

**PLAN COMMISSION MEETING  
MONDAY, JUNE 19, 2017 – 6:00 PM  
COUNCIL CHAMBERS, CITY HALL**

Mayor Kupsik called the meeting to order at 6:04p.m.

**Roll Call.** Present: Mayor Kupsik, Alderman Doug Skates, John Gibbs, Sarah Hill, Tyler Frederick.  
Absent (Excused): Ted Horne, Mike Slavney. Also Present: City Planner Mich, City Attorney Draper, City Administrator Oborn, Building and Zoning Administrator Walling, Building & Zoning Administrative Assistant Follensbee.

**Approve the Minutes of April 17 and May 15, 2017 Plan Commission meeting as distributed.**

Kupsik/Skates motion to approve. Motion carried 5 to 0.

**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 to be limited to 5 minutes.**

Candace Kirchberg, 917 Marshall Street, Lake Geneva, thanked everyone regarding the Associated Bank project for considering the neighbors by proposing a landscaping plan to minimize the noise while being aesthetically pleasing. Candace also thanked Karen Klipp for taking into consideration the neighborhood and wanting to bring families to the area.

**Acknowledgement of Correspondence.**

Correspondence was received from Kwik Trip supporting the rezoning and conditional use permit for a new bank on the lots at 916 Marshall Street and 728 Williams Street. Correspondence was received from Bill Chesen in support of the addition and deck at 905 Platt Avenue filed by Steven and Leah Andersen. Correspondence was received from the National Association of Realtors with information on home rentals. Correspondence was received from Trish Schaefer opposing Commercial Indoor Lodging.

**Downtown Design Review.**

**Application by Matt Morgan, 212 Hidden Trail, Elkhorn, WI 53121, to add 2 signs: one projecting sign and one wall mounted sign at 231 Cook Street, Tax Key No. ZOP00253.**

Zoning Administrator Walling has worked with Matt Morgan to choose historic colors for his signs. The designs of the projecting sign and the wall mounted sign meet our downtown design overlay standards. The wall mounted sign also meets the size requirements of downtown design. Planner Mich stated all projecting signs (90 degrees from the wall) are limited to 3 sq. ft. The proposed projecting sign is 4.2 sq. ft. The Planning Commission is asking for a condition of approval that they reduce the projecting sign to 3 sq. ft.

Kupsik/Gibbs motion to approve and include all staff recommendations and the change in size of the projecting sign.

Roll Call: Kupsik, Skates, Gibbs, Hill, Frederick voting “yes.” Motion carried 5 to 0.

**Application by Kathy & Thomas George, 3383 S. Shore Drive, Delavan, WI 53115, to change the exterior of a brick building at 832 Geneva Street, Tax Key No. ZOP00252.**

Thomas George shared their vision to update the exterior of the building. They are requesting to override the statute for painting a brick building. The brick is very old and they feel a power washer would cause further erosion to the brick. They would like to paint the brick to seal it instead. Another option would be to recover it with hardy board siding which they have done at another building downtown. Since it is a residential building, they would like to keep the home aspect of the building and paint the brick. Zoning Administrator Walling shared information regarding maintenance and removal of paint from brick buildings by the State of Wisconsin. Thomas pointed out there are many brick buildings in the downtown district which have been painted and he feels painting the brick grey would help them stand out.

Mr. Walling has walked around the building and the brick is not failing. The brick could fail more quickly if painted or sealed. Guidelines state if brick is painted, it traps the moisture behind the brick. Wisconsin has frost freeze so water

expands and cracks the brick. In the downtown overlay ordinances, Lake Geneva wants to retain the historic character of the old brick buildings.

Skates/Frederick motion to deny the application.

Alderman Skates stated the brick is in great shape and painting any brick in Wisconsin will accelerate the disintegration of the brick face. His suggestion to the owner would be to put a cleaner on the brick which can be washed off. This cleaner will make a big difference without having to power wash the brick. Alderman Skates agrees with the ordinance and staff recommendations for this application.

**Roll Call for entire meeting was taken a second time since Ann Esarco arrived after the meeting began.**

Roll Call: Present: Mayor Kupsik, Alderman Doug Skates, John Gibbs, Ann Esarco, Sarah Hill, Tyler Frederick.

Absent (Excused): Ted Horne, Mike Slavney. Also Present: City Planner Mich, City Attorney Draper, City Administrator Oborn, Building and Zoning Administrator Walling, Building & Zoning Administrative Assistant Follensbee.

Roll Call for 832 Geneva Street: Skates, Esarco, Frederick, Walling (tie breaker) voting “yes.” Motion carried 4 to 3 with Gibbs, Hill, Kupsik voting “no.”

**Application by Greg Odden, 705 Madison Street, Lake Geneva, WI 53147, to change the exterior of a brick building at 201 Wrigley Drive, Flat Iron Park.**

David Lindelow, Visit Lake Geneva, 527 Center Street, Lake Geneva, WI, wants to redo the Visitors Center as it is in bad shape. He was not aware of the brick painting controversy. They want to match the other structures surrounding the Visitors Center and would like to paint the brick a cream color similar to the adjacent Brunk Pavilion as well as update the roof structure. They realize the need to rethink the color of the roof if they have to keep the red brick.

Commissioner Hill asked if the applicants were told they could not paint the brick. Zoning Administrator Walling stated the applicant was told during their discussion of this project that the bricks could not be painted. Ms. Hill asked if the previous applicant was told the brick could not be painted. Mr. Walling replied yes.

Greg Odden has worked in historical construction for many years and acknowledges the concern of moisture in buildings. Moisture migrates from higher density to lower density which occurs in the winter. Owners have to stop the moisture from the inside and allow air movement between the framed structure and the brick with proper venting. The brick in this project is a hard fired brick which allows painting without de-lamination. The paint industry has adjusted so there are options which do not trap moisture in brick.

Mayor Kupsik clarified with Mr. Walling the intent of the application was for painting the outside of the building. Mr. Walling stated the application request was for painting the brick, repairing the roof and updating windows. The roof and window requests can move forward immediately with permits which do not need review.

Commissioner Hill asked Mr. Walling for his suggestion for this application. Mr. Walling stated they should paint the wood and leave the brick as is. Administrator Oborn stated the roof would be an improvement. Mayor Kupsik reiterated the application request is for painting the brick.

Skates/Esarco motion to deny the application.

Roll Call: Kupsik, Skates, Gibbs, Esarco, Frederick, voting “yes.” Motion carried 5 to 1 with Hill voting “no.”

**Public Hearing and Recommendation on a Conditional Use Application (CUP) filed by Jeffrey Walski, 1452 Sunrise Trail, Lyons, WI 53105, for an Indoor Commercial Entertainment land use and Outdoor Commercial Entertainment land use for a health café at 264 Center Street, Tax Key No. ZOP00259.**

Jeff Walski wants to open an organic foods café. Planner Mich stated this application involves a Conditional Use Permit for Indoor Commercial Entertainment and Outdoor Commercial Entertainment for outdoor seating on the site which will remain on site and not encroach into the public right of way. Alderman Skates asked the applicant about the items served at this café. Mr. Walski said the café will have food such as smoothies, wraps, cafés, and sandwiches with organic ingredients without GMO's.

Hill/Skates motion to close the public hearing. Motion carried 6 to 0.

Kupsik/Frederick motion to approve the Conditional Use Permit for Indoor Commercial Entertainment Land Use and staff recommendation and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

Kupsik/Gibbs motion to approve the Conditional Use Permit for Outdoor Commercial Entertainment Land Use and staff recommendation and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Downtown Design Application by Jeffrey Walski, 1452 Sunrise Trail, Lyons, WI 53105, to replace lettering on awning and add window decal sign at 264 Center Street, Tax Key No. ZOP00259.**

Planner Mich stated the Marigold yellow color requested in the application shall be used for the window decal along with the lime green. The bright yellow is not allowed.

Skates/Esarco motion to approve and include all staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation on a Zoning Map Amendment filed by Matt Schroeder of Associated Bank, 10701 National Avenue, West Allis, WI 53227, to change the zoning from General Business and Single Family Residential-4 to Neighborhood Business at 728 Williams Street, Tax Key No. Tax Key No. ZRA00034 and 916 Marshall Street, Tax Key No. ZRA00033.**

Steve Rolfe, Midland Commercial Development, presented the zoning change for the proposed Associated Bank site. Steve Rolfe and Andrew Kerr met with people in the neighborhood and Alderwoman Cindy Flowers to hear their input for this project. Mr. Rolfe’s team has addressed the neighbor’s concerns in their design. The goal is to begin site work by mid August. Mr. Rolfe restated the requested the zoning change.

Speaker 1: Robert Klabunde, 308 Carlton Court, Genoa City, WI, owns the property across the street, 721 Williams Street, and asked if the current parking on the west side of the street will remain. Mr. Walling replied the stalls would remain.

Skates/Hill motion to close the public hearing. Motion carried 6 to 0.

Hill/Kupsik motion to approve and include staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Hill, Esarco, Frederick voting “yes.” Motion carried 5 to 1 with Gibbs voting “no.”

**CSM Lot Combination Review filed by Matt Schroeder of Associated Bank, 10701 National Avenue, West Allis, WI 53227, for 728 Williams Street, Tax Key No. Tax Key No. ZRA00034 and 916 Marshall Street, Tax Key No. ZRA00033.**

Steve Rolfe is requesting a combined CSM for the Associated Bank Project. Planner Mich stated staff has approved the proposed CSM subject to compliance with detailed technical review comments provided by the City’s consulting engineer, Kapur and Associates.

Kupsik/Frederick motion to approve and include staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Hill, Esarco, Frederick voting “yes.” Motion carried 5 to 1 with Gibbs voting “no.”

**Public Hearing and Recommendation on a Conditional Use Permit filed by Matt Schroeder of Associated Bank, 10701 National Avenue, West Allis, WI 53227, for a drive-through In-Vehicle Sales and Service land use for a proposed Associated Bank at 728 Williams Street, Tax Key No. Tax Key No. ZRA00034 and 916 Marshall Street, Tax Key No. ZRA00033.**

Andrew Kerr, Architect for Rinka Chung, Milwaukee, presented the exterior of the bank and site plan for the drive-thru. The exit to the alley will be a one way lane and has a jog to provide a buffer for the neighbors. The number of plantings was increased on the northwest corner of the site to provide screening the bright lights from Kwik Trip. Most bright green colored panels have been eliminated from the building exterior. All signs in back of bank have been omitted so the neighbors are not affected. The side yard was increased by 10’ with heavy landscaping for privacy.

Speaker 1: Cindy Flower, 533 Haskins Street, Lake Geneva, thanked the developer and architect for meeting with residents and making modifications to their plan. Ms. Flower asked for construction to be done during the hours found in our ordinances.

Kupsik/Skates motion to close the public hearing. Motion carried 6 to 0.

Skates/Hill motion to approve and include staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Hill, Esarco, Frederick voting “yes.” Motion carried 5 to 1 with Gibbs voting “no.”

**Public Hearing and Recommendation of a Zoning Map Amendment/General Development Plan filed by Steven and Leah Andersen, 905 Platt Avenue, Lake Geneva, WI 53147, to expand the buildable envelope and construct a three-season porch and deck at the rear of the home at 905 Platt Avenue, Tax Key No. ZCOT00008.**

Steve Andersen seeks approval for a zoning map amendment. Planner Mich described the need to change the buildable pad to allow building a three-season room and deck. This property is located in an existing Planned Development and requires an amendment. This amendment would be unique to this property and Plan Commission is not legally bound to grant this request to other properties in the Planned Development.

Speaker 1: Mark Altera, 846 Kenna Lane, on behalf of the Woodlands Condo Association, asked if this request is granted, would the building ordinances address the additional run-off from the project. Zoning Administrator Walling stated when the owner expands their building, they are responsible to maintain the waters that land on their property.

Kupsik/Frederick motion to close the public hearing. Motion carried 6 to 0.

Skates/Hill motion to approve and state the owner is responsible to maintain the water shed on their property and include staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation on an amendment to a Precise Implementation Plan filed by Steven and Leah Andersen, 905 Platt Avenue, Lake Geneva, WI 53147, to expand the buildable envelope and construct a three-season porch and deck at the rear of the home at 905 Platt Avenue, Tax Key No. ZCOT00008.**

Steve presented the construction plans for the three-season room and the deck.

Skates/Hill motion to close the public hearing. Motion carried 6 to 0.

Gibbs/Esarco motion to approve and include staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation on a Conditional Use Permit filed by Fairwyn Ltd, 875 Townline Road Ste 103, Lake Geneva, WI 53147 to utilize setbacks for the Single Family Residential-4 zoning district in the Estate Residential-1 zoning district (as enabled by Section 98-407(3) of the Zoning Ordinance) at 930 Bayview Drive, Tax Key No. ZGB00026.**

Brian Pollard, Fairwyn, 875 Townline Road, requesting the use of SR-4 setbacks in an ER-1 zoning district for a home remodel.

Speaker 1: Virginia Magda, 1878 Geneva Bay Drive, wanted to know the difference between the setbacks for ER-1 and SR-4. She also asked how close something can be built off the common property line since the tennis courts are shared by the two properties.

Kupsik/Skates motion to close the public hearing. Motion carried 6 to 0.

Kupsik/Skates motion to approve and include staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation on Zoning Map Amendment/General Development Plan filed by Steven R. and Jen C. Evans, 763 Ivy Oaks Drive, Caledonia, IL, 61011 to establish a Commercial Indoor Lodging land use (vacation rental home) at 717 Geneva Street, Tax Key No. ZOP00160.**

Steve and Jen Evans own the home at 717 Geneva Street. The 1<sup>st</sup> floor was used for business and the 2<sup>nd</sup> floor was a residential space. His son uses the 2<sup>nd</sup> floor as a living space and they want to construct a 1<sup>st</sup> floor unit for short term rental.

Hill/Kupsik motion to close the public hearing. Motion carried 6 to 0.

Kupsik/Esarco motion to approve and include staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation on a Precise Implementation Plan filed by Steven R. and Jen C. Evans, 763 Ivy Oaks Drive, Caledonia, IL, 61011 to confirm zoning flexibilities to establish a Commercial Indoor Lodging land use (vacation rental home) at 717 Geneva Street, Tax Key No. ZOP00160.**

Steve Evans plans to rent out this 1<sup>st</sup> floor unit as a short term vacation rental. Planner Mich stated the site plan was approved for vacation rental and Commercial Indoor Lodging land use is allowed with a valid Conditional Use.

Hill/Skates motion to close the public hearing. Motion carried 6 to 0.

Hill/Kupsik motion to approve and include staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation on a Conditional Use Permit filed by Steven R. and Jen C. Evans, 763 Ivy Oaks Drive, Caledonia, IL, 61011 to establish a Commercial Indoor Lodging land use (vacation rental home) at 717 Geneva Street, Tax Key No. ZOP00160.**

Steve Evans wants to establish the 1<sup>st</sup> floor unit for short term vacation rental which requires construction.

Commissioner Hill asked about the regulations of Commercial Indoor Lodging. Alderman Skates referred to the staff recommendations, Section 98-206(4)(k) pertaining to Commercial Indoor Lodging land uses. Zoning Administrator Walling asked if the 2<sup>nd</sup> floor had 1 or 2 exits. Mr. Evans answered the property had 1 exit. Mr. Walling stated the 2<sup>nd</sup> floor needs 2 exits to comply with the building code.

Speaker 1: Mary Jo Fesenmaier, 1085 S Lake Shore Dr, Lake Geneva, asked if the Conditional Use stays with the property (regular) or the owner (limited). She asks for a limited (owner) CUP.

Speaker 2: Karen Klipp, 7345 Hollow Drive, Lake Geneva, doesn't think limiting the Conditional Use to the owner will not help the resale of the property.

Kupsik/Skates motion to close the public hearing. Motion carried 6 to 0.

Skates/Kupsik motion to approve, to limit this Conditional Use to the applicant, the 2<sup>nd</sup> floor needs a 2<sup>nd</sup> exit and include staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation on a Zoning Map Amendment/General Development Plan filed by Karen Klipp, 7345 Hollow Drive, Lake Geneva, WI 53147 to confirm zoning flexibilities to establish two Commercial Indoor Lodging land uses (vacation rental homes) at 824 Williams Street, Tax Key No. ZRA00018.**

Karen Klipp, 7345 Hollow Drive, Lake Geneva, is asking for a zoning amendment for her property which has two buildings. Planner Mich stated the applicant is asking for flexibility to have two buildings on the property which includes 3 different lots and flexibility in the ordinance for the location of customer entrances from any residential structure.

Speaker 1: Paul Storeck, lives west of this property, asked the owner to extend the chain link fence to the alley. People park in his driveway. Commissioner Frederick referenced the privacy fence on the plans. Zoning Administrator Walling cautioned the vision triangle has to be addressed.

Hill/Kupsik motion to close the public hearing. Motion carried 6 to 0.

Hill/Kupsik motion to approve and include staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation on a Precise Implementation Plan filed by Karen Klipp, 7345 Hollow Drive, Lake Geneva, WI 53147 to confirm zoning flexibilities to establish two Commercial Indoor Lodging land uses (vacation rental homes) at 824 Williams Street, Tax Key No. ZRA00018.**

Planner Mich stated the site plan is addressed and shared the staff recommendations for this application.

Speaker 1: Cindy Flower, 533 Haskin Street, Lake Geneva, had concerns about the final site plan not being available to the public. Zoning Administrator Walling stated the official documents are kept in the city clerk’s office. The secondary documents are convenience documents. The notices state that anyone can come to City Hall to view any projects on the agenda. Commissioner Gibbs asked about the flexibility for customer entrances facing residential buildings. Mayor Kupsik stated that the distance of these entrances from residential buildings shall be stated for the application process.

Kupsik/Hill motion to close the public hearing. Motion carried 6 to 0.

Kupsik/Esarco motion to approve and include staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation on a Conditional Use Permit filed by Karen Klipp, 7345 Hollow Drive, Lake Geneva, WI 53147 to establish a Commercial Indoor Lodging land use (vacation rental home) at 824 Williams Street, Tax Key No. ZRA00018.**

Planner Mich read conditions for the applicant from the staff recommendations. Karen Klipp asked for the Conditional Use to be with the property.

Speaker 1: Mary Jo Fesenmaier, 1085 S Lake Shore Drive, Lake Geneva, asked the Plan Commission for the CUP to be with the applicant. Commissioner Gibbs asks for the Plan Commission to be consistent with the Conditional Use Permits.

Kupsik/Gibbs motion to close the public hearing. Motion carried 6 to 0.

Skates/Kupsik motion to approve the CUP application, specific to the applicant, have the western fence extended to the poles and include staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation on a Zoning Map Amendment/General Development Plan filed by Chris Law, Geneva Lakes Christian Church, W2906 Willow Road, Lake Geneva, WI 53147, to amend the Zoning Map from the SR-4 Single-Family zoning district to Planned Development for a new worship facility at 1015 N. Bloomfield Road, Tax Key Nos. ZSF00232 and ZSF00231.**

Bill Henry, Kehoe-Henry & Associates, Elkhorn, on behalf of Geneva Lakes Christian Church. Pastor Chris Law is looking to build a new worship facility.

Kupsik/Skates motion to close the public hearing. Motion carried 6 to 0.

Kupsik/Hill motion to approve and include staff recommendations and fact finding.

Planner Mich stated staff is recommending approval on flexibilities 1-6 but has additional comments on flexibilities 7-8. Flexibility 7, staff is allowing the on-site paving over a 2 year span but the staff requests 50 ft of the driveway to be paved within 6 months to reduce dirt tracking on Harmony Drive. Flexibility 8 – applicant is requesting 2 - free standing signs. Staff does not want to grant 2 - free standing signs since it has not approved it before. Staff believes the height of the building and steeple provides enough visibility. Zoning Administrator Walling wanted to verify that recycled asphalt would be used in the paving for the parking lot. Mr. Henry stated in the PIP application they have agreed to live with the one year completion of the black topping. They can certainly accommodate the request for the recycled asphalt for some of the base material.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation on a Precise Implementation Plan filed by Chris Law, Geneva Lakes Christian Church, W2906 Willow Road, Lake Geneva, WI 53147, to construct a new worship facility at 1015 N. Bloomfield Road, Tax Key Nos. ZSF00232 and ZSF00231.**

Bill Henry, Kehoe-Henry & Associates, Elkhorn, on behalf of Geneva Lakes Christian Church, apologized about the draft application that was submitted in May. He noted additional parking drawings came in for the final application which caused the site plan to get renumbered, and the parking calculations got left off of the drawing. The parking requirements as calculated in both the GDP application and the draft PIP was based on a worship area capacity of 230 which at 1 stall per 5 would be 46 stalls. The church will have 3 employees, so a total of 49 stalls are required. They are proposing 54. The staff report shows 77 stalls were required. He questioned why that was. Planner Mich said she was not sure where that number came from. Mr. Henry said the initial proposal had a larger number so perhaps that is what it could be.

Mr. Henry also addressed the fire hydrant. They would prefer to have it 60ft away rather than 50ft as there is no place within 50ft without having it by the front corner of the church. He noted Lieutenant Detkowski from the Fire Department stated he did not see an issue with that at the May 15<sup>th</sup> meeting. He was questioning why that was being denied. Mayor Kupsik said they can make that contingent upon the Fire Department’s approval. Mr. Henry also addressed the two monument signs. The PIP has been revised. The monument sign needs to be quite large because it will be off of Bloomfield and Harmony Dr a significant distance to accommodate the vision triangle as well as the setbacks due to the right of ways. They are also requesting a directional sign. Mayor Kupsik noted the smaller sign would be considered a directional sign. Mr. Skates stated this is only an indicator and is on their property. Ms. Mich stated they are permitted one sign per entrance but it can be no more than 9 square feet and the logo must be less than 1 square foot. Mr. Henry gave an overview of the materials planned for the outside of the building.

Kupsik/Skates motion to close the public hearing. Motion carried 6 to 0.

Kupsik/Skates motion to approve and include all staff recommendations including the location of the fire hydrant, the use of recycled asphalt for the driveway, one monument sign and one directional sign placed on the property to be compliant with the City’s ordinance, findings of fact, and items mentioned during the public hearing.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation to amend the Precise Implementation Plan / Conditional Use Permit filed by Lake Geneva Tennis Club LLC, 630 Veterans Pkwy, to expand a parking lot for a Physical Activity Studio land use (indoor tennis complex) at 630 Veterans Parkway, Tax Key Nos. ZLGBP200029, ZLGBP200030, ZLGBP200031, ZLGBP200032, & ZLGBP200033.**

Speaker 1: Thomas Connolly, Autumn Wood Financial Corporation in Walworth, WI, represents Lake Geneva Tennis Club. This application was submitted because they need extra parking. This would add 10 parking spots. Mr. Oborn said the business is having growth needs, so he feels this is advantageous for them and the City.

Speaker 2: Cindy Flower, 533 Haskins St, commented on the site. She suggested revisiting the percent impervious as they are adding additional parking and the potential expansion of the outdoor tennis courts be revisited in relationship to the additional imperviousness that we are proposing to add. There was discussion in the past about tournaments which may require additional parking.

Hill/Kupsik motion to close the public hearing. Motion carried 6 to 0.

Mr. Gibbs stated he would like the landscaping to be cleaned up. Ms. Mich noted staff is recommending at least 40 new landscaping points be provided because the paving area is increasing.

Skates/Kupsik motion to approve including all staff recommendations and findings of fact.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation of a Conditional Use Permit filed by Reeds Construction LLC, W3199 S Lake Shore Drive, Lake Geneva, WI 53147, to construct a new boat slip at 1084 LaGrange Drive, Tax Key No. ZLE00003.**

Jeff with Reeds Construction located at W3199 S Lake Shore Dr, is representing Michael Lynch. Mr. Lynch would like to put a slip on to his pier. It is 13 feet off the lot line which is a DNR requirement. Mr. Oborn asked the applicant if they had done the permit yet with the DNR. Jeff noted they are in the process and believes they are in the 30 day waiting period.

Kupsik/Skates motion to close the public hearing. Motion carried 6 to 0.

Kupsik/Gibbs motion to approve to include all staff recommendations, fact finding, and contingent upon approval of the DNR permit.

Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting "yes." Motion carried 6 to 0.

**Public Hearing and Recommendation of a Conditional Use Permit filed by Julie Selby, 800 N Blue Spruce Circle, Hartland, WI 53029, for Indoor Commercial Entertainment for a studio at 262 Center Street, Tax Key No. ZOP00259.**

Ms. Mich noted this is a Board & Brush Creative Studio which was previously located at 252 Center St. This will be a new location with different site conditions. The applicant did not provide information pertaining to anticipated class sizes, floor plans, and types of paint materials to be used during classes. Staff does not have any issues with the proposed land use in this location. They recommend approval of the conditional use provided that they use only paints and lacquers certified to be low voc or water based. Mayor Kupsik would feel more comfortable continuing this to the next meeting in order to have the applicant there to answer any questions or make any comments. Mr. Oborn stated the applicant went through this process for the first establishment, so they are fully aware. He and the Building & Zoning Administrative Assistant have had conversations with them.

Gibbs/Skates motion to close the public hearing. Motion carried 6 to 0.

Hill/Esarco motion to approve including all staff recommendations and fact finding in the affirmative.

Roll Call: Kupsik, Skates, Gibbs, Hill, Hartz, Esarco, Frederick voting "yes." Motion carried 6 to 0.

**Downtown Design Application by Julie Selby, 800 N Blue Spruce Circle, Hartland, WI 53029, for vinyl window decals and a wood sign to the exterior of the building at 262 Center Street, Tax Key No. ZOP00259.**

Hill/Skates motion to approve to include all staff recommendations.

Roll Call: Kupsik, Skates, Gibbs, Hill, Hartz, Esarco, Frederick voting "yes." Motion carried 6 to 0.

**Public Hearing and Recommendation of a Conditional Use Permit filed by Halvar Petersen, 507 Broad Street, Lake Geneva, WI 53147, for Indoor Commercial Entertainment for a Bakery/Patisserie at 252 Center Street, Tax Key No. ZOP00258.**

Ms. Mich emphasized this does not involve baking onsite. The items are all produced off site and sold on the premises. There is no proposed seating. No signage or exterior modifications are proposed to the building. Staff recommends that no additional conditions of approval be attached and recommends approval.

Speaker 1: Mary Jo Fesenmaier, 1085 S Lake Shore Dr, stated the applicant was there but had to run home to let out his puppy.

Gibbs/Frederick motion to close the public hearing. Motion carried 6 to 0.

Skates/Hill motion to approve to include all staff recommendations and finding of fact in the affirmative.

Roll Call: Kupsik, Skates, Gibbs, Hill, Hartz, Esarco, Frederick voting "yes." Motion carried 6 to 0.

**Public Hearing and Recommendation of a Conditional Use Permit filed by Halvar Petersen, 507 Broad Street, Lake Geneva, WI 53147, for Indoor Commercial Entertainment for a Coffee School at 252 Center Street, Tax Key No. ZOP00258.**

Ms. Mich stated this will be just across the hall from the previous item. This will be a by appointment only coffee school. They will be holding classes on coffee roasting, coffee origins, etc. Seating is proposed for up to 20 individuals. No signage or changes to the exterior of the building are proposed.

Skates/Kupsik motion to close the public hearing. Motion carried 6 to 0.

Esarco/Frederick motion to approve including all staff recommendations and findings of fact.

Roll Call: Kupsik, Skates, Gibbs, Hill, Hartz, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation of a Conditional Use Permit filed by Jes Bush-Christenson, 1515 Dodge Street, Lake Geneva, WI 53147, for Outdoor Commercial Entertainment at 747 W. Main Street, Tax Key No. ZOP00271.**

Ms. Mich noted this is for Champs Sports Bar & Grill on Main Street. They have been using the temporary permit process to approve acoustic musical performances once in a while. Rather than go through that process all the time, they are going through the conditional use process to approve outdoor commercial entertainment with more regularity. She is not aware of any issues that have stemmed from this use. Staff recommends approval with the following conditions: music or other activities shall comply with the noise standards of Section 98-709, conditional use permit is limited to acoustic outdoor performances as depicted on the site plan during the hours of 2:00pm and 8:00pm any day of the week, and this permit does not include amplified sounds or music.

Kupsik/Hill motion to close the public hearing. Motion carried 6 to 0.

Kupsik/Esarco motion to approve to include all staff recommendations and fact finding.

Roll Call: Kupsik, Skates, Gibbs, Hill, Hartz, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation of a Conditional Use Permit filed by Curt Langille, Lanco Builders, Inc., 813 Eagleton Drive, Lake Geneva, WI 53147, to use SR-4 Setbacks in ER-1 zoning district at 837 Bayview Drive, Tax Key No. ZGB00007.**

Curt Langille, Owner of Lanco Builders, noted he is the Builder/Developer working with the current Homeowners. They are looking for the SR-4 zoning for this property. It is an existing home that was built in the late 1950s. They are looking to build a new home on the property.

Kupsik/Skates motion to close the public hearing. Motion carried 6 to 0.

Kupsik/Esarco motion to approve to include all staff recommendations and fact findings.

Roll Call: Kupsik, Skates, Gibbs, Hill, Hartz, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Public Hearing and Recommendation on an amendment to the Zoning Ordinance proposed by the City of Lake Geneva to include the Commercial Indoor Lodging land use (per Section 98-206(4)(k)) as a conditional use in the Neighborhood Office and Neighborhood Business zoning districts.**

Ms. Mich noted the idea of allowing commercial indoor lodging which includes hotels but would also include vacation rental homes as a conditional use in the neighborhood office and neighborhood business zoning districts has been discussed in the past. There are deeper setbacks and maximum building size requirements which will preclude a Marriott or Hyatt going into these districts. There were concerns about what the impact would be. This would still be a conditional use permit.

Speaker 1: Mary Jo Fesenmaier, 1085 S Lake Shore Dr, read concerns from another resident. The resident was concerned about the front door with regard to setbacks, the back deck with regard to noise, and if the conditional use goes to the property, the applicant, or the owner. The resident feels the layout of the property inside allows for many more guests than may rent the property. Mary asked for this to be tabled for a month, so other community members can state their concerns. She would like a notice to be mailed to the residents that are identified in the packet or further. She would like to see the hotels full especially because of room tax.

Ms. Mich added the commission could amend the proposed text change to make the conditional use permit limited to the applicant. City Attorney Draper suggested they not table it, but continue it if they wish. Commissioner Hill suggested moving forward as is.

Kupsik/Hill motion to close the public hearing. Motion carried 6 to 0.

Hill motions to approve. Motion fails due to lack of a second.

Mr. Skates questioned what the drive is to do this. Ms. Mich stated the City had received numerous requests for indoor commercial lodging in structures that are homes or used to be homes that are being operated as a business.

Skates/Gibbs motion to table this item.

Roll Call: Kupsik, Skates, Gibbs, Hartz, Esarco, Frederick voting “yes.” Motion carried 6 to 1 with Hill voting “no.”

**Comprehensive Plan Strategy and Procedures for amending the City of Lake Geneva’s 2017 Comprehensive Plan.**

Ms. Mich noted the City is doing its annual process to amend the Comprehensive Plan. The same process is used to amend the plan as is used to adopt a new plan.

Kupsik/Esarco motion to adopt the resolution as included in the packet.

Roll Call: Kupsik, Skates, Gibbs, Hill, Hartz, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

**Adjournment.** Gibbs/Skates motion to adjourn at 9:50pm. Motion carried 6 to 0.

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/s/ Stephanie Gunderson, Assistant City Clerk

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