

**CITY OF LAKE GENEVA
626 GENEVA STREET
LAKE GENEVA, WI**

**PLAN COMMISSION MEETING
MONDAY FEBRUARY 19, 2018 - 6:00 PM
COUNCIL CHAMBERS, CITY HALL**

Agenda

1. Meeting called to order by Mayor Kupsik.
2. Roll Call.
3. Approve Minutes of the January 19th Plan Commission meeting as distributed.
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.
5. Acknowledgment of Correspondence.
6. Downtown Design Review:
 - a. Application by Jirapa Cox, to install an awning structure with signage and monument sign, located at 306 Center Street, Sabia Sabia, Tax Key No. ZOP00162.
 - b. Application by Lake Geneva Architects, to install a rooftop addition structure on the second story to accommodate an interior stairway located at 623 W Main Street, Tax Key No. ZOP00290.
 - c. Application by Letitia Erdman, to install an on-building sign located at 640 W Main Street, The Downtowner, Tax Key No. ZOP00306.
 - d. Application by Pete Juergens, to install a pergola on the second floor exterior dining area & planter box for exterior dining area identification located at 831 Wrigley Drive, Oakfire Restaurant, Tax Key No. ZOP00340.
7. Review and Recommendation of an Extraterritorial Jurisdiction (ETJ) CSM for Applicant John G. Gyann, 8400 Gleneyre Rd, Darien, IL 60561, to reduce the rear yard setback from 180 feet to 25 feet as identified on the Trinke Estate Plat located at W1759 Hillside Rd, Tax Key No. ITE00015.

8. Review and Recommendation of an Extraterritorial Jurisdiction (ETJ) CSM for Applicant Millard Properties, LLC. - Bob Cook, W6362 Dunham School Rd., Elkhorn, WI, 53121 to create a rural residential lot of approximately 7.5 acres survey prepared by Olsen Land Surveying, LLC, located at Tax Key No. JG1400001.
9. Review and Recommendation of revised Non-Exclusive Easements for review and approval of the Symphony Bay Development. Application for Symphony Bay submitted by Fairwyn LLC.
10. Public Hearing and Recommendation of Annexation for the applicant Mark Larkin, 500 Stone Ridge Drive, Lake Geneva, WI 53147, for the 1.95 acre property located at Tax Key No. JG2500014A, currently located in the Town of Geneva.
11. Public Hearing and Recommendation of Lot Division for the applicant Mark Larkin, 500 Stone Ridge Drive, Lake Geneva, WI 53147, to divide the 1.95 acre property into a 1.24 acre parcel to the north abutting Stone Ridge Drive, and a 0.71 parcel to the south.
12. Public Hearing and Recommendation for a Zoning Map Change for the applicant Mark Larkin, 500 Stone Ridge Drive, Lake Geneva, WI 53147, to divide the 1.95 acre property into two separate parcels - 1.24 acre parcel to the north abutting Stone Ridge Drive to Two-Family Residential (TR-6) zoning, and a 0.71 parcel to the south to Planned Business (PB).
13. Public Hearing and Recommendation of an Amendment to the existing Conditional Use Permit filed by James and Kathryn Willett, 1320 W. Main Street, Lake Geneva, WI 53147, to construct an addition to the existing first floor of the home located in the SR-4 zoning district at 1320 W. Main Street, Tax Key No. ZYUP00094H.
14. Public Hearing and Recommendation of a Conditional Use Permit amendment filed by Southwind Prairie IV, LLC, 751 Geneva Parkway, Lake Geneva, WI 53147, to amend the existing Conditional Use Permit which would allow the relocation of a maintenance building, sign installation, and redesign of an existing building allowing a roll up door install, Tax Key No. ZSWP0001 thru ZSWP0011.
15. Discussion/Recommendation on Short Term Rental ordinance change.
16. Adjournment

QUORUM OF CITY COUNCIL MEMBERS MAY BE PRESENT

Requests from persons with disabilities, who need assistance in order to participate in this meeting, should be made to the City Clerk's office, in order for appropriate accommodations.

Posted 2/14/2018

**PLAN COMMISSION MEETING
MONDAY, JANUARY 15, 2018 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL**

Mayor Kupsik called the meeting to order at 6:01 p.m.

Roll Call. Present: Mayor Kupsik, Alderman Doug Skates, John Gibbs, Sarah Hill, Ann Esarco, Tyler Frederick. Absent (Excused) Ted Horne, Also Present: City Planner Slavney, City Attorney Draper, City Administrator Oborn, Building and Zoning Administrator Walling, Building & Zoning Administrative Assistant Follensbee, and City Engineer Greg Governatori, Kapur & Associates.

Approve Minutes of the December 18th Plan Commission meeting as distributed.

Skates/Gibbs motion to approve. Motion carried 6 to 0.

Mayor Kupsik stated items 12 and 13 were removed from the agenda by the applicant.

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.

None.

Acknowledgement of Correspondence.

Correspondence received opposing construction of a proposed gas station at 190 E Main Street:

Charlene Klein 817 Wisconsin Street, Lake Geneva, WI

Maureen Marks, 834 Dodge St, Lake Geneva, WI

Penny Roehrer

Downtown Design Review

6. Application by Tom Konopacki for “CR Goodfinds”, 2819 Weaver Ln., Batavia, IL 60510 to install an awning structure and sign at 731 W Main Street, Tax Key No. ZOP000274.

Tom Konopacki, 2819 Weaver Lane, Batavia, IL, owner, moving CR Goodfinds from the Fancy Mall to 731 W Main Street, presented his request. Zoning Administrator Walling stated the awning will line up with neighboring awnings and the awning meets the height and sign dimension requirements.

Skates/ Hill 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.

7. 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 for Lynette M. Heimann Trust located at 620 S. Lake Shore Drive, Tax Key No. ZA315600001.

Jeff Reed, of Reeds Construction, W3199 S Lake Shore Drive, Lake Geneva, on behalf of the Lynette M. Heimann Trust, presented the request for a pier with 2 slips. Zoning Administrator Walling verified the application meets all the setback requirements.

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

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

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

8. 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 for Pete & Holly Krug located at 870 Maytag Road, Tax Key No. ZCE00011.

Jeff Reed, of Reeds Construction, W3199 S Lake Shore Drive, Lake Geneva, on behalf of the Lynette M. Heimann Trust, presented the request to change the pier. Zoning Administrator Walling verified the application meets all the setback requirements.

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

Kupsik/Gibbs motion to approve and include all staff recommendations and fact finding and subject to DNR approval. Roll Call: Kupsik, Skates, Gibbs, Hill, Esarco, Frederick voting “yes.” Motion carried 6 to 0.

9. Public Hearing and Recommendation of the Precise Implementation Plan (PIP), filed by Steve Bieda, Mau & Associates, LLP, 400 Security Blvd, Green Bay, WI 54313, on behalf of Himansu Dhyani/Northern Management, to construct (4) four (8) eight unit multi-family buildings at 1150 Wells Street, Tax Key No. ZYUP00142B.

Jon LeRoy, Mau & Associates, LLP, on behalf of the developer, Northern Management, and the owner, Himansu Dhyani, presented their request. Leroy also passed building materials around to the Plan Commissioners. Zoning Administrator Walling stated communications between Mau & Associates and the City Staff has been helpful throughout the process and they have met zoning requirements for the City. Greg Governatori, Kapur & Associates, City Engineer, has reviewed the project and all comments have been addressed. Slavney said the revised plans reflect the comments from the Plan Commission. Alderman Skates asked for stone and brick samples. Leroy stated he had the colors but not the actual sample at this time.

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

Esarco/Frederick 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.

Alderman Skates appreciates the willingness of Mau & Associates to work with City Staff and the neighbors, stating the feedback from the neighbors has been positive.

10. Public Hearing and recommendation to amend the existing General Development Plan (GDP), Application filed by Southwind Prairie IV, LLC, 751 Geneva Parkway, to allow for the alteration of Building Locations, Building Exteriors, and site Design, located at 755 Southwind Drive, Lake Geneva Tax Key No. ZPRW00054A.

Roger Wolff, 751 Geneva Parkway, Lake Geneva, presented his modified plan. Mr. Wolff presented the break-away barrier document to the Plan Commission. Walling asked Wolff if the revised plan was shared with the association. Mr. Wolff stated this plan was shown to the president of the association previous to this meeting.

Speaker 1: Jim Fuss, 1150 Park Dr, #1106, shared his concerns with signage, extra traffic, and construction truck traffic.
Speaker 2: Mike Sedonas, 1150 Park Dr. #801, shared his concerns regarding insurance and liability with extra vehicles during construction and would like to keep the properties separate.
Speaker 3: John Swanson, 1150 Park Dr #701, said there are 4 parking spots for buildings 8 and 11 which Mr. Wolff will move onto their property. He also shared concerns about keeping the two properties separate.
Speaker 4: Carol Nevin, 1150 Park Dr #1102, shared her concerns about how this project will affect her property value.

Mr. Wolff addressed the questions from the speakers.

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

Kupsik/Hill 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.

11. Public Hearing and recommendation to amend the existing Precise Implementation Plan (PIP) Application filed by Southwind Prairie IV, LLC, 751 Geneva Parkway, to allow for the alteration of Building Locations, Building Exteriors, and site Design, located at 755 Southwind Drive, Lake Geneva, Tax Key No.ZPRW00054A. Roger Wolff, 751 Geneva Parkway, Lake Geneva, was present to answer questions. Alderman Skates clarified the parameters of the application. Planner Slavney stated the landscaping plan is very good.

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

Hill/Gibbs 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.

12. Public Hearing and Recommendation of a Condition Use Permit request filed by Neal Gill W3323 Lake Forest Lane, Lake Geneva WI 53147 to establish an In-Vehicle Sales or Services commercial land use at 190 E. Main Street, Lake Geneva, WI 53147 Tax Key No. ZA370600001.

Item 12 has been withdrawn from this evenings meeting agenda at the applicant’s request.

13. Conceptual Review to establish a gas station, convenience store, Dunkin Donut with detached carwash located at 190 E. Main Street, Lake Geneva, WI 53147 Tax Key No. ZA370600001.

Item 13 has been withdrawn from this evenings meeting agenda at the applicant’s request.

Adjournment. Hill/Skates motion to adjourn at 6:40 pm. Motion carried 6 to 0.

/s/ Brenda Follensbee, Building & Zoning Administrative Assistant

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE PLAN COMMISSION

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 19, 2018

Agenda Item #6A

Applicant:

Jirapa Cox
800 Bennett Dr.
Walworth, WI53184

Request:

306 Center St
Downtown Design Review of a Monument Sign
and Awning
Tax Key No. ZOP00162

Description:

The applicant is submitting an application for Downtown Design Review for an on building sign and an awning structure for a building at 306 Center Street, Tax Key No. ZOP00162. The City reviews all signs in the CB zoning district to confirm that they conform to the Downtown Design standards, particularly quantity, size, and color requirements.

The applicant proposes a monument sign at the existing sign location at the corner Center Street and Geneva Street. Proposed sign colors correspond within the permitted downtown guidelines. The sign size is within the maximum permitted area and the allowed colors as identified above.

A projecting awning is also proposed, similar in color to the proposed monument sign. The proposed awning meets the allowed sizes as permitted in the CB zoning district.

Staff Recommendations:

The colors submitted have been reviewed and comply with the Historic Colors of the Sherwin Williams color palette. The proposed monument sign & awning meets the requirements of the Downtown Design Overlay Zoning district as proposed.

Staff recommends *approval* of the two requests of a proposed sign and awning as submitted.



City of Lake Geneva
Building and Zoning
626 Geneva Street
Lake Geneva, WI 53147

APPLICATION FOR DOWNTOWN DESIGN REVIEW

Site Address & Parcel No.: 306 Center St Lake Geneva, WI 53147

Name & Address of Current Building Owner:
Pai TSUNG WANG
306 Center St. Lake Geneva, WI 53147

Telephone Number of Current Building Owner: 262-249-8822
Email Address: _____

Name & Address of Applicant:
Jirapa Cox
800 Bennett Dr. Walworth, WI 53184

Telephone Number of Applicant: 262-215-2876
Email Address: gena.jipa@gmail.com

Proposed Design Change:
Add New Sign and awning

Zoning District: _____

Names & Address of Architect, Engineer, and/or Contractor of Project:

Description of Project:

Date: 1/29/2018 Signature of Applicant: Jirapa Cox

Petitioner Name

Project Address

OFFICE USE ONLY

Description of Request _____

Agreement for Services

REIMBURSABLE BY THE PETITIONER / APPLICANT. The city may retain the services of the professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposals coming before the Plan commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any financing charges that may accrue. The City applies the charges for these services to the Petitioner. The City Administrator at any time may require an applicant to submit an advance deposit of \$500 to \$5,000 depending on the complexity and anticipated involvement of the City's consultants or continuing advance deposits against future billings by the City for recovery of costs provide by this ordinance 98-935(4). **An advanced deposit shall be required for the application related to Extraterritorial matters.** Surplus deposits shall be returned to the Applicant at the conclusion of the project.

Jirapa Cox, as applicant/petitioner for

Project:

Sign and awning

Project Address:

306 Center St.

Name:

Jirapa Cox

Address:

800 Bennett Dr. Walworth,
WI 53184

Cell Phone: (262) - 215 - 2876

Phone: () - -

Email:

gena.jirapa@gmail.com

Dated this

1/29/18 Day of _____, 20____

Jirapa Cox

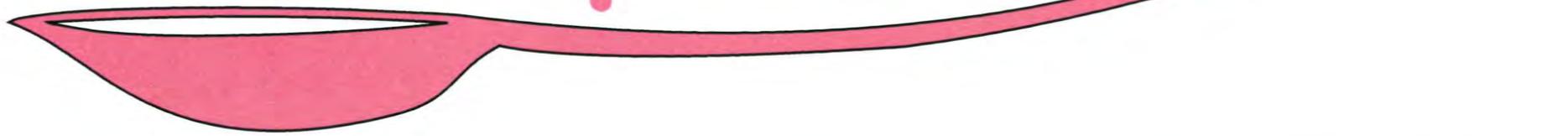
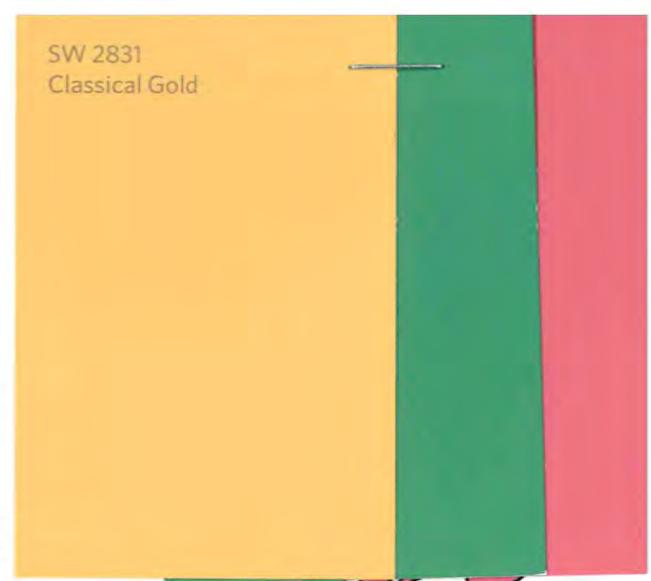
Printed Name of Applicant / Petitioner

Jirapa Cox

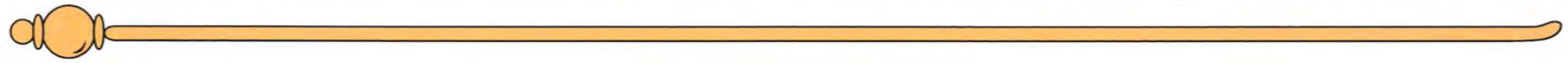
Signature of Applicant/Petitioner

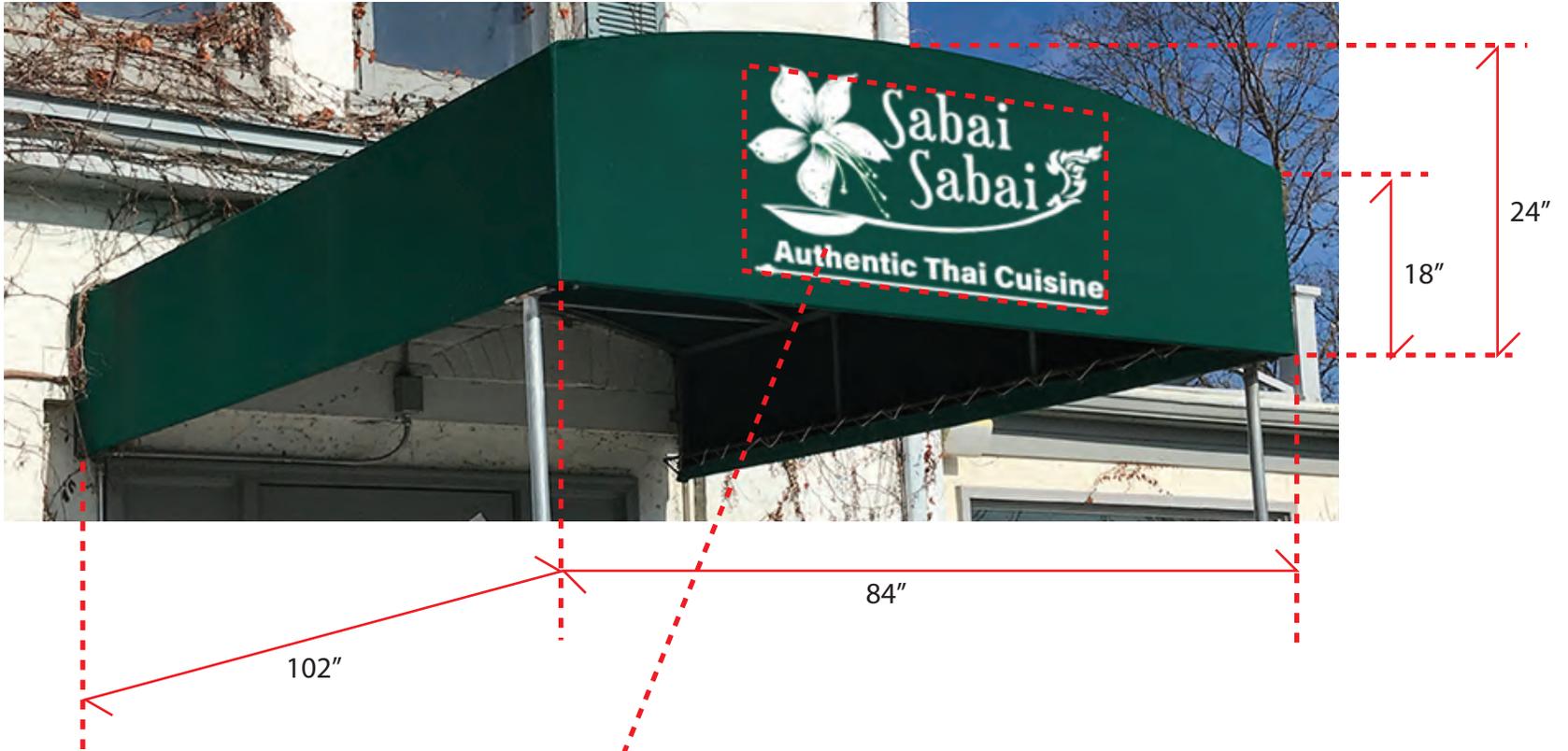


Saba Sabai



Authentic Thai Cuisine





Graphic mmeasures 30" wide x 18" high

Customer	<u>Sabai Sabai</u>	 <p>411 South Pearl Street, Janesville, Wisconsin 608.754.7158 (fax) 608.754.7890</p>
Location	<u>Lake Geneva, WI</u>	
Project	<u>Awning Graphics</u>	
Date	<u>1-30-18</u>	

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 19, 2018

Agenda Item #6B

Applicant:

Crown Dominion Commercial Properties LLC.
5799 Steele Rd.
Burlington, WI53105

Request:

623 W. Main Street
Downtown Design Review of a 2nd Floor addition
to accommodate an interior stairway
Tax Key No. ZOP00290

Description:

The applicant is submitting an application for Downtown Design Review for a building addition to the rear area on the second floor that would accommodate an interior stairway from the second floor for exiting of the building located at 623 W. Main Street, Tax Key No. ZOP00290. The City reviews all exterior alterations to buildings in the CB zoning district to confirm that they conform to the Downtown Design.

The applicant proposes a small second floor addition on the rear area for the construction of an interior renovation that will house the installation of a new stairway for egress from the second floor.

Staff Recommendations:

The plan as submitted has been reviewed and complies within the requirements of the Downtown Design Overlay Zoning district as proposed.

Staff recommends *approval* of the request as submitted.



City of Lake Geneva
 Building and Zoning
 626 Geneva Street
 Lake Geneva, WI 53147

APPLICATION FOR DOWNTOWN DESIGN REVIEW

Site Address & Parcel No.:

623 West Main Street

Lake Geneva, WI (ZOP00290)

Name & Address of Current Building Owner:

Crown Downtown Commercial Properties LLC

5799 Steele Road

Burlington WI 53105

Telephone Number of Current Building Owner:

Email Address:

Name & Address of Applicant:

Lake Geneva Architects

201 Broad Street

Lake Geneva WI 53147

Telephone Number of Applicant: (262) 248-1400 ext. 12

Email Address: chris@lakegeneraarchitects.com

Proposed Design Change:

- Addition to one story rear portion of building

- Addition is a roofed stair

- Addition increases existing portion of roof 3'-6"

Zoning District:

CB

Names & Address of Architect, Engineer, and/or Contractor of Project:

Lake Geneva Architects

201 Broad Street

Lake Geneva WI 53147

Description of Project:

Remodel of existing first floor storage space at rear of building

Remodel of existing office space at second floor

Date:

1/19/2018

Signature of Applicant:

[Handwritten Signature]

Cost Recovery # _____

Petitioner Name

Project Address

OFFICE USE ONLY

Description of Request _____

Agreement for Services

REIMBURSABLE BY THE PETITIONER / APPLICANT. The city may retain the services of the professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposals coming before the Plan commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any financing charges that may accrue. The City applies the charges for these services to the Petitioner. The City Administrator at any time may require an applicant to submit an advance deposit of **\$500 to \$5,000 depending on the complexity and anticipated involvement of the City's consultants** or continuing advance deposits against future billings by the City for recovery of costs provide by this ordinance 98-935(4). **An advanced deposit shall be required for the application related to Extraterritorial matters.** Surplus deposits shall be returned to the Applicant at the conclusion of the project.

Jason R. Bernard, as applicant/petitioner for
Crown Dominion Commercial Properties LLC

Project:

Project Address:

625 West Main Street Lake Geneva,

Name:

Lake Geneva Architects

Address:

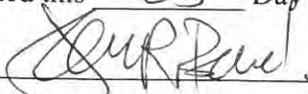
201 Broad Street
Lake Geneva WI 53147

Cell Phone: (262)-248-1400

Phone: (262)-248-1400

Email: chris@lakegenevaarchitects.com

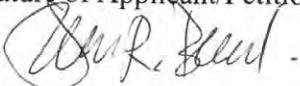
Dated this 23 Day of January, 2010



Printed Name of Applicant / Petitioner

Jason R. Bernard.

Signature of Applicant/Petitioner



Crown Dominion

Legend

-  Feature 1
-  Geneva Lake Museum
-  Lilypots
-  Mercy Bariatric &
-  Pop More Corks Inc
-  Sharon Seguin LLC

Addition

View Southeast

Google Earth

© 2018 Google

50 ft



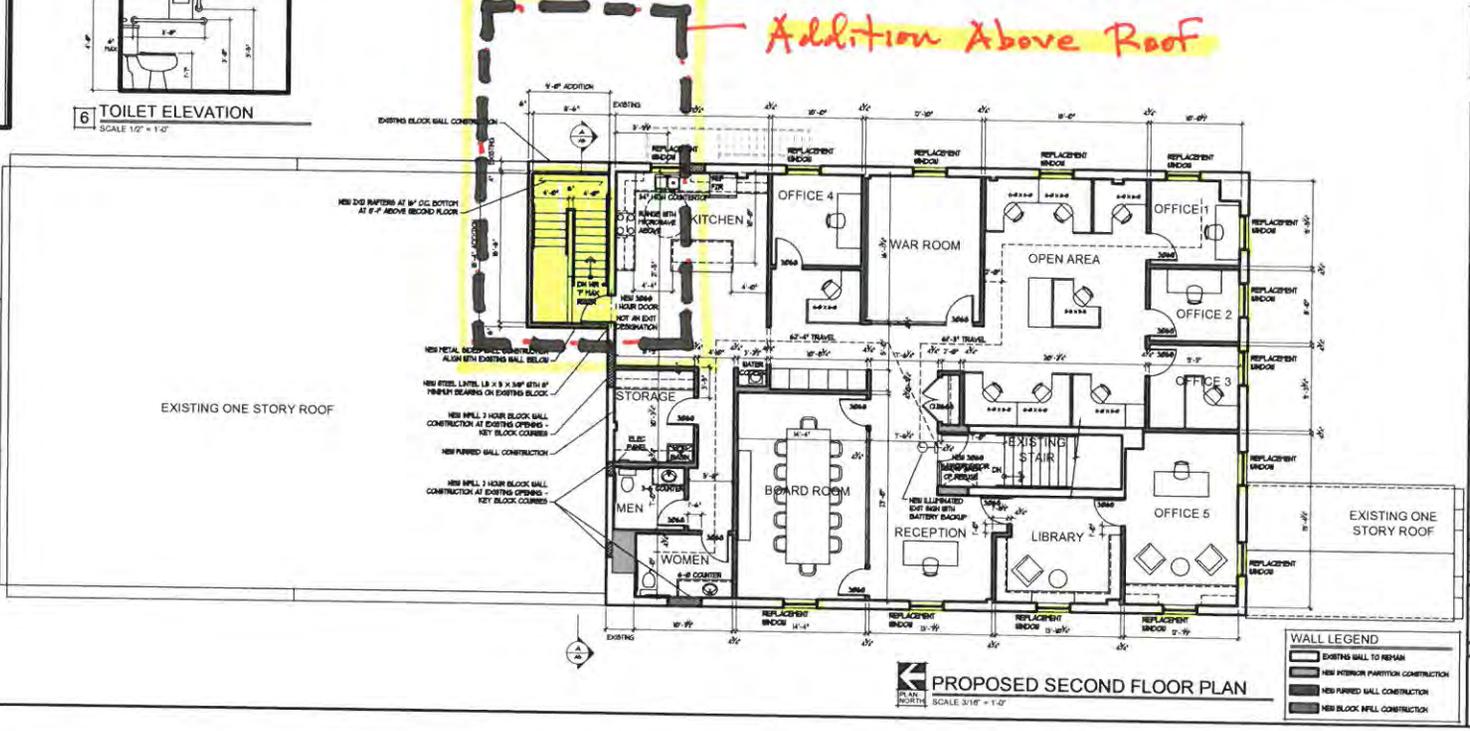
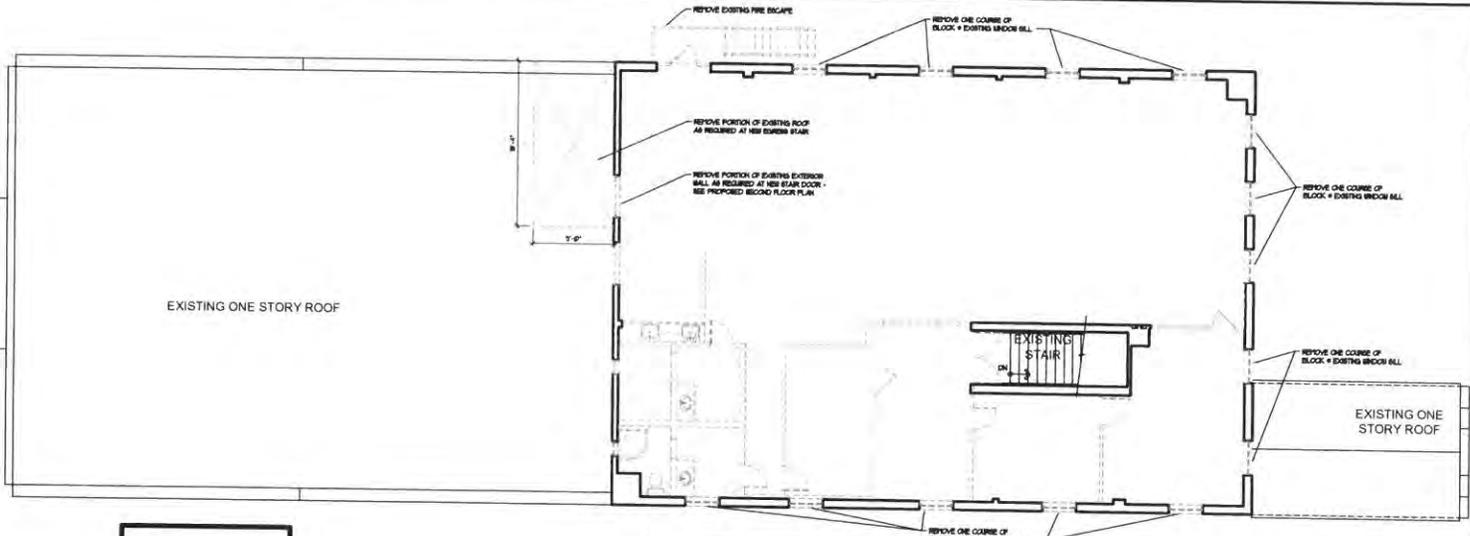
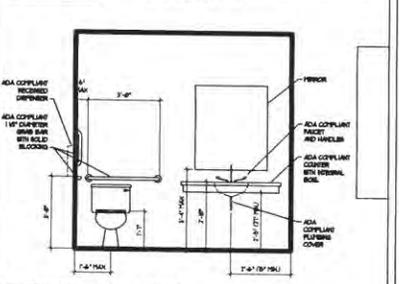
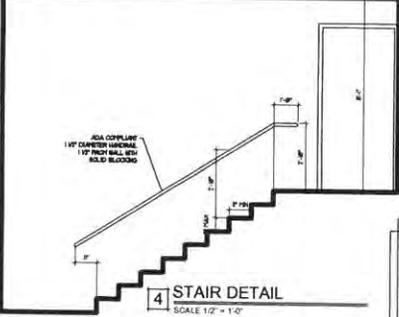
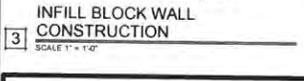
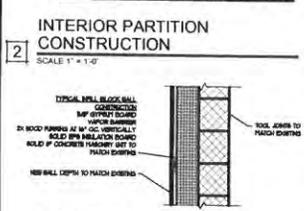
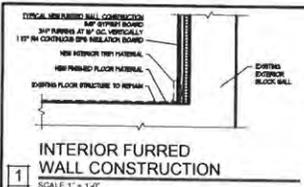
Crown Dominion

Legend

-  Feature 1
-  Geneva Lake Museum
-  Lilypots
-  Mercy Bariatric &
-  Pop More Corks Inc
-  Sharon Seguin LLC

Addition

View South west

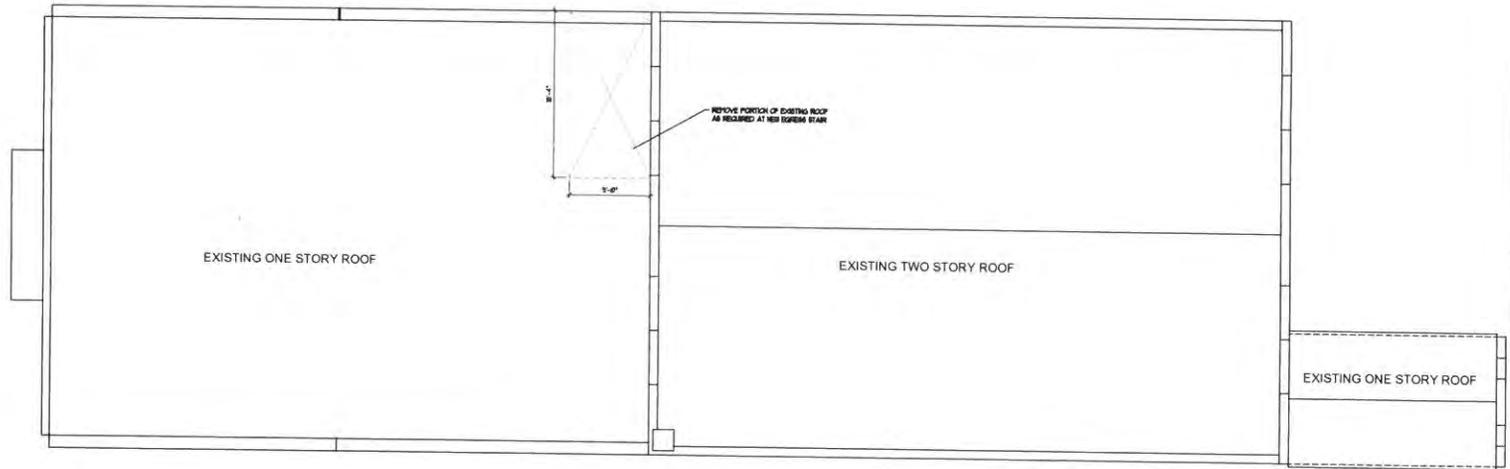


LAKE GENOVA ARCHITECTS
 823 W MAIN STREET
 LAKE GENOVA, WI 53147
 762.248.1800
 1860 WISCONSIN AVENUE SUITE 100
 LAKE GENOVA
Architects
 STUDIO OF JACQUEE BERNARDI

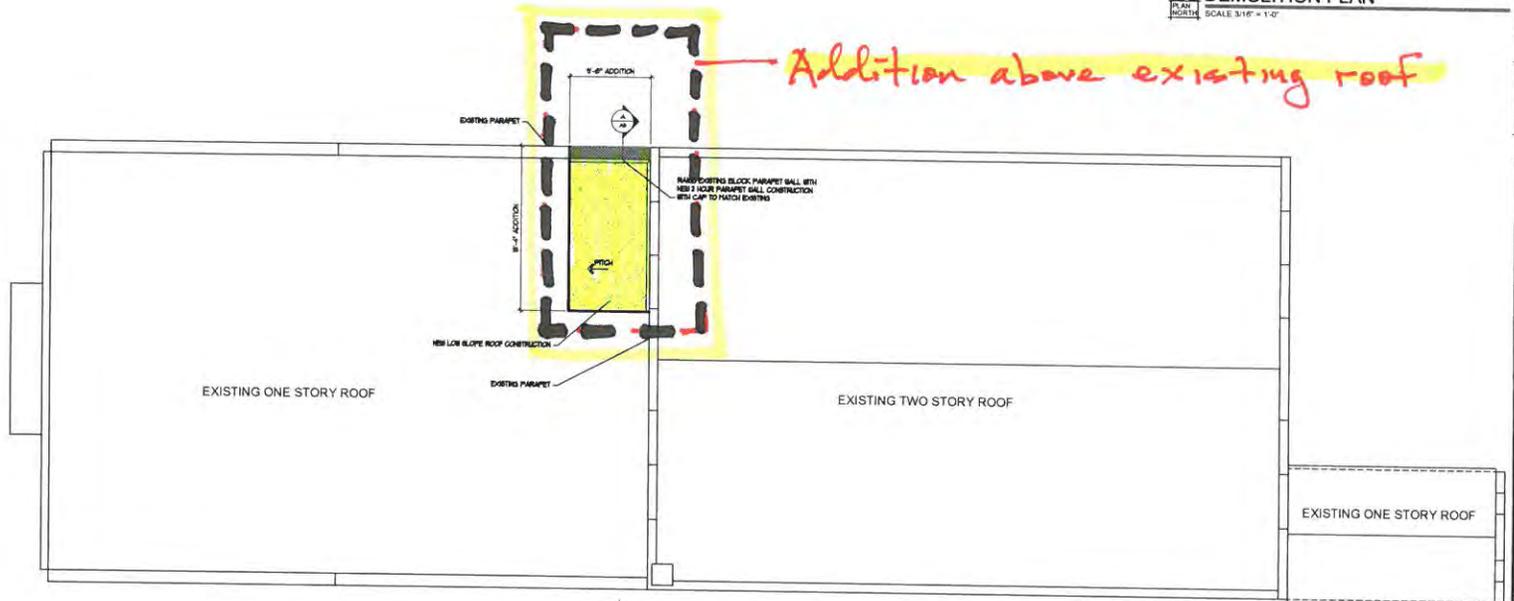


CROWN DOMINION COMMERCIAL PROPERTIES LLC
 823 W MAIN STREET
 LAKE GENOVA, WI

DATE: 1.22.18
 A3



EXISTING ROOF / DEMOLITION PLAN
 SCALE 3/16" = 1'-0"



PROPOSED ROOF PLAN
 SCALE 3/16" = 1'-0"

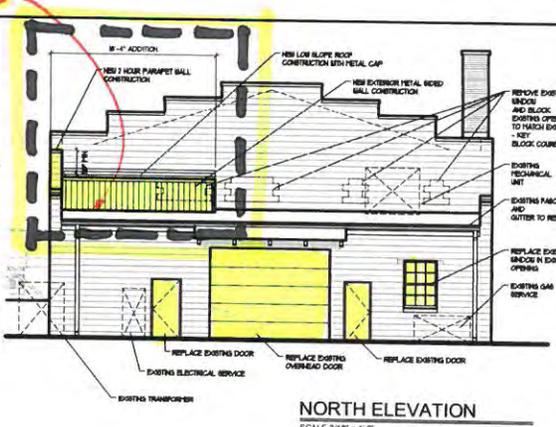
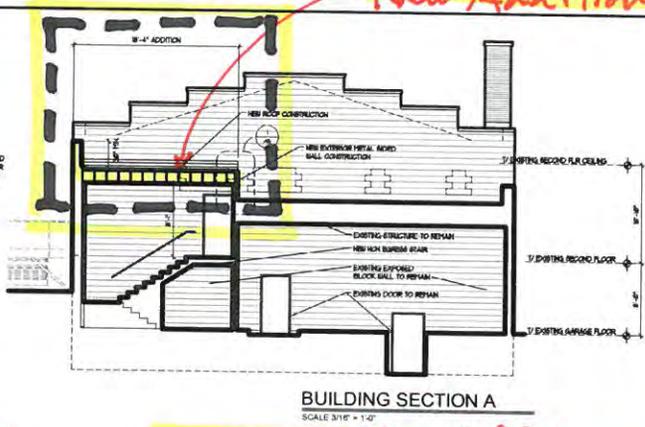
LAKE GENEVA ARCHITECTS
 623 W. MAIN STREET
 LAKE GENEVA, WI 53147
 262.218.1800
 LGA@lakegenearchitects.com

LAKE GENEVA
Architects
 STUDIO OF JASON E. BERNDT

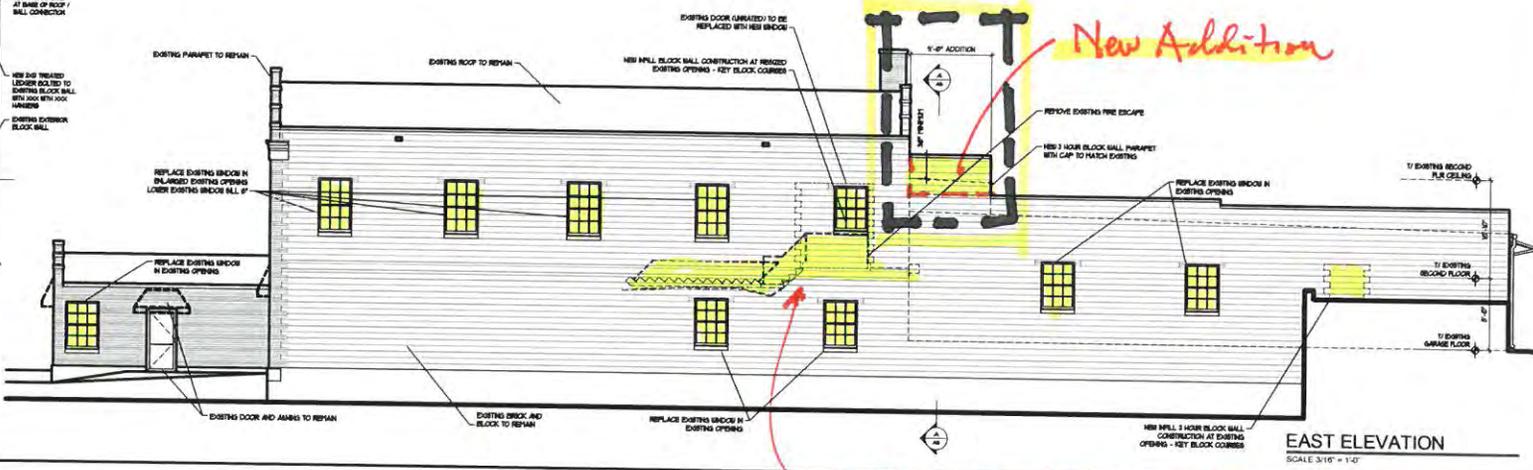
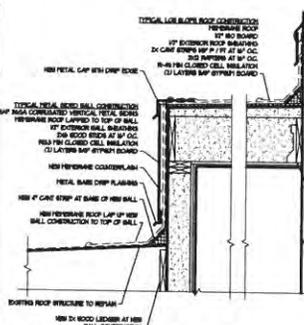
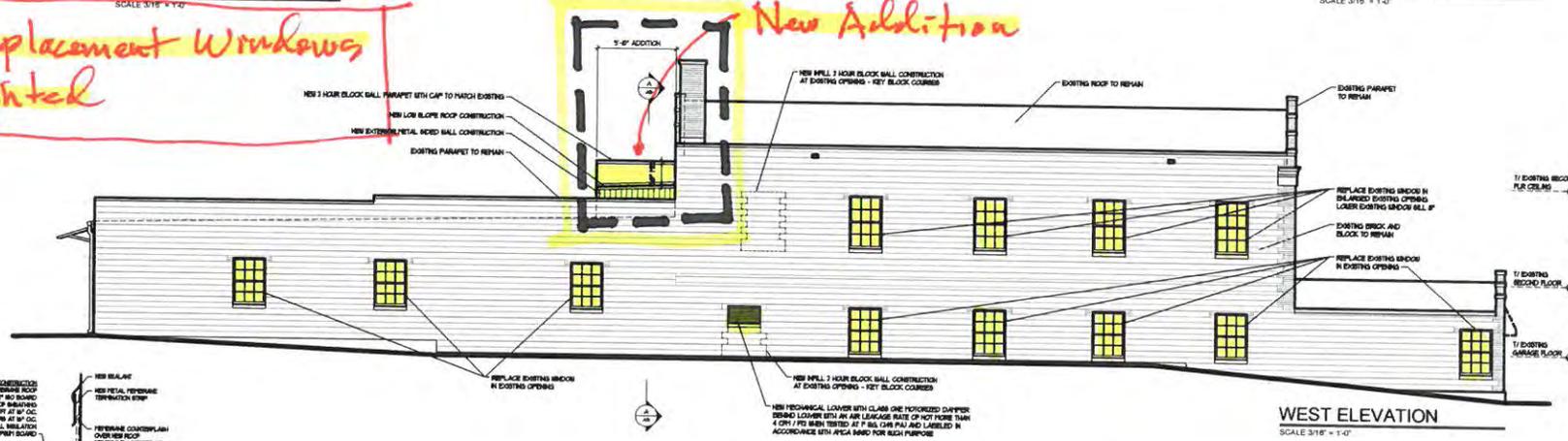


CROWN DOMINION COMMERCIAL PROPERTIES LLC
 623 W. MAIN STREET
 LAKE GENEVA, WI

<input type="checkbox"/>	OVERSIGHT
<input type="checkbox"/>	DESIGN
<input type="checkbox"/>	CONSTRUCTION
<input type="checkbox"/>	PERMITTING
<input type="checkbox"/>	REVISIONS
<input type="checkbox"/>	DATE



New Replacement Windows Highlighted



Remove Existing Fire Escape

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 19, 2018

Agenda Item #6C

Applicant:

Letitia Erdman
N3059 State Hwy 89
Jefferson, WI 53549

Request:

Downtowner
640 W. Main Street
Downtown Design Review for an On-Building
Sign Tax Key No. ZOP00306

Description:

The applicant is submitting an application for Downtown Design Review for an on-building sign located at 640 W. Main St, Tax Key No. ZOP00306. The City reviews all signs in the CB zoning district to confirm that they conform to the Downtown Design standards, particularly quantity, size, and color requirements.

The applicant proposes the installation for an on-building sign located at 640 W. Main St. the proposed sign colors correspond within the permitted downtown guidelines. The sign size is within the maximum permitted area and the allowed colors as identified above.

Staff Recommendations:

The colors submitted have been reviewed and comply with the Historic Guidelines as depicted in the Downtown Design Overlay Zoning district as proposed.

Staff recommends *approval* of the request of a proposed sign as submitted.



City of Lake Geneva
Building and Zoning
626 Geneva Street
Lake Geneva, WI 53147

APPLICATION FOR DOWNTOWN DESIGN REVIEW

Site Address & Parcel No.:

640 W. MAIN ST.
LAKE GENEVA

Name & Address of Current Building Owner:

LETITIA ERDMAN
N3059 STATE HWY 89
JEFFERSON, WI 53549

Telephone Number of Current Building Owner: 920-723-1317

Email Address: lakegenevapremiumrentals@gmail.com

Name & Address of Applicant:

SAME AS ABOVE

Telephone Number of Applicant:

Email Address:

Proposed Design Change:

ADDITION OF ONE SIGN TO FRONT OF BUILDING
CONSISTING OF 13 INDIVIDUAL 12 INCH METAL LETTERS
SPELLING OUT - THE DOWNTOWNER

Zoning District: DOWNTOWN

Names & Address of Architect, Engineer, and/or Contractor of Project:

RYAN SCHUITZ
OPENING DESIGN
312 LAKESIDE ST
MADISON, WI 53715

Description of Project:

INDIVIDUAL GALVANIZED SILVER BLOCK STYLE METAL LETTERS
APPROX 12" x 10" x 2" ATTACHED AT LEFT FRONT FAUNCE AT
APPROX 10' ~~FROM~~ HIGH OF GROUND LEVEL CONSISTING OF
APPROX 13' OF SPACE NOT INCLUDING SPACE BETWEEN LETTERS

Date: 2/7/18

Signature of Applicant:

L Erdman

Cost Recovery # _____

Petitioner Name _____

Project Address _____

OFFICE USE ONLY

Description of Request _____

Agreement for Services

REIMBURSABLE BY THE PETITIONER / APPLICANT. The city may retain the services of the professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposals coming before the Plan commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any financing charges that may accrue. The City applies the charges for these services to the Petitioner. The City Administrator at any time may require an applicant to submit an advance deposit of \$500 to \$5,000 depending on the complexity and anticipated involvement of the City's consultants or continuing advance deposits against future billings by the City for recovery of costs provide by this ordinance 98-935(4). An advanced deposit shall be required for the application related to Extraterritorial matters. Surplus deposits shall be returned to the Applicant at the conclusion of the project.

LETITIA ERDMAN, as applicant/petitioner for

Project: THE DOWNTOWNER

Project Address: 640 W. MAIN ST. LAKE GENEVA WI 53147

Name: LETITIA ERDMAN

Address: PO BOX 244

FORT ATKINSON, WI 53538

Cell Phone: (920) - 723 - 1317 Phone: () - -

Email: lakegenevapremiumrentals@gmail.com

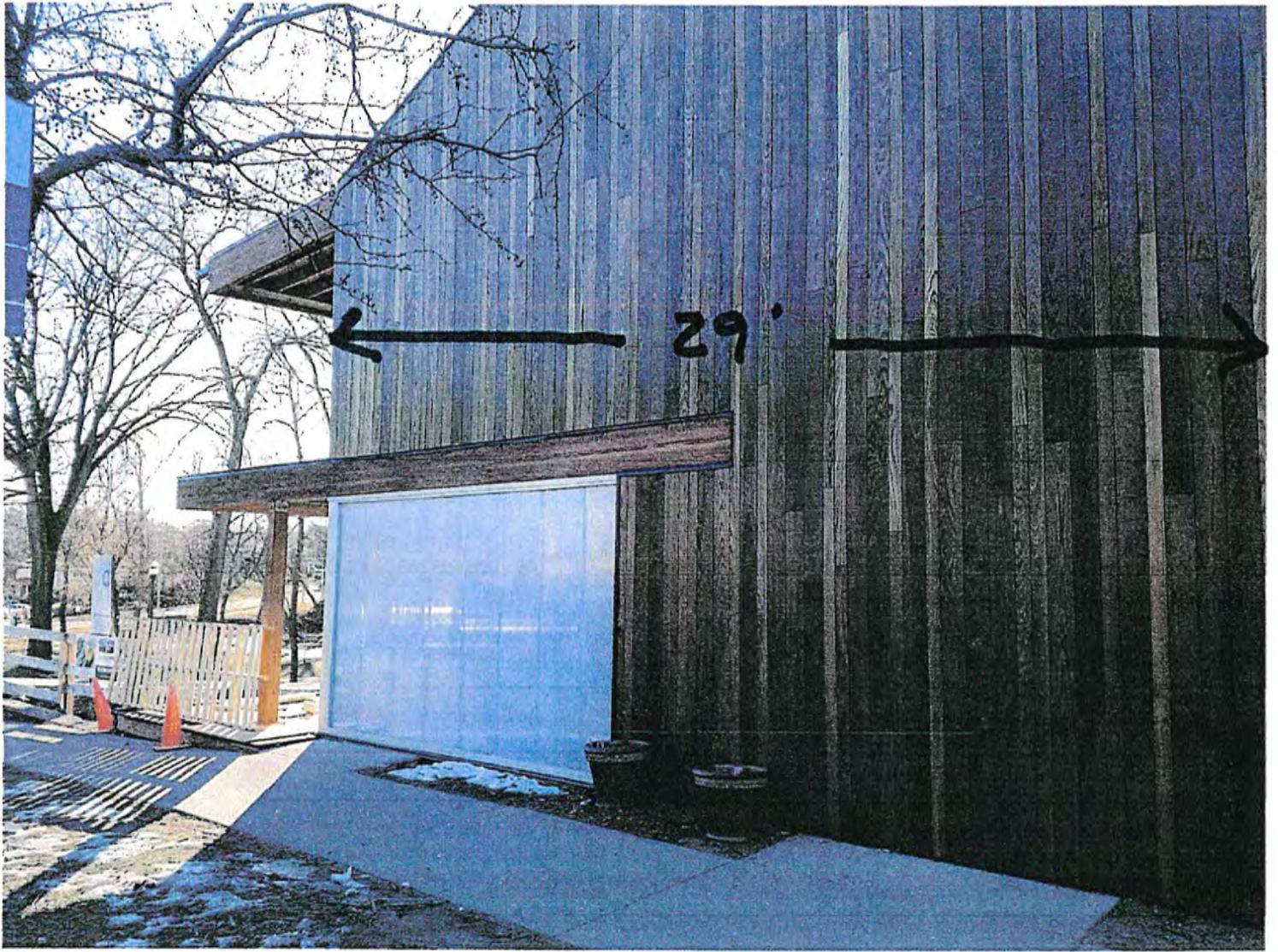
Dated this 5 Day of FEBRUARY, 2018

LETITIA ERDMAN

Printed Name of Applicant / Petitioner

L Erdman

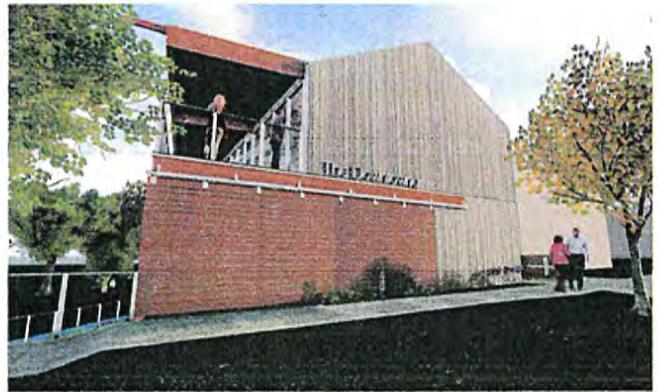
Signature of Applicant/Petitioner







1A SIGNAGE - FROM MAIN ST - LOOKING SOUTHEAST
3" = 1'-0"



2A SIGNAGE - FROM MAIN ST - LOOKING SOUTHWEST
3" = 1'-0"

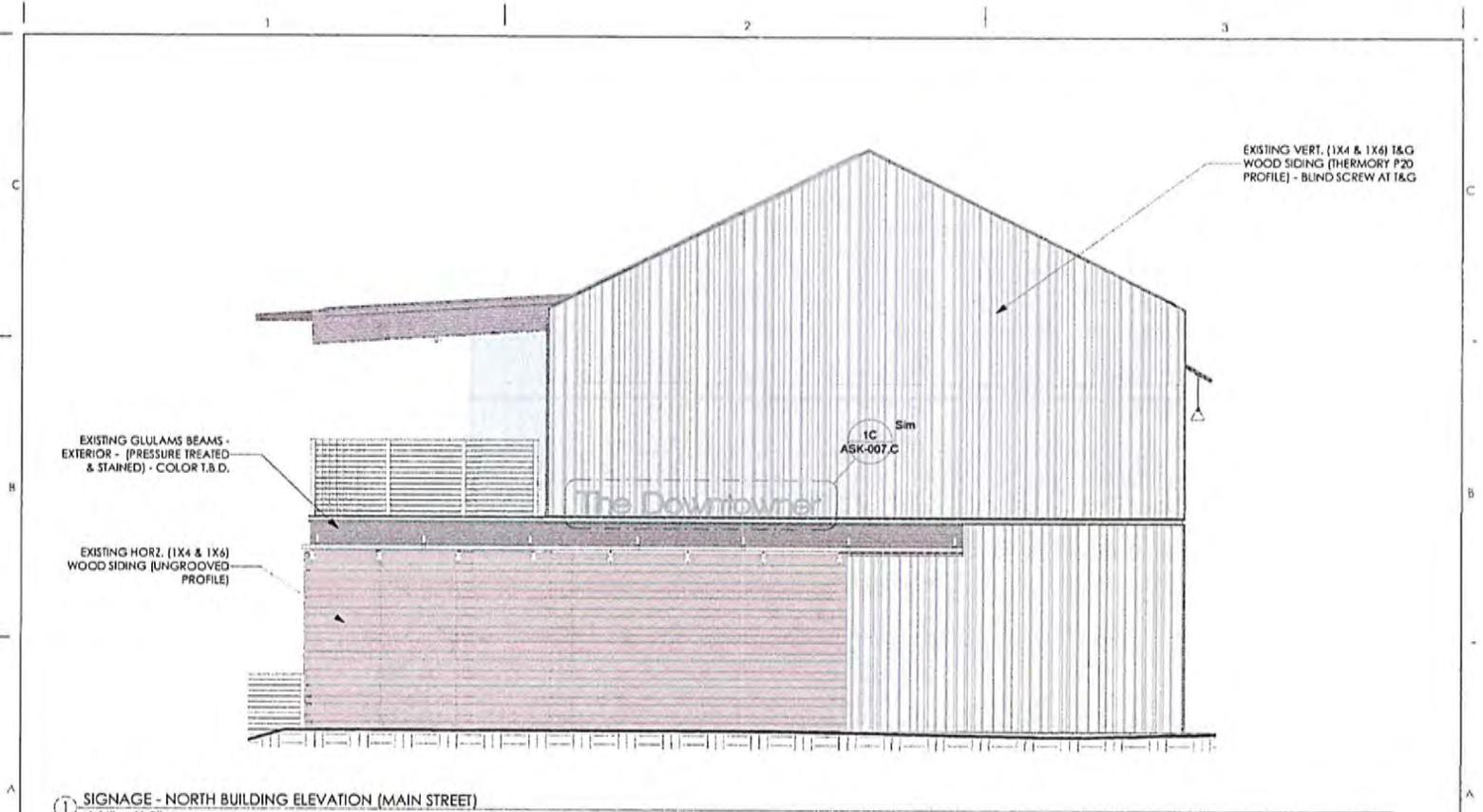
FYF LLC.



Owner: FYF LLC
3.5 Water St E., Fort Atkinson, WI
fovefukia3@hotmail.com

Architect: Opening Design
312 Witke Side Street, J. Madison, WI 53715
fyf@openingdesign.com | 773.425.4454

The Downowner
640 West Main Street, Lake Geneva, WI 53147
02.05.2018 - SIGNAGE - RENDERINGS - (ASK-007.A)



① SIGNAGE - NORTH BUILDING ELEVATION (MAIN STREET)
1/4" = 1'-0"

FYF LLC.

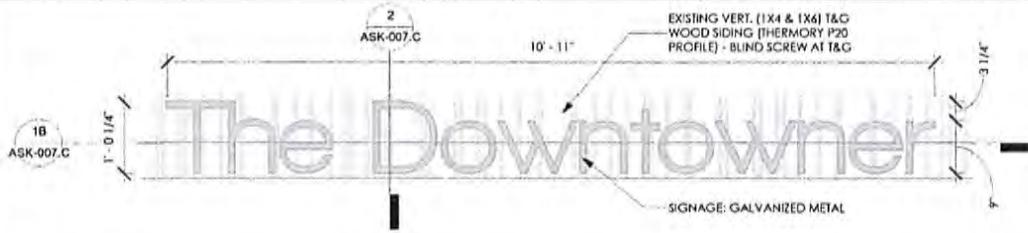


Owner: FYF LLC
3.5 Water Street, East Alton, WI
lowfunkys@hotmail.com

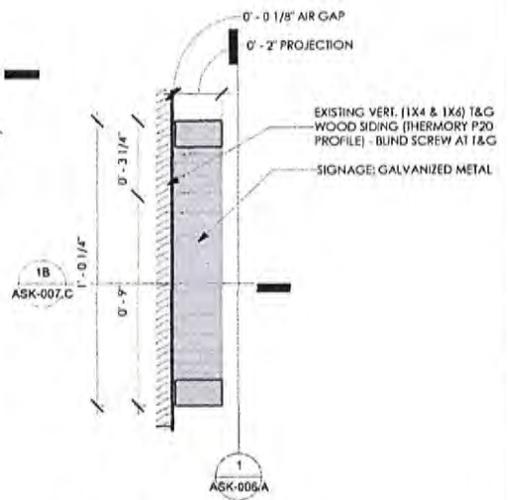
Architect: Opening Design
312 W. Lakeside Street, Madison, WI 53715
ask@openingdesign.com 1.773.425.4454

The Downtowner
640 West Main Street, Lake Geneva, WI 53147

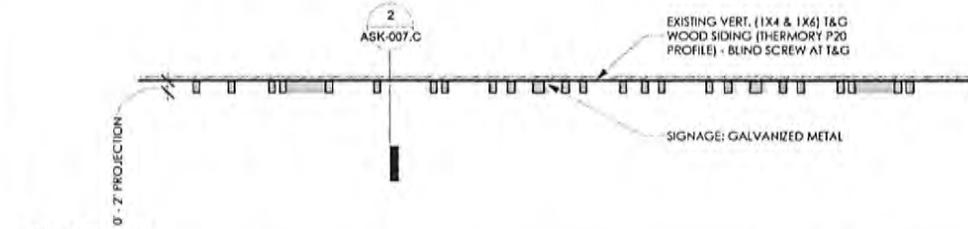
02.05.2018 - SIGNAGE - NORTH BUILDING ELEVATION - (TASK-007.B)



1C SIGNAGE - ELEVATION
3/4" = 1'-0"



2 SIGNAGE - SECTION DETAIL
3" = 1'-0"



1B SIGNAGE - PLAN
3/4" = 1'-0"

FYF LLC.



Owner: FYF LLC
3 S Water St E, FORT MYERS, FL
fayf@fyfllc.com

Architect: Opening Design
312 W Lakeside Street, Madison, WI 53713
info@openingdesign.com | 773.625.6436

The Downtowner
640 West Main Street, Lake Geneva, WI 53147
02.05.2018 - SIGNAGE - PLAN/ELEVATION/DETAIL - (ASK-007.C)

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 19, 2018

Agenda Item #6D

Applicant:
Oakfire Properties LLC.
831 Wrigley Dr.
Lake Geneva, WI53147

Request:
831 Wrigley Dr.
Downtown Design Review for exterior planter
boxes and 2nd floor pergola installation
Tax Key No. ZOP00340

Description:
The applicant is submitting an application for Downtown Design Review for the request to utilize flower planter boxes to better establish the exterior dining area on the public right of way & to install a 2nd floor pergola to the dining patio at 831 Wrigley Drive, Tax Key No. ZOP00340. The City reviews all exterior alteration in the CB zoning district to confirm that they conform to the Downtown Design standards, particularly quantity, size, and color requirements.

The applicant proposes to locate at the existing exterior dining location the proposed movable planter boxes and a 2nd floor Pergola. Proposed colors correspond within the permitted downtown guidelines.

Staff Recommendations:
The colors submitted have been reviewed and comply with the Historic Colors of the Sherwin Williams color palette. The proposed movable planter boxes & Pergola meets the requirements of the Downtown Design Overlay Zoning district as proposed.

Staff recommends *approval* of the two requests of a proposed flower boxes and Pergola as submitted.



City of Lake Geneva
 Building and Zoning
 626 Geneva Street
 Lake Geneva, WI 53147

APPLICATION FOR DOWNTOWN DESIGN REVIEW

Site Address & Parcel No.:

831 Wrigley Dr.
 Lake Geneva WI 53147

Name & Address of Current Building Owner:

Oaktira Properties LLC
 831 Wrigley Dr
 Lake Geneva WI 53147

Telephone Number of Current Building Owner:

312-451-1494

Email Address:

dauidoaktira@gmail.com

Name & Address of Applicant:

Pete Juergens
 N2689 Sunset Blvd
 Lake Geneva WI 53147

Telephone Number of Applicant:

414-588-2909

Email Address:

pete.juergens@hotmail.com

Proposed Design Change:

Install Pergola over 2nd Floor patio
 planter Box for sidewalk Dining

Zoning District:

Down Town Design ??

Names & Address of Architect, Engineer, and/or Contractor of Project:

None

Description of Project:

Install Pergola over 2nd Floor patio with
 Retractable Sun Screen. Also sidewalk planter Box
 for sidewalk Dining

Date: 2-8-18

Signature of Applicant:

OakFire Properties LLC 831 Wrigley Dr Cost Recovery # _____

Petitioner Name

Project Address

OFFICE USE ONLY

Description of Request 2nd Floor Pergola

Agreement for Services

REIMBURSABLE BY THE PETITIONER / APPLICANT. The city may retain the services of the professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposals coming before the Plan commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any financing charges that may accrue. The City applies the charges for these services to the Petitioner. The City Administrator at any time may require an applicant to submit an advance deposit of \$500 to \$5,000 depending on the complexity and anticipated involvement of the City's consultants or continuing advance deposits against future billings by the City for recovery of costs provide by this ordinance 98-935(4). **An advanced deposit shall be required for the application related to Extraterritorial matters.** Surplus deposits shall be returned to the Applicant at the conclusion of the project.

Peter Juergens, as applicant/petitioner for

Project: Oak Fire

Project Address: 831 Wrigley Dr.

Name: Peter Juergens

Address: N2689 Sunset Blvd
Lake Geneva WI

Cell Phone: (414)-588-2909 Phone: () - -

Email: Pete.juergens

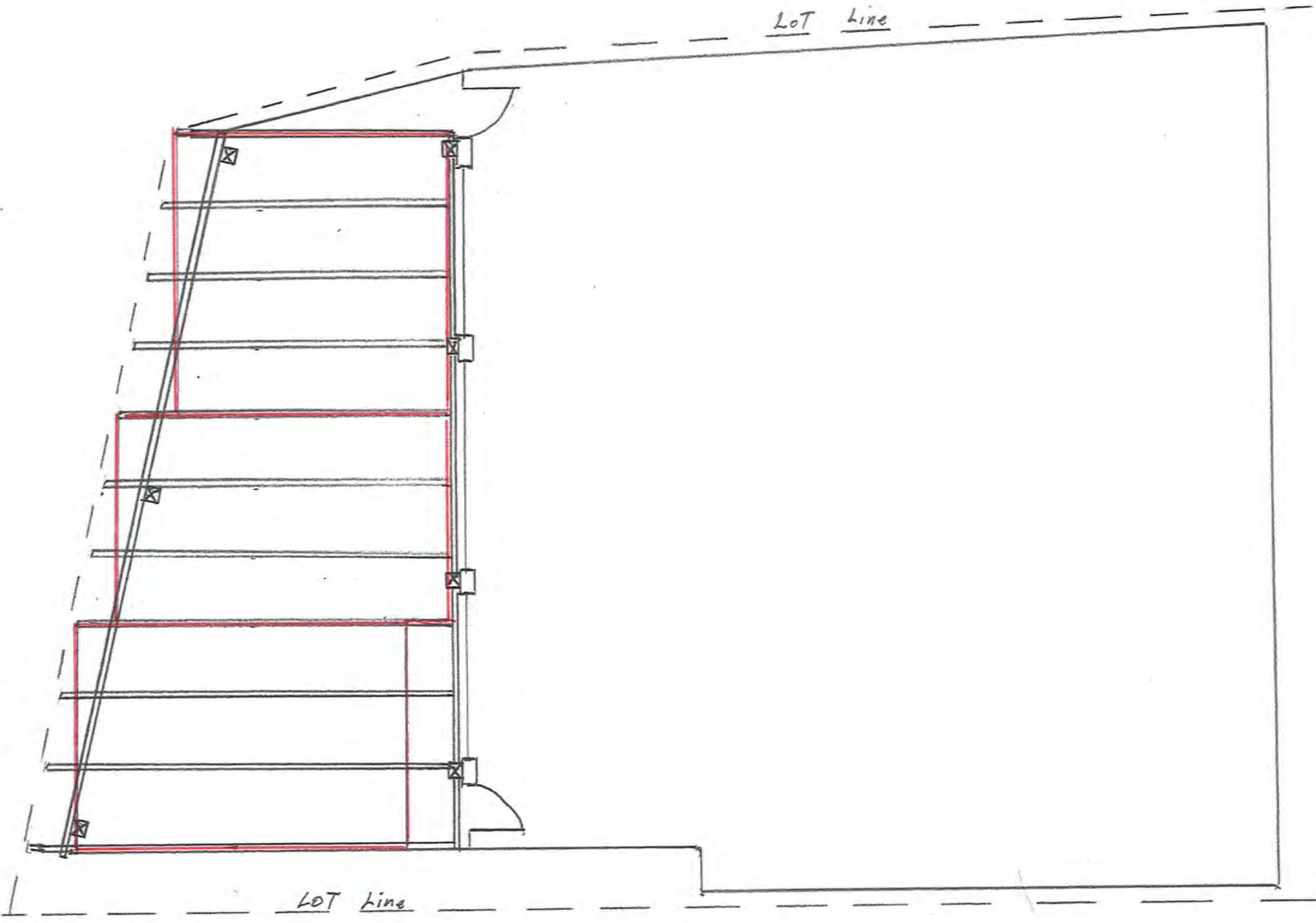
Dated this 8 Day of Feb, 2018

Peter Juergens

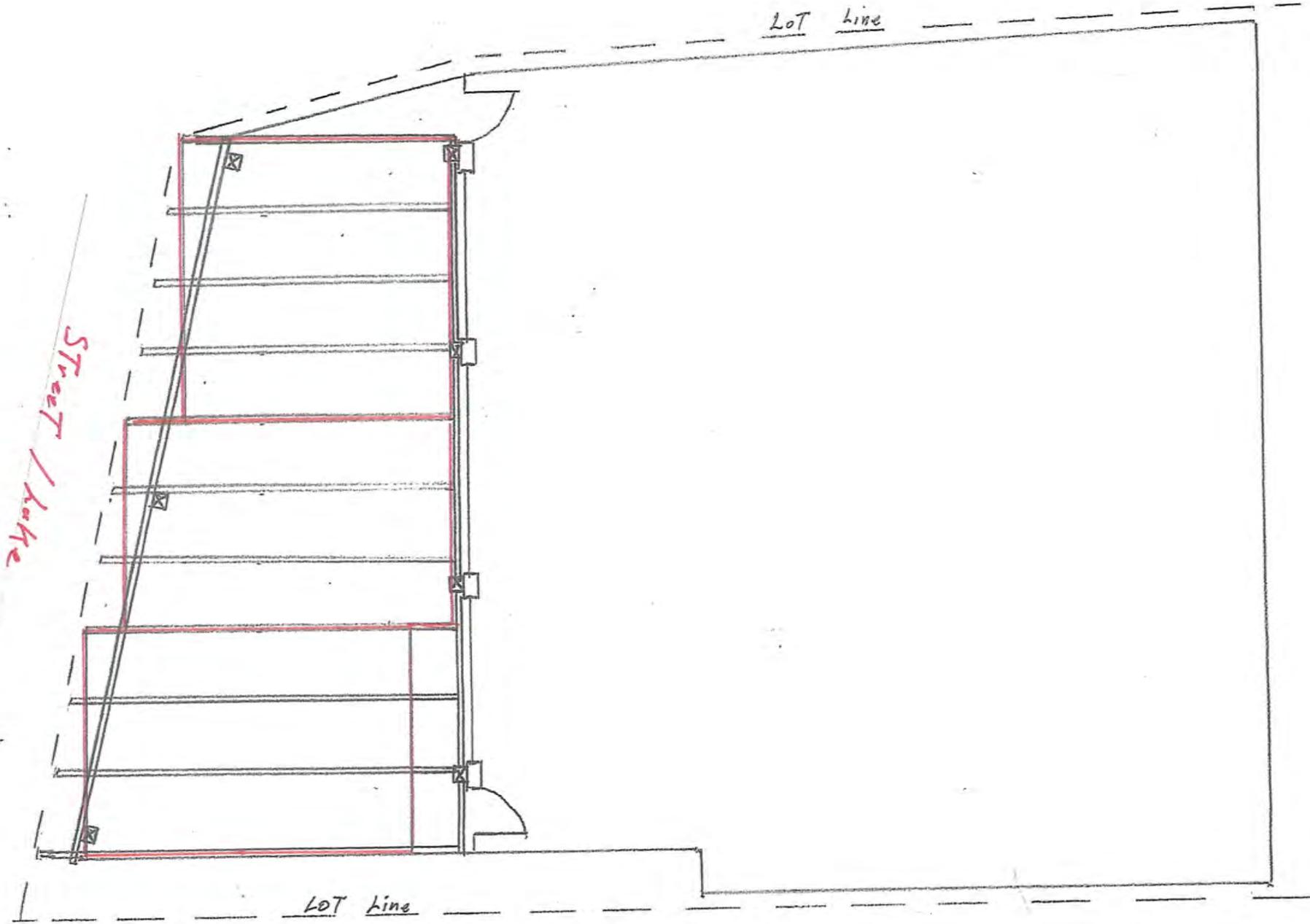
Printed Name of Applicant / Petitioner



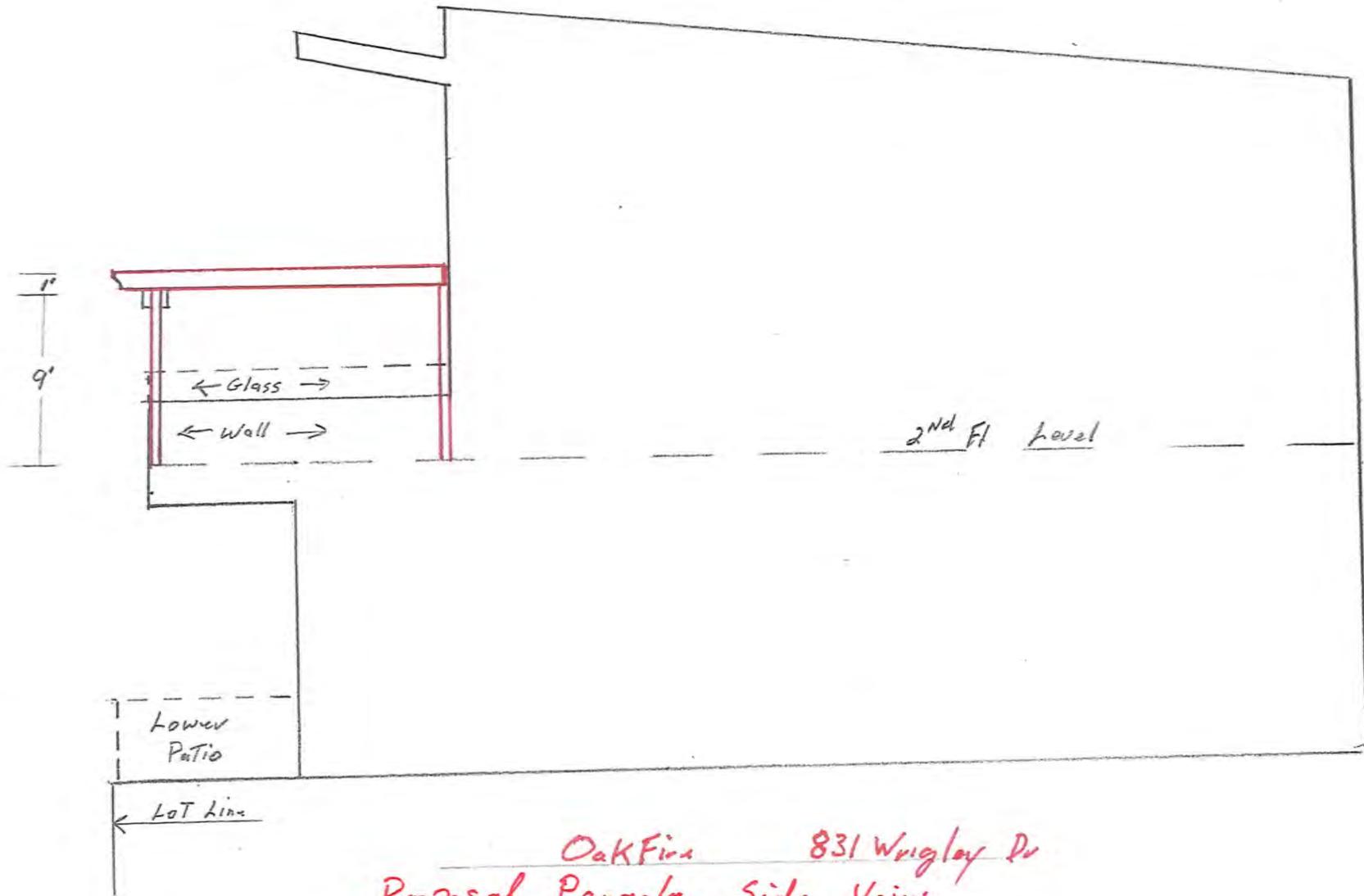
Signature of Applicant/Petitioner



Oak Fire 831 Wrigley Dr.



Oak Fire 831 Wrigley Dr.
Proposed Pergola Top View / Plan View



OakFinn 831 Wrigley Dr
Proposal Pergola Side View

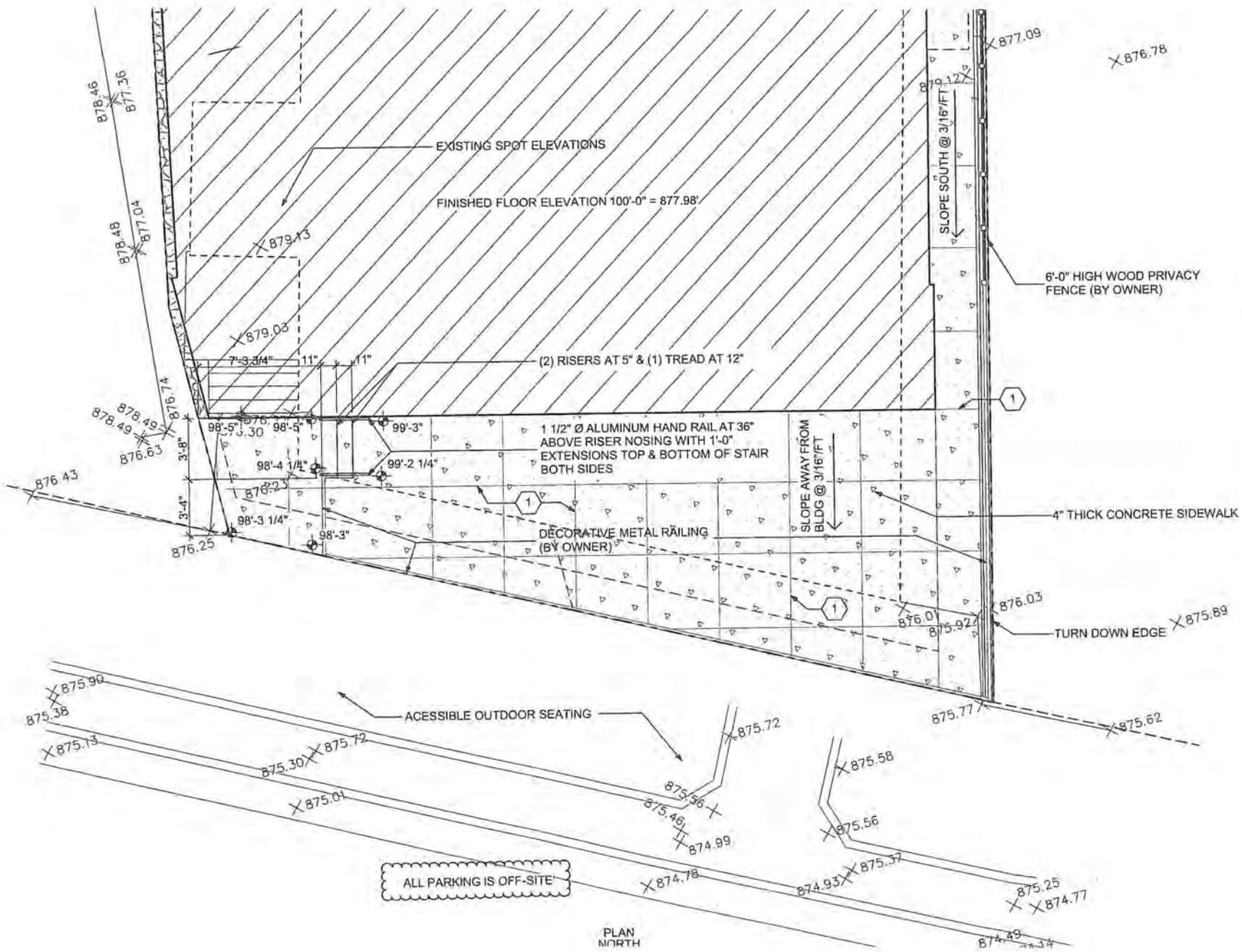
ESTD 2019

OAKFIRE

LAKE GENEVA, WI



3 feet high



SITE GENERAL NOTES

1. IN PLANTING AREA GRADES SHOWN. CONTRACTOR.
2. PROVIDE AND INSTALL ENTIRE PERIMETER CONSTRUCTION SIGNAGE PER WISCONSIN CHAPTER 3, SECTION 3.01 PER WISCONSIN CONSTRUCTION PRACTICE HANDBOOK.
3. IF ANY AREAS OF THE SITE SHALL ALSO BE GRASSED.
4. WATER SERVICES/SEWER AND BUILT BY PLUMBER AND ELECTRICIAN.
5. ELECTRICAL CONTROL PANEL LOCATION WITH PHOTOGRAPHIC LOCATION BY ELECTRICAL CONTRACTOR.
6. PLUMBING CONTRACTOR COMPANY.

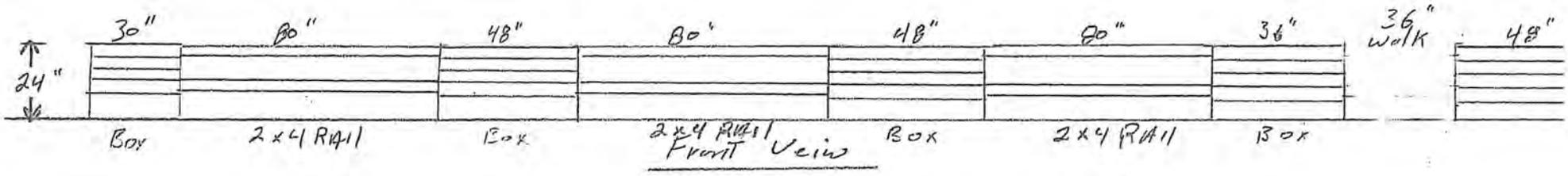
SITE SYMBOL KEY

- LIGHT POLE NUMBER
- FIRE HYDRANT
- BOLLARD
- SIGN
- WHEELCHAIR ACCESSIBLE
- CATCH BASIN

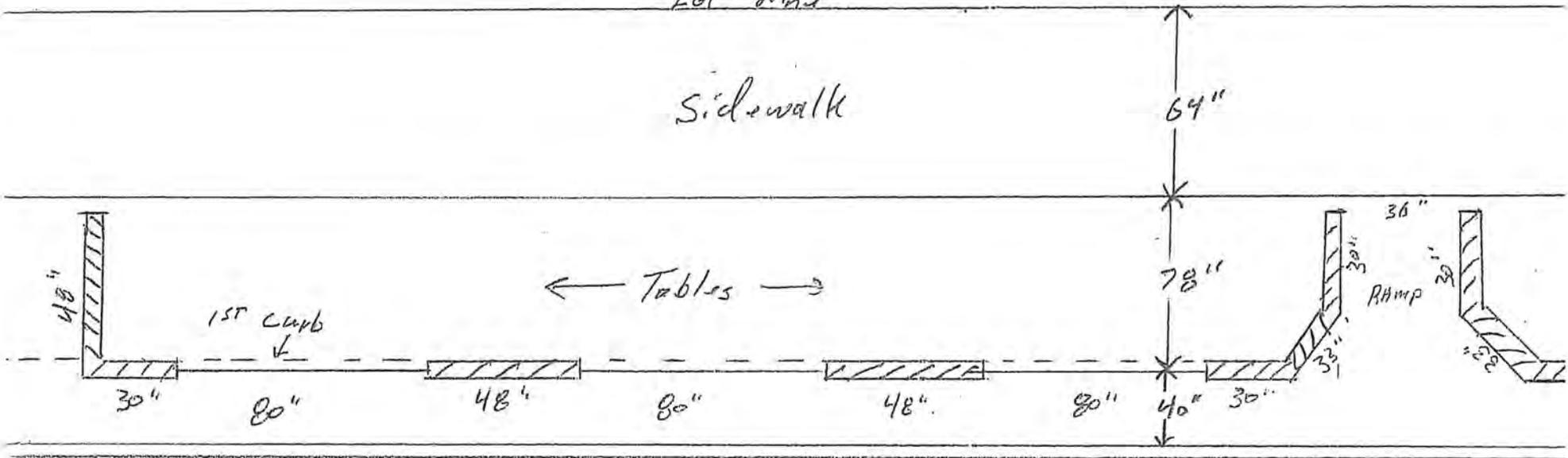
SITE KEYNOTES

- CONTROL JOINT

SITE



← Patio →
Lot line



← Street →

Each Box is 8" wide
24" High

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 19, 2018

Agenda Item: 7

Applicant:

John G. Gyann Trust
8400 Gleneyre Road
Darien, IL 60561

Request: ETZ Town of Lynn

Extraterritorial Zoning Plat review for setback
reductions for W1759 Hillside Rd.
Tax Key No. ITE00015

Description:

This request is to approve a request for Extraterritorial Zoning Plat review for setback reductions for W1759 Hillside Rd. Tax Key No. ITE00015.

This request is to amend plat of the Trinke Estates that was recorded in 1951 to reduce the rear setback from 180' to the County R-1 Rear yard setback to 25'.

The parcel included in this request does not currently have any buildings on the property.

Action by the Plan Commission:

Recommendation to the Common Council on the proposed Extraterritorial Zoning request (ETZ)

As part of the consideration of the requested ETZ, the Plan Commission is required to:

- Provide the Common Council with a *recommendation* regarding the proposed ETZ review.

Staff Recommendation on the proposed

1. Staff recommends that the Plan Commission recommend *approval* of the Extraterritorial Zoning request (ETZ): as submitted, subject to approval Walworth County Land Use Zoning.

City of Lake Geneva

APPLICATION FOR LAND DIVISION REVIEW

CERTIFIED SURVEY MAP or

EXTRATERRITORIAL
SUBDIVISION PLAT

REMOVAL OF RESTRICTION

NAME AND ADDRESS OF CURRENT OWNER:

John G. Gyann Trust

8400 Gleneyre Road

Darien, IL 60561

TELEPHONE NUMBER OF CURRENT OWNER: (262) 248-3333 (Attorney Richard W. Torhorst)

Address: W1759 Hillside Rd Tax ID: ITE 00015

NAME AND ADDRESS OF APPLICANT:

Same

c/o Richard W. Torhorst, Attorney

PO Box 1300, Lake Geneva, WI 53147

TELEPHONE NUMBER OF APPLICANT: (262) 248-3333

NAME AND ADDRESS OF SURVEYOR:

TELEPHONE NUMBER OF SURVEYOR: ()

SHORT STATEMENT DESCRIBING PURPOSE OF APPLICATION:

Requesting the plat of Trinke Estates (recorded in 1951) to be amended to reduce the rear yard setback from 180 feet to the County R-1 rear yard setback of 25 feet.

SUBMITTAL CHECKLIST

N/A

LOCATION MAP SHOWING LOCATION OF PARCELS TO BE DIVIDED OR PARTIALLY DIVIDED WITH TOWN OR TOWNS, AND PARCELS WITHIN 1,000-FT OF BOUNDARY OF SUBJECT PROPERTY.

N/A

SKETCH MAP TO APPROXIMATE SCALE SHOWING ENTIRE PARCELS TO BE DIVIDED OR PARTIALLY DIVIDED, AND SHOWING THE APPROXIMATE CONFIGURATION OF PROPOSED LOTS AND ROADS WITHIN THOSE PARCELS.

N/A

CITY OF LAKE GENEVA SIGNATURE BLOCK ON FACE OF CSM OR PLAT, PER STATE STATUTES.

N/A

PROVIDE 5 FULL SETS AND 20 11" x 17" COPIES OF CSM OR PLAT PRIOR TO PLACEMENT ON PLAN COMMISSION AGENDA.

I AM AWARE THAT THE CITY OF LAKE GENEVA IS ACTIVELY ENGAGED IN THE REVIEW, APPROVAL OR DENIAL OF LAND DIVISIONS WITHIN ITS EXTRATERRITORIAL LAND DIVISION REVIEW AREA.

I UNDERSTAND THAT THE CITY OF LAKE GENEVA LAND DIVISION ORDINANCE REQUIRES THE CITY TO DENY LAND DIVISIONS WHICH CREATE NEW, BUILDABLE PARCELS OR LOTS WITHIN THE EXTRATERRITORIAL AREA WITH OVERALL DENSITY THAT EXCEEDS MORE THAN ONE DWELLING UNIT PER THIRTY-FIVE ACRES UNLESS THE CITY DETERMINES THAT THE LAND DIVISION CONSTITUTES INFILL DEVELOPMENT.

1/17/18
DATE

By [Signature]
SIGNATURE OF APPLICANT

AGREEMENT FOR SERVICES

REIMBURSABLE BY THE PETITIONER / APPLICANT. The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any finance charges that may accrue. The City may apply the charges for these services to the Petitioner. The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until the Petitioner pays such fees. Review fees which are applied to a Petitioner and which are not paid, may be assigned by the City as a special assessment to the subject property. Petitioner hereby expressly waives any notice and hearing requirements provided in Wis. Stats. § 66.0701 or any additions or amendments to this section. Petitioner further authorizes the City Treasurer or City Clerk to levy and collect review fees and additional fees upon the affidavit of the City Administrator or the Zoning Administrator stating that such fees are reasonable and that payment is overdue. The Petitioner shall be required to provide the City with an executed copy of the following form as a prerequisite to the processing of the development application:

_____, as applicant/petitioner for:

Name: John G. Gyann Trust

Address: 8400 Gleneyre Road
Darien, IL 60561

Phone: 262-248-3333 Attorney Richard W. Torhorst

Agrees that in addition to those normal costs payable by an applicant/petitioner (e.g., filing or permit fees, publication expenses, recording fees, etc.), that in the event the action applied or petitioned for requires the City of Lake Geneva, in the judgment of its staff, to obtain additional professional service(s), (e.g., engineering, surveying, planning, legal) than would be routinely available "in house" to enable the City to properly address, take appropriate action on, or determine the same, applicant/petitioner shall reimburse the City for the costs thereof.

Dated this 17th day of January, 2018.

Printed name of Applicant/Petitioner

Signature of Applicant/Petitioner



STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 19, 2018

Agenda Item: 8

Applicant:

Millard Properties LLC – Bob
Cook
W6362 Dunham School Road
Elkhorn, WI 53121

Request: ETZ Town of Geneva

Exterritorial Zoning request (ETZ) to create a
CSM for a 7.473 acre parcel located south of
Springfield Rd. and North of Bowers Rd. from
parcel JG1400001
Lake Geneva, WI 53147

Description:

This request is to approve a Certified Survey Map (CSM) to create a 7.473 acre parcel with buildings as per density requirements of Walworth County Zoning and land division located in the Town of Geneva.

The parcels included in this CSM request are:

- Parcel JG1400001
- Future Parcel of 7.473 acres without existing buildings

The result of this CSM will be a single parcel of 7.473 acres that will be in accordance with Walworth County Land Use and Zoning and standards.

Project Details from CSM Submittal dated 9-11-17:

The proposed CSM drawing is provided on Sheet 1 of 3 - job # 2016.143 depicts the proposed parcel after the lot separation.

Action by the Plan Commission:

Recommendation to the Common Council on the proposed Exterritorial Zoning request (ETZ) and review of the proposed Certified Survey Map (CSM):

As part of the consideration of the requested CSM, the Plan Commission is required to:

- Provide the Common Council with a *recommendation* regarding the proposed CSM.

Staff Recommendation on the proposed Certified Survey Map (CSM):

1. Staff recommends that the Plan Commission recommend *approval* of the Exterritorial Zoning request (ETZ) and review of the proposed Certified Survey Map (CSM): as submitted, subject to approval for both parcels, and Walworth County Land Use Zoning.

City of Lake Geneva

APPLICATION FOR LAND DIVISION REVIEW



CERTIFIED SURVEY MAP or



SUBDIVISION PLAT

NAME AND ADDRESS OF CURRENT OWNER:

MILLARD PROPERTIES, LLC - BOB COOK
W6362 DUNHAM SCHOOL ROAD
EXHORN, WI. 53121

TELEPHONE NUMBER OF CURRENT OWNER: (262) 215-2158

EMAIL ADDRESS: rjcook61@gmail.com

NAME AND ADDRESS OF APPLICANT:

OLSON LAND SURVEYING, LLC - DOUGLAS G. OLSON
P.O. Box 322 - 45 S. WISCONSIN ST.
EXHORN, WI. 53121

TELEPHONE NUMBER OF APPLICANT: (262) 723 3434

EMAIL ADDRESS: doug@olsonsurveying.com

NAME AND ADDRESS OF SURVEYOR:

SAME AS ABOVE

TELEPHONE NUMBER OF SURVEYOR: ()

SHORT STATEMENT DESCRIBING PURPOSE OF APPLICATION: (150.0)

TOTAL AREA OF TAX PARCEL IS 150.0 ACRES. THE PORTION OF
TAX PARCEL J61140001 LYING SOUTH OF THE FORMER RR ROW IS 96.1
ACRES WITH 87.7 ACRES ZONED A-1 AND 8.424 ACRES ZONED
C-2. THIS CSM. WILL CREATE A NEW LOT ZONED C-2 AND LEAVE
THE REMAINDER OF THE PARCEL ZONED A-1. THE NEW LOT WILL BE
FOR A RURAL RESIDENTIAL HOME SITE. (1 RESIDENCE)

SUBMITTAL CHECKLIST

- X LOCATION MAP SHOWING LOCATION OF PARCELS TO BE DIVIDED OR PARTIALLY DIVIDED WITH TOWN OR TOWNS, AND PARCELS WITHIN 1,000-FT OF BOUNDARY OF SUBJECT PROPERTY.
- X SKETCH MAP TO APPROXIMATE SCALE SHOWING ENTIRE PARCELS TO BE DIVIDED OR PARTIALLY DIVIDED, AND SHOWING THE APPROXIMATE CONFIGURATION OF PROPOSED LOTS AND ROADS WITHIN THOSE PARCELS.
- X CITY OF LAKE GENEVA SIGNATURE BLOCK ON FACE OF CSM OR PLAT, PER STATE STATUTES.
- X PROVIDE 5 FULL SETS AND 20 - 11" X 17" COPIES OF CSM OR PLAT PRIOR TO PLACEMENT ON PLAN COMMISSION AGENDA.
- X PROVIDE AN ELECTRONIC COPY OF THE FULL APPLICATION PACKET TO THE LAKE GENEVA BUILDING AND ZONING DEPARTMENT AT BZADMIN@CITYOFLAKEGENEVA.COM OR BZCLERK@CITYOFLAKEGENEVA.COM

I AM AWARE THAT THE CITY OF LAKE GENEVA IS ACTIVELY ENGAGED IN THE REVIEW, APPROVAL OR DENIAL OF LAND DIVISIONS WITHIN ITS EXTRATERRITORIAL LAND DIVISION REVIEW AREA.

I UNDERSTAND THAT THE CITY OF LAKE GENEVA LAND DIVISION ORDINANCE REQUIRES THE CITY TO DENY LAND DIVISIONS WHICH CREATE NEW, BUILDABLE PARCELS OR LOTS WITHIN THE EXTRATERRITORIAL AREA WITH OVERALL DENSITY THAT EXCEEDS MORE THAN ONE DWELLING UNIT PER THIRTY-FIVE ACRES UNLESS THE CITY DETERMINES THAT THE LAND DIVISION CONSTITUTES INFILL DEVELOPMENT.

01-03-2018
DATE


SIGNATURE OF APPLICANT

_____ Cost Recovery # _____
Petitioner Name Project Address

OFFICE USE ONLY Description of Request _____

Agreement for Services

REIMBURSABLE BY THE PETITIONER / APPLICANT. The city may retain the services of the professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposals coming before the Plan commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any financing charges that may accrue. The City applies the charges for these services to the Petitioner. The City Administrator at any time may require an applicant to submit an advance deposit of \$500 to \$5,000 depending on the complexity and anticipated involvement of the City's consultants or continuing advance deposits against future billings by the City for recovery of costs provide by this ordinance 98-935(4). **An advanced deposit shall be required for the application related to Extraterritorial matters.** Surplus deposits shall be returned to the Applicant at the conclusion of the project.

_____ DOUGLAS G. OLSON _____, as applicant/petitioner for

Project: _____ COOK - ONE LOT EXTRATERRITORIAL CSM _____

Project Address: _____ VACANT BOWERS ROAD _____

Name: _____ OLSON LAND SURVEYING, LLC _____

Address: _____ PO BOX 322 - 45 S. WISCONSIN ST. _____
_____ EXHORN, WI. 53121 _____

Cell Phone: (262) - 215 - 3434 Phone: (262) - 723 - 3434

Email: _____ doug@olsonsurveying.com _____

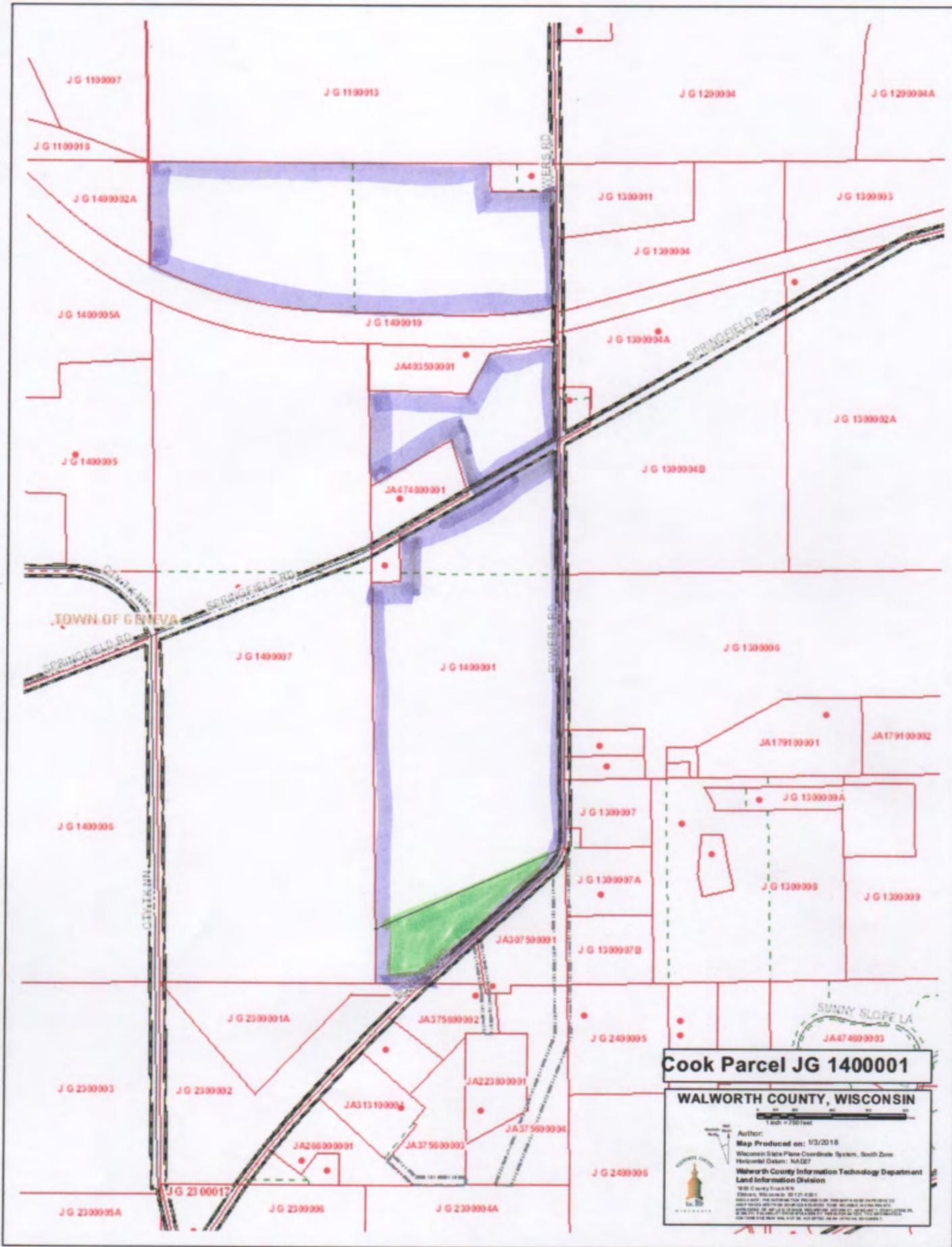
Dated this 3RD Day of JANUARY, 2018

_____ DOUGLAS G. OLSON _____

Printed Name of Applicant / Petitioner



Signature of Applicant/Petitioner



Cook Parcel JG 140001
WALWORTH COUNTY, WISCONSIN
 Author:
 Map Produced on: 1/3/2018
 Wisconsin State Plane Coordinate System, South Zone
 Horizontal Datum: NAD83
 Walworth County Information Technology Department
 Land Information Division
 Walworth County, Wisconsin
 2018
 All rights reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of the Walworth County Information Technology Department.

CERTIFIED SURVEY MAP No.

Reserved for Walworth County Register of Deeds

CERTIFIED SURVEY MAP No. _____

Located in the Southeast 1/4 of the Southeast 1/4 of Section 14, Town 2 North, Range 17 East, Town of Geneva, Walworth County, Wisconsin.

Owner:

Millard Properties, LLC

W6362 Dunham School Road
Elkhorn, Wisconsin. 53121

Mapping date: December 14, 2017.

Soils: CyA, Dt, K1A, Mwd2, MyB & Sm.

Zoning: C-2



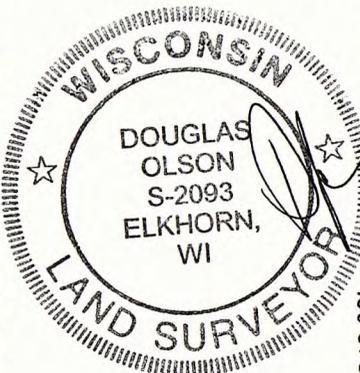
45 South Wisconsin Street | P.O. Box 322
Elkhorn, Wisconsin. 53121
Telephone: (262) 723-3434
Facsimile: (262) 723-8044
Email: doug@olsonsurveying.com
Website: www.olsonsurveying.com



Unplatted Land
Owned by Platter
Zoned A-1

Notes:

1. Bearings referenced to the East line of the Southeast 1/4 of Section 14-2-17, recorded as N1°13'58"W in the Wisconsin State Plane Coordinate System, South Zone, (NAD-27).
2. The slopes in the area of the soil borings do not exceed 15%.
3. Dedicated to the public for road purposes
0.951 Acre, 41,423 Sq.Ft.



Unplatted Land
Owned by others
Zoned A-1

South 1/4 Corner
Section 14-2-17
N. 232,008.25
E. 2,416,498.29

N1°13'58"W 340.00'
West line of the East 75 rods (1237.5') of
the Southeast 1/4 of Section 14-2-17.

N89°54'48"W 304.80'

Unplatted Land Owned by others Zoned A-1

Lot 1

7.473 Acres
325,513 Sq.Ft.

Approved Access
Point/Driveway
Location for Lot 1.

Lot 1
C.S.M. 3756

N66°21'04"E 1323.53'
1278.41'

Dedicated to the public for
road purposes See Note 3.

S48°02'24"W 497.32'
S48°02'24"W 460.76'

Bowers Road
(66' Wide)

Lot 1
C.S.M. 3075

No.	I Angle	Radius	Chord	Tangent
C1	17°33'24"	300.00'	S7°32'44"W 91.57'	S16°19'26"W
C2	31°36'36"	300.00'	S32°07'44"W 163.42'	N16°19'26"E
C3	25°22'40"	267.00'	S35°14'43"W 117.30'	N35°14'42"E

Legend

- Found County Section Corner, 6" Sq. Concrete Mon. with Brass Cap.
- Found Iron Rod, 3/4" dia.
- ⊕ Found Spindle
- Set Iron Pipe, 1" dia., 24" long, weighing 1.13 lbs./lin. ft. min.
- () Recorded Information
- ★ Soil Boring

Southeast Corner
Section 14-2-17
N. 232,004.25
E. 2,419,139.22

East 1/4 Corner
Section 14-2-17
N. 234,651.79
E. 2,419,082.25

East line of the Southeast 1/4 of Section 14-2-17.
S1°13'58"E 2648.02'
recorded as(S1°13'58"E 2648.20')State Plane

recorded as(S1°13'58"E 2648.20')State Plane

Job reference no. 2016.143

Sheet 1 of 3 Sheets.

CERTIFIED SURVEY MAP No. _____ Vol. ____ Page _____

Located in the Southeast 1/4 of the Southeast 1/4 of Section 14, Town 2 North, Range 17 East, Town of Geneva, Walworth County, Wisconsin.

Legal Description

A parcel of land located in the Southeast 1/4 of the Southeast 1/4 of Section 14, Town 2 North, Range 17 East, Town of Geneva, Walworth County, Wisconsin, described as follows: Commence at the East 1/4 corner of said Section 14; thence South 1°13'58" East, along the East line of said Southeast 1/4 and the centerline of Bowers Road, 1684.32 feet to a point of curvature; thence Southwesterly along said centerline and the arc of a curve to the right (Radius=300.00 feet, chord bears South 7°32'44" West 91.57 feet) 91.93 feet to the Point of Beginning; thence continue Southwesterly along said centerline and arc of a curve to the right (Radius=300.00 feet, chord bears South 32°07'44" West 163.42 feet) 165.51 feet; thence South 47°56'02" West, along said centerline of Bowers Road, 634.09 feet; thence South 48°02'24" West, along said centerline, 460.76 feet to a point on the South line of said Southeast 1/4 of Section 14; thence North 89°54'48" West, along said South line, 304.80 feet; thence North 1°13'58" West, along the West line of the East 75 rods (1237.5') of said Southeast 1/4 of Section 14, 340.00 feet; thence North 66°21'04" East 1323.53 feet to the Point of Beginning.

Intending to rezone 8.424 acres (366,936 sq.ft.) of land, more or less.

Intending to rezone 7.473 acres (325,513 sq.ft.) of land, more or less, exclusive of the right of way of Bowers Road.

Surveyor's Certificate

I, Douglas G. Olson, Wisconsin Professional Land Surveyor, do hereby certify that the property hereon described has been surveyed under my direction and that the plat shown hereon is a correct representation of all lot lines and that I have fully complied with the owner's/agent's instructions, Section 236.34 of the Wisconsin Statutes, the Subdivision Control Ordinance, Walworth County, Wisconsin, Town of Geneva, Walworth County, Wisconsin, and Section 66 of the City of Lake Geneva Municipal Code, City of Lake Geneva, Walworth County, Wisconsin.

Date: Dec. 14, 2017
Revised: _____



[Signature]
Douglas G. Olson, P.L.S. 2093

Walworth County Approval

Approved this _____ day of _____, 2018 by the Walworth County Zoning Agency.

Tim Brellenthin, Chairperson

Town Board Approval

Approved this _____ day of _____, 2018 by the Town Board of the Town of Geneva.

Joseph F. Kopecky, Chairperson

CERTIFIED SURVEY MAP No. _____ Vol. _____ Page _____

Located in the Southeast 1/4 of the Southeast 1/4 of Section 14, Town 2 North, Range 17 East, Town of Geneva, Walworth County, Wisconsin.

Extraterritorial Approval

This Certified Survey Map is hereby approved this _____ day of _____, 2018 by the Plan Commission of the City of Lake Geneva, Wisconsin.

Alan Kupsik
Plan Commission Chairperson

Brenda Follensbee
Plan Commission Secretary

Owner's Certificate

As owner I hereby certify that I have caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on this map, and I hereby declare the restrictions shown on this map to be a covenant running with the land, binding on all future owners thereof. I also certify that this map is required to be submitted to the following for approval: Walworth County, Town of Geneva & City of Lake Geneva.

Robert J. Cook
Millard Properties, LLC

STATE OF WISCONSIN)
) SS
COUNTY OF WALWORTH)

Personally came before me this _____ day of _____, 2018, the above named Robert J. Cook, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, _____ County, Wisconsin.

My commission expires _____.



Property Exhibit

of

Tax Parcel JG 1400001,

located in the Northeast 1/4 and the Southeast 1/4 of Section 14, Town 2 North, Range 17 East, Town of Geneva, Walworth County, Wisconsin.

A parcel of land described in a Warranty Deed recorded December 2, 2016 as Document No. 937185 as shown below:

A parcel of land located in the Northeast 1/4 and Southeast 1/4 of Section 14, T2N, R17E, Town of Geneva, Walworth County, Wisconsin, more fully described as: A strip of land 75 rods wide off from the entire East side of Section No. 14, T2N, R17E; also commencing at a point 75 rods West of the Northeast corner of said Section running thence South to North line of the Western Union R. R. thence West along said railroad line to the center of Section 14, thence North in the center line of said Section to the North line thereof; thence East in said North line 85 rods to place of commencement;

EXCEPTING and reserving from said land the following described parcels to-wit: Lands conveyed by deed from Michael Rouse to Racine and Mississippi R.R. Co. dated April 12, 1856 and recorded May 5, 1856 in Volume 23 of Deeds on page 218;

ALSO EXCEPTING and reserving lands described in deed from Michael Rouse and wife to Chicago, Lake Geneva and Pacific Ry. Co. dated January 21, 1887 recorded February 22, 1887 in Volume 72 of Deeds page 494;

ALSO EXCEPTING the following: Commencing at the Southeast corner of said Section 14; thence West on the South line of said Section 58 rods to the center of the highway; thence North-easterly in the center of said highway to a point in the East line of said Section 52 rods North of said Southeast corner of Section 14; thence South 52 rods to place of commencement;

ALSO EXCEPTING the following: Commencing at the Northeast corner of Section 14, T2N, R17E, Town of Geneva, thence West 256.24 feet, thence South parallel with the East line of said Section 170.00 feet; thence East 256.24 feet to a point in the East line of said Section, thence North in the East line of said Section 170.00 feet to the place of beginning.

AND FURTHER EXCEPTING all that portion thereof now known as Certified Survey Map No. 346 recorded March 22, 1974 in Volume 2 of Certified Surveys, page 125, as Document No. 676230.

AND FURTHER EXCEPTING all that portion thereof now known as Lot 1 of Certified Survey Map No. 4035 recorded March 8, 2007 in Volume 25 of Certified Survey Maps, page 89, as Document No. 702842.

AND FURTHER EXCEPTING A parcel of land located in the Northeast 1/4 of Section 14, Town 2 North, Range 17 East, Town of Geneva, Walworth County, Wisconsin, described as follows: Commencing at the Northeast corner of said Section 14; thence South 1° 13' 17" East, along the East line of said Northeast 1/4 of Section 14, 170.00 feet to the Point of Beginning; thence continue South 1° 13' 17" East, along said East line, 10.00 feet; thence North 89° 56' 12" West 424.23 feet to an iron pipe; thence North 1° 28' 57" West 180.02 feet to an iron pipe on the North line of said Northeast 1/4 of Section 14; thence South 89° 56' 12" East, along said North line, 168.00 feet to an iron pipe; thence South 1° 28' 57" East 170.02 feet to an iron pipe; thence South 89° 56' 12" East 256.27 feet to the Point of Beginning.

ALSO

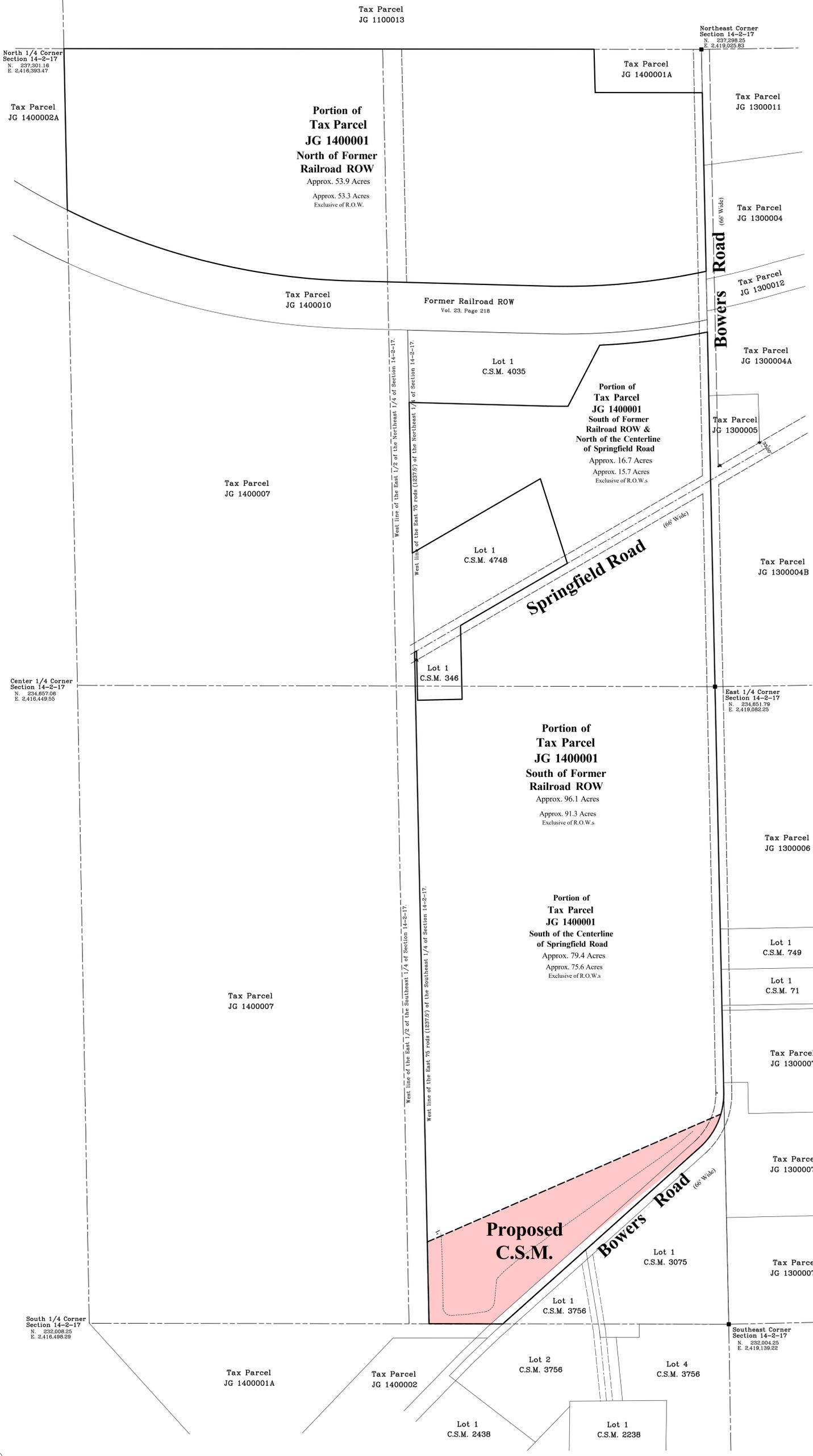
FURTHER EXCEPTING all that portion thereof now known as Lot 1 of Certified Survey Map No. 4748 recorded December 8, 2017 in Volume 31 of Certified Survey Maps, page 237, as Document No. 958674.

Surveyed for: **Millard Properties, LLC**
W6362 Dunham School Road
Elkhorn, Wisconsin. 53121



Bearings referenced to the East line of the Northeast 1/4 of Section 14-2-17, recorded as N1°13'17"W in the Wisconsin State Plane Coordinate System, South Zone (NAD-27).

Proposed Certified Survey Map
8.424 Acres
Zoned C-2



2016.143	Sheet 1 of 1 Sheets
	Drawing Name:
	Job Reference Number 2016.143

Legend of Symbols & Abbreviations
--

45 South Wisconsin Street | P.O. Box 322
Elkhorn, Wisconsin. 53121
Telephone: (262) 723-3434
Facsimile: (262) 723-8044
Email: doug@olsonsurveying.com
Website: www.olsonsurveying.com

Scale in Feet
1" = 200'

Survey date: March 1, 2017.
Revisions: No. 1 - Proposed Lot Line No. 2 - Proposed CSM

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 19, 2018

Agenda Item:9

Applicant:
Fairwyn SB, INC

Request:
Review of Non-Exclusive Public Utility
Easements

Description:

The applicant is submitting an application to Review for Non-Exclusive Public Utility Easements for Symphony Bay development.

The City attorney has reviewed the document for additions or alterations.

Staff Recommendations:

Staff recommends *approval* of therequest as submitted.

Document No.

**NON-EXCLUSIVE PUBLIC UTILITY EASEMENT
AGREEMENT**

Return to:
Attorney Charles W. Pollard
CLAIR LAW OFFICES, S.C.
P.O. Box 445
Delavan, WI 53115-0445

THIS NON-EXCLUSIVE PUBLIC UTILITY EASEMENT AGREEMENT (“*Agreement*”) is granted by FAIRWYN SB, INC., a Wisconsin corporation; SOUTHLAND FARMS, LLC, a Wisconsin limited liability company and the CITY OF LAKE GENEVA, a municipal corporation existing pursuant to the laws of the State of Wisconsin and located in Walworth County, Wisconsin (collectively “*Grantors*”) to WISCONSIN POWER AND LIGHT COMPANY, CITY OF LAKE GENEVA UTILITY COMMISSION, WE ENERGIES, TIME WARNER CABLE, AT&T TELEPHONE, their respective successors and assigns (collectively “*Grantees*”).

RECITALS:

A. The Grantors are the fee holders of certain real property in the City of Lake Geneva, Walworth County, Wisconsin, generally known as Symphony Bay Subdivision more particularly described in the final plat of Symphony Bay, recorded on May 31, 2016 in the office of the Walworth County Register of Deeds as Document No. 926074 (“*Final Plat*”).

B. Southland Farms, LLC granted certain easements for electric and communication services to the Grantees on the Final Plat.

C. Southland Farms, LLC dedicated certain land designated, delineated, and described on the Final Plat to the City of Lake Geneva, which was accepted by the City of Lake Geneva.

D. After the recording of the Final Plat, lots 1 through 23, 52 through 60, and 80 through 147 in the Final Plat were sold by way of land contract to Fairwyn SB, Inc, as evidenced by the Land Contract recorded on December 11, 2017 in the office of the Walworth County Register of Deeds as Document No. 958798.

E. Additional easements for electric and communication service, beyond the easements

granted in the Final Plat, have been requested by certain Grantees.

F. The purpose of this Easement is to provide non-exclusive public utility easements for the for electric and communication service as further described herein.

AGREEMENT

For good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

1. Grant of Easement. The Grantors do hereby grant, convey, transfer, bargain and assign onto the Grantees and their successors and assigns, a non-exclusive easement to construct, install, operate, repair, maintain, and replace from time to time, facilities used in connection with underground transmission and distribution of electricity and electric energy, telephone, data, and cable TV facilities (“Facilities”) for such purposes as the same is now or may hereinafter be used, all in, over, under, across, along, and upon that certain real property situated in the County of Walworth, State of Wisconsin, and said Easement Area to be described as:

All that portion of Symphony Bay Subdivision recorded on May 31, 2016 in the office of the Walworth County Register of Deeds as Document No. 926074, as designated, delineated, described, and shown as “5 Foot Wide Easement Area,” “10 Foot Wide Easement Area,” and “15 Foot Wide Easement Area” on the Symphony Bay Subdivision Public Utility Plat Map attached hereto and incorporated herein as “Exhibit A.”

2. Restrictions on Utility Appurtenances. All installed lines must be underground with only transformers, pedestals, and other appurtenances placed on or above the ground surface. No transformer, pedestal, or other appurtenance placed on or above the ground shall measure more than 4’ wide by 4’ deep and no taller than 3’ measured above grade without prior written authorization from the Grantor whose property is affected.

3. Consistent Uses Allowed. Grantors reserve the right to use the Easement for purposes that will not interfere with the Grantees full enjoyment of the Easement rights granted in this Agreement, except that Grantors agree within the Easement Area not to construct or place buildings without the express written consent of the Grantees.

4. Tree Trimming. Grantees shall not trim or remove mature trees unless trimming or removal shall be necessary in an emergency situation. Except that Grantees may, with written approval from the Grantor whose property is affected, trim mature trees as necessary to complete initial installation of said Facilities.

5. Restoration and Damages. Each Grantee shall restore or cause to have restored all damages to property caused by that Grantee’s construction, maintenance or removal of its facilities, including, but not limited to, removal or damage of trees, bushes, brush, and lawns; and/or removal or damage of driveways, roads, improvements, or structures as permitted herein.

6. Indemnification. Each Grantee shall indemnify the Grantors from and against all loss, costs (including reasonable attorneys’ fees), injury, death, or damage to persons or property that at any time during the term of this Agreement may be suffered or sustained by an person or entity resulting from that Grantee’s activities conducted on the property, regardless of the cause of the injury, except to the extent caused by gross negligence or misconduct of the Grantors’ or their agents or employees.

7. Covenants Run with Land. All terms and conditions in this Agreement, including the benefits and burdens, shall run with the land and shall be binding upon, inure to the benefit of, and be enforceable by the Grantors and the Grantees and their respective successors and assigns. The parties named as Grantors in this Agreement and any successors or assigns to the Grantors as fee simple owners of the subject property shall cease to have any liability under this Agreement with respect to facts or circumstances arising after the party has transferred its fee simple interest in the subject property.

8. Non-Exclusive Easement. The Easement herein granted is subject to all easements and encumbrances of record and is non-exclusive, provided that later-granted easements shall be subject to the Grantees' rights and uses as permitted herein. Grantees shall comply with Wis. Admin. PSC 113 as it relates to communication firms.

9. Non-Use. Non-use or limited use of the Easement rights granted in this Agreement shall not prevent the benefiting party from later use of the Easement rights to the fullest extent authorized in this Agreement.

10. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Wisconsin.

11. Entire Agreement. This Agreement sets forth the entire understanding of the parties and may not be changed except by a written document executed and acknowledged by all parties to this Agreement and duly recorded in the office of the Register of Deeds of Walworth County, Wisconsin.

12. Notices. All notices to any party to this Agreement shall be delivered in person or sent by certified mail, postage prepaid, return receipt requested, documenting the other party's actual receipt thereof.

GRANTORS:

Fairwyn SB, Inc.
875 Townline Road, Suite 103
Lake Geneva, WI 53147

Southland Farms, LLC
875 Townline Road, Suite 103
Lake Geneva, WI 53147

City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

GRANTEES:

Wisconsin Power and Light Company
Attn: Real Estate Department
4902 North Biltmore Lane
Madison, WI 53713

City of Lake Geneva Utility Commission
361 Main Street
Lake Geneva, WI 53147

WE Energies
4902 North Biltmore Lane
Madison, WI 53718

Time Warner Cable
1320 North Dr. Martin Luther King Drive
Milwaukee, WI 53212

AT&T
304 South Dewey Street 44
Eau Claire, WI 54701

13. Invalidity. If any term or condition of this Agreement, or the application of this Agreement to any person or circumstance, shall be deemed invalid or unenforceable, the remainder of this Agreement, or the application of the term or condition to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each term and condition shall be valid and enforceable to the fullest extent permitted by law.

14. Waiver. No delay or omission by any party in exercising any right or power arising out of any default under any of the terms or conditions of this Agreement shall be construed to be a waiver of the right or power. A waiver by a party of any of the obligations of the other party shall not be construed to be a waiver of any breach of any other terms or conditions of this Agreement.

15. Enforcement. Enforcement of this Agreement may be by proceedings at law or in equity against any person or persons violating or attempting or threatening to violate any term or condition in this Agreement, either to restrain or prevent the violation or to obtain any other relief. If a suit is brought to enforce this Agreement, the prevailing party shall be entitled to recover its costs, including reasonable attorney fees, from the non-prevailing party. Venue for any litigation brought shall be Walworth, County.

16. No Public Dedication. Nothing in this Agreement shall be deemed a gift or dedication of any portion of the easements granted under this Agreement to the general public or for any public purpose whatsoever.

*[Remainder of Page Intentionally Left Blank;
Signature Page Attached]*

Dated: _____

Dated: _____

FAIRWYN SB, INC.

By: _____
Brian C. Pollard, President and
Sole Shareholder

By: SOUTHLAND FARMS, LLC, a
Wisconsin limited liability company

By: Fairwyn Real Estate, LLC, a Wisconsin
limited liability company, sole
member of Southland Farms, LLC

Fairwyn Development Corporation a
Wisconsin corporation, as manager of
Fairwyn Real Estate, LLC

Brian C. Pollard, President of
Fairwyn Development Corporation

SUBSCRIBED and SWORN TO before me
this _____ day of _____, 2018.

Notary Public, Walworth County, Wisconsin
My commission _____

CITY OF LAKE GENEVA, a municipal
corporation

By: _____
Name Printed _____
Title: _____

SUBSCRIBED and SWORN TO before me
this _____ day of _____, 2018.

Notary Public, Walworth County, Wisconsin
My commission _____

TOWNLINER ROAD

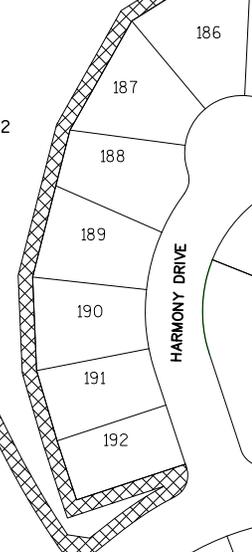
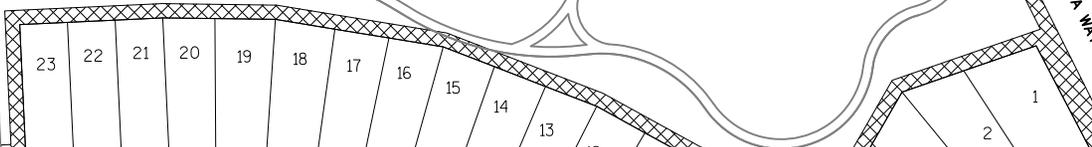


SYMPHONY BAY SUBDIVISION
PUBLIC UTILITY EASEMENTS
LAKE GENEVA
WALWORTH, WI

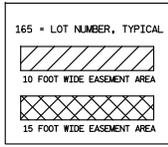
TOWNLIN ROAD

OUTLOT 1

OUTLOT 2

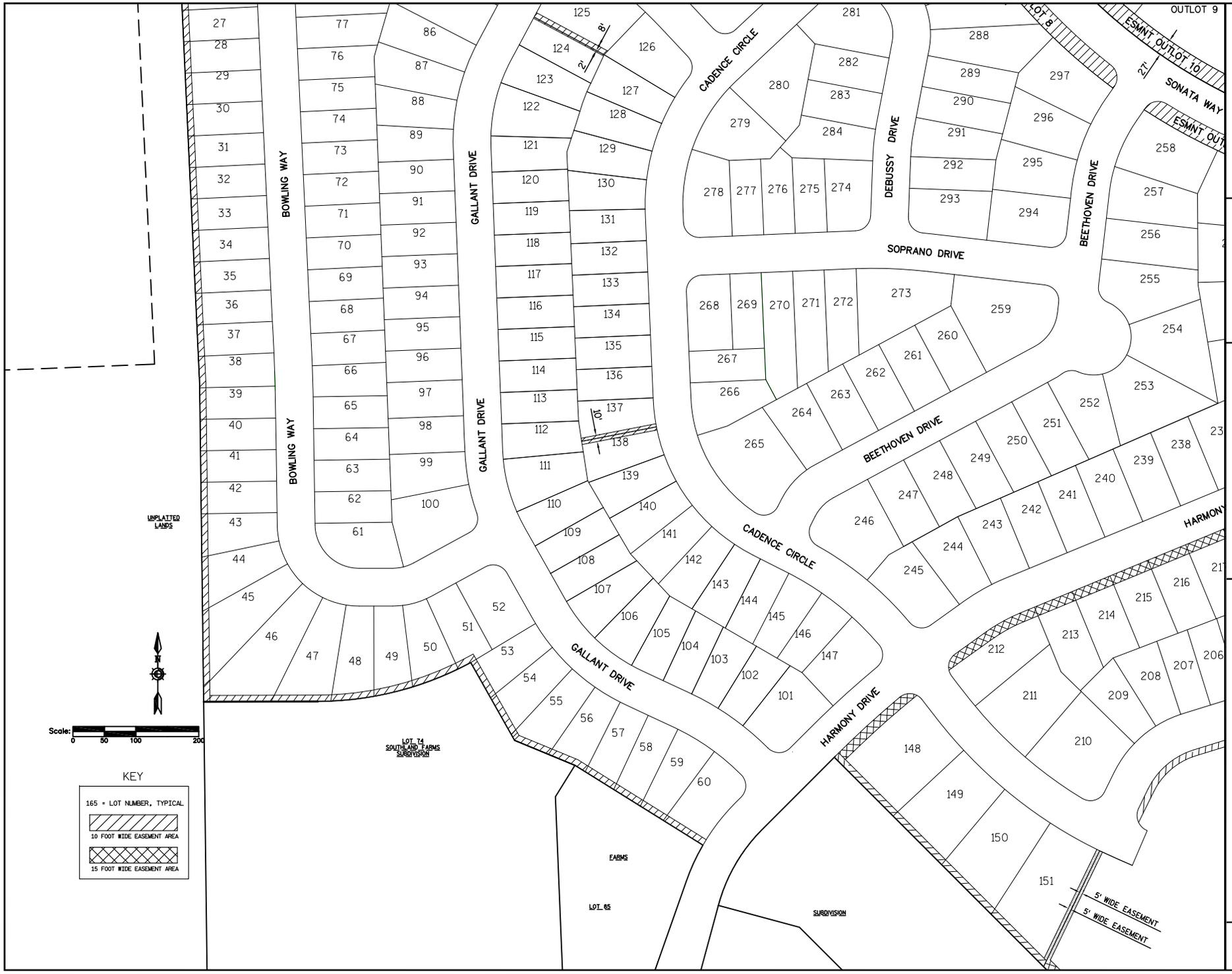


KEY



KAPUR & ASSOCIATES, INC.
 CONSULTING ENGINEERS
 262.767.2747

SYMPHONY BAY SUBDIVISION
 PUBLIC UTILITY EASEMENTS
 LAKE GENEVA
 WALWORTH, WI



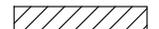
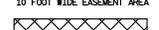
UNPLATTED LANDS



Scale: 0 50 100 200

KEY

165 = LOT NUMBER, TYPICAL

-  10 FOOT WIDE EASEMENT AREA
-  15 FOOT WIDE EASEMENT AREA

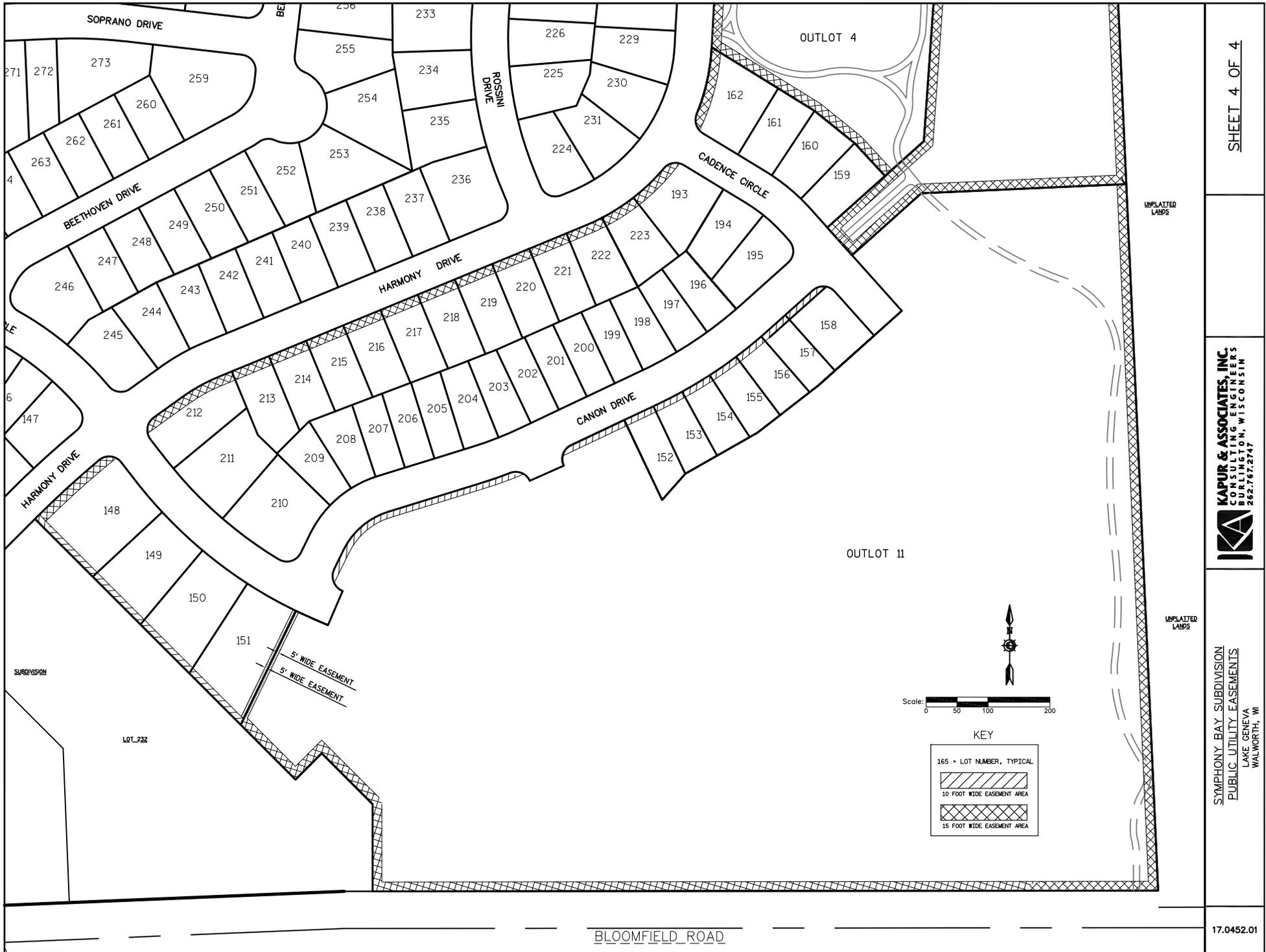
LOT 74
SOUTHLAND FARMS
SUBDIVISION

FARMS

LOT 85

SUBDIVISION

5' WIDE EASEMENT
5' WIDE EASEMENT



KAPUR & ASSOCIATES, INC.
 CONSULTING ENGINEERS
 2652 N. WALWORTH ST., WISCONSIN
 262.767.2747



SYMPHONY BAY SUBDIVISION
 PUBLIC UTILITY EASEMENTS
 LAKE GENEVA
 WALWORTH, WI

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 19, 2018

Agenda Item 10

Applicant:
Mark Larkin
500 South Stone Ridge Drive
Lake Geneva, WI 53147

Request:
Annexation of
Tax Key No. JG 2500014A

Description:

The applicant has submitted a petition for annexation by unanimous consent to the City of Lake Geneva. The subject property is currently part of the Town of Geneva.

The subject property contains 1.95 acres, and is adjacent to the City on the north, east, and west boundaries of the property. The property is part of a remnant island of unannexed property, fully surrounded by the City. The proposed annexation would shrink the size of the town island, and thus is consistent with Wisconsin Statutes and case law.

The subject property is depicted for future City expansion in the City's Comprehensive Plan on Map 5, the Future Land Use Map. As such, the proposed annexation of the subject property is consistent with the City of Lake Geneva Comprehensive Plan.

The Future Land Use Map designates the future development of the subject property in the Planned Business land use category for the south half, and in the Two-Family/Townhouse land use category for the north half. The zoning and land division of the subject property will require separate City review processes which are distinct from, and follow, this annexation proposal.

Action by the Plan Commission:

The Plan Commission should vote on a motion that provides a recommendation to the Common Council about the proposed annexation. The Plan Commission should provide an explanation for its recommendation.

Staff Review Comments:

Staff notes that the proposed annexation is consistent with the Future Land Use Map of the City's Comprehensive Plan, which shows a combination of the Planned Business and Two-Family/Townhouse future land use categories on the subject property. If the Plan Commission recommends annexation, this factor should be provided as an explanation for the favorable recommendation.

If the Plan Commission does not recommend annexation, I believe the best explanation is that the timing of the requested annexation is not ideal, in that there is no public road access to the southern part of the subject property.

Michael A. Slavney, FAICP
City Planning Consultant

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 19, 2018

Agenda Item 11

Applicant:
Mark Larkin
500 South Stone Ridge Drive
Lake Geneva, WI 53147

Request:
Certified Survey Map of
Tax Key No.: JG 2500014A

Description:

The applicant has submitted a petition for a Certified Survey Map (CSM) land division to create two lots on the subject property. The subject property is currently part of the Town of Geneva, but has been requested unanimous annexation to the City, and a Zoning Map Amendment.

The subject property contains 1.95 acres, and is adjacent to the City on the north, east, and west boundaries of the property. The subject property is depicted for future City expansion in the City's Comprehensive Plan on Map 5, the Future Land Use Map. The subject property is depicted for the Two-Family Residential-6 zoning district in the north, and the Planned Business zoning district in the south. This proposed CSM provides a lot line that reflects the proposed Zoning Map amendment, and the Future Land Use Map designations. As such, the proposed CSM is consistent with the City of Lake Geneva Comprehensive Plan.

Action by the Plan Commission:

The Plan Commission should vote on a motion that provides a recommendation to the Common Council about the proposed CSM land division. The Plan Commission should provide an explanation for its recommendation.

Staff Review Comments:

Staff notes that the proposed CSM is consistent with the Future Land Use Map of the City's Comprehensive Plan, which shows a combination of the Planned Business and Two-Family/Townhouse future land use categories on the subject property. If the Plan Commission recommends approval of the CSM, this factor should be provided as an explanation for the favorable recommendation.

If such a motion is approved, the Plan Commission should then make a separate motion to approve a variance to the Subdivision Code that waives the requirement that all new lots provide a minimum of 33 feet of road frontage. (State Statutes provide the ability to consider a variance to the Subdivision Ordinance to the Plan Commission, and not to the Zoning Board of Appeals.)

If the Plan Commission does not recommend approval of the CSM, I believe the best explanation is that the proposed southern lot is not adjacent to a public road.

Michael A. Slavney, FAICP
City Planning Consultant

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 19, 2018

Agenda Item 12

Applicant:

Mark Larkin
500 South Stone Ridge Drive
Lake Geneva, WI 53147

Request:

Zoning Map Amendment of
Tax Key No.: JG 2500014A

Description:

The applicant has submitted a proposed Zoning Map amendment for property, which is also proposed for annexation and land division by the City of Lake Geneva. The following report and recommendations are based on the assumption that said annexation is moving forward ahead of this proposed Zoning Map amendment. The proposed Zoning Map amendment would result in two zoning districts on the subject property that are divided consistent with the proposed CSM land division.

The northern lot will be adjacent to the south side of South Stone Ridge Drive, and is proposed to be zoned Two-Family Residential-6 – (TR-6) the City’s zoning district to enable two-family residential development such as duplexes and twin homes. The same zoning district is present on both the east and west sides of the subject property. The southern lot will be adjacent to commercial properties taking access to Interchange North, and is proposed to be zoned Planned Business (PB), the City’s zoning district to enable retail and service development such as stores, restaurants, and professional services. The same zoning district is present on the east, south, and west sides of the subject property.

The proposed zoning of the subject property is consistent with the City of Lake Geneva Comprehensive Plan. Specifically, the Future Land Use Map designates the future development of the subject property in the Planned Business land use category for the south half, and in the Two-Family/Townhouse land use category for the north half. The proposed zoning of the subject property will be subject to the approval of the requested annexation prior to acting on this proposed Zoning Map amendment.

Action by the Plan Commission:

The Plan Commission should vote on a motion that provides a recommendation to the Common Council about the proposed Zoning Map amendment. The Plan Commission should provide an explanation for its recommendation.

Staff Review Comments:

Staff notes that the proposed Zoning Map amendment is consistent with the Future Land Use Map of the City’s Comprehensive Plan, which shows a combination of the Planned Business and Two-Family/Townhouse future land use on the subject property. If the Plan Commission recommends annexation, this factor should be provided as an explanation for the favorable recommendation.

If the Plan Commission does not recommend annexation, I believe the best explanation is that the timing of the requested Zoning Map amendment is not ideal, in that there is no road access to the southern area.

Michael A. Slavney, FAICP
City Planning Consultant

ZONING MAP AMENDMENT

Name and address of Applicant:

Mark Larkin
500 South Stone Ridge Drive
Lake Geneva, WI 53147

Telephone No of Applicant: Area Code (262) 853-5576

Name and address of Current Owner:

Same as Applicant

Telephone No of Current Owner: Area Code () Same as Applicant

Address and legal description of property (required) - attach separate sheet if necessary:

South Stone Ridge Drive, Lake Geneva, Wisconsin

Legal description is attached hereto as Exhibit A.

Tax Key No. JG 2500014A

Zoning Classification change from A-3 (County zoning) to TR6 as to Northern portion
PB as to Southern portion

Reason for requesting Proposed Amendment: Annexation

Proposed use of property: Residential as to Northern portion and vacant/business
as to Southern portion

Fee of \$400.00 payable upon filing application.

1-23-18
Date

M. Larkin
Signature of Applicant

EXHIBIT A

Legal Description

A parcel of land located in the Northeast 1/4 of Section 25, Township 2 North, Range 17 East, Town of Geneva, Walworth County, Wisconsin, described as follows: Commencing at the Northeast corner of Section 25; thence West 1596.00 feet; thence South 1 degree 30' West, 1165.48 feet to the place of beginning; thence North 89 degrees 51' West, 100 feet; thence South 848.17 feet; thence East 100 feet; thence North 850.52 feet to the point of beginning.

Tax Parcel No. JG 2500014A

AGREEMENT FOR SERVICES

REIMBURSABLE BY THE PETITIONER / APPLICANT. The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any finance charges that may accrue. The City may apply the charges for these services to the Petitioner. The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until the Petitioner pays such fees. Review fees which are applied to a Petitioner and which are not paid, may be assigned by the City as a special assessment to the subject property. Petitioner hereby expressly waives any notice and hearing requirements provided in Wis. Stats. § 66.0701 or any additions or amendments to this section. Petitioner further authorizes the City Treasurer or City Clerk to levy and collect review fees and additional fees upon the affidavit of the City Administrator or the Zoning Administrator stating that such fees are reasonable and that payment is overdue. The Petitioner shall be required to provide the City with an executed copy of the following form as a prerequisite to the processing of the development application:

Mark Larkin, as applicant/petitioner for:

Name: Mark Larkin
Address: 500 Stone Ridge Dr.
Lake Geneva, WI 53147
Phone: 262-853-5576

Agrees that in addition to those normal costs payable by an applicant/petitioner (e.g., filing or permit fees, publication expenses, recording fees, etc.), that in the event the action applied or petitioned for requires the City of Lake Geneva, in the judgment of its staff, to obtain additional professional service(s), (e.g., engineering, surveying, planning, legal) than would be routinely available "in house" to enable the City to properly address, take appropriate action on, or determine the same, applicant/petitioner shall reimburse the City for the costs thereof.

Dated this 25th day of January, 2017.

Mark Larkin
Printed name of Applicant/Petitioner
Mal L.
Signature of Applicant/Petitioner

DRAFT

PETITION FOR ANNEXATION

The "Petitioner", Mark W. Larkin, does hereby petition the City of Lake Geneva, Wisconsin, to annex certain real estate, more fully described in Exhibit A, which is attached hereto and incorporated herein by this reference, hereinafter the "Property", to the City of Lake Geneva, which is to be detached from the Town of Geneva, County of Walworth, Wisconsin.

The Property, which is the subject of this Petition, is contiguous to the current boundaries of the City of Lake Geneva. A true and correct scaled map of the Property is attached hereto and incorporated herein by reference as Exhibit B.

Upon acceptance and approval of this Petition for direct annexation by unanimous consent of electors and property owners, subject to review by the State of Wisconsin, the property will be zoned TR6 (One-Two Family Residential) as to the Northern portion of the Property and PB (Planned Business) as to the Southern portion of the Property, as depicted on Exhibit C. The Petitioner notes that said requested zoning is in full conformance with the City of Lake Geneva's Comprehensive Plan.

In further support of the Petitioner's requests, a proposed annexation ordinance is attached hereto as Exhibit D.

Petitioner agrees to be responsible for five (5) years of property taxes that would otherwise be due by the City of Lake Geneva to the Town of Geneva. Petitioner has already further agreed to pay for services as set forth in Exhibit E.

This instrument constitutes a Petition for direct annexation pursuant to Section 66.0217(2), Wis. Stats. There are zero electors residing within the boundaries of the Property, and the Petitioner is the sole owner and fee title holder to the Property. Therefore, pursuant to Section 66.0217(4), Wis. Stats., no notice or publication is required.

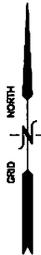
A copy of this Petition is being mailed to the State of Wisconsin, Department of Administration, for review as required by Section 66.0217(6), Wis. Stats., along with the requisite Department of Administration annexation review fee.

Dated this 3rd day of November, 2017.

Mark W. Larkin
500 South Stone Ridge Drive
Lake Geneva, WI 53147
Telephone No. 262-853-5576
E-mail: mlarkin@keeferealestate.com

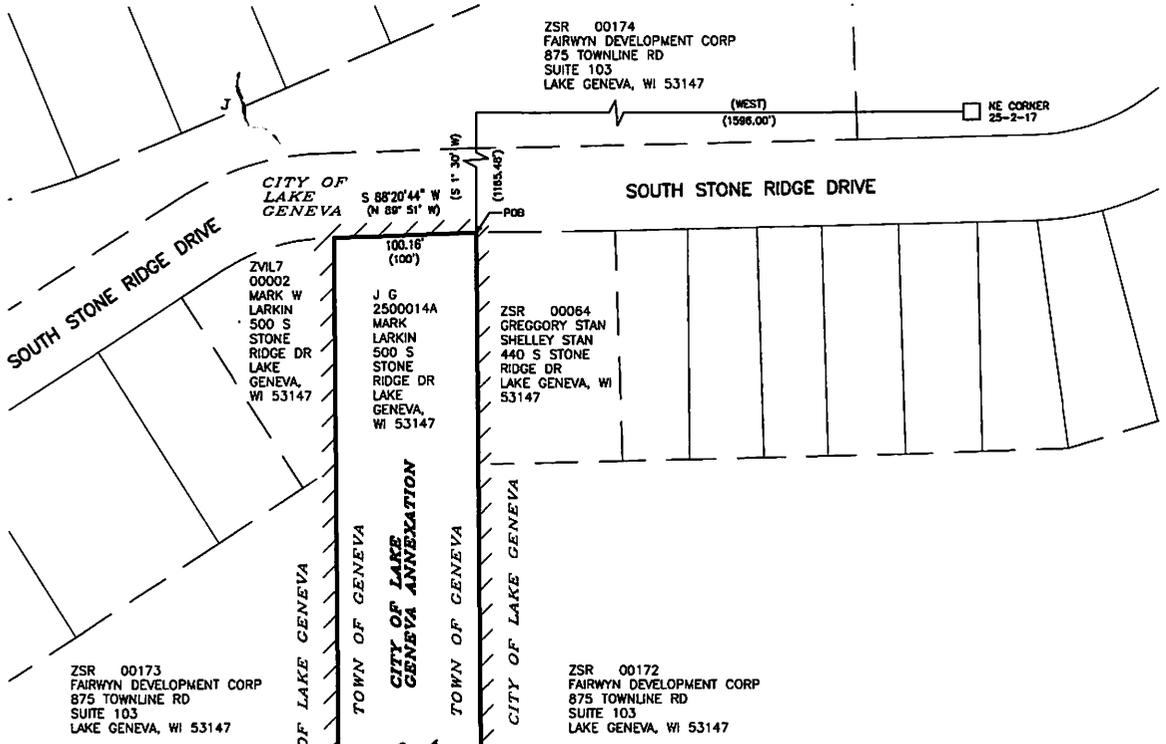
ANNEXATION MAP

LOCATED IN THE NE 1/4 OF SECTION 25,
TOWN 2 NORTH, RANGE 17 EAST IN THE
TOWN OF GENEVA, WALWORTH COUNTY, WI



ZSR 00174
FAIRWYN DEVELOPMENT CORP
875 TOWNLINE RD
SUITE 103
LAKE GENEVA, WI 53147

(WEST)
(1596.00') NE CORNER
25-2-17



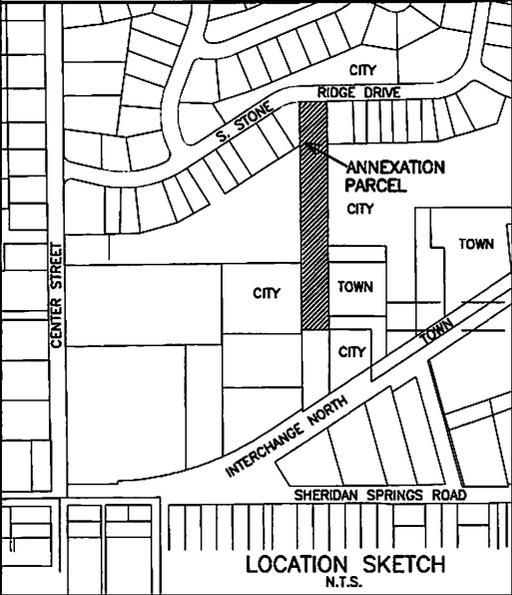
**LEGAL DESCRIPTION
ANNEXATION PARCEL**

A PARCEL OF LAND LOCATED
IN THE NORTHEAST 1/4 OF
SECTION 25, TOWNSHIP 2
NORTH, RANGE 17 EAST,
TOWN OF GENEVA, WALWORTH
COUNTY, WISCONSIN,
DESCRIBED AS FOLLOWS:
COMMENCING AT THE
NORTHEAST CORNER OF
SECTION 25, THENCE WEST
1596.00 FEET; THENCE SOUTH
10EG 30MIN WEST, 1165.48
FEET TO THE PLACE OF
BEGINNING; THENCE NORTH
89DEG 51MIN WEST, 100
FEET; THENCE SOUTH 848.17
FEET; THENCE EAST 100 FEET;
THENCE NORTH 850.52 FEET
TO THE POINT OF BEGINNING.

CONTAINING 84,890 SQUARE
FEET OF LAND (1.95)
ACRES OF LAND MORE OR LESS.

ZSR 00173
FAIRWYN DEVELOPMENT CORP
875 TOWNLINE RD
SUITE 103
LAKE GENEVA, WI 53147

ZSR 00172
FAIRWYN DEVELOPMENT CORP
875 TOWNLINE RD
SUITE 103
LAKE GENEVA, WI 53147

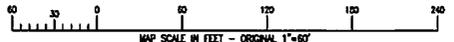


ZYUP 00150A
PAUL COSTOFF
AUGUST COSTOFF, ETAL
4120 WHITE ASH RD
CRYSTAL LAKE, IL 60014

ZYUP 00137N
AUTO-WARES
WISCONSIN DBA
BUMPER TO BUMPER
440 KIRTLAND SW
GRAND RAPIDS, MI
49507

ZYUP 00137M
BITTNER PROPERTIES LLC
259 SKYLANE
LAKE GENEVA, WI 53147

NOTE:
SURVEY INFORMATION TAKEN FROM 04-16-2013
SURVEY PREPARED BY KROTT SURVEYING INC.



X:\PROJECTS\9743\ACAD\9743_ANNEX.dwg



FARRIS, HANSEN & ASSOCIATES, INC.
ENGINEERING - ARCHITECTURE - SURVEYING
7 RIDGWAY COURT P.O. BOX 437
ELKHORN, WISCONSIN 53121
OFFICE: (262) 723-2086 FAX: (262) 723-5886

TOWN OF GENEVA, WALWORTH COUNTY, WI

WORK ORDERED BY -
MARK LARKIN
500 S. STONE RIDGE DRIVE
LAKE GENEVA, WI 53147

REVISIONS	

PROJECT NO.
9743
DATE:
05-01-2017
SHEET NO.
1 OF 1

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 19, 2018

Agenda Item:13

Applicant:

James and Kathryn Willett
1320 W. Main Street
Lake Geneva, WI 53147

Request:

Amend Existing Conditional Use Permit for
Single family home 2nd floor addition
Tax Key No. ZYUP00094H

Description:

The applicant is submitting a request to amend the existing Conditional Use Permit (CUP) to install a second floor addition without expanding the building foot print on the property.

Action by the Plan Commission:

Recommendation to the Common Council on the amendment to proposed Conditional Use Permit (CUP):

As part of the consideration of the requested CUP, the Plan Commission is required to:

- Provide the Common Council with a *recommendation* regarding the proposed CUP;
- Include *findings* required by the Zoning Ordinance for CUPs; and,
- Provide specific suggested *requirements* to modify the project as submitted.

Staff Review Comments:

The proposed new installation of the 2nd floor addition.

Required Plan Commission Findings on the CUP for Recommendation to the Common Council:

A proposed CUP must be reviewed by the standards, below:

- A. If, after the public hearing, the Commission wishes to recommend *approval*, then the appropriate fact finding would be all of the following:
1. In general, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 2. Specific to this site, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance,

and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.

3. The proposed conditional use in its proposed location, and as depicted on the required site plan does not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.
 4. The proposed conditional use maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
 5. The proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on any improvements, facilities, utilities or services provided by public agencies serving the subject property.
 6. The potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.
- B. If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be one or more of the following:
1. In general, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 2. Specific to this site, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 3. The proposed conditional use in its proposed location, and as depicted on the required site plan does result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.
 4. The proposed conditional use does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

5. The proposed conditional use is not located in an area that will be adequately served by, and will impose an undue burden on any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.
6. The potential public benefits of the proposed conditional use do not outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Staff Recommendation on the Proposed Conditional Use Permit:

1. Staff recommends that the Plan Commission recommend *approval* of the proposed amendment to the conditional use as submitted, with the findings under A.1-6., above.
2. Staff recommends the Plan Commission adopt the *affirmative set of findings* provided above.

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

SITE ADDRESS/PARCEL NO. AND FULL LEGAL DESCRIPTION REQUIRED (ATTACH SEPARATE SHEET IF NECESSARY):

1320 W. MAIN STREET, LAKE GENEVA, WI 53147 TAX KEY #ZYUP.00094H

NAME AND ADDRESS OF CURRENT OWNER:

JAMES + KATHRYN WILLET, 1320 W. MAIN ST., LAKE GENEVA, WI 53147

TELEPHONE NUMBER OF CURRENT OWNER:

(708) 267-4150

NAME AND ADDRESS OF APPLICANT:

KENNETH ETTON / MCGORMACK + ETTON / ARCHITECTS LLP
400 DRAD STREET, LAKE GENEVA, WI 53147

TELEPHONE NUMBER OF APPLICANT:

(612) 262-2488 EXT. 12

PROPOSED CONDITIONAL USE:

TO AMEND THE PREVIOUS CONDITIONAL USE TO ALLOW THE
DINNERS TO USE THE SR-4 ZONING SETBACKS IN THE
ER-1 ZONING DISTRICT AS PERMITTED UNDER SECTION 98.407(C)
OF THE LAKE GENEVA ZONING ORDINANCE.

ZONING DISTRICT IN WHICH LAND IS LOCATED:

ER-1 / ESTATE RESIDENTIAL

NAMES AND ADDRESSES OF ARCHITECT, PROFESSIONAL ENGINEER AND CONTRACTOR OF PROJECT:

MCGORMACK + ETTON / ARCHITECTS LLP, 400 DRAD ST. LAKE GENEVA, WI 53147
LARRY STEVENS CONSTRUCTION, 319 MARTIN AVE., TWIN LAKES, WI 53181

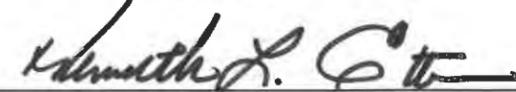
SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

ADDITION OF A NEW SECOND FLOOR OFFICE, BEDROOM, BATH,
EXERCISE ROOM AND STORAGE WITHIN THE FOOTPRINT OF THE
EXISTING SINGLE FAMILY RESIDENCE.

CONDITIONAL USE FEE PAYABLE UPON FILING APPLICATION: \$400.00 [\$100 FOR APPLICATIONS UNDER SEC. 98-407(3)]

12.21.17

DATE



SIGNATURE OF APPLICANT

AGREEMENT FOR SERVICES

REIMBURSABLE BY THE PETITIONER / APPLICANT. The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any finance charges that may accrue. The City may apply the charges for these services to the Petitioner. The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until the Petitioner pays such fees. Review fees which are applied to a Petitioner and which are not paid, may be assigned by the City as a special assessment to the subject property. Petitioner hereby expressly waives any notice and hearing requirements provided in Wis. Stats. § 66.0701 or any additions or amendments to this section. Petitioner further authorizes the City Treasurer or City Clerk to levy and collect review fees and additional fees upon the affidavit of the City Administrator or the Zoning Administrator stating that such fees are reasonable and that payment is overdue. The Petitioner shall be required to provide the City with an executed copy of the following form as a prerequisite to the processing of the development application:

JAMES + KATHRYN WILLETT as applicant/petitioner for:

Name: JAMES + KATHRYN WILLETT

Address: 1320 W. MAIN STREET
LAKE GENEVA, WI 53147

Phone: (6) (708) 267-4150

Agrees that in addition to those normal costs payable by an applicant/petitioner (e.g., filing or permit fees, publication expenses, recording fees, etc.), that in the event the action applied or petitioned for requires the City of Lake Geneva, in the judgment of its staff, to obtain additional professional service(s), (e.g., engineering, surveying, planning, legal) than would be routinely available "in house" to enable the City to properly address, take appropriate action on, or determine the same, applicant/petitioner shall reimburse the City for the costs thereof.

Dated this 20th day of DEC, 2017

JIM WILLETT KATH WILLETT
Printed name of Applicant/Petitioner
[Signature] [Signature]
Signature of Applicant/Petitioner



December 21, 2017

Mr. Fred Walling
Building Inspector / Zoning Administrator
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

**Re: APPLICATION FOR AMENDMENT TO EXISTING CONDITIONAL USE
FOR PROPOSED ADDITIONS & ALTERATIONS TO EXISTING
RESIDENCE FOR
MR. & MRS. JAMES WILLETT
1320 W. MAIN STREET
LAKE GENEVA, WISCONSIN**

Dear Mr. Walling and Members of the Plan Commission,

Kathi & Jim Willett own the Home at 1320 W. Main Street in the City of Lake Geneva and wish to construct two *New Second Floor Additions* within the footprint of the Existing House.

The subject property is a lakefront lot and is located several lots to the west of the west end of Library Park. The tax key number is ZYUP-00094H. The lot is 91.02' wide at the street (north) lot line, 71.33' wide at the lake (south) lot line, 443.24' long on the west lot line, and 421.28' long on the east lot line. *Under the Lake Geneva Zoning Ordinance, the property is zoned ER-1, Estate Residential District.* This lot is substandard under the bulk requirements of the ER-1 District in that the lot width is only an average of 81.175' wide and the lot area is approximately 35,088 square feet.

Under the Lake Geneva Zoning Ordinance Section 98.407 "Substandard Lot Regulations", subparagraph 98.407(3) existing Single Family residences on legal substandard lots within the ER-1 zoning district can be remodeled as a Conditional Use using the lot width, lot frontage and setback requirements of the SR-4 Zoning District. The SR-4 Zoning District allows for a minimum lot area of 9,000 square feet, a minimum lot width of 75', a minimum street frontage of 50', street setback of 40', rear lot line setback of 30', and side lot line setback of 6' minimum with a total combined sideyard setback of 15'. In addition, there is a deed restriction on the property commonly referred to as the "Biagi setback" which calls for a 10' minimum side lot line setback and a shoreline setback roughly running east and west just south of the southern most point of the House. *The proposed addition and remodeling would be within the footprint of the Existing House and meet both the City setback requirements as well as the Biagi setbacks. The Willetts were previously granted a Conditional Use for this property and now wish to amend that Conditional Use to accommodate their new project.*

McCormack + Etten / Architects, LLP

400 Broad Street, Lake Geneva, WI 53147
Email: contact@mccormacketten.com

Ph (262) 248-8391 Fax (262) 248-8392
http://www.mccormacketten.com

Included within this packet are the following:

- ***Application for the Amended Conditional Use*** and required fee.
- ***Lake Geneva Land Use Map*** showing generalized location of subject property.
- ***Copy of Lake Geneva Zoning Map*** showing location of subject property, zoning district and lands within 300' of property.
- ***Copy of Survey of Subject Property*** showing graphic scale, north arrow, all lot dimensions and setbacks for Accessory Structures requirements.
- ***Written Justification of the proposed Amended Conditional Use.***
- ***Prints of the Preliminary Floor Plans and Elevations*** of the proposed structure.

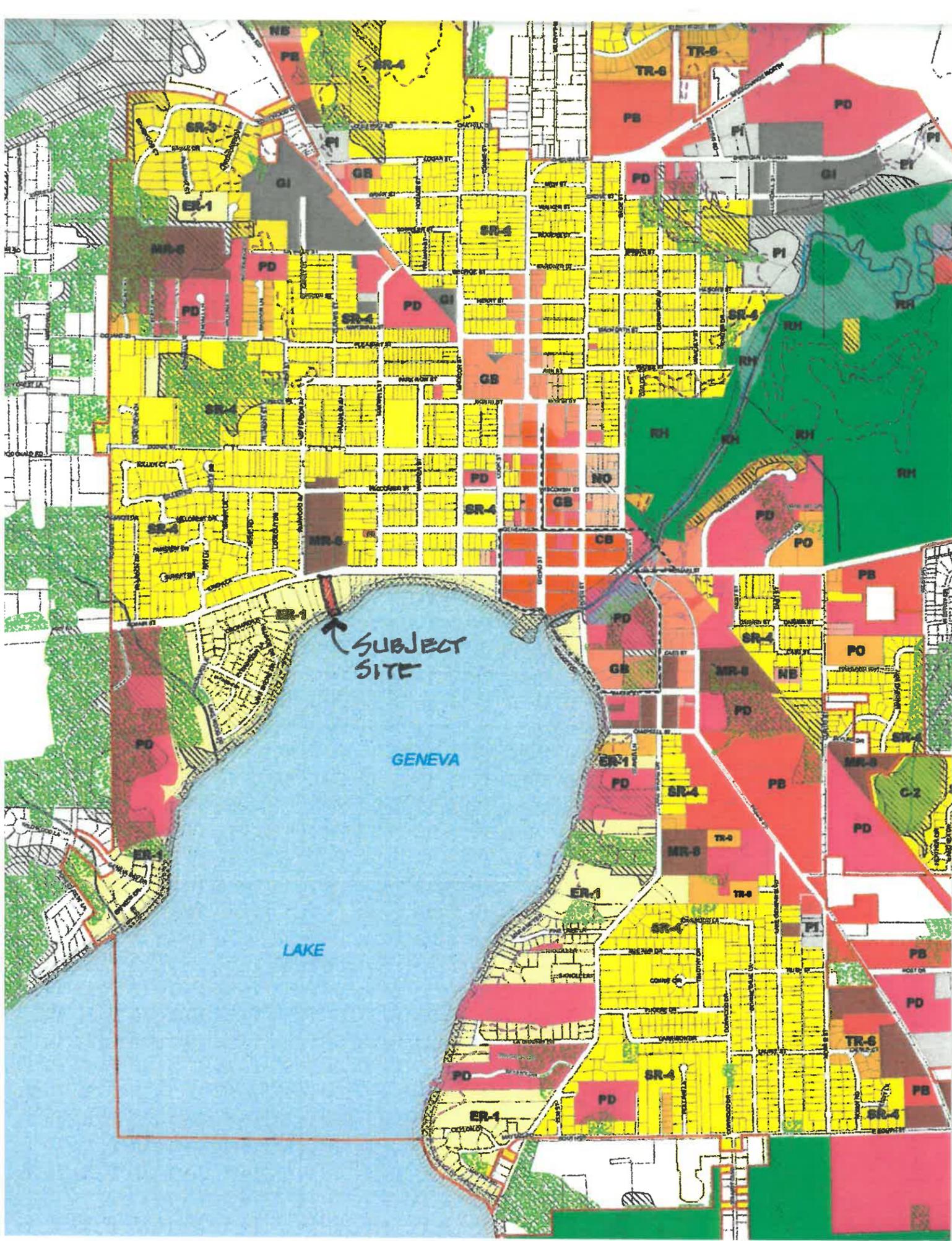
Thank you for your consideration of our project. Please let me know if you need additional information or have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Kenneth L. Etten". The signature is fluid and cursive, with a long horizontal stroke at the end.

Kenneth L. Etten
McCormack + Etten / Architects

A. MAP OF PROPOSED CONDITIONAL USE



B. GENERALIZED LOCATION OF SUBJECT SITE



My Map

WALWORTH COUNTY, WISCONSIN

0 15 30 60 90 120
Feet

1 inch = 92 feet

Author:
Map Produced on: 12/14/2017

Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83

**Walworth County Information Technology Department
Land Information Division**
1600 County Trunk Rd N
Elkhorn, Wisconsin 53121-1001

DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP WAS PRODUCED USING PUBLIC RECORDS OR OTHER SOURCES BELIEVED TO BE RELIABLE. WALWORTH COUNTY DOES NOT WARRANT THE ACCURACY, COMPLETENESS, OR QUALITY OF THE INFORMATION. THE USER SHALL BE RESPONSIBLE FOR VERIFYING THE INFORMATION CONTAINED HEREIN PRIOR TO ANY OFFICIAL DOCUMENT.

Walworth County, Copyright 2010, Walworth County, WI

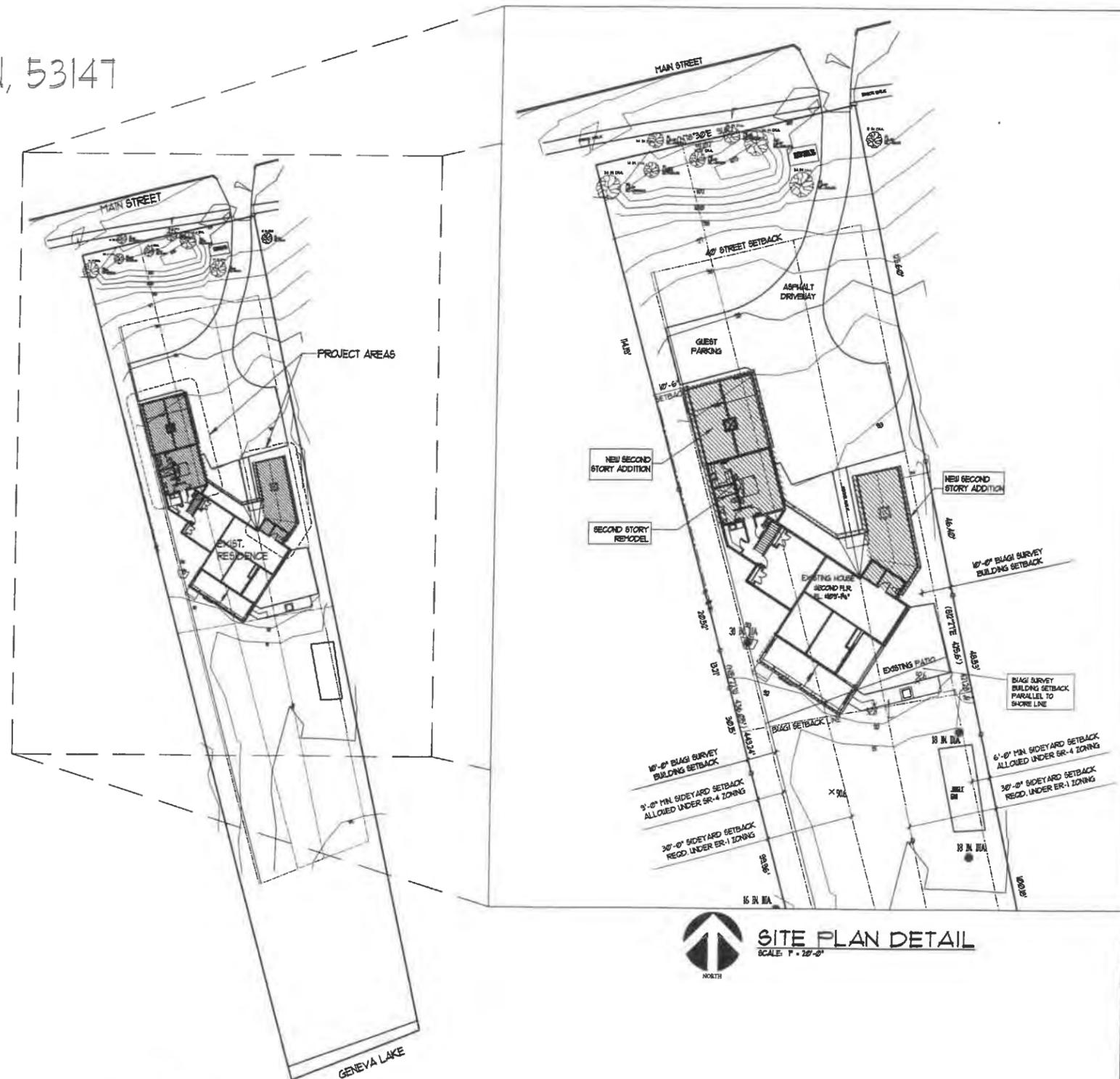
C. SITE PLAN

ADDITIONS AND ALTERATIONS FOR:

JIM & KATHI WILLETT

1320 MAIN STREET

LAKE GENEVA, WISCONSIN, 53147



SITE PLAN DETAIL
SCALE: 1" = 32'-0"



SITE PLAN
SCALE: 1" = 32'-0"

SHEET INDEX:

NO.	DESCRIPTION
T1	TITLE SHEET - SITE PLAN
AB1	EXISTING FLOOR PLANS - WEST WING
AB2	EXISTING FLOOR PLANS - EAST WING
AB3	EXISTING ELEVATIONS - WEST WING
AB4	EXISTING ELEVATIONS - EAST WING
A1	PROPOSED FLOOR PLANS - WEST WING
A2	PROPOSED FLOOR PLANS - EAST WING
A3	ELEVATIONS - WEST WING
A4	ELEVATIONS - EAST WING

ADDITIONS AND ALTERATIONS FOR
JIM & KATHI WILLETT
1320 MAIN ST.
LAKE GENEVA, WISCONSIN 53147

PROJECT NO.
9718

REVISIONS
<input checked="" type="checkbox"/> PRELIMINARY
<input type="checkbox"/> BID/APPROVAL
<input type="checkbox"/> PERMIT
<input type="checkbox"/> CONSTRUCTION
DATE 12-19-17
SHEET

McCormack + Eiten / Architects, LLP
400 Broad Street
Lake Geneva, WI 53147
Ph (262) 248-8381 Fax (262) 248-8382
mccormackeiten.com http://www.mccormackeiten.com



© McCormack + Eiten / Architects

**D. WRITTEN JUSTIFICATION OF THE
PROPOSED CONDITIONAL USE**

REMODELING OF EXISTING RESIDENCE

MR. & MRS. JAMES WILLETT

1320 W. MAIN STREET

LAKE GENEVA, WISCONSIN

JUSTIFICATION OF THE PROPOSED AMENDED CONDITIONAL USE

1. The House on the subject property was originally built in 1947 and subsequently remodeled with a Second Floor addition in 1998. The original footprint of the House existed since long before the most recent zoning ordinance change or even before the previous change. *A Conditional Use was approved for this property back in 2007 to allow for previous additions and the Proposed New Additions are intended to upgrade an existing single-family lakeshore residence within a district that is currently zoned for that use. With the Proposed Additions within the footprint of the Existing House, this use is in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva.*
2. *The original intent of the creation of the ER-1 Zoning District was to restrict the development of lakeshore property within the City by limiting the subdivision of existing lots to create new buildable lots. We do not believe it was the intention of the City to penalize the owners of existing properties or prevent them from improving their existing single-family residences. Under the Conditional Use provisions, the proposed remodeling would comply with the allowable requirements of the SR-4 district.*
3. *The granting of this Proposed Amended Conditional Use would not be a substantial detriment to the adjacent properties in that the proposed new construction would be no closer to the neighboring houses the existing construction. Due to the orientation of the existing houses and the primary views being toward the lake to the south, the proposed addition would not block any of the lake views that currently exist from the adjacent properties. The Proposed Additions would be in keeping with the single-family character of the neighborhood, would not adversely affect the health, safety or general welfare of the public, or the provisions of the Zoning Ordinance or Comprehensive Master Plan.*
4. *The Proposed Amended Conditional Use would be in compliance with the long range plans of the City in that it would maintain this property as a high quality single family residential use. Many of the homes in this area either have been remodeled in recent years or may be upgraded in the near future. As stated in Item No. 2, maintaining quality single family residences at the current density was the original intention in the creation of the ER-1 District and the preceding SR-1 District in these shoreland areas.*
5. The Existing House and the proposed New Additions are currently served by City sanitary sewer and water. *This project would not impose an undue burden on any improvements, utilities or services provided by public agencies serving the subject property.*

6. *Single family detached houses are a permitted use within the ER-1 District and are in keeping with the intent of the Master Plan of the City of Lake Geneva.* This lot is only 35,088 square feet in area and, like most of the properties in this neighborhood, does not now meet the lot width and setback requirements of the **ER-1 District**. This is the reason for the requested **Amended Conditional Use**. *With the Amended Conditional Use, the Proposed Additions would improve the safety of the existing House and would meet the required setbacks of the SR-4 Zoning District as well as the Biagi setbacks. In this context, we believe that the nonconforming portions of this Conditional Use would be minimal and would be far outweighed by the long-range benefits.*

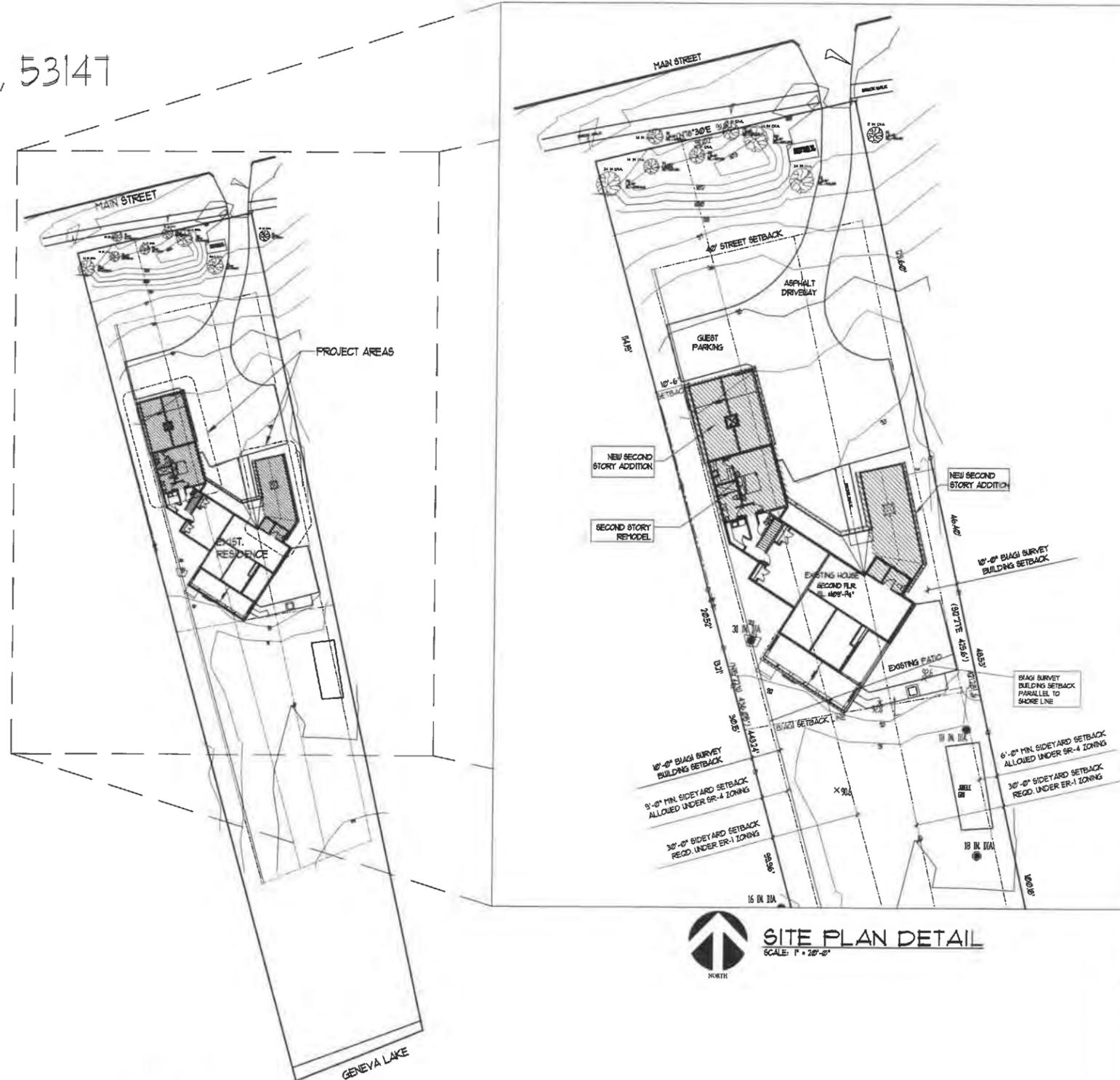
E. PLANS & ELEVATIONS

ADDITIONS AND ALTERATIONS FOR:

JIM & KATHI WILLETT

1320 MAIN STREET

LAKE GENEVA, WISCONSIN, 53147



SITE PLAN DETAIL
SCALE: 1" = 20'-0"



SITE PLAN
SCALE: 1" = 30'-0"

SHEET INDEX:

NO.	DESCRIPTION
T1	TITLE SHEET: SITE PLAN
AB1	EXISTING FLOOR PLANS - WEST WING
AB2	EXISTING FLOOR PLANS - EAST WING
AB3	EXISTING ELEVATIONS - WEST WING
AB4	EXISTING ELEVATIONS - EAST WING
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A4	ELEVATIONS - EAST WING

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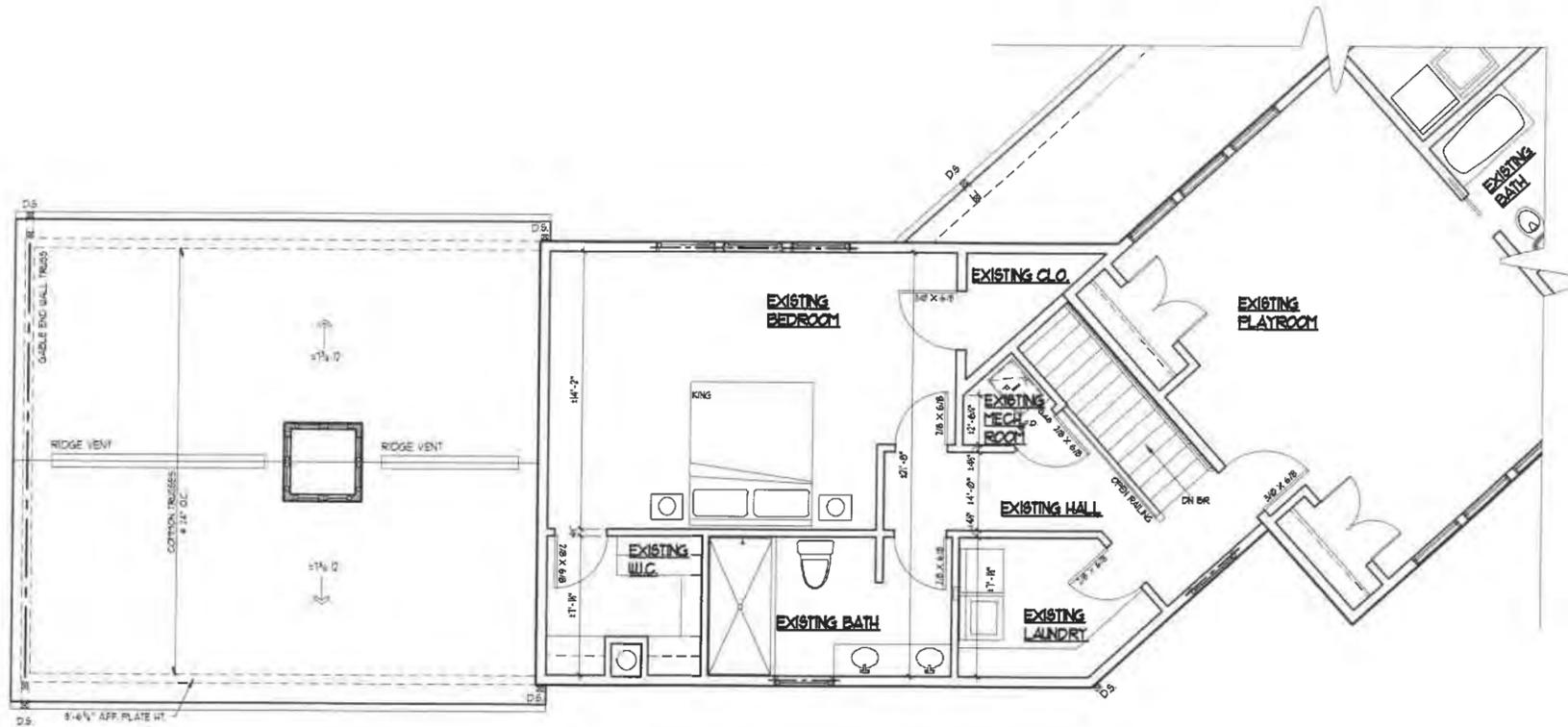


McCormack + Eiten / Architects

ADDITIONS AND ALTERATIONS FOR
JIM & KATHI WILLETT
1320 MAIN ST.
LAKE GENEVA, WISCONSIN 53147

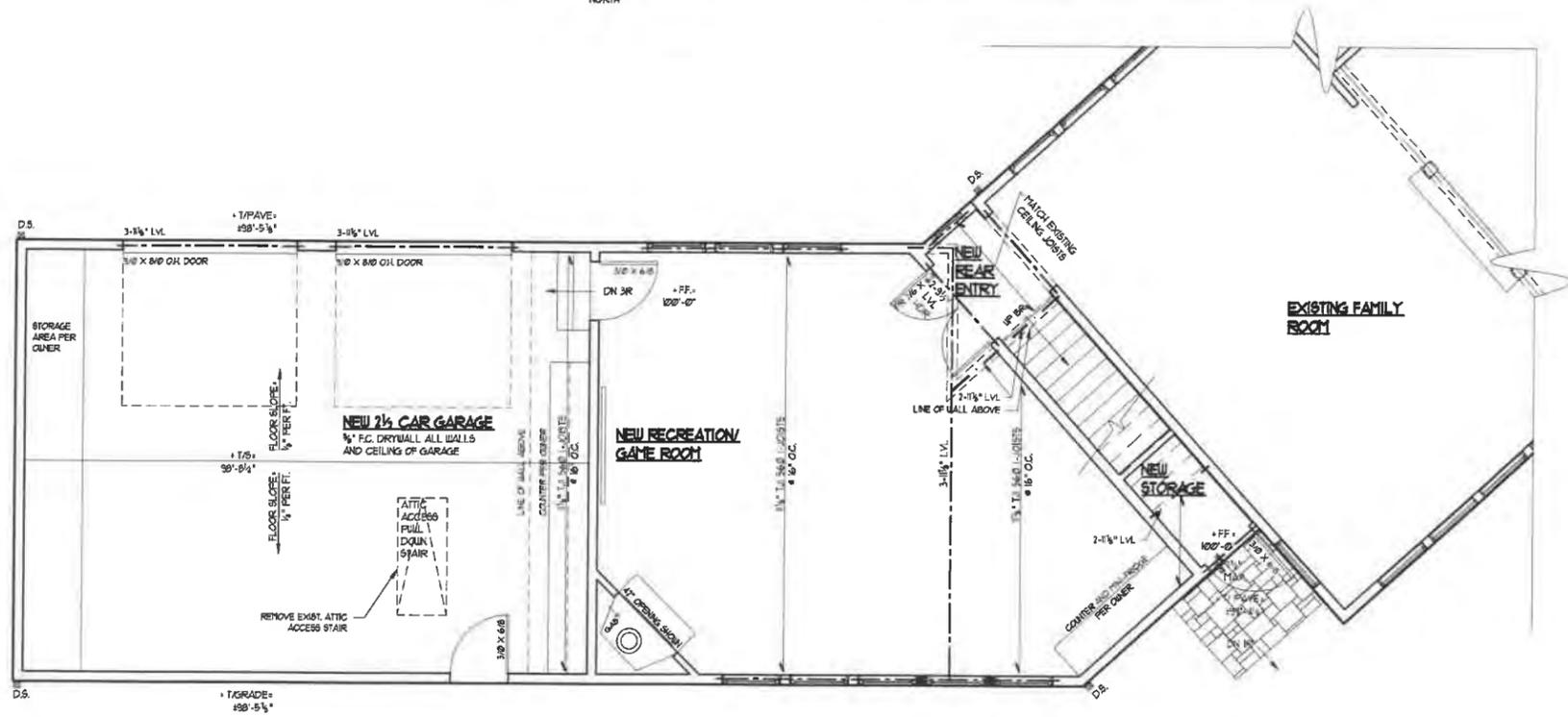
PROJECT NO.
9789

NO.	DESCRIPTION
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<input type="checkbox"/>	BID/APPROVAL
<input type="checkbox"/>	PERMIT
<input type="checkbox"/>	CONSTRUCTION
DATE 12-19-17	
SHEET	
OF	



EXISTING SECOND FLOOR PLAN - WEST

SCALE: 1/4" = 1'-0"



EXISTING FIRST FLOOR PLAN - WEST

SCALE: 1/4" = 1'-0"

McCormack + Elten / Architects, LLP
 400 Broad Street
 Lake Geneva, WI 53147
 Ph: (262) 248-8381
 mcmccormackellen.com http://www.mccormackellen.com



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ADDITIONS AND ALTERATIONS FOR
JIM & KATHI WILLETT
 1320 MAIN ST.
 LAKE GENEVA, WI

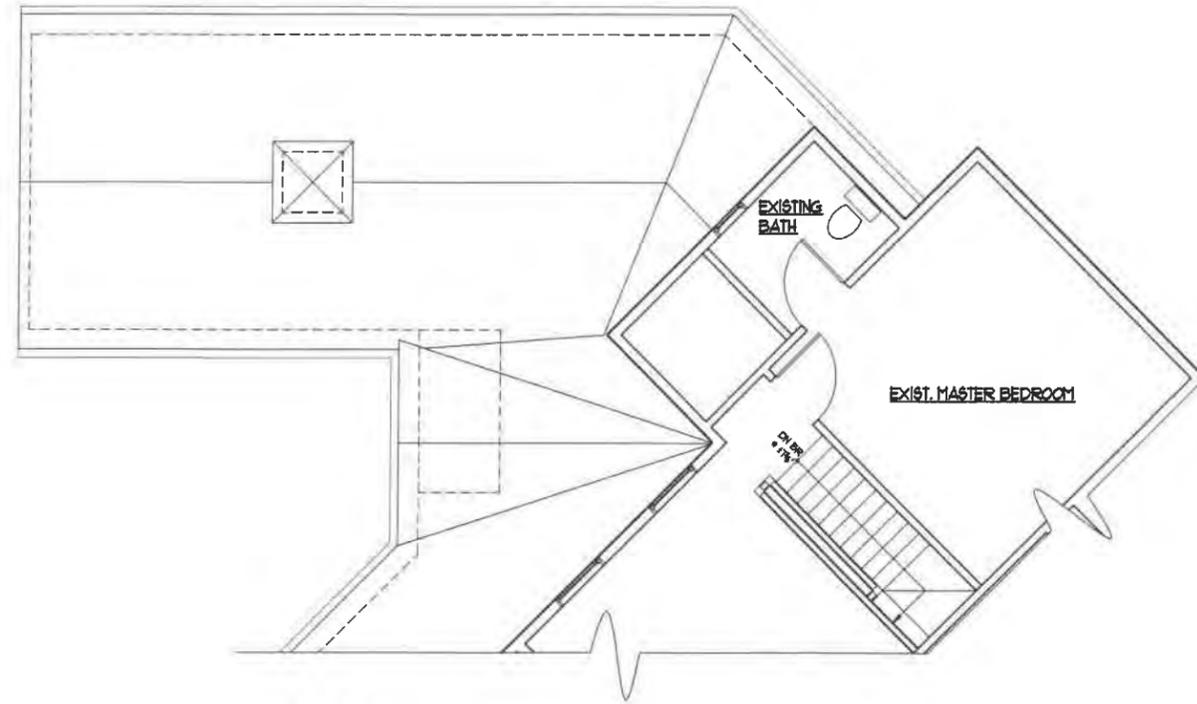
PROJECT NO.
 9789

REVISIONS

DATE
 02-07-08

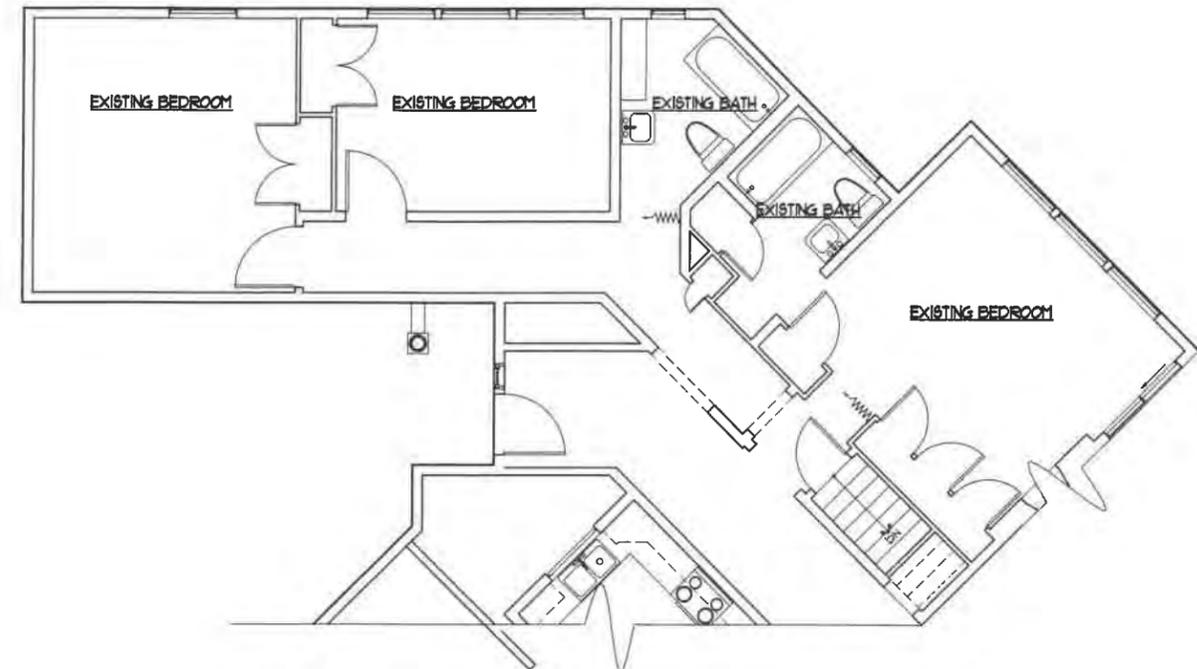
SHEET
AB-1
 OF 1

LEGEND:
 □ PRELIMINARY
 □ BID/APPROVAL
 ■ PERMIT
 ■ CONSTRUCTION



EXISTING SECOND FLOOR PLAN - EAST

SCALE 1/4" = 1'-0"



EXISTING FIRST FLOOR PLAN - EAST

SCALE 1/4" = 1'-0"

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 mme@mccormackeiten.com http://www.mccormackeiten.com



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ADDITIONS AND ALTERATIONS FOR
JIM & KATHI WILLETT
 1320 MAIN ST.
 LAKE GENEVA, WI

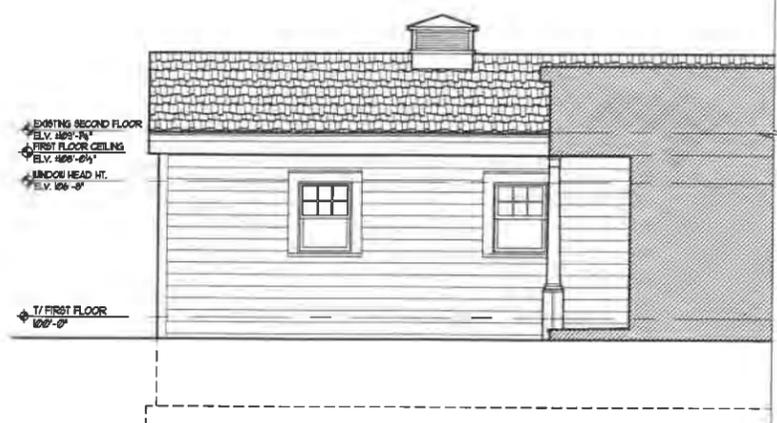
PROJECT NO.
 9789

REVISIONS

- PRELIMINARY
- BID/APPROVAL
- PERMIT
- CONSTRUCTION

DATE
 02-27-08

SHEET
 AB-2
 OF 1



▲ EXISTING SECOND FLOOR CLG
 ELEV. 117'-2 1/4"
 ▲ FIRST FLOOR CEILING
 ELEV. 106'-0 1/4"
 ▲ WINDOW HEAD HT.
 ELEV. 106'-0"

▲ 1/2 FIRST FLOOR
 106'-0"

EXISTING WEST ELEVATION - EAST
 SCALE: 1/4" = 1'-0"

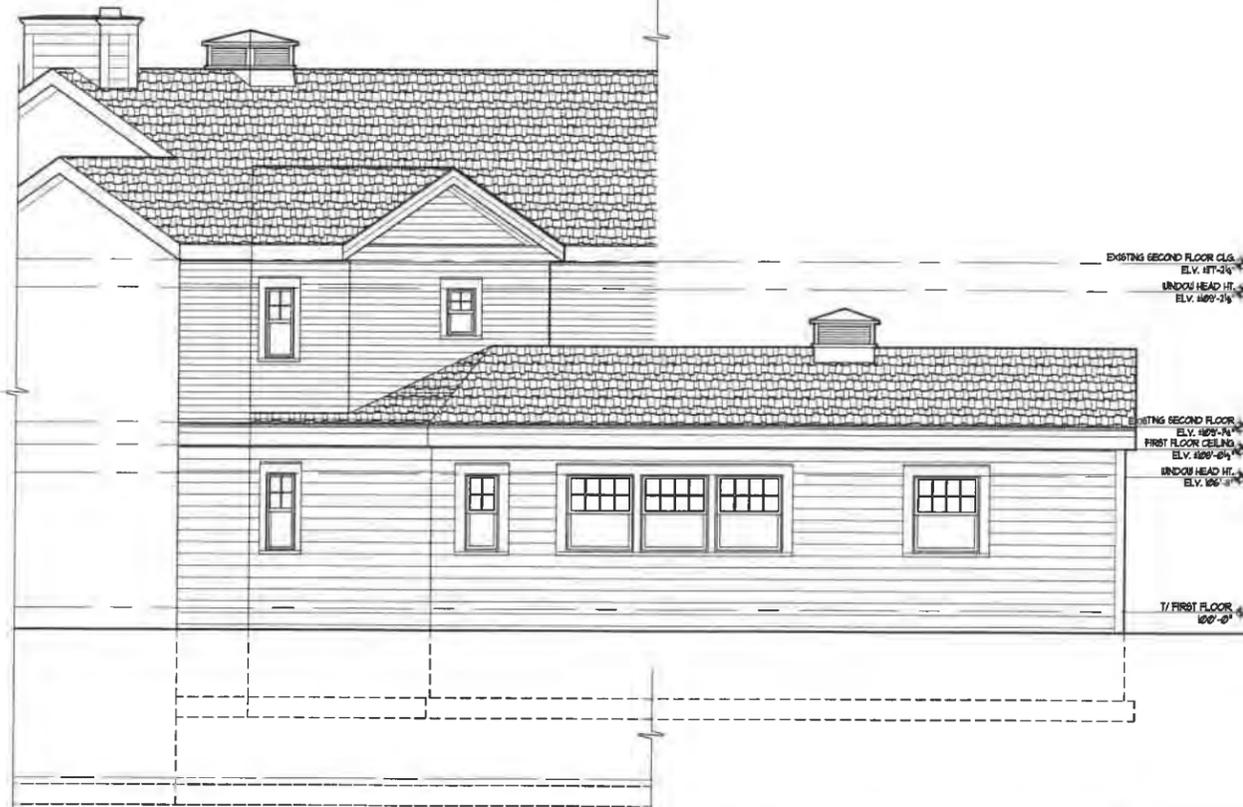


▲ EXISTING SECOND FLOOR CLG
 ELEV. 117'-2 1/4"
 ▲ WINDOW HEAD HT.
 ELEV. 106'-0 1/4"

▲ EXISTING SECOND FLOOR
 ELEV. 107'-0"
 ▲ FIRST FLOOR CEILING
 ELEV. 106'-0 1/4"
 ▲ WINDOW HEAD HT.
 ELEV. 106'-0"

▲ 1/2 FIRST FLOOR
 106'-0"

EXISTING NORTH ELEVATION - EAST
 SCALE: 1/4" = 1'-0"



▲ EXISTING SECOND FLOOR CLG
 ELEV. 117'-2 1/4"
 ▲ WINDOW HEAD HT.
 ELEV. 106'-0 1/4"

▲ EXISTING SECOND FLOOR
 ELEV. 107'-0"
 ▲ FIRST FLOOR CEILING
 ELEV. 106'-0 1/4"
 ▲ WINDOW HEAD HT.
 ELEV. 106'-0"

▲ 1/2 FIRST FLOOR
 106'-0"

EXISTING EAST ELEVATION - EAST
 SCALE: 1/4" = 1'-0"

McCormack + Eiten / Architects, LLP
 400 Broad Street
 Lake Geneva, WI 53147
 Ph (262) 248-8391
 Fax (262) 248-8392
 mcmccormackeiten.com
 http://www.mcmccormackeiten.com



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ADDITIONS AND ALTERATIONS FOR
JIM & KATHI WILLETT
 1320 MAIN ST.
 LAKE GENEVA, WI

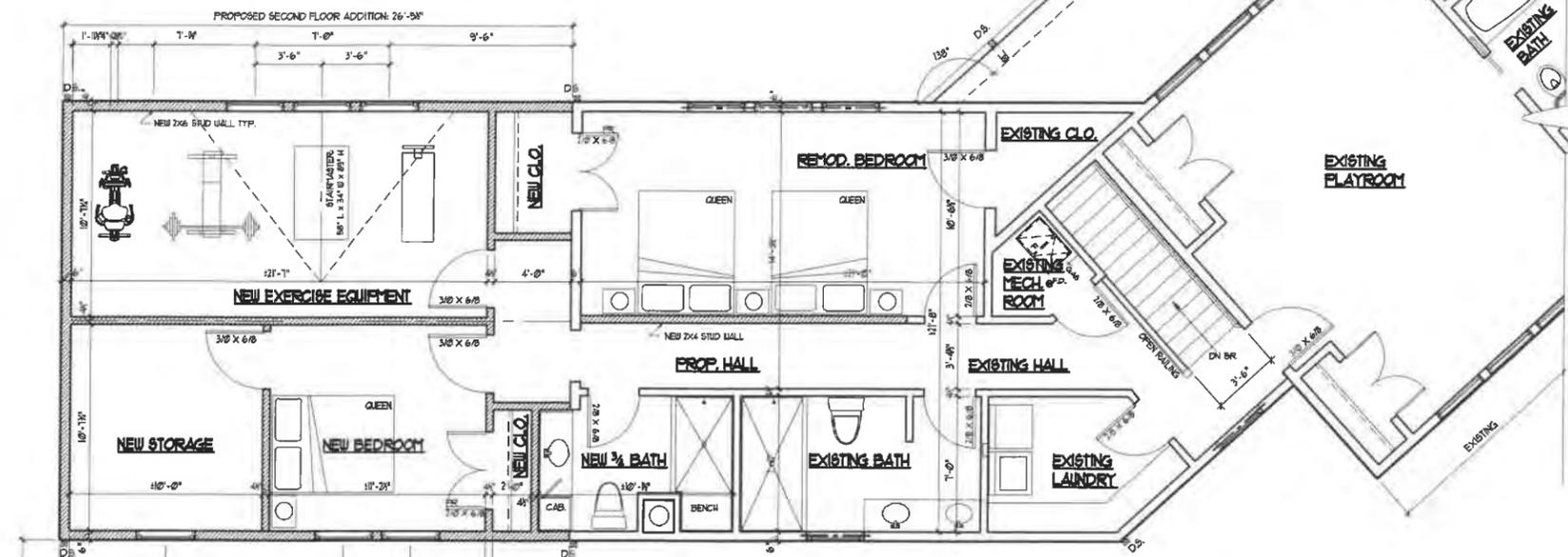
PROJECT NO.
 9189

REVISIONS

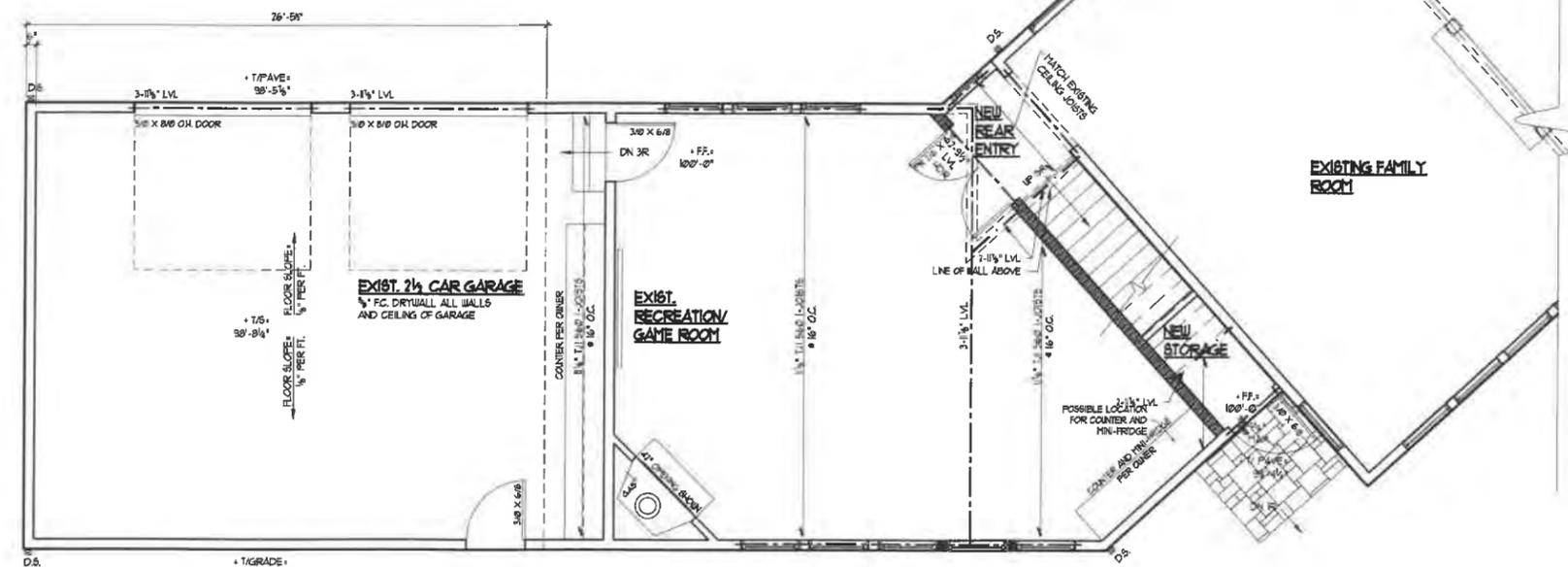
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- BID/APPROVAL
- PERMIT
- CONSTRUCTION

DATE
 02-27-20

SHEET
AB-4
 of 1



NEW SECOND FLOOR PLAN - WEST
 SCALE: 1/4" = 1'-0"
 NORTH



EXIST. FIRST FLOOR PLAN - WEST
 SCALE: 1/4" = 1'-0"
 NORTH

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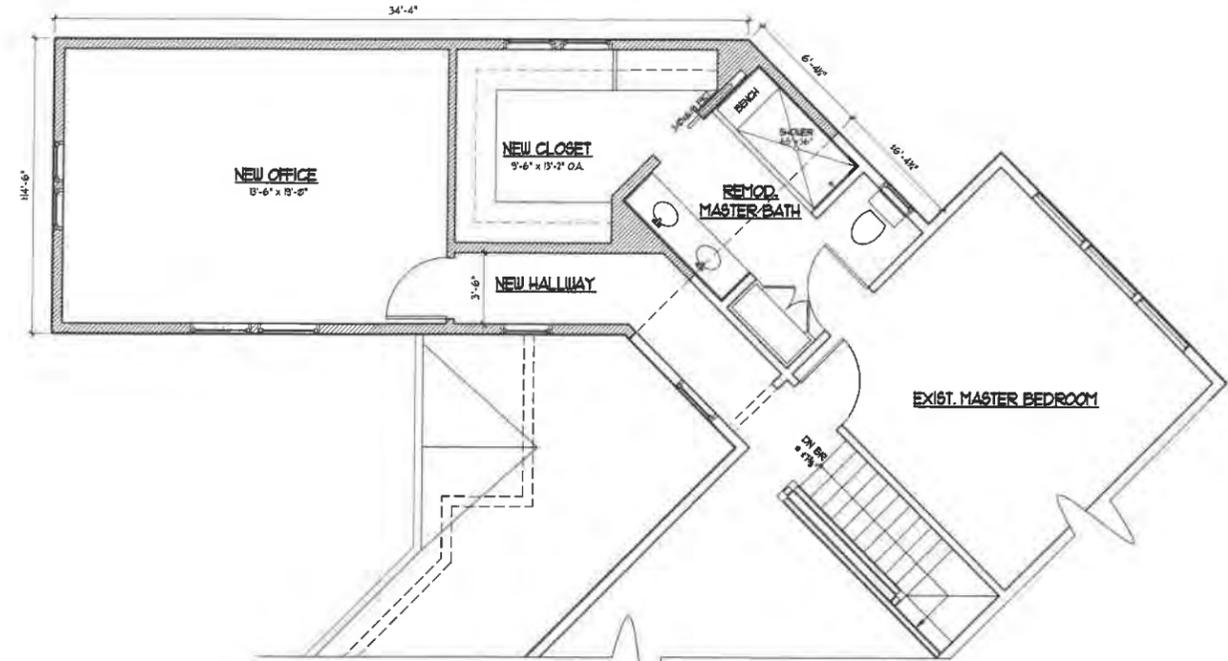
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JIM & KATHI WILLETT
 1320 MAIN ST.
 LAKE GENEVA, WISCONSIN 53147

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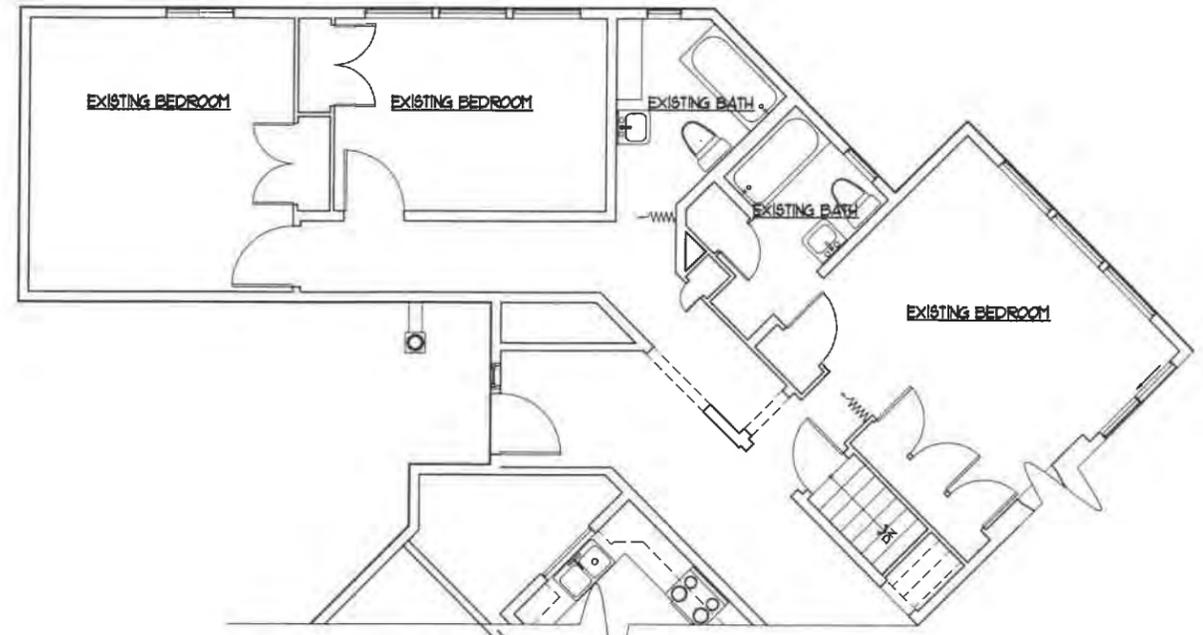
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<input type="checkbox"/> CONSTRUCTION

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 12-19-17

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 OF



NEW SECOND FLOOR - EAST
 SCALE: 1/4" = 1'-0"
 NORTH



EXISTING FIRST FLOOR - EAST
 SCALE: 1/4" = 1'-0"
 NORTH

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ADDITIONS AND ALTERATIONS FOR
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PROJECT NO.
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REVISIONS

- PRELIMINARY
- BID/APPROVAL
- PERMIT
- CONSTRUCTION

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 12-19-11

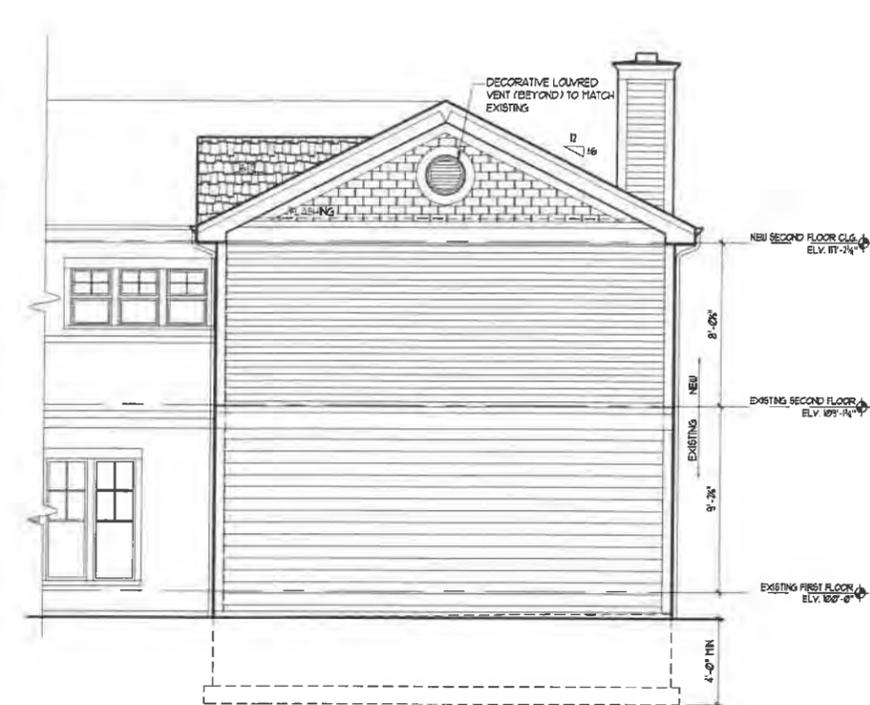
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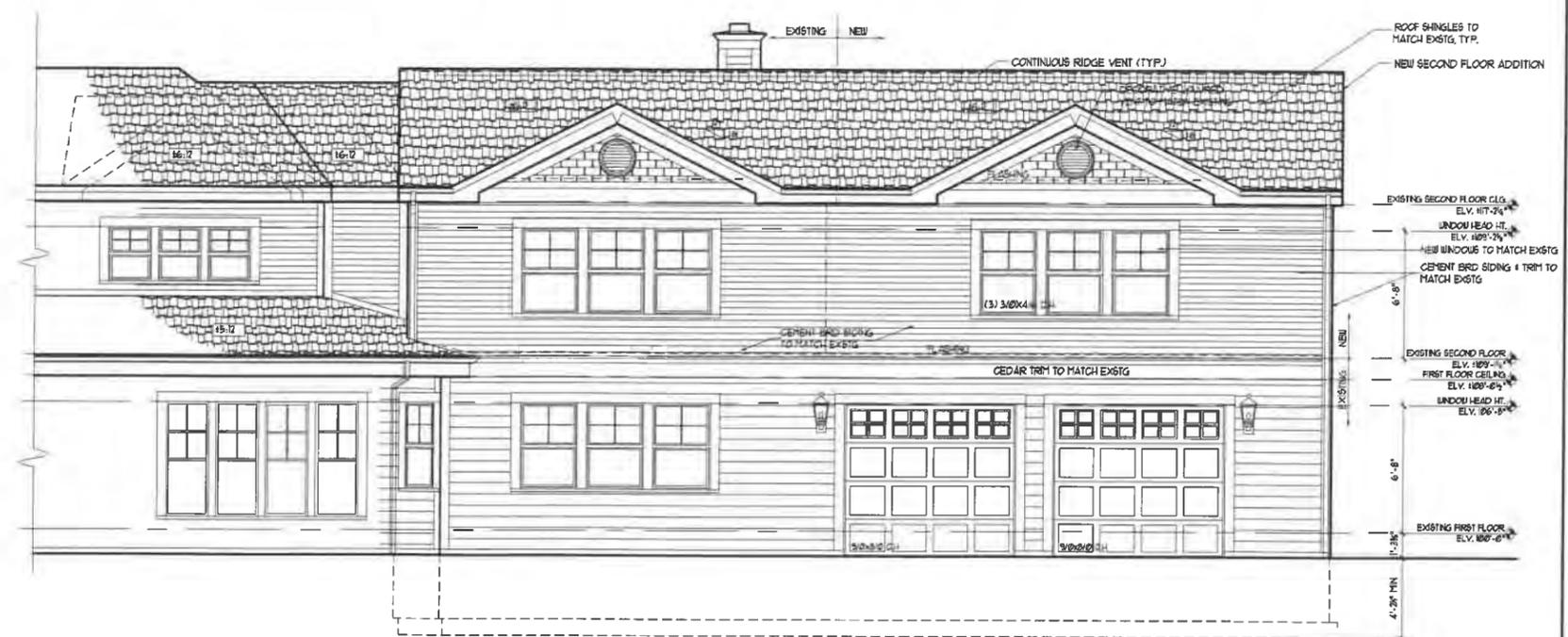
OF



NEW ADDITION - WEST
WEST ELEVATION
SCALE: 1/4" = 1'-0"



NEW ADDITION - WEST
NORTH ELEVATION
SCALE: 1/4" = 1'-0"



NEW ADDITION - WEST
EAST ELEVATION
SCALE: 1/4" = 1'-0"

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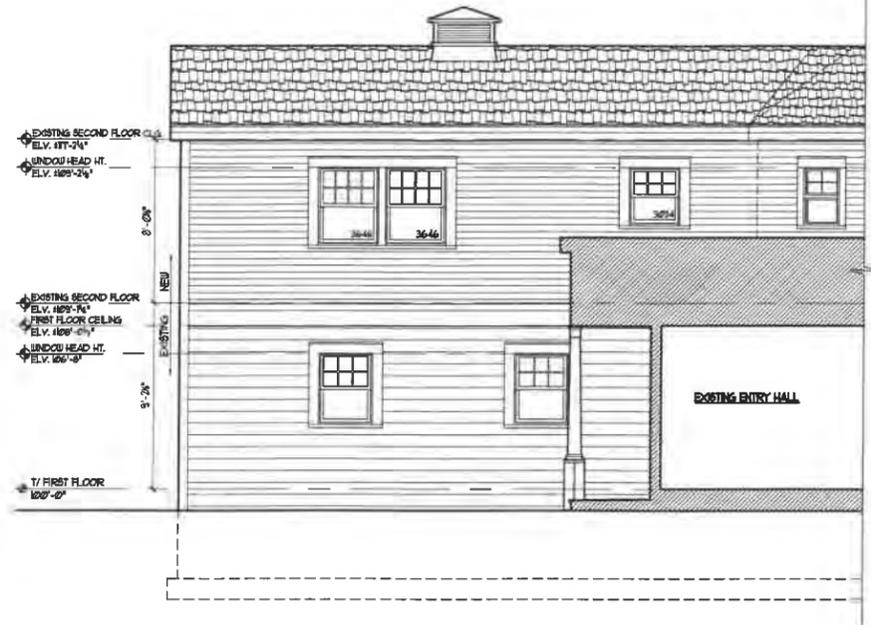
ADDITIONS AND ALTERATIONS FOR
JIM & KATHI WILLETT
1320 MAIN ST.
LAKE GENEVA, WISCONSIN 53147

PROJECT NO:
9789

REVISIONS
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DATE
12-19-11

SHEET
A-3
OF



NEW ADDITION - EAST WEST ELEVATION
SCALE: 1/4" = 1'-0"



NEW ADDITION - EAST NORTH ELEVATION
SCALE: 1/4" = 1'-0"



NEW ADDITION - EAST EAST ELEVATION
SCALE: 1/4" = 1'-0"

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ADDITIONS AND ALTERATIONS FOR
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1920 MAIN ST.
LAKE GENEVA, WISCONSIN 53147

PROJECT NO.
5189

REVISIONS
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<input type="checkbox"/> CONSTRUCTION

DATE
12-19-11

SHEET
A-4
OF 1

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 19, 2018

Agenda Item:14

Applicant:
Southwind Prairie IV, LLC.
Roger Wolff
751 Geneva Pkwy.
Lake Geneva, WI 53147

Request:755 Southwind Drive
Amend **Precise Implementation Plan (PIP)** to
allow Signage, building location, building
alteration

Description:

The applicant is submitting to amend the Precise Implementation Plan (PIP) to relocate a service maintenance building, install a sign, and to alter the existing office building by installing an overhead door.

The proposed request does not require additional parking spaces. The site currently provides parking for the office area and the building will be for maintenance staff only.

Consistency with the Comprehensive Plan:

Wisconsin law requires all Zoning Map Amendments (including Precise Implementation Plan (PIP) be consistent with the Comprehensive Plan, and particularly with the Future Land Use Map. This map recommends the land use category for the subject property. This category allows for neighborhood-scale mixed use development. The proposed PIP zoning *is consistent* with the Comprehensive Plan.

Relation to Base Zoning Standards:

All Planned Developments must explicitly identify any flexibilities being requested from base zoning standards in the most comparable regular zoning district. In this instance, the Planned Development (PD), the current zoning of the property, provides that comparison zoning district. The project is requesting the following:

As no other changes are proposed to the site that would change existing conditions, no other flexibilities are requested.

Approved Land Uses:

The PIP enables the following land uses as permitted:

- Planned Development (PD)

Zoning Map Amendment / PIP - Action by the Plan Commission:

Recommendation to the Common Council on the Proposed Zoning Map Amendment / PIP

As part of the consideration of a requested Planned Development / Precise Implementation Plan (PIP) step, the Plan Commission is required to:

- Provide the Common Council with a *recommendation* regarding the proposed Zoning Map amendment to PIP;
- Include *findings* required by the Zoning Ordinance for Zoning Map amendments; and,
- Provide specific suggested *requirements* to modify the project as submitted.

Required Plan Commission Findings on the PIP for Recommendation to Common Council:

A proposed PIP must be reviewed by the standards for all Zoning Map Amendments, below:

A. If, after the public hearing, the Commission wishes to recommend *approval*, then the appropriate fact finding would be in agreement with Items 1 and 3, and one or more factors of Item 2, of the following.

1. The proposed PIP furthers the purposes of the Zoning Ordinance as outlined in Section 98-005 and the applicable rules and regulations of the Wisconsin Department of Natural Resources (DNR) and the Federal Emergency Management Agency (FEMA).
2. One or more of the following factors have arisen that are not properly addressed on the current Official Zoning Map:
 - a. The designations of the Official Zoning Map should be brought into conformity with the Comprehensive Plan;
 - b. A mistake was made in mapping on the Official Zoning Map;
 - c. Factors have changed, making the subject property more appropriate for the proposed GDP zoning;
 - d. Growth patterns or rates have changed, thereby creating the need for an amendment to the Official Zoning Map.
3. The proposed PIP amendment to the Official Zoning Map maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

B. If, after the public hearing, the Commission wishes to recommend *denial*, then the appropriate fact finding would be in disagreement with at least one of Items 1, 2, or 3 of the following:

1. The proposed PIP does not further the purposes of the Zoning Ordinance as outlined in Section 98-005 and the applicable rules and regulations of the Wisconsin Department of Natural Resources (DNR) and the Federal Emergency Management Agency (FEMA).
2. One or more of the following factors have not arisen that are not properly addressed on the current Official Zoning Map:

- a. The designations of the Official Zoning Map should be brought into conformity with the Comprehensive Plan;
 - b. A mistake was made in mapping on the Official Zoning Map;
 - c. Factors have changed, making the subject property more appropriate for the proposed PIP zoning;
 - d. Growth patterns or rates have changed, thereby creating the need for an amendment to the Official Zoning Map.
3. The proposed PIP amendment to the Official Zoning Map does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

Staff Recommendation on the Precise Implementation Plan (PIP):

1. Staff recommends that the Plan Commission recommend *approval* of the Precise Implementation Plan (PIP) as submitted, all other zoning requirements have been met.

APPLICATION FOR PRECISE IMPLEMENTATION PLAN AMENDMENT
City of Lake Geneva

Site Address/Parcel No. and full Legal Description required (attach separate sheet if necessary):

755 Southwind Drive, Lake Geneva, WI 53147

Tax Parcel No. ZPRW 00054A

Name and Address of Current Owner:

Southwind Prairie IV, LLC, 751 Geneva Parkway North, Lake Geneva, WI 53147

Telephone No. of Current Owner including area code: 262-903-3222 (Roger Wolff)

Name and Address of Applicant:

Southwind Prairie IV, LLC, 751 Geneva Parkway North, Lake Geneva, WI 53147

Telephone No. of Applicant including area code: 262-903-3222 (Roger Wolff)

Proposed Use:

New sign and maintenance building in connection with new multi-family residential apartment homes.

Zoning District in which land is located: PD Planned Development

Names and Addresses of architect, professional engineer and contractor of project:

Farris, Hansen & Associates, Inc., 7 Ridgway Drive, Elkhorn, WI 53121

Short statement describing activities to take place on site:

See Exhibit A including:

1. Storage/maintenance structure

2. New sign at Park Drive

PIP Amendment fee \$400.00, payable upon filing application.

Southwind Prairie IV, LLC by Roger Wolff



Signature of Applicant

Nicholas A. Egert, Attorney-in-Fact

AGREEMENT FOR SERVICES

REIMBURSABLE BY THE PETITIONER / APPLICANT. The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any finance charges that may accrue. The City may apply the charges for these services to the Petitioner. The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until the Petitioner pays such fees. Review fees which are applied to a Petitioner and which are not paid, may be assigned by the City as a special assessment to the subject property. Petitioner hereby expressly waives any notice and hearing requirements provided in Wis. Stats. § 66.0701 or any additions or amendments to this section. Petitioner further authorizes the City Treasurer or City Clerk to levy and collect review fees and additional fees upon the affidavit of the City Administrator or the Zoning Administrator stating that such fees are reasonable and that payment is overdue. The Petitioner shall be required to provide the City with an executed copy of the following form as a prerequisite to the processing of the development application:

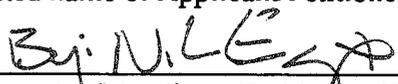
Roger Wolff, as applicant/petitioner for:

Name: Southwind Prairie IV, LLC
Address: 751 Geneva Parkway North
Lake Geneva, WI 53147
Phone: 262-903-3222

Agrees that in addition to those normal costs payable by an applicant/petitioner (e.g., filing or permit fees, publication expenses, recording fees, etc.), that in the event the action applied or petitioned for requires the City of Lake Geneva, in the judgment of its staff, to obtain additional professional service(s), (e.g., engineering, surveying, planning, legal) than would be routinely available "in house" to enable the City to properly address, take appropriate action on, or determine the same, applicant/petitioner shall reimburse the City for the costs thereof.

Dated this 8th day of January, 2018.

Southwind Prairie IV, LLC, by Roger Wolff
Printed name of Applicant/Petitioner


Signature of Applicant/Petitioner Nicholas A. Egert, Attorney-in-Fact

**SOUTHWIND PRAIRIE APARTMENT COMMUNITY II
PRAIRIE TOWNHOME CONDOMINIUM**

NARRATIVE

The property described in the attached Exhibit B and incorporated herein (“Prairie”) is zoned by the City of Lake Geneva (“City”) as PD, Planned Development Zoning District, to permit the development of a multifamily community of up to sixteen (16) residential structures. The PIP Site Plan for Prairie Wind is attached as Exhibit C and incorporated herein (“Site Plan”).

The area in question along with the surrounding built of structures are planned by the City for Multi-Family Residential future use under the City’s Comprehensive Plan, adopted August 30, 2011.

This Application provides for two specific changes to the Applicant’s previously submitted plans.

First, the Applicant seeks to move the location of a presently approved but not built accessory storage and maintenance shed structure, all as depicted on Exhibit C, which is attached hereto and incorporated herein by this reference.

Second, the Applicant seeks to add one additional sign on the eastern side of the street at the t-shaped intersection of Park Road and South Wind Drive, all as depicted on Exhibit D, which is attached hereto and incorporated herein by this reference.

All other aspects of the Applicant’s plans remain unchanged.

A map of Prairie, showing all lands within three hundred (300) feet, and a list of the names and addresses of the owners of all lands on said map, will be provided by the Zoning Administrator and attached as Exhibit E and incorporated herein.

EXHIBIT A



SOUTHWIND FRIARE COMMUNITY
MAINTENANCE GARAGE
CITY OF LAKE GENewa, WALWORTH CO., WISCONSIN

EXTERIOR ELEVATIONS
GENERAL SPECIFICATIONS

FRANZ, MANNING & ASSOCIATES, INC.
Engineering, Architecture, Surveying
7 Higgins Court P.O. Box 437
Madison, Wisconsin 53701
Phone: (608) 782-7000
Fax: (608) 782-8000

PROJECT NO.
S20000000
DATE
05/04/17
SHEET NO.
2 of 3

GENERAL SPECIFICATIONS

CONCRETE

A. **Ready-Mix Concrete** - Ready-Mix concrete shall be placed and finished in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01, and shall be placed and finished in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01, and shall be placed and finished in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01.

B. **Formwork** - Formwork shall be designed to support the weight of the concrete and any other loads that may be applied to the formwork during the placement and curing of the concrete.

C. **Placement** - Concrete shall be placed in a single lift unless otherwise specified. The concrete shall be placed and finished in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01, and shall be placed and finished in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01.

D. **Finishing** - Concrete shall be finished in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01, and shall be finished in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01.

E. **Curing** - Concrete shall be cured in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01, and shall be cured in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01.

F. **Quality Control** - Concrete shall be tested in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01, and shall be tested in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01.

CHET-IN-PLACE CONCRETE

A. **COCCES AND STANDARDS**
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ROOFING

A. **GENERAL**
All work shall be in accordance with Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01, and shall be in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01.

B. **MATERIALS**
1. **Asph/Flt Shingles** - Asph/Flt shingles shall be installed in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01, and shall be installed in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01.

C. **INSTALLATION**
1. **Preparation** - The roof shall be prepared in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01, and shall be prepared in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01.

D. **DETAILS**
1. **Roof-to-Wall** - The roof shall be installed in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01, and shall be installed in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01.

E. **FINISHES**
1. **Asph/Flt Shingles** - The roof shall be finished in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01, and shall be finished in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01.

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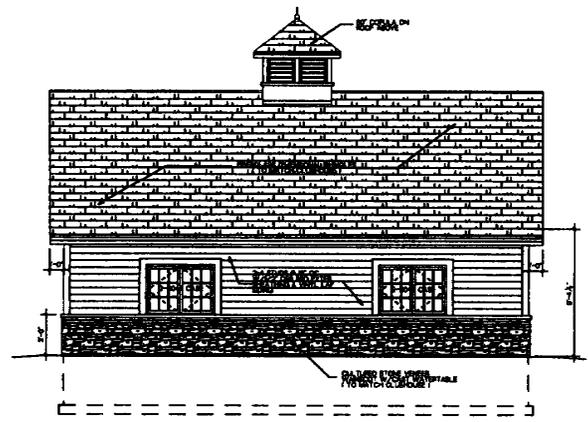
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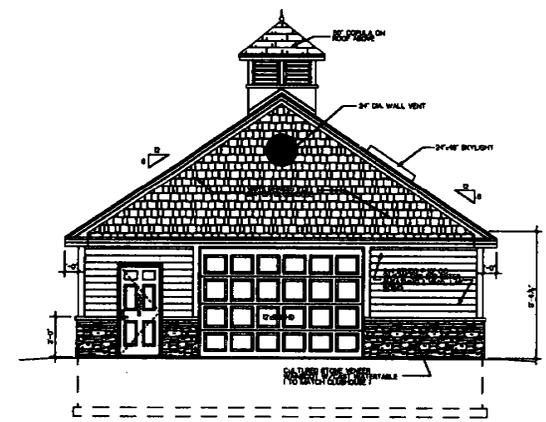
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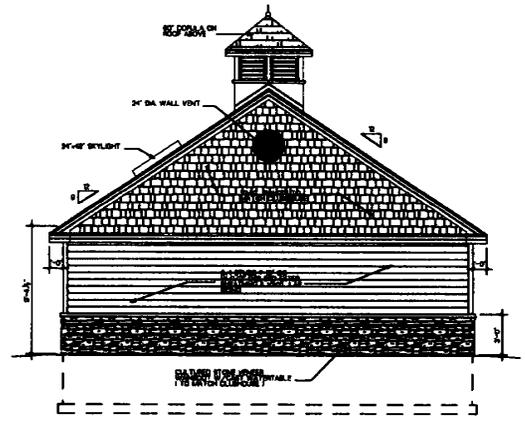
E. **FINISHES**
1. **Asph/Flt Shingles** - The roof shall be finished in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01, and shall be finished in accordance with the specifications of the Wisconsin Department of Transportation, Standard Specifications for Highway Construction, 2011 Edition, Section 202.01.



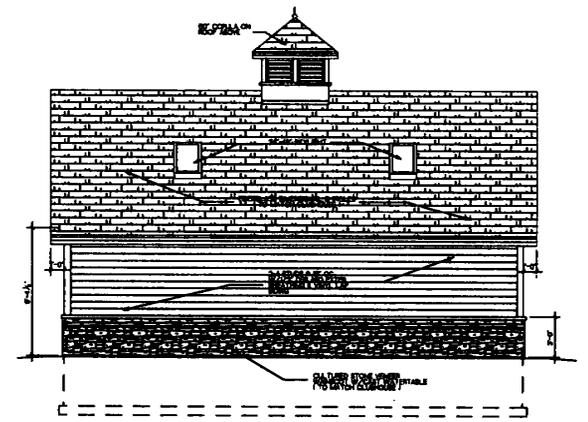
WEST ELEVATION
SCALE 1/4\"/>



SOUTH ELEVATION
SCALE 1/4\"/>



NORTH ELEVATION
SCALE 1/4\"/>



EAST ELEVATION
SCALE 1/4\"/>

Monday, August 14, 2017 10:58 AM C:\Users\jman\OneDrive\Projects\2017\2017-08-14\2017-08-14.dwg

South Wind
PRAIRIE
 APARTMENT HOMES

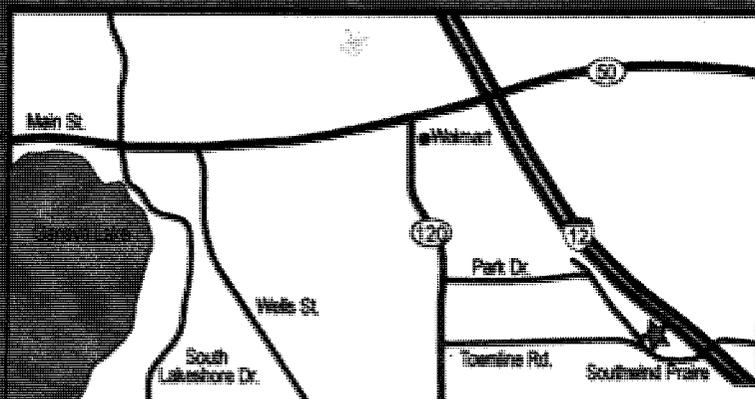
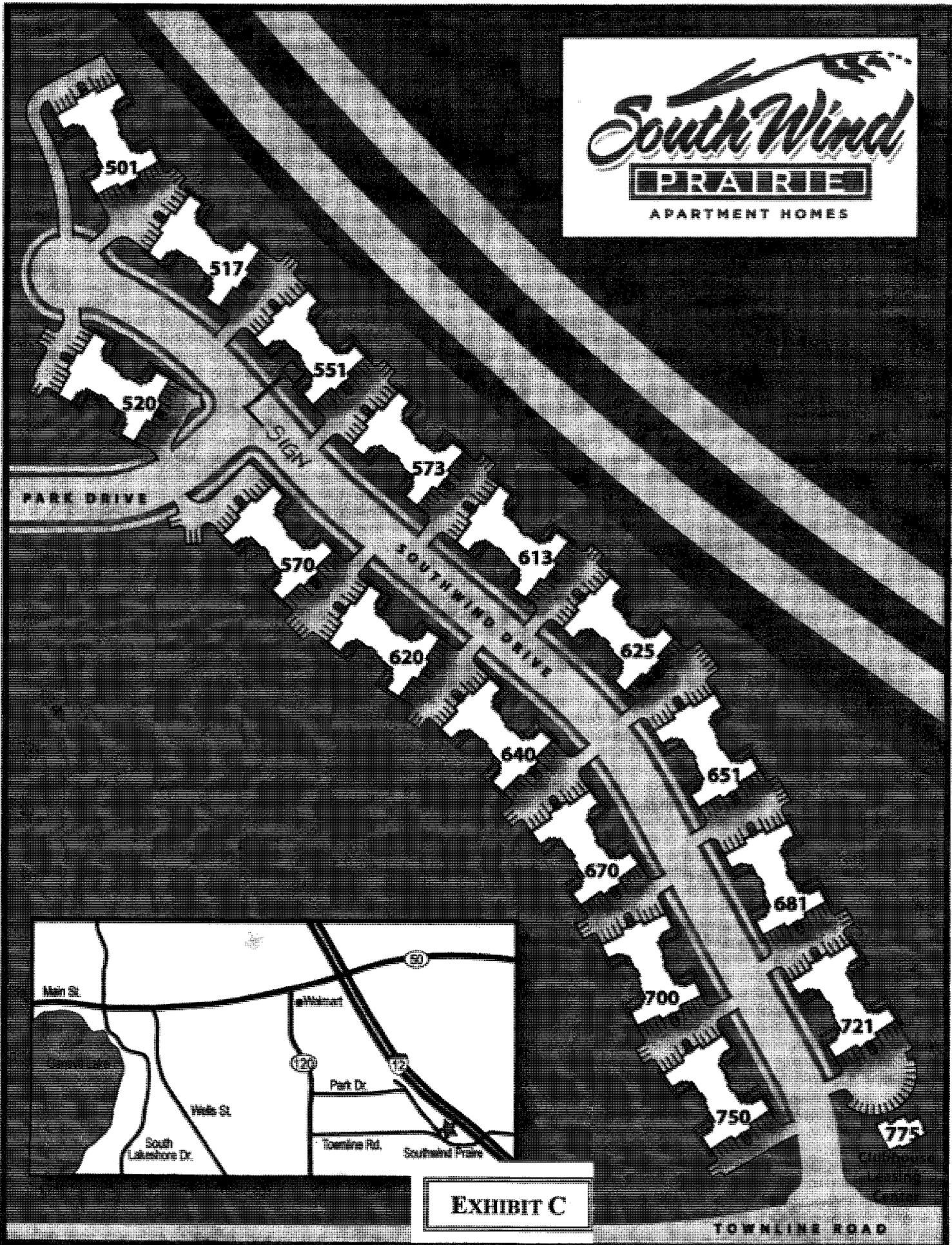


EXHIBIT C

TOWNLINE ROAD



TIMBER LINE SIGN
— CO., INC. —

www.timberlinesign.com



Southwind Prairie
6' x 5.5'
Hand-carved no. 1 Cedar.
21 sq.ft total = \$2510.00
Posts as shown \$ 165.00
Installation \$ 125.00
\$2600.00 total - Discount of
\$ 260.00 = \$2340.00 + tax.
One Half Down, Balance on Completion.

Timber Line Sign Co., Inc.
N3211 St. Rd. 67
Lake Geneva, WI 53147

APPROVED BY _____ DATE _____

Phone 262-245-9898
Fax 262-245-9898



VANDEWALLE & ASSOCIATES INC.

To: The City of Lake Geneva
From: Mike Slavney, City Planning Consultant, FAICP
Date: February 5, 2018
Re: Regulation of Tourist Rooming Houses / Short-Term Rentals

Introduction

Recent changes to Wisconsin state law have severely restricted the ability of local units of government to regulate tourist rooming houses (TRHs) (also known as short-term rental units). With the rise of services to advertise and make reservation for TRHs, such as AirBnB and VRBO, the City should proactively address this issue.

This memo summarizes the ability and limitations for regulating and licensing this form of land use. City staff is seeking Plan Commission and Common Council views on this issue, in order to prepare draft amendments to the Municipal Code for later consideration.

Definition

Chapter ACTP 72 addresses hotels, motels, and tourist rooming houses. In Section 72.03(20), TRHs are defined as:

All lodging places and tourist cabins and cottages, other than hotels and motels in which sleeping accommodations are offered for pay to tourists and transients. It does not include private boarding houses or rooming houses not accommodating tourists or transients, or bed and breakfast establishments regulated under ACTP 73.

The state also allows local government to limit TRH use to a maximum of 180 days during a calendar year, and to no less than seven consecutive days. In this respect, TRHs could be a form of accessory land use to the primary use of the property as a dwelling unit.

Current Land Use and Zoning District Regulations

The City currently regulates TRHs as a form of Vacation Rental Home under the Commercial Indoor Lodging land use category, along with hotels and motels. As such, currently TRHs are restricted to the city's zoning districts that accommodate large-scale business development, including Planned Office, General Business, Planned Business, and Central Business. This approach must now be changed to comply with State rules.

To comply with State law, the City will need to reclassify TRHs as either an accessory land use to dwelling units, or as an incidental land use that is addressed through licensing only. I would like to offer the following suggested zoning regulations for Tourist Rooming Houses (TRHs) for consideration:

Add to Land Use Article; Accessory Land Uses: Subsection 98-206(8), as new subsection (x):

(x) Tourist Rooming House

Description: Includes all lodging places and tourist cabins and cottages, other than hotels and motels, in which sleeping accommodations are offered for pay to tourists and transients. It does not include private boarding houses or rooming houses not accommodating tourists or transients, or bed and breakfast establishments regulated under ACTP 73.

1. Permitted by Right: All zoning districts.

a. Land Use Requirement:

Tourist Rooming House shall only be located as an Accessory Land Use within a Single-Family Detached Dwelling Unit as defined in Section 23-034.

b. Annual City License Required:

Each Tourist Rooming House shall operate only during the valid period of an Annual City of Lake Geneva Tourist Rooming House License for each calendar year. Operating a Tourist Rooming House without a current version of a valid license shall be considered a violation of this Zoning Ordinance, and subject to the penalties of Section 98-936. The following information shall be provided on an annual basis, prior to issuance of said Annual City of Lake Geneva Tourist Rooming House License:

- i. Completed City of Lake Geneva Tourist Rooming House Application, which includes the property owner name, address, and phone number; the designated operator's name, address, and phone number; the period of operation of up to 180 days in a calendar year, which must be consecutive;
- ii. A current floor plan for the Tourist Rooming House at a minimum scale of one-inch equals 4 feet, and Site Plan of the property at a minimum scale of one-inch equals ten feet showing on-site parking spaces and trash storage areas;
- iii. General Building Code Inspection by City, and submittal of Official Building Code Inspection Report with no outstanding compliance orders remaining;
- iv. Fire Code Inspection by City, and submittal of Official Fire Code Inspection Report with no outstanding compliance orders remaining;
- v. Proof of valid property and liability insurance for the dwelling unit;
- vi. State of Wisconsin Tourist Rental House License;
- vii. Seller's Permit issued by the Wisconsin Department of Revenue;
- viii. City of Lake Geneva Room Tax Permit; and,
- ix. Payment of an Administrative Fee, set annually by the Common Council, to cover the costs to the City of administering the above.

The City of Lake Geneva Tourist Rooming House License shall be issued with the completion of the above requirements.

c. Property Management Requirements:

Each Tourist Rooming House shall be managed consistent with the following requirements:

- i. The total number of days of operation within any calendar year shall not exceed 180 days, which must be consecutive. This Period of Tourist Rooming House Operation shall be specified by the property owner in the required annual Lake Geneva Tourist Rooming House Application.
- ii. The Minimum Rental Period shall be a minimum of seven consecutive days by any one party.
- iii. The Maximum Rental Period shall be no more than **[30] [180]** consecutive days by any one party.
- iv. Similar facilities in which single-family detached homes are available for less than seven days, more than 180 days, or throughout the year, are a different land use that falls within the Indoor Commercial Lodging land use category.
- v. The Maximum Number of Occupants shall not exceed **[the total number licensed by the State of Wisconsin] [two per bedroom plus two additional occupants, whichever is less] [two per bedroom]**.
- vi. The Tourist Rooming House shall be operated by the property owner or by a property manager explicitly designated in the valid Lake Geneva Tourist Rooming House Application as the “Designated Operator”.
- vii. The property owner’s and the Designated Operator’s names, addresses, and 24-hour phone numbers shall be provided in the City of Lake Geneva Tourist Rooming House Application and shall be updated within 24 hours upon any change in the property manager or the property manager contact information.
- viii. The Designated Operator must reside within, and have their business located within, 25 miles of the Tourist Rooming House parcel.
- ix. The Designated Operator must be available by phone 24 hours, seven days a week, during the period of operation designated in the Lake Geneva Tourist Rooming House Application.
- x. Each tourist rooming house shall provide and maintain a Guest Register and shall require all guests to register their true names and addresses before allowing occupancy. The Guest Register shall be kept intact and available by the Designated Operator for inspection by representatives of the City for at least one year from the day of the conclusion of the period of operation.
- xi. Each tourist rooming house shall maintain the following written Business Record for each rental of the tourist rooming house: the true names and addresses of any person renting the property, the dates of the rental period (which must be a minimum of seven consecutive days), and the monetary amount or consideration paid for the rental. The Business Record shall be kept intact and available by the Designated Operator for inspection by representatives of the City for at least one year from the day of the conclusion of the period of operation.

d. Property Operational Requirements:

Each Tourist Rooming House shall be operated per the following requirements:

- i. The “Requirements for Tourist Rooming House Guests” form provided by the City of Lake Geneva to summarize City requirements for Tourist Rooming Houses, and the Site Plan for the subject property clearly depicting guest parking spaces and the rear yard, shall be posted on the inside of the front door of each tourist rooming house throughout its period of operation.
- ii. Parking Requirements:
 - [a] A minimum of two off-street parking spaces shall be provided on the subject property for each Tourist Rooming House. If the Tourist Rooming House provides three or more bedrooms, an additional on-site parking space is required for each additional bedroom over two.
 - [b] All guest parking for vehicles and trailers shall be within a parking space designated on the Site Plan, on an area paved with concrete or asphalt.
 - [c] All guest vehicles and trailers may only park on-site. Street parking for guests is not permitted.
 - [d] No parking is permitted on gravel, lawn, or planter bed areas.
- iii. Site Appearance Requirements:
 - [a] Aside from a changing mix of guests and their vehicles, there shall be no evidence of the property being used as a Tourist Rooming House visible on the exterior of the subject property.
 - [b] No exterior signage related to the Tourist Rooming House is permitted, other than the property address.
 - [c] No outdoor storage related to the Tourist Rooming House land use is permitted, except for typical residential recreational equipment, seating, and outdoor cooking facilities which are permitted only within the rear yard.
 - [d] No recreational vehicle, camper, tent, or other temporary lodging arrangement shall be permitted to accommodate guests.
- iv. Neighborhood Impact Requirements:
 - [a] No outdoor activity shall occur between the hours of 10:00 p.m. and 7:00 a.m.
 - [b] At all times, no noise, lighting, odor or other impacts from the subject property shall be detectable at the property line at levels exceeding the requirements of Article VII of the Lake Geneva Zoning Ordinance.
 - [c] No vehicular traffic shall be generated by the Tourist Rooming House at levels exceeding those typical for a detached single-family dwelling unit.
- v. Tourist Rooming House Advertising:
 - [a] No outdoor advertising is allowed on the subject property.
 - [b] The Tourist Rooming House shall not be advertised for availability in any form of media unless the required City of Lake Geneva Tourist Rooming House License has been issued.

e. Penalties and License Revocation

- i. Violations of the requirements for Tourist Rooming Houses, the provisions of the Tourist Rooming House License, and all other the requirements of the Zoning Ordinance are subject to separate daily fines per Section 98-936. Violations will be issued to, and will be the responsibility of, the property owner.
- ii. The Annual Tourist Rooming House License may be revoked for more than two violations of the requirements of the License, the requirements specific to Tourist Rooming Houses, the License, or the remainder of Zoning Code.