

**CITY PLAN COMMISSION  
MONDAY, FEBRUARY 21, 2011 - 6:30 PM  
COUNCIL CHAMBERS, CITY HALL**

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

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

Hartz/ Skates motion to approve minutes of January 17th, 2011 Plan Commission meeting. 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.

**Continued Public Hearing on a Conditional Use Application filed by Michael Raymond Custom Homes, 2000 W. Main Street E., St. Charles, IL 60174 for construction of a new single-family residence in the ER-1 District using the setback requirements of the SR-4 District at 1641 N. Lake Shore Drive, Lake Geneva, WI 53147 Tax Key Number ZLM 00019.** Ray Shaffer from Michael Raymond Custom Homes approached the podium to explain the re-submitted materials in reference to his project. Commissioner Flower asked the applicant to explain his adjustments from the previous submittal. Mr. Shaffer explains that they have adjusted the cantilever space (as floor space on the first floor), adjusted the height, addressed the drainage issue and repositioned the home to make sure all setbacks were achieved. The driveway was also adjusted to recognize the neighbor's easement. Brugger explains how the driveway will be laid out and be a ten foot minimum width even though some of it will still encroach on Mr. Shaffer's lot and will not be covered with an easement. There will be landscaping installed to assist in catching the water in the yard and funnel it to the street before it gets to the neighbors yard. Hartz reiterated that the driveway will be at least ten feet in width for the neighbor. Mr. Shaffer agrees and then explains how it currently is and how it will be only slightly changed. Flower asked about the 874 contour and how it appears that the slope is going into the trees. Are the trees expected to stop the flow? Brugger explains that it is the intent to have the landscape catch the flow of water and send it to the street.

Jean Heffernan, 1633 Lake Shore Drive approached the podium and asked questions about the drainage and also requests more time to have a real estate lawyer review the easement on the property.

Richard Pucci 1643 Lake Shore Drive approached the podium and explains that he has not had a chance to review the revised plans. He has concerns about the proposed size of the house as it is quite a bit larger than the one that is proposed to be taken down.

Mr. Shaffer re-approached the podium and explains the breakdown of the square feet of the home. He also explains how the green space will be larger than it is currently. Hartz asked if the Manor Architectural Review Committee had approved the plan. Mr. Shaffer stated that they had, but would not make any more recommendations to the Plan Commission. Mr. Pucci stepped back up to the podium and asked if the spacing between the homes could be more equal.

Marcy Hollmann, 1566 Orchard Lane. She states that she spoke with David Frost on Sunday and believed that the Architectural Committee had not approved the plan. She hopes that the Council takes

into consideration the small homes that are in the Manor and how the large homes hurt the value of these small homes.

Flower/Olson to close the Public Hearing. Motion carried. Discussion followed on the time frame of the proposal and whether it can be continued or not according to the ordinance. Brugger stated that he wasn't sure that the Commission was ever going to get a recommendation for the Architectural Committee as was understood by what Mr. Frost had spoken to Barney about this project. There was no agreement among the Board members so they will leave it with that as no comment. Skates asked if proposals had been approved without recommendation by the Architectural Review Committee from the Manor. Brugger explains how it is an unofficial/ informal committee as far as he knows. Typically if they have an opinion, they will let us know. Hartz/ Poetzinger motion to approve the Conditional Use Application filed by Michael Raymond Custom Homes, 2000 W. Main Street E., St. Charles, IL 60174 for construction of a new single-family residence in the ER-1 District using the setback requirements of the SR-4 District at 1641 N. Lake Shore Drive, Lake Geneva, WI 53147 Tax Key Number ZLM 00019 including Staff recommendations. Hartz wanted to make sure that everyone was aware that with a Conditional Use Application have a notice sent out to the neighbors within 300 feet of the property with that proposed use. He believes that this is done to protect the neighbors from having things done without being notified. Motion carried unanimously.

**Continued Public Hearing on a Conditional Use Application filed by Lowell Management Services, Inc., PO Box 926, Lake Geneva, WI 53147 on behalf of John Salyer, 1695 Braymore Drive, Barrington, IL 60010, for an alteration to an existing deck with the addition of a screen house to an existing single family residence in the ER-1 District using the setback requirements of the SR-4 District and also for Lawn care located in the Lakeshore Overlay District at 845 Bayview Drive, Tax Key Number ZGB 00006.** Todd Kaufman, with Lowell Management approved the podium to explain the change to the previous plan of the deck proposal. They will be keeping the original shape, the original patio and add screening to the lower level patio that is already there. The existing house is staying as is. The deck is the only thing that is being worked with. The existing patio on the lower level is staying as is as well. Mr. Kaufman explains that the owner has been in touch with the neighbor that was at the last Plan Commission meeting and he has seen the new proposal drawings and seems to be in favor of the new drawings. The new deck is scaled back quite a bit. Originally the deck was being squared off so it was parallel with the house and now it is back to 3'7" out from the existing deck on the south end. Flower/Skates motion to close the Public Hearing. Motion carried. Hartz/ Olson motion to approve the Conditional Use Application filed by Lowell Management Services, Inc., PO Box 926, Lake Geneva, WI 53147 on behalf of John Salyer, 1695 Braymore Drive, Barrington, IL 60010, for an alteration to an existing deck with the addition of a screen house to an existing single family residence in the ER-1 District using the setback requirements of the SR-4 District and also for Lawn care located in the Lakeshore Overlay District at 845 Bayview Drive, Tax Key Number ZGB 00006 including Staff recommendations specifically a condition of approval that the plant list be submitted prior to installation. Motion carried unanimously.

**Public Hearing on zoning map amendments to assign standard zoning district designations on expired Planned Developments for the following locations: ZA1784 00001 Geneva Meadows - Wells Street and Bloomfield Road, Planned Development (PD) to Multi-Family Residential (MR-8); ZYUP 00001A, ZYUP 00131 and ZYUP 00153 Hillmoor - 95 E. Main Street, Planned Development (PD) to Rural Holding (RH), ZYUP 00001C (also Hillmoor) from Planned Development (PD) to Rural Holding and Single Family Residential (SR-4), and ZOP 00001 (also Hillmoor) from Planned Development (PD) to Single Family Residential (SR-4); all parcels mentioned are in the City of Lake Geneva.** An additional clarification of the tax parcels for Hillmoor was read into the record. The parcels that will be rezoned to Rural Holding only are: ZYUP 00153, ZYUP 00131 and ZOP 00001. The parcel that will be rezoned Rural Holding and Single Family Residential (SR-4) is ZYUP 00001C and the parcel that will be rezoned only Single Family Residential (SR-4) is ZYUP 00001A.

Joanne Williams, 307 Water Street approached the podium on behalf of her and her neighbors in favor of the property being zoned back to the original zoning.

Bonnie Webber, 825 Waverly approached the podium and also stated that she is in favor of zoning the property back to the Rural Holding. She also hopes that the City can acquire the land if the opportunity presents itself. Brugger wanted to clarify for the audience that the two parcels that are proposed for single family residences are the two that abut directly up to the Crawford Subdivision area and are on the Master Plan as Single Family, so they are in accordance to that plan. Webber asked how many homes could be built on those parcels. Brugger stated that without seeing the topography, he doesn't know. He did show a map of where those parcels were located and what the size of them were. Webber approached the front where Brugger showed her the map. Mayor Connors stated that if anyone wanted to see that map, they could contact Jennifer Special. Skates/Poetzinger motion to close the public hearing. Motion carried. Hartz asked why the large RH designated parcel is not being rezoned Private Recreation. Brugger stated that there is no zoning district specific to Private Recreation, however, that use is allowed in most zoning districts and he thought that this designation (RH) was the most appropriate to do that. Flower asked why ZYUP 00001C is dual zoned. Brugger replied that the Comprehensive Plan designates the two different types of zoning. We can always amend the Land Use Map (Comprehensive Plan) after it is zoned according to the original plan. Hartz/ Poetzinger motion to approve the zoning map amendments to establish standard zoning districts on expired Planned Developments for *Geneva Meadows* ZA1784 00001, Planned Development (PD) to Multi-Family Residential (MR-8); *Hillmoor* ZYUP 00153, ZYUP 00131 and ZOP 00001, Planned Development (PD) to Rural Holding (RH), ZYUP 00001C (also *Hillmoor*) from Planned Development (PD) to Rural Holding and Single Family Residential (SR-4), and ZYUP 00001A (also *Hillmoor*) from Planned Development (PD) to Single Family Residential (SR-4) Motion carried unanimously.

**Public Hearing on a zoning map amendment of Single Family Residential (SR-4) to be placed on the a parcel located at N2292 Wilmot Blvd., recently annexed to the City of Lake Geneva more specifically described as LOT 3, THE WEST 33 FEET OF LOT 2 AND THE WEST 73 FEET OF LOT 7 OF PARADISE VISTA SUBDIVISION, LOCATED IN SECTION 1, TOWN 1 NORTH, RANGE 17 EAST, TOWN OF LINN, WALWORTH COUTY, WISCONSIN, TAX KEY NO. IPV-00001A.** Brugger explains that in order to have the newly annexed parcel be placed onto our zoning map, this is the procedural way to do that and it also complies with the Comprehensive Plan. This is also the same as the temporary zoning that was placed on the parcel at the time of annexation. Hartz/ Skates motion to close the public hearing. Motion carried. Flower/ Skates motion to approve the zoning map amendment of Single Family Residential (SR-4) to be placed on the a parcel located at N2292 Wilmot Blvd., recently annexed to the City of Lake Geneva more specifically described as LOT 3, THE WEST 33 FEET OF LOT 2 AND THE WEST 73 FEET OF LOT 7 OF PARADISE VISTA SUBDIVISION, LOCATED IN SECTION 1, TOWN 1 NORTH, RANGE 17 EAST, TOWN OF LINN, WALWORTH COUTY, WISCONSIN, TAX KEY NO. IPV-00001A. Motion carried unanimously.

**Public Hearing on , on a Petition for Direct Annexation by Unanimous Consent of Electors and Property Owners of territory located in the Town of Bloomfield, Walworth County, Wisconsin, to the City of Lake Geneva, Walworth County, Wisconsin, pursuant to Section 66.0217(2), Wisconsin Statutes, and Temporary Zoning (PB-Planned Business) filed by Leo C. and Madeleine Potter of the Leo C. and Madeleine L. Potter Revocable Trust, W2285 Townline Road, Lake Geneva, WI 53147, as the sole and only owners of record of all the real property in the territory sought to be annexed, such territory being more particularly described as: PART OF LOT 2 OF CERTIFIED SURVEY MAP NO. 3976 LOCATED IN PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 6, TOWN 1 NORTH, RANGE 18 EAST, WALWORTH COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT A CONCRETE MONUMENT FOUND MARKING THE NORTH 1/4 CORNER OF SAID SECTION 6; THENCE S 02DEG 48MIN 17SEC E, 33.04 FEET TO THE NORTHERLY MOST CORNER OF SAID LOT 2; THENCE ALONG THE BOUNDARY OF SAID LOT 2, S 02DEG 48MIN 17SEC E, 19.66 FEET; THENCE CONTINUE ALONG THE BOUNDARY OF SAID LOT 2, N 89DEG 55MIN 57SEC E, 254.17 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE**

**ALONG THE BOUNDARY OF SAID LOT 2, N 89DEG 55MIN 57SEC E, 142.53 FEET; THENCE CONTINUE ALONG THE BOUNDARY OF SAID LOT 2, S 54DEG 37MIN 07SEC E, 120.38 FEET; THENCE CONTINUE ALONG THE BOUNDARY OF SAID LOT 2, S 02DEG 39MIN 54SEC E, 177.70 FEET TO THE EASTERLY MOST CORNER OF SAID LOT2; THENCECONTINUE ALONG THE BOUNDARY OF SAID LOT 2, S 89DEG 53MIN 05SEC W, 316.11 FEET; THENCE N 31DEG 02MIN 14SEC E, 104.84 FEET; THENCE N 04DEG 44MIN 59SEC E, 158.39 FEET TO THE POINT OF BEGINNING. (1.41 ACRES). TAX KEY NUMBER MA3976 00002.** Attorney John Olson approached the podium on behalf of his clients the Potters. This carries out the agreement that was previously approved at prior meetings. Skates/ Olson motion to close the public hearing. Motion carried. Hartz/ Skates motion to approve the annexation as presented and assigning the temporary zoning of Planned Business and applying the terms of the previously approved pre-annexation agreement (in regards to the billboard sign) for Tax Key Number MA3976 00002. Motion carried.

**Continued deliberation and decision on a Conditional Use Application filed by Benny Singh, 1840 Prestwick Drive, Lake Geneva, WI 53147 to allow for a sign with electrical message center at 797 Wells Street, Tax Key Number ZOP 00399.** A photo was included in the packet to show a frame that was made to go around the electronic message center as requested. Flower/ Hill to approve the Conditional Use Application filed by Benny Singh, 1840 Prestwick Drive, Lake Geneva, WI 53147 to allow for a sign with electrical message center at 797 Wells Street, Tax Key Number ZOP 00399 for the hours that they are open (9am - 9pm) and including the Staff recommendations. Skates asked if the applicants intend to keep the spotlight over the area where the LED lighted sign will be. Brugger stated that he believed so but if it was not necessary, that they would not have it on. Flower commented that she thought the whole façade turned out very nicely. Motion carried.

**Review and Recommendation on a Certified Survey Map for a Lot Line Adjustment submitted by the Frandolig Family Loving Trust, W3320 S. Lake Shore Drive, Lake Geneva, WI 53147, for land located in the Town of Linn within the City's Extra-Territorial Platting jurisdiction.** The applicants are in the process of purchasing the property and it is currently in a non-conforming state. There are two homes on one parcel and the parcel is not large enough in square footage to accommodate two single family homes and in order for them to apply for conforming status, the zoning ordinance states that they need at least 40,000 sq. ft. per dwelling unit. So, they would like to add land to the parcel and have some other zoning to go through to get it conforming through Planned Development but at least they will have the property density per the County Zoning ordinance with this lot line adjustment. There are no new lots being made, only a lot line adjustment. Hartz/ Olson motion to recommend approval to the Council a Certified Survey Map for a Lot Line Adjustment submitted by the Frandolig Family Loving Trust, W3320 S. Lake Shore Drive, Lake Geneva, WI 53147, for land located in the Town of Linn within the City's Extra-Territorial Platting jurisdiction. Motion carried.

**Review and Recommendation on an easement proposed by AT&T at the Host Drive water tower site at 1003 Host Drive.** This item has been to Council and recommended to Plan Commission for review. Public Works has also reviewed this and recommend approval to the Council. Brugger stated that the applicant needs to run some underground utility wires and install a cabinet and would like to do that within an easement. This area is directly east of the existing box that is already there and the bike path. Skates/ Poetzingler to recommend an approval for an easement proposed by AT&T at the Host Drive water tower site at 1003 Host Drive including Staff recommendations. Exhibit A shows that they are tying their additional easement into the 8' foot easement already from Host Drive to the back side of the water tower. Then they would also like to add on a 6' wide easement for the lines where they already have a pedestal. They would like to add a new pedestal (10x10) to be placed behind the existing transformer. Motion carried unanimously.

**Discussion and Concept Plan review on a proposed Planned Development submitted by Maureen Marks 834 Dodge Street Lake Geneva, WI 53147 for land located at 834 Dodge Street Lake Geneva, WI 53147 Tax Key Number ZOP 00097.** Maureen Marks 834 Dodge Street approached the podium and explained her proposal. She would like to turn this property into a Bed & Breakfast. She explains how according to the ordinance requirements, she will need some flexibility. Brugger wants to clarify that the only place that she will need a fence is on the South property line. If she put the fence up according to the ordinance, it would be right outside the neighbor's window. Both requirements that she is seeking flexibility from are located within the Landscaping section of the ordinance. She is required to have a bufferyard area (a 20 ft setback, a 6' fence and a certain amount of landscaping). Her proposal is to achieve the entire buffer on that stretch just with landscaping material and a 17' setback instead of the 20' setback along the South property line. Skates asked how the parking will be handled. Marks stated that right behind the building is an area that is an unpaved driveway. The visitors will be able to park off the street onto the property. She also had a garage on the back of the other lot. Flower asked how they will fit two vehicles, plus hers with the landscaping that is required. Brugger stated that the driveway has a 5 foot setback from the property line and the landscaping will be going in that five foot setback. She would only need 10' for the driveway and that would leave her with a couple more feet. Discussion followed on the specifics of the property in regards to setbacks from the neighboring property and dimensions of the driveway. Hartz asked about the signage. Marks replied that she hopes to repurpose a sign she had from a previous Bed & Breakfast and turn it into a monument sign. Discussion followed on parking near the garage. Brugger asked Marks if she would be opposed to paving alongside the garage as opposed to behind the house for additional parking. This would be for the visitor parking (2 spaces). Marks stated that she would not have a problem with that. Brugger stated that there would still need to be some flexibility with that option as well. There was favorable feedback for this project from the Commissioners.

### **Downtown Design Review**

**RadioShack, 737 Main Street.** Would like to include this wooden sign as a 3 square foot projecting sign (perpendicular to the wall face) in addition to their non-illuminated aluminum sign. It was asked that this item will be brought back for placement identification at next months meeting.

**Bella Tile and Stone, 239 Cook Street.** The sign is 16 sq ft. Hartz/Skates motion to approve the Bella Tile & Stone sign as depicted in the picture. Motion carried.

Flower/Skates motion to adjourn at 8:13 pm. Motion carried.

/s/ Jennifer Special, Building/Zoning Administrative Assistant

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