inc, for an open air covered pavilion at Flat Iron Park.**

DISCUSSION

Mayor Connors disclosed for the record that he is a member of the Beautification Committee.

SPEAKER #1 (Agent) Todd Krause, 1112 Wisconsin St, Lake Geneva, WI 53147  
(He is a member of the Beautification Committee and speaking on their behalf.)

Krause addressed the Commission on the proposal. He gave a quick history of the project as well as details of the proposed pavilion design and dimensions. Two images were provided by Krause/Etten and were shown on the projector. Image # 1 was of the proposed Pavilion design. Image #2 was a map of the property Site Plan.

**AGENDA ITEM # 7 CONTINUED**

Ald. Hougen/Krause discussed the concerns that were brought up last year by the Art in the Park group; that the new project would cut off some of their space. Krause confirmed that his discussion with their representative ended (last year) with a positive agreement that it would in fact, not cause a problem for them.

SPEAKER #2 (Agent) Ken Etten, 1109 Wisconsin St, Lake Geneva, WI 53147  
(He is an agent for the Beautification Committee and speaking on design of pavilion.)

Etten addressed the Commission on the materials, details and zoning of the structure.  
Etten and the Commission discussed the lighting/acoustical limit requirements and sidewalks/ADA requirements of the pavilion. They also discussed what the backdrop or view for weddings would be.  
Ald. Hougen/Mayor Connors/Slavney discussed the zoning of Flat Iron Park as compared to other parks in Lake Geneva.

MOTION #2

Flower/Skates motion to approve an application for Site Plan Review filed by Committee for the Beautification of Lake Geneva Inc, for an open air covered pavilion at Flat Iron Park, with sidewalks to be included but their exact location determined by staff at a later use and including the fact findings as listed in the Staff Report. The motion carried unanimously.

**8. Continuation of a Public Hearing and recommendation on a Conditional Use Application filed by Alex Paredes & Yolanda Frontany, 4843 W. Dakin Street, Chicago, IL, 60641 to operate a Commercial Indoor Lodging facility in a Planned Development (PD) zoning district located at 328 Center Street, Tax Key No. ZOP 00149.**

SPEAKER #1 (Applicant) Alex Paredes, 4843 W. Dakin St., Chicago, IL 60641

DISCUSSION

Paredes and the commission discussed the addition of items in the packet per requests from the last meeting. Also discussed were facility hours (12 months a year), living arrangements of the property owners, parking, fencing ideas and location and # of Exits for the facility in general.  
Hougen/Mayor Connors/Flower/Paredes also discussed other rental properties in that area.

MOTION #3

Ald. Hougen/Poetzinger motion to close the public hearing. The motion carried unanimously.

ADDITIONAL DISCUSSION

Flower/Mayor Connors/Robers/Slavney discussed the frequency of usage and limitations; limiting to the current owner or to the property.

MOTION #4

Ald. Hougen/Flower motion to approve the Conditional Use Application filed by Alex Paredes & Yolanda Frontany, 4843 W. Dakin Street, Chicago, IL, 60641 to operate a Commercial Indoor Lodging facility in a Planned Development (PD) zoning district located at 328 Center Street, Tax Key No. ZOP 00149; limiting the conditional use to the current owner and including staff recommendations. The motion carried unanimously.

**9. Public Hearing and recommendation on a Conditional Use Application filed by John and Barbara Salyer, 456 W Sunset Road, Barrington, IL 60010, to install an accessory structure (Pier) closer to the lake shore than the primary structure, within Lakeshore Overlay Zoning District located at 845 Bayview Drive, Lake Geneva, WI 53147, Tax Key No. ZBG 00006.**

SPEAKER #1 (Agent) Jeff Reed/Reed's Construction, W3199 S. Lake Shore Drive, Lake Geneva, WI 53147

DISCUSSION

Reed advised the Commission on the details of putting in an additional boat slip with canopy etc.  
Mayor Connors/Reed discussed DNR's pending approval and Army has signed off on it already.  
Ald. Hougen/Reed discussed details of the pier site/awning issues to be met and cleared by the DNR.

**AGENDA ITEM # 9 CONTINUED**

**PUBLIC COMMENT - NONE**

MOTION #5

Hougen/Skates motion to close the public hearing. The motion carried unanimously.

MOTION #6

Mayor Connors/ Ald. Hougen motion to approve the Conditional Use Application filed by John and Barbara Salyer, 456 W Sunset Road, Barrington, IL 60010, to install an accessory structure (Pier) closer to the lake shore than the primary structure, within Lakeshore Overlay Zoning District located at 845 Bayview Drive, Lake Geneva, WI 53147, Tax Key No. ZBG 00006, contingent upon receiving DNR approval. The motion carried unanimously.

**10. Public Hearing and recommendation on a Conditional Use Application filed by Rodger Fisher, 946 Ceylon Court, Lake Geneva, WI 53147, to install an accessory structure (Pier) closer to the lake shore than the primary structure, within Lakeshore Overlay Zoning District located at 946 Ceylon Court, Lake Geneva, WI 53147, Tax Key No. ZA1240 00002.**

DISCUSSION

Jeff Reed/Reed's Construction (representing applicant) – W3199 S. Lake Shore Drive, Lake Geneva, WI 53147  
Reed addressed the Commission on details of putting in an additional boat slip with canopy etc.

**PUBLIC COMMENT - None**

MOTION #7

Skates/Poetzinger motion to close the public hearing. The motion carried unanimously.

MOTION #8

Skates/Poetzinger motion to approve the Conditional Use Application filed by Rodger Fisher, 946 Ceylon Court, Lake Geneva, WI 53147, to install an accessory structure (Pier) closer to the lake shore than the primary structure, within Lakeshore Overlay Zoning District located at 946 Ceylon Court, Lake Geneva, WI 53147, Tax Key No. ZA1240 00002, contingent on receiving DNR approval. The motion carried unanimously.

**11. Public Hearing and recommendation on a Conditional Use Application filed by Kwik Trip Inc., 1626 Oak Street, La Crosse, WI 54602, for the installation of an electronic message center on a proposed freestanding monument sign located at the proposed Kwik Trip, Tax Key No's. ZA1776 00001 thru 00004, and ZRA 00037A. A Certified Survey Map is currently being recorded with new Tax Key No. being assigned.**

DISCUSSION

*\*The certified survey map has been completed now per Mr. Robers. No one is present on behalf of the applicant.*

Mayor Connors/Robers/Slavney/Flower discussed the items included in the packet regarding this item and that it meets all requirements needed for this sign, etc.; as well as the location of the sign itself.

PUBLIC SPEAKER #1 Terry O'Neil – 954 George St., Lake Geneva, WI 53147

COMMENTS Concerns about the size of the sign. It will be the largest sign with exception to the Burger King sign. He feels it will be obstructive and recommends only 6ft x 6 ft. signage. Furthermore, he feels it is unnecessarily large and may block the Clark station next to it.

PUBLIC SPEAKER #2 Elizabeth Caplin – 513 Broad St., Lake Geneva, WI 53147

COMMENTS She is concerned that Kwik Trip is not here to fight here for themselves and people that live here are present and do not want a sign that size to light up the highway etc. She feels it should be a smaller size sign. It is not a down town location and should be like others that are in that residential area.

**AGENDA ITEM # 11 CONTINUED**

**DISCUSSION**

Mayor Connors/Slavney discussed the sign dimensions. (Gas prices size required by the state.) Slavney discussed other communities sign requirements etc. and stated that this is more in line with what we are trying to change to, rather than that of the older sign's in the area, which are getting extensions etc. Flowers/Mayor Connors/Atty. Draper discussed the sign size and clarifies that the commission is just to approve (or deny) the conditional use application.

**MOTION #9**

Ald. Hougen/Skates motion to close the public hearing. The motion carried unanimously.

**ADDITIONAL DISCUSSION**

Mayor Connors/Slavney discuss and confirm the electronics of the sign and that it meets the requirements that all sign lighting meets the same requirements as other exterior lighting. This sign is actually quite a bit under our requirement of lighting etc.

**MOTION #10**

Ald. Hougen/Flower motion to deny the approval the Conditional Use Application filed by Kwik Trip Inc., 1626 Oak Street, La Crosse, WI 54602, for the installation of an electronic message center on a proposed freestanding monument sign located at the proposed Kwik Trip, Tax Key No's. ZA1776 00001 thru 00004, and ZRA 00037A. Ald. Hougen moved to not approve is based on the undue adverse impact of nearby property, the character of the neighborhood, environmental and traffic factors, and those things that are integrated in our ordinance that allows us to approve or disapprove for the conditional use applications. He feels that based on the statements that have been made, the sign is just incongruous and out of the scale of the neighborhood. It could cause an obstruction.

The motion did not carry; failed with only 1 yes vote to deny. (Ald. Hougen - yes / Balance - No)

**ADDITIONAL DISCUSSION**

Mayor Connors/Slavney/Flower/Skates discuss some confusion about what the Commission is actually voting on. It is clarified that it is the electronics of the sign that the Commission is actually voting on. The size of the sign is not in question. The vote is on the electronics of the sign only.

**MOTION #11**

Skates/Mayor Connors motion to approval the Conditional Use Application filed by Kwik Trip Inc., 1626 Oak Street, La Crosse, WI 54602, for the installation of an electronic message center on a proposed freestanding monument sign located at the proposed Kwik Trip, Tax Key No's. ZA1776 00001 thru 00004, and ZRA 00037A. A Certified Survey Map is currently being recorded with new Tax Key No. being assigned. The motion carried with only 1negative vote by Ald. Hougen.

**12. Public Hearing and recommendation on a Conditional Use Application filed by John J. Karabas, 425 N Lower Gardens Road, Fontana, WI 53125, to open an Indoor Commercial Entertainment (Restaurant) in a General Business (GB) Zoning District located at 816 Williams Street, Tax Key No. ZA2691 00002.**

**SPEAKER #1 (Applicant)** John J. Karabas, 425 N Lower Gardens, Fontana, WI 53125

**DISCUSSION**

Karabas addresses the Commission regarding the project and details of the plan. Mayor Connors discusses the letter dated March 12, 2014, that was in the packet from the Fire Dept stating that they had come to an agreement on what needed to be done. The letter stipulates that the seating is not to exceed 25 occupants and then there were five others listed which the Mayor read to the group. The applicant stated that it would not be a problem.

**PUBLIC COMMENT - NONE**

**MOTION #12**

Flower / Skates motion to close the public hearing. The motion carried unanimously.

**AGENDA ITEM # 12 CONTINUED**

**ADDITIONAL DISCUSSION**

Robers clarified the Conditional Use is for the sit down restaurant only, the seating.

Mayor Connors/Robers discussed if continuing the conditional use should be to the property or to the owner.

**MOTION #13**

Mayor Connors/Ald. Hougen motion to approve the Conditional Use Application filed by John J. Karabas, 425 N Lower Gardens Road, Fontana, WI 53125, to open an Indoor Commercial Entertainment (Restaurant) in a General Business (GB) Zoning District located at 816 Williams Street, Tax Key No. ZA2691 00002. Including the condition that the terms dictated in Lake Geneva Fire Dept.'s letter dated March 12, 2014 be met. Motion carried unanimously.

**13. Public Hearing and recommendation on a Conditional Use Application filed by Margaret Klingenberg, 3910 Ridge Road, Spring Grove, IL 60081, to construct a Single Family Residence on an existing lot using the SR-4 Zoning requirements in an Estate Residential Zoning District (ER-1) located at Pine Tree Lane, Tax Key No. ZSY 00002.**

SPEAKER #1 (Agent) Ernie with Geneva Lake Dream Homes, 908 S. Wells St., Lake Geneva, WI 53147

SPEAKER #2 (Applicant) Margaret Klingenberg, 3910 Ridge Road, Spring Grove, IL 60081

**DISCUSSION**

Mayor Connors/Ernie/Flowers/Robers discussed drainage concerns. Flowers requests that our engineers review and confirm that drainage will not have any negative effects on the properties downstream.

**PUBLIC COMMENT - NONE**

**MOTION #14**

Ald. Hougen/Poetzing motion to close the public hearing. The motion carried unanimously.

**MOTION #15**

Flower/Skates motion to approve the Public Hearing and recommendation on a Conditional Use Application filed by Margaret Klingenberg, 3910 Ridge Road, Spring Grove, IL 60081, to construct a Single Family Residence on an existing lot using the SR-4 Zoning requirements in an Estate Residential Zoning District (ER-1) located at Pine Tree Lane, Tax Key No. ZSY 00002. Including Staff recommendations and requiring the City Engineer's letter of approval regarding drainage. This motion carried unanimously.

**14. Continuation of a Review and recommendation to establish an Annual Comprehensive Amendment Process limiting requests to a single cycle every year.**

**DISCUSSION**

Slavney and the Commission discussed the benefits, timeline and potential amendments of this process, including potential extraordinary development situations, in detail.

**MOTION #16**

Ald. Hougen/Flower motion to approve the recommendation to establish an Annual Comprehensive Amendment Process limiting requests to a single cycle every year. The policy is outlined in the letter dated 2/27/14 by Mr. Slavney. The motion carried unanimously.

**15. Continuation of a Review and recommendation to establish new Zoning Code Amendments regarding Nonconforming Situations.**

**DISCUSSION**

Slavney and the Commission discussed the proposal of this new Zoning Code amendment regarding non-conforming situations. The types of properties that would fall under this new process were discussed and examples given. Mayor Connors/Atty. Draper commented that to go forward, this item must be sent to a public hearing and then recommend to the council.

*AGENDA ITEM # 15 CONTINUED*

MOTION #17

Ald. Hougen/Skates motion to move forward with a public hearing on April 21, 2014 to review the recommendation to establish new Zoning Code Amendments regarding Nonconforming Situations. The motion carried unanimously.

**16. ADJOURNMENT**

MOTION #18

Skates/Hougen motion to adjourn the meeting at 8:54 pm. Motion carried unanimously.

/s/ Jackie Gregoles, Building & Zoning Administrative Assistant

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PLAN COMMISSION**