

Minutes

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

**2. Roll Call**

Present: Al Kupsik, John Gibbs, Doug Skates, Cindy Flower, Tyler Frederick  
Also Present: Planner Mike Slavney, Atty. Dan Draper, Mayor Connors, Administrator Oborn,  
Inspector Robers and Assistant Gregoles  
Not Present: Sarah Adams

**3. Approve Minutes of November 16, 2015 Plan Commission meeting as distributed.**

**MOTION #1**

Skates/Gibbs moved to approve the minutes of November 16, 2015 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. - None**

**5. Acknowledgment of Correspondence**

Letter dated 12-17-15 received from Kapur & Associates, Inc. regarding the review of Drainage Plans & Calculations for 145 Lake View Drive which is Agenda Item # 7 (*copy filed with these hard copy minutes*).

Email letter received on 12-21-15 from Dan Winkler regarding the fence at 1322 West Main Street, Agenda Item # 9 (*copy filed with these hard copy minutes*).

**6. Downtown Design Review - None**

**7. Continued Public Hearing and recommendation on a Conditional Use Application filed by Kelly C. Frazier of McCormack + Etten / Architects, LLP, 400 Broad Street, Lake Geneva, WI 53147 for Bruce & Joy Irussi, 13481 Edgewater Drive, Lakewood, OH 44107, to construct an addition to a Single Family Residence using the SR-4 Zoning requirements in an Estate Residential Zoning District (ER-1) located at 145 Lakeview Drive, Lake Geneva, WI, Tax Key No. ZLM 00074.**

**DISCUSSION – Kelly C. Frazier / McCormack & Etten (agent for applicant)**

Frazier gave brief overview of the application details and there was a brief discussion amongst the Commission to clarify the details. Warren Hansen then discussed the drainage plans with the commission, referencing the drainage site maps 1 & 2 that they submitted prior to the meeting. These plans were submitted and reviewed by the City Engineer, Kapur & Associates. There was significant discussion regarding the details of the existing drainage issues and the future drainage plans. Several conditions were agreed to be added to the motion including the need for a maintenance agreement that would stay with the property not the owners.

**PUBLIC SPEAKER #1 –Hugh Connelly/1589 Orchard, LG**

Connelly thanked the home owner and their agents for working with them on the drainage issues.  
He emphasized that the maintenance of the new drainage plans will be critical, especially in the Fall season.  
In addition he had some questions related to the proposed rain garden which Mr. Hansen replied to promptly.

**PUBLIC SPEAKER #2 –Jim Wilken/1650 Lakeview Drive, LG**

Wilken had questions regarding the location of some of the drainage plans as well as concerns about the trees that may be affected during this project. Frazier and Hansen were able to reply to his concerns immediately. He also thanked the home owner and their agents for working with them on the drainage issues.

Mayor Connors asked for clarification on where the drainage pipe on the west side of the street and how far south it will go. Hansen replied that it would be approximately 5 feet behind the curb, between the curb and the sidewalk and will go down to just about the start of the curve at a location where there is an existing catch basin. Hansen used the GIS map on the overhead screen to show the commission where this would be. Flower and Hansen discussed future development on the west side and how it would be affected. Flower suggested increasing the slope which could solve future home development issues.

**PUBLIC SPEAKER #3 –Dave Merhar, 1591 Lakeview, LG**

Merhar voiced his concerns regarding the drainage solution. He stated that today with little rain we received, the intersection was flooded with standing pavement water 3-4 inches deep. He also had concerns about how long this project would take and when it would take place. There was some back and forth discussion with the applicants to clarify these issues.

**PUBLIC SPEAKER #1 again – Hugh Connelly/1589 Orchard, LG**

Connelly (Speaking again) spoke about the seriously deteriorated curb issues in this area and the serious ponding that occurs during a rain storm. This ponding then adds to the curb/gutter deterioration problem. He stated there is currently no storm sewer there. This generated more general discussion amongst the commission and the agents in reply to his concerns.

**PUBLIC SPEAKER #2 again –Jim Wilken /1650 Lakeview Drive, LG**

Wilken (Speaking again) – He had more questions regarding the drainage plans and gave details of the drainage currently in place on his property.

**MOTION #2**

Kupsik/Gibbs moved to close the public hearing. The motion carried unanimously.

Planner Slavney stated the conditions that need to be considered for this project regarding construction, ongoing maintenance responsibilities and replacement of any existing trees that may be damaged during the project. Inspector Robers commented on the right of way issues and that they would typically be handled thru Dan Winkler's office. Attorney Draper addressed and recommended that the connection point be dedicated to the City and therefore it would become the City's responsibility. The City Engineer would have to approve any plans.

City Planner Slavney gave a brief explanation of what ER1 and SR4 requirements are. He stated that historically we have approved these types of Conditional Uses'. However, it is not uncommon to add conditions to the approval. He also stated that the installation of this storm sewer will cost the home owner tens of thousands of dollars and is not a requirement. Inspector Robers detailed typical construction requirements and general timelines for a project this size.

**MOTION #3**

Flower/Skates moved to approve the application filed by Kelly C. Frazier of McCormack + Etten / Architects, LLP, 400 Broad Street, Lake Geneva, WI 53147 for Bruce & Joy Irussi, 13481 Edgewater Drive, Lakewood, OH 44107, to construct an addition to a Single Family Residence using the SR-4 Zoning requirements in an Estate Residential Zoning District (ER-1) located at 145 Lakeview Drive, Tax Key No. ZLM 00074. Pursuant to the Finding of facts and City staff comments with the provisions that the owner construct the drainage system as presented, approved, and inspected by the City Engineer, deed the portions of storm sewer constructed in the City ROW to the City, restore all areas constructed in the ROW to pre-existing conditions, check that storm sewer does not interfere with the ability to supply utilities to undeveloped lots, provide a sequence of construction to the Building Inspector and City Engineer, and that an ongoing maintenance agreement for the storm inlets be applied to the property in perpetuity. The motion carried unanimously.

8. **Public Hearing and recommendation on a Precise Implement Plan (PIP) Amendment for additions to an existing building filed by Ken Etten of McCormack + Etten / Architects, LLP, 400 Broad Street, Lake Geneva, WI 53147 for Geneva Professional Group, 312 Center Street, Lake Geneva, WI 53147, Tax Key No. ZOP 00161.**

**DISCUSSION –Ken Etten, McCormack + Etten Architects, LLP, 400 Broad Street, LG - on behalf of Applicants**

Etten gave brief overview of the application details and there was a brief discussion amongst the Commission to clarify the details.

**PUBLIC SPEAKERS** - None

**MOTION #4**

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

**MOTION #5**

Kupsik/Gibbs moved to approve recommendation on a Precise Implement Plan (PIP) Amendment for additions to an existing building filed by Ken Etten of McCormack + Etten / Architects, LLP, 400 Broad Street, Lake Geneva, WI 53147 for Geneva Professional Group, 312 Center Street, Lake Geneva, WI 53147, Tax Key No. ZOP 00161.

The motion carried unanimously.

9. **Public Hearing and recommendation on a Conditional Use Application filed by Ken Etten of McCormack + Etten / Architects, LLP, 400 Broad Street, Lake Geneva, WI 53147 for Edith G. Andrew Trust for the installation of a decorative fence in excess of three feet (six feet), in the front street yard on property line and in Right of Way at 1322 W. Main Street, Lake Geneva, WI 53147, Tax Key No. ZYUP 00094L.**

**DISCUSSION – Ken Etten of McCormack + Etten /Architects, LLP, 400 Broad Street, LG for Edith G. Andrew**

Etten gave brief overview of the application details and there was a some discussion amongst the Commission to clarify the details.

**PUBLIC SPEAKERS** - None

**MOTION #6**

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

**MOTION #7**

Kupsik/Mayor Connors moved to approve recommendation on a Conditional Use Application filed by Ken Etten of McCormack + Etten / Architects, LLP, 400 Broad Street, Lake Geneva, WI 53147 for Edith G. Andrew Trust for the installation of a decorative fence in excess of three feet (six feet), in the front street yard on property line and in Right of Way at 1322 W. Main Street, Lake Geneva, WI 53147, Tax Key No. ZYUP 00094L. Pursuant to the Finding of facts and City staff comments with the provisions that the owner obtains a ROW occupancy permit from the Public Works department and the fence be removed at the owners expense if deemed necessary by the city at some future date. The motion carried unanimously.

10. **Public Hearing and recommendation on a Precise Implement Plan (PIP) Amendment filed by Tom Howald, ALDI, Inc. Oak Creek Division, 9342 South 13<sup>th</sup> Street, Oak Creek, WI 53154 for Interra-Sky Lake Geneva LLC, 2400 Augusta Drive, Suite 330, Houston TX, 77057 for the building at 200 N Edwards Blvd., Lake Geneva, WI 53147 to modify the entrance over an existing tenant space and add a loading dock to rear of building, Tax Key No. ZA196100001.**

**DISCUSSION – Tom Howald, ALDI, Inc. Oak Creek Division, Oak Creek, WI**

Howald gave brief overview of the application details and there was a brief discussion amongst the Commission to clarify the details. It is to be noted that the brick presented at the meeting is not representative of what would be used during construction.

**PUBLIC SPEAKERS** - None

**MOTION #8**

Kupsik/Gibbs moved to close the public hearing. The motion carried unanimously.

**MOTION #9**

Kupsik/Flower moved to approve recommendation on a Precise Implement Plan (PIP) Amendment filed by Tom Howald, ALDI, Inc. Oak Creek Division, 9342 South 13<sup>th</sup> Street, Oak Creek, WI 53154 for Interra-Sky Lake Geneva LLC, 2400 Augusta Drive, Suite 330, Houston TX, 77057 for the building at 200 N Edwards Blvd., Lake Geneva, WI 53147 to modify the entrance over an existing tenant space and add a loading dock to rear of building, Tax Key No. ZA196100001, Pursuant to the Finding of facts and City staff comments and staff to approve the brick colors so that they match the existing other units. The motion carried unanimously.

**11. Public Hearing and recommendation on a Conditional Use Application filed by Lake Geneva Architects, 201 Broad Street for Dean Athans, W3155 Snake Road, Lake Geneva, WI 53147 to exceed the Twenty foot wide passive recreational corridor in the Shore Yard Setback for new construction at W3155 Snake Road, Lake Geneva, WI 53147, Tax Key No. ZWIL 00004.**

**DISCUSSION –Jason Bernard – LG Architects for Dean Athans Family**

Bernard gave brief overview of the application details and there was a brief discussion amongst the Commission to clarify the details.

**PUBLIC SPEAKER #1 –Dale Buelter, W3147 Geneva Bay Dr, LG (First house on the right in Geneva Bay)**

Buelter gave commendations to Dean Athans on the tree retention and the estate that he is restoring back to its natural state. He has concerns however about the trucks that would be coming in during construction. Bernard replied that they would be using the main driveway and not the gravel driveway.

**MOTION #10**

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

**MOTION #11**

Kupsik/Gibbs moved to approve recommendation on a Conditional Use Application filed by Lake Geneva Architects, 201 Broad Street for Dean Athans, W3155 Snake Road, Lake Geneva, WI 53147 to exceed the Twenty foot wide passive recreational corridor in the Shore Yard Setback for new construction at W3155 Snake Road, Lake Geneva, WI 53147, Tax Key No. ZWIL 00004. Pursuant to the Finding of facts and City staff comments with the provisions that the owner use the main driveway into the property for all construction activity. The motion carried unanimously.

**12. Adjournment**

**MOTION #12**

Gibbs/Flower moved to adjourn the meeting at 8:37 pm. The motion carried unanimously.

*/s/Jackie Gregoles, B&Z Administrative Assistant*

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