

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

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

Agenda

1. Meeting called to order by Mayor Kupsik.
2. Roll Call.
3. Approve Minutes of the April 17 Plan Commission meeting and May 15, 2017 Special 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 Matt Morgan, 212 Hidden Trail, Elkhorn, WI 53121, to add 2 signs: one projecting sign and one wall mounted sign at 231 Cook Street, Tax Key No. ZOP00253.
 - B. Application by Kathy & Thomas George, 3383 S. Shore Drive, Delavan, WI 53115, to change the exterior of a brick building at 832 Geneva Street, Tax Key No. ZOP00252.
 - C. Application by Greg Odden, 705 Madison Street, Lake Geneva, WI 53147, to change the exterior of a brick building at 201 Wrigley Drive, Flat Iron Park.
7.
 - A. Public Hearing and Recommendation on a Conditional Use Application (CUP) filed by Jeffrey Walski, 1452 Sunrise Trail, Lyons, WI 53105, for an Indoor Commercial Entertainment land use and Outdoor Commercial Entertainment land use for a health café at 264 Center Street, Tax Key No. ZOP00259.
 - B. Downtown Design Application by Jeffrey Walski, 1452 Sunrise Trail, Lyons, WI 53105, to replace lettering on awning and add window decal sign at 264 Center Street, Tax Key No. ZOP00259.
8.
 - A. Public Hearing and Recommendation on a Zoning Map Amendment filed by Matt Schroeder of Associated Bank, 10701 National Avenue, West Allis, WI 53227, to change the zoning from General Business and Single Family Residential-4 to Neighborhood Business at 728 Williams Street, Tax Key No. Tax Key No. ZRA00034 and 916 Marshall Street, Tax Key No. ZRA00033.
 - B. CSM Lot Combination Review filed by Matt Schroeder of Associated Bank, 10701 National Avenue, West Allis, WI 53227, for 728 Williams Street, Tax Key No. Tax Key No. ZRA00034 and 916 Marshall Street, Tax Key No. ZRA00033.
 - C. Public Hearing and Recommendation on a Conditional Use Permit filed by Matt Schroeder of Associated Bank, 10701 National Avenue, West Allis, WI 53227, for a drive-through In-Vehicle Sales and Service land use for a proposed Associated Bank at 728 Williams Street, Tax Key No. Tax Key No. ZRA00034 and 916 Marshall Street, Tax Key No. ZRA00033.

9. A. Public Hearing and Recommendation of a Zoning Map Amendment/General Development Plan filed by Steven and Leah Andersen, 905 Platt Avenue, Lake Geneva, WI 53147, to expand the buildable envelope and construct a three-season porch and deck at the rear of the home at 905 Platt Avenue, Tax Key No. ZCOT00008.
B. Public Hearing and Recommendation on an amendment to a Precise Implementation Plan filed by Steven and Leah Andersen, 905 Platt Avenue, Lake Geneva, WI 53147, to expand the buildable envelope and construct a three-season porch and deck at the rear of the home at 905 Platt Avenue, Tax Key No. ZCOT00008.
10. Public Hearing and Recommendation on a Conditional Use Permit filed by Fairwyn Ltd, 875 Townline Road Ste 103, Lake Geneva, WI 53147 to utilize setbacks for the Single Family Residential-4 zoning district in the Estate Residential-1 zoning district (as enabled by Section 98-407(3) of the Zoning Ordinance) at 930 Bayview Drive, Tax Key No. ZGB00026.
11. A. Public Hearing and Recommendation on Zoning Map Amendment/General Development Plan filed by Steven R. and Jen C. Evans, 763 Ivy Oaks Drive, Caledonia, IL, 61011 to establish a Commercial Indoor Lodging land use (vacation rental home) at 717 Geneva Street, Tax Key No. ZOP00160.
B. Public Hearing and Recommendation on a Precise Implementation Plan filed by Steven R. and Jen C. Evans, 763 Ivy Oaks Drive, Caledonia, IL, 61011 to confirm zoning flexibilities to establish a Commercial Indoor Lodging land use (vacation rental home) at 717 Geneva Street, Tax Key No. ZOP00160.
C. Public Hearing and Recommendation on a Conditional Use Permit filed by Steven R. and Jen C. Evans, 763 Ivy Oaks Drive, Caledonia, IL, 61011 to establish a Commercial Indoor Lodging land use (vacation rental home) at 717 Geneva Street, Tax Key No. ZOP00160.
12. A. Public Hearing and Recommendation on a Zoning Map Amendment/General Development Plan filed by Karen Klipp, 7345 Hollow Drive, Lake Geneva, WI 53147 to confirm zoning flexibilities to establish two Commercial Indoor Lodging land uses (vacation rental homes) at 824 Williams Street, Tax Key No. ZRA00018.
B. Public Hearing and Recommendation on a Precise Implementation Plan filed by Karen Klipp, 7345 Hollow Drive, Lake Geneva, WI 53147 to confirm zoning flexibilities to establish two Commercial Indoor Lodging land uses (vacation rental homes) at 824 Williams Street, Tax Key No. ZRA00018.
C. Public Hearing and Recommendation on a Conditional Use Permit filed by Karen Klipp, 7345 Hollow Drive, Lake Geneva, WI 53147 to establish a Commercial Indoor Lodging land use (vacation rental home) at 824 Williams Street, Tax Key No. ZRA00018.
13. A. Public Hearing and Recommendation on a Zoning Map Amendment/General Development Plan filed by Chris Law, Geneva Lakes Christian Church, W2906 Willow Road, Lake Geneva, WI 53147, to amend the Zoning Map from the SR-4 Single-Family zoning district to Planned Development for a new worship facility at 1015 N. Bloomfield Road, Tax Key Nos. ZSF00232 and ZSF00231.
B. Public Hearing and Recommendation on a Precise Implementation Plan filed by Chris Law, Geneva Lakes Christian Church, W2906 Willow Road, Lake Geneva, WI 53147, to construct a new worship facility at 1015 N. Bloomfield Road, Tax Key Nos. ZSF00232 and ZSF00231.
14. Public Hearing and Recommendation to amend the Precise Implementation Plan / Conditional Use Permit filed by Lake Geneva Tennis Club LLC, 630 Veterans Pkwy, to expand a parking lot for a Physical Activity Studio land use (indoor tennis complex) at 630 Veterans Parkway, Tax Key Nos. ZLGBP200029, ZLGBP200030, ZLGBP200031, ZLGBP200032, & ZLGBP200033.
15. Public Hearing and Recommendation of a Conditional Use Permit filed by Reeds Construction LLC, W3199 S Lake Shore Drive, Lake Geneva, WI 53147, to construct a new boat slip at 1084 LaGrange Drive, Tax Key No. ZLE00003.
16. A. Public Hearing and Recommendation of a Conditional Use Permit filed by Julie Selby, 800 N Blue Spruce Circle, Hartland, WI 53029, for Indoor Commercial Entertainment for a studio at 262 Center Street, Tax Key No. ZOP00259.

- B. Downtown Design Application by Julie Selby, 800 N Blue Spruce Circle, Hartland, WI 53029, for vinyl window decals and a wood sign to the exterior of the building at 262 Center Street, Tax Key No. ZOP00259.
17. A. Public Hearing and Recommendation of a Conditional Use Permit filed by Halvar Petersen, 507 Broad Street, Lake Geneva, WI 53147, for Indoor Commercial Entertainment for a Bakery/Patisserie at 252 Center Street, Tax Key No. ZOP00258.
- B. Public Hearing and Recommendation of a Conditional Use Permit filed by Halvar Petersen, 507 Broad Street, Lake Geneva, WI 53147, for Indoor Commercial Entertainment for a Coffee School at 252 Center Street, Tax Key No. ZOP00258.
18. Public Hearing and Recommendation of a Conditional Use Permit filed by Jes Bush-Christenson, 1515 Dodge Street, Lake Geneva, WI 53147, for Outdoor Commercial Entertainment at 747 W. Main Street, Tax Key No. ZOP00271.
19. Public Hearing and Recommendation of a Conditional Use Permit filed by Curt Langille, Lanco Builders, Inc., 813 Eagleton Drive, Lake Geneva, WI 53147, to use SR-4 Setbacks in ER-1 zoning district at 837 Bayview Drive, Tax Key No. ZGB00007.
20. Public Hearing and Recommendation on an amendment to the Zoning Ordinance proposed by the City of Lake Geneva to include the Commercial Indoor Lodging land use (per Section 98-206(4)(k)) as a conditional use in the Neighborhood Office and Neighborhood Business zoning districts.
21. Comprehensive Plan Strategy and Procedures for amending the City of Lake Geneva's 2017 Comprehensive Plan.
22. 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 6/14/2017

**PLAN COMMISSION MEETING
MONDAY, APRIL 17, 2017 – 6:30 PM
COUNCIL CHAMBERS, CITY HALL**

Mayor Kupsik called the meeting to order at 6:30p.m.

Roll Call. Present: Mayor Kupsik, Alderman Doug Skates, John Gibbs, Sarah Hill, Tom Hartz, Ann Esarco, Tyler Frederick. Also Present: City Planner Slavney, City Attorney Draper, City Administrator Oborn, Building & Zoning Administrative Assistant Follensbee.

Approve the Minutes of March 20, 2017 Plan Commission meeting as distributed.

Hartz/Hill motion to approve. Unanimously carried.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will to be limited to 5 minutes.

Trish Schaefer, 403 Center St, stated she lives in an area that under consideration for potential rezoning that will allow short stay vacation rentals. She is concerned about potential noise.

Alejandro Talancon, 407 Center St, stated any concerns by neighbors can be brought to him to discuss.

Acknowledgement of Correspondence.

Mayor Kupsik received an email regarding the rezoning and allowing 407 Center Street to provide short term rental accommodations.

Downtown Design Review.

Application by Hans Melges, 1100 Edwards Blvd, Lake Geneva, WI 53147, to update the exterior façade at 233 Center Street, Tax Key No. ZOP00284

Hans Melges, 1100 Edwards Blvd, would like reface 233 Center Street. Ms. Hill questioned if there are garage doors in the front and if they will be functional. Mr. Melges confirmed they would. Mr. Melges added the whole building will be white except for the bronze accents and overhead doors. Mr. Hartz questioned if the panels on the south side that pull away from the building could be pushed back. Mr. Melges answered it will not be noticeable once it is painted.

Kupsik/Gibbs motion to approve and include all staff recommendations.

Mayor Kupsik noted in this part of the downtown design overlay zoning district exterior building materials should be of high quality exterior appearances, other non-structural features should be minimal and building design should reflect the styles that were prevalent in the 20th century. There is no requirement to use commercial store front design motifs from the 1890 to 1920 periods. Staff feels the proposed design is an improvement over the existing exterior of the building with its residential material and windows. Ms. Hill added there is little consistency to the downtown design review. Planner Slavney stated the revised submittal responds to what was discussed by the Plan Commissioners at the last meeting. He recommends approval.

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

Application by Dana Trilla/David Wingate, D & D Restaurant Group, Inc, 146 Evergreen Pkwy, Crystal Lake, IL 60014, to remove south facing projecting sign, replace fabric on east facing awning with logo and add wall sign on south side of building with logo at 150 Center Street, Tax Key No. ZOP00309

Dana Trilla, 146 Evergreen Pkwy in Crystal Lake, IL, wants to change the current awning from the Original Chicago Pizza to her business, the Flat Iron Tap. The company she spoke to will need to take off the current east facing awning, replace the fabric, and put it back up. She isn't changing the style or size. The south facing awning will be removed as it has no purpose. She is hoping to put a wall sign with their logo on the south facing wall. Mayor Kupsik asked that the hanging sign on the second floor be removed. Ms. Trilla said it has come to her attention that the tenant on the second floor was given permission from the landlord to use that. City Administrator Oborn added the upstairs tenant and landlord have been notified that they need to remove the pole sign.

Hartz/Esarco motion to approve and include all staff recommendations.

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

Application by Michael Walter, 514 Broad Street, to update exterior façade at 514 Broad Street, Tax Key No. ZGD00004

Planner Slavney explained this is a proposal to alter the appearance of the property at 514 Broad Street to update the exterior façade. The proposal is to add metal siding over the existing brick to replace the first floor windows and add a new soffit, fascia, and front door. The proposal also is to change the color of the exterior to a dark, slate blue. The front door is currently a set of narrow double doors, and it is proposed to be replaced with a more conventional single door and side light. There are no changes proposed for exterior signage as part of the application. He feels the consensus was the change to the siding on the side of the building would improve the look. The current façade on the front of the building is the correct material and ought to stay the same. The brick on the front is in good shape and they feel it should stay. It would need very extensive repair on the side. Mr. Hartz questioned if the vinyl windows are a commercial grade or residential. Mr. Slavney answered details were not provided for the windows. He thinks they could specify commercial grade for the windows and front door. Mr. Hartz continued there is a funny detail on the cornice with an unpainted piece of wood and paper that laps over it. He would like that to be brought out. Mr. Frederick thought they wouldn't want to wrap the siding to the front, perhaps brick could wrap around the back. Mr. Hartz feels the siding should be held back maybe 3 feet from the front and put a trim piece on it. Mr. Skates thinks the brick should be cleaned off and transitioned around.

Michael Walter stated it is seamless stainless steel siding. They wanted to do the whole building but the integrity of all of the bricks are not good. Because of that, the parapet walls up in the top on most of the older buildings have disintegrated to the point where they were falling in and/or on the sides. The side walls have been replaced. They like the brick look but don't want the danger of bricks falling off the building. Mr. Slavney questioned if a stucco finished panel would provide the same benefits. Mr. Frederick argued that for the cost of doing stainless siding on the front, they could do extensive brick work on the front façade. Mr. Walter was opposed to keeping the brick look. Mayor Kupsik noted the staff recommendations in the packet include preserving the original brick on the front façade of the building, preserving the original decorative cornice fascia and soffit on the front façade of the building, preserve the original door or replacing it with an alternative that is acceptable to the Plan Commission, replacement windows must be of the same size and shape of the existing windows, and dark color frames shall be used.

Hartz/Frederick motion to approve the request to update the exterior façade at 514 Broad St Tax Key No. ZDG00004 to include all staff recommendations and including a condition that the original brick on the front façade of the building remain as well as the original decorative cornice fascia and soffit on the front façade, doors on the front should be commercial grade, as well as the windows which should be the same size as they are now, and the siding on the side should come 3 feet short of the front and have a finish to it.

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

Application by Gregory Anagnos, N1567 Clover Road, Lake Geneva, WI 53147, to paint exterior of building black with silver trim at 501 Broad Street, Tax Key No. ZOP00032

Gregory Anagnos, N1567 Clover Rd, is the Owner/Operator/Chef of Medusa. He wanted to correct the color as listed as it is midnight oil and light gray, not metallic silver. Mr. Hartz asked if the shutters will remain black. Mr. Anagnos said that was what he thought. He wanted to clean the building up from white because it shows a lot of rust marks and looks dirty.

Jamie Moran, 430 Rockwell St in Elkhorn, stated the building will be primed and then 2 coats of the midnight oil color paint will be applied. He stated they can get behind all of the signs. The air conditioner units are actually in windows, so it will be a clean look, and would all be tuck pointed.

Hartz/Gibbs motion to approve the application for painting the exterior of the building at 501 Broad Street a midnight oil with a light gray trim and include all staff recommendations.

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

Application by Tony Valenti, 2908 Wells Street, Delavan, WI 53115, to add signs to the front and back of building at 234 Broad Street, Tax Key No. ZOP00257

Tony Valenti, 2908 Wells St, Delavan, WI, would like to update the building by putting two signs up. Mayor Kupsik stated the proposed signs comply with the maximum areas allowed in the CB zoning district as well as with permitted sign materials and colors. The CB district only allows for one sign for each exterior face of the building not adjacent to a residential zoning district, therefore the logo sign should be relocated next to the store name to comprise a single sign

area. On the rear of the building, either the sign band area or the wall area next to the door should be selected as the single permitted sign location. Planner Slavney tried to measure the proposal as one sign but the logo is too many feet above the words to comply with the sign area. The only way to do it on the front of the building is to move the logo down next to the words and re-center things. On the back side, either one or the other of those locations should be chosen as there is the same problem.

Kupsik/Hartz motion to approve the application by Tony Valenti, 2908 Wells Street, Delavan, WI 53115, to add signs to the front and back of building at 234 Broad Street, Tax Key No. ZOP00257 to include all staff recommendations. Roll Call: Kupsik, Skates, Gibbs, Hill, Hartz, Frederick voting “yes.” Motion carried with Esarco “abstaining.”

Application by Sharon Schroeder, 2021 Old Mill Lane, McHenry, IL 60050, to add a sign and update the exterior store front façade at 729 W. Main St, Tax Key No. ZOP00275

Sharon Schroeder, 2021 Old Mill Lane, McHenry, IL, proposed improving the current façade at 729 W. Main Street. Currently, it is a corrugated metal façade which looks dated. She would like to update with an exterior wood grain product that would match her neighbor, The Design Coach.

Hartz/Skates motion to approve the application by Sharon Schroeder to add a sign and update the exterior store front façade at 729 W. Main St, Tax Key No. ZOP00275 to include all staff recommendations.

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

Public Hearing and Recommendation on a Precise Implementation Plan (PIP) Application filed by Kevin Madalinski, Director, Hoffman Design & Construction, 122 E College Ave., Appleton, WI 54911 on behalf of Golden Years for a proposed senior housing project on the north side of North Bloomfield Road – about 500 feet east of Edwards Boulevard/Wis 120, Tax Key Nos. ZSF00074 & ZSF00085

This is the first phase of the previously approved general development plan for Golden Years. It was noted the sidewalk is going to be on the same side of the street as the Golden Years.

Hill/Hartz motion to close the public hearing. Motion carried unanimously.

Skates/Gibbs motion to approve the Precise Implementation Plan (PIP) Application filed by Kevin Madalinski, Director, Hoffman Design & Construction, 122 E College Ave., Appleton, WI 54911 on behalf of Golden Years for a proposed senior housing project on the north side of North Bloomfield Road – about 500 feet east of Edwards Boulevard/Wis 120, Tax Key Nos. ZSF00074 & ZSF00085 to include staff recommendations and fact finding in the affirmative as well as the execution of the development agreement, looping the water service fully around the building in the next phase of project development, the detailed final review by City staff and consulting engineers for the detailed utility building and storm water management plans, improvements of the public sidewalk on the west side of Harmony Drive, and to allow the maximum height to go up to 20 feet.

Mr. Hartz asked if the development agreement would be approved by Council. Mr. Oborn confirmed it would.

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

Public Hearing and Recommendation of a Conditional Use Application (CUP) and Downtown Design by Tony Besario, 6806 84th Avenue, Kenosha, WI 53142, for Indoor Commercial Entertainment for a self serve frozen yogurt store and Downtown Design Signage at 120 Broad Street, Tax Key No. ZOP00346

Tony Besario, 6806 84th Avenue, Kenosha, WI, introduced himself as the President of the Funky Kup. Jeffrey Boldt, 2180 Mohican Dr, Round Lake Heights, IL, is Co-Owner of Funky Kup. Mr. Besario explained it will be a self-serve frozen yogurt shop. Mr. Hartz questioned the hours of operations. Mr. Besario said it will be from 11:00am to 10:00pm on weekdays and weekends. Mr. Hartz suggested leaving the sign in the same spot but affixing it to the building as it cannot hang off of the building. Ms. Hill questioned why it has to be affixed to the building. Mr. Slavney said it was not a matter of aesthetics; it is a matter of safety. Suspended signs can swing freely over a sidewalk. Ms. Hill asked how they were able to finish the space without first getting a conditional use permit. Mr. Oborn answered he feels there may have been confusion by prior staff. They did take out the building permit. Ms. Hill questioned what would happen if this was declined. She consistently hears that we don’t want to look like the Wisconsin Dells. She is not a fan of the aesthetic. Mr. Slavney said they are in compliance.

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

Hartz/Frederick motion to approve the Conditional Use Application (CUP) and Downtown Design by Tony Besario, 6806 84th Avenue, Kenosha, WI 53142, for Indoor Commercial Entertainment for a self serve frozen yogurt store and Downtown Design Signage at 120 Broad Street, Tax Key No. ZOP00346 to include all of the findings and staff recommendations and note operating hours are 11:00am to 10:00pm 7 days a week.

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

Public Hearing and Recommendation of a Conditional Use Application (CUP) and Downtown Design by Emily Blincoe, 440 Frost Drive, Williams Bay, WI 53191, for Outdoor Commercial Entertainment to permit outdoor activities in the courtyard adjacent to the Olive Oil Shops and Downtown Design Signage at 221 Broad Street, Tax Key No. ZOP00267

Emily Blincoe, 440 Frost Drive, Williams Bay, WI stated a sign had broke so she would like to add a new one. Mr. Slavney noted his colleague reviewed the signs and felt that because of the menu board signs, the sign above the arch would not be permitted. They are in different categories of signage that we enable separately. The proposed final letters are permitted under the code. Ms. Blincoe noted the two in the boxes would be coming out. Ms. Hill asked if the pictures are to scale. Ms. Blincoe said the pictures are superimposed, it is 12 inches. Mr. Slavney added they did identify recommended conditions related to the proposed conditional use of the outdoor space. The conditions are: the applicant recognize the affirmative set of findings, the lettering, and the courtyard gates shall remain open when the courtyard is accessible, which is the second exit for fire protection purposes, exterior lighting complies with the requirements of section 98-707, and amplified sound has to comply with zoning requirements. Mr. Hartz recommended changing the operating hours to 9:00pm so there is flexibility for an evening event. Ms. Hill questioned what type of activities will be going on. Ms. Blincoe said it would be to demonstrate her products. Mayor Kupsik said amplified music or other activities shall comply with the noise standards of section 98-707.

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

Kupsik/Hill motion to approve the Conditional Use Application (CUP) and Downtown Design by Emily Blincoe, 440 Frost Drive, Williams Bay, WI 53191, for Outdoor Commercial Entertainment to permit outdoor activities in the courtyard adjacent to the Olive Oil Shops and Downtown Design Signage at 221 Broad Street, Tax Key No. ZOP00267 to include all staff recommendations and fact finding and hours of 10:00am to 9:00pm.

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

Public Hearing and Recommendation of a Conditional Use Application (CUP) filed by Dan Clifford, 1301 Promontory Drive, Lake Geneva, WI 53147, to exceed maximum accessory structure height at 1301 Promontory Drive, Tax Key No. ZEH00018

Dan Clifford, 1301 Promontory Drive, would like to put an accessory building in the back woods of his property. It would be a two story building. He wants to maximize square footage and not cut down trees. It would strictly be used for storage. They have no intention of running water or sewer to the structure. He does not want to match it to the house, he rather it remain hidden. Mr. Hartz asked if they will need a driveway to get to it. Mr. Clifford answered they would not. Mr. Hartz questioned if there are covenants in the neighborhood. Mr. Clifford answered there weren't any he was aware of.

Speaker 1

Mary Ellen Rogers, 1790 Conant Street, said she owns a lot in the neighborhood where this is proposed. She wants to make sure this isn't going to interfere with the view. Mr. Clifford said the building would be surrounded by trees.

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

Hill/Frederick motion to approve the Conditional Use Application (CUP) filed by Dan Clifford, 1301 Promontory Drive, Lake Geneva, WI 53147, to exceed maximum accessory structure height at 1301 Promontory Drive, Tax Key No. ZEH00018 including all staff recommendations as noted and fact finding in the affirmative.

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

Public Hearing and Recommendation of a Conditional Use Application (CUP) by Nicholas Carone, 177 Valencia Parkway, Gilberts, IL 60136, for Indoor Commercial Entertainment for a hot dog restaurant and outdoor dining at 272 Broad Street, Tax Key No. ZOP00244

Nicholas Carone, 177 Valencia Parkway, Gilberts, IL, would like to open a neighborhood-style small restaurant that serves hot dogs, hamburgers, french fries, and polish sausages. Mr. Slavney recommended approval but suggested the outdoor seating be limited to 16 seats as shown on the site plan, the outdoor seating and other furnishings can't creep into the right of way, and umbrellas over the seating cannot contain any advertising. Mr. Hartz questioned where the dumpsters would go. Mr. Carone said there is an easement; and he would put a 1 yard rollout or 2 and have them emptied every other day. Mr. Carone said he has not spoken to the Fire Department but they will have fire suppression systems. The operating hours will be 10:30am to 11:00pm weekdays and Saturdays and Sunday from 10:30am to 9:00pm. The hours will be adjusted during non-peak times. Ms. Hill questioned if they would serve beer and wine. Mr. Carone said no. Ms. Esarco asked if all table seating will be eliminated inside. Mr. Carone said he would like a table but he is still debating that.

Skates/Hartz motion to close the public hearing. Motion carried unanimously.

Gibbs/Kupsik motion to approve the Conditional Use Application (CUP) by Nicholas Carone, 177 Valencia Parkway, Gilberts, IL 60136, for Indoor Commercial Entertainment for a hot dog restaurant and outdoor dining at 272 Broad Street, Tax Key No. ZOP00244 to include all staff recommendations specifically item 3a and all findings of fact.

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

Review and Recommendation of a Site Plan Amendment filed by Dirk Debbink & Bert Zenker, MSI General, W215 E Wisconsin Avenue, Nashota, WI 53058, on behalf of Plasti-Coil, Inc., for a building expansion at 901 Geneva Parkway, Tax Key No. ZLGB200010

Dirk Debbink and Bert Zenker of MSI General, W215 E Wisconsin Avenue, Nashota, WI 53058 proposed building a 20,800 square foot addition to the existing Plasti-Coil plant. It would be built with almost the exact same materials, same precast, same design as the existing building. Mr. Slavney noted this is just a site plan approval. They looked carefully at whether the building addition will result in too much impervious surface on the site, the lighting plan, and the storm water management. In this case all of those things are handled well within the bounds of the ordinance. The additional landscaping fully complies with the requirements. He recommends approval. Mr. Debbink said there is adequate parking on the site right now for the current employees and expected additional employees. He does not think additional parking will be needed.

Hartz/Hill motion to approve the application for a site plan amendment on behalf of Plasti-Coil, Inc. for a building expansion at 901 Geneva Parkway.

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

Review and Recommendation of an Extraterritorial Jurisdiction (ETJ) CSM Lot Combination in the Town of Geneva filed by Todd Cauffman, Lowell Management Services, PO Box 926, Lake Geneva, WI 53147, to combine lots 5, 6, & 7 of the Longwood Subdivision at Longwood Drive south of McDonald Road, Tax Key Nos. JLW00005, JLW00006, JLW00007

Scott Lowell, 602 Trevino Drive, stated this is an ETJ matter. It is in the Town of Geneva as it was a subdivision that was filed a number of years ago. No homes have been built in it. It was purchased 18 months ago and the owner would like to turn it into a family compound. It currently has 7 lots, and they wish to combine lots 5, 6, and 7 into one lot. No boundaries would be changed. Mr. Slavney said it meets all requirements and recommends approval.

Kupsik/Hartz motion to approve the Extraterritorial Jurisdiction (ETJ) CSM Lot Combination in the Town of Geneva filed by Todd Cauffman, Lowell Management Services, PO Box 926, Lake Geneva, WI 53147, to combine lots 5, 6, & 7 of the Longwood Subdivision at Longwood Drive south of McDonald Road, Tax Key Nos. JLW00005, JLW00006, JLW00007 to include all staff recommendations.

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

Review and Recommendation of a Concept Plan for 837 Bay View Drive, for a conditional use permit for SR-4 Setbacks in ER-1 Zoning Permit at 837 Bay View Drive, Tax Key No. ZGB00007

Jeff Letser with Aspect Design Inc., 26575 Commerce Drive, Bullough, IL and Kurt Langell of Lancoe Development, 813 Eagleton Drive, spoke on this project. Mr. Letser stated they are here for a preliminary review for removing an existing home on the site and building a new home on the site. They are proposing to extend the rear of the home into the 100 foot rear yard setback. The square footage of the areas of what they are proposing is no larger than what is currently there. They are staying with all the current side yard setbacks of the existing home. They are proposing a hard-scaped patio at a lower grade level. The home does have a walk out terraced rear elevation. They will be using the same retaining wall heights coming down to the property. Mr. Slavney stated the side yard setbacks are in excess by quite a bit of what would be allowed by the SR-4 zoning district. This design reflects acceptable practices in the past. Mr. Hartz questioned what the patio hard surface will be. Mr. Letser thinks they are leaning toward some type of brick.

As this is a concept plan there was no action taken other than what was discussed.

Discussion of Indoor Commercial Lodging by conditional use in the Neighborhood Office (NO) or Neighborhood Business (NB) zoning districts

Mr. Slavney feels there has been a good track record of compliance with conditions that have been identified with regard to short term rentals. He does not think there have been any ongoing problems. When the code was changed to enable this form of land use, it allowed these uses only as a conditional use and restricted them to higher activity commercial districts. These kinds of units are small scale and involve single family or 2 family dwelling units. Those units are in short supply in these zoning districts. There have been a number of inquiries for homes located in the Neighborhood Office and Neighborhood Business districts. The supply of available homes left in the currently approved districts is winding down. The proposal would be to continue to regulate all of these proposals as a conditional use with the same set of conditions. An advantage would be reviewing one proposal at a time, the permits are specific, the neighbors within 300 feet are all given notice, there is a public hearing, the potential to approve is equal to the potential to deny, and conditions can be added which are customized to the site. He does not recall any revocations of any conditional use that has been in the City. If the commission is in favor, Mr. Slavney will prepare a formal code amendment that would come in about 2 months as a public hearing with a class 2 notice in the paper. If this were approved by the Council following the Plan Commission's recommendation, anyone who owned a home in these districts would have to come in on their own merits and make their case just like everyone else. Mayor Kupsik suggested reading over the information and make a recommendation at the next Plan Commission meeting. Mr. Oborn wanted to get some input as to whether they should proceed or not. Mr. Hartz questioned the current occupancy rates of the existing short term rentals. Mr. Slavney said the peer communities that he works for have begun to adopt these regulations. Ms. Hill said she is in favor of moving forward as proposed. Mr. Gibbs is not in favor of this as he walks by these places and has seen 6 or 7 cars parked in the driveway. He doesn't want that in his community or neighborhood. A residential area should be residential. Mr. Hartz stated it seems as when they are occupied, there are a lot of people there. During the week and during the winter they will probably be vacant, and he wonders about the snow removal. Mr. Oborn said if mowing and snow removal is not done, the City will do it and bill the owner. He would like the permit tied to the specific owner of the property and it not transfer over if a property is sold. Mr. Skates said he has received positive feedback from the Police about the ones that have been approved. Mayor Kupsik said a conditional use is appealing because they can deny it or take it away if need be. Mr. Oborn said he would be willing to provide a map of inventory.

Adjournment. Hill/Gibbs motion to adjourn at 8:39pm. Unanimously carried.

/s/ Stephanie Gunderson, Assistant City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE PLAN COMMISSION

**SPECIAL PLAN COMMISSION MEETING
MONDAY, MAY 22, 2017 – 5:15 PM
COUNCIL CHAMBERS, CITY HALL**

Mayor Kupsik called the meeting to order at 5:18p.m.

Roll Call. Present: Mayor Kupsik, Alderman Doug Skates, Commissioners Sarah Hill, Ted Horne, Ann Esarco. Absent: Commissioners Gibbs and Frederick. Also Present: Building and Zoning Administrator Walling, City Planner Slavney, City Attorney Draper, City Administrator Oborn, City Clerk Waswo

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.

Downtown Design Review.

Application by David Scotney, 1551 Orchard Lane, Lake Geneva, WI 53147, to add a sun shade to the upper level of the building instead of the using the red umbrella's from the original plan at 831 Wrigley Drive, Tax Key No. ZOP00340.

David Scotney, owner of Oak Fire spoke on shading the 2nd floor of the building to provide better coverage. The product is a commercial, heavy duty shade called Sail Shades and will be attached to the building by anchors and cabling. The shade will provide better coverage and will be much safer than umbrellas. They will have three 20 foot and one 12 foot triangle white shades attaching to bolts on each one of the beams and outer walls. The shades have reinforced eyeholes that connect with cables. They are removable and will be taken down at the end of the season. They will also have power at the same anchor points for commercial grade string lights along the cable. The shades are porous; they will block the sun and allow wind to pass through more easily, but will not block rain. Structurally it won't be much different, they are using aluminum tubing which is the same material and color that holds in the windows. The bolts will be welded to the structural steel of the building.

Hill/Horne motion to approve the application by David Scotney, 1551 Orchard Lane, Lake Geneva, WI 53147, to add a sun shade to the upper level of the building instead of the using the red umbrella's from the original plan at 831 Wrigley Drive, Tax Key No. ZOP00340.

Roll Call: Kupsik, Skates, Hill, Horne, Esarco. Motion carried 5 to 0.

Review and Recommendation of a proposed Certified Survey Map (CSM) within the City's Extraterritorial Jurisdiction (ETJ) in the Town of Geneva filed by Walter G. Larkin, W3459 Highway 50 West, Lake Geneva, WI 53147, to establish a legal 50' easement at W3459 Highway 50 West, Lake Geneva, WI 53147, Tax Key Nos. JG3400012.

Larry Larkin, W3170 South Lake Shore Drive, Lake Geneva, appeared on behalf of his brother, Walter, who is out of the country. Walter purchased this 20 acre property about 25 years ago. The part of it that is near Highway 50 is agricultural and that is still farmed. The lower part is woods and has never been farmed. On that part, he would like to build a small cabin for winter use. To do that, he will need a driveway to it. The County is requiring a 50 foot easement. To get that he has to move the farm house that is currently on Highway 50. The purpose of this application is to get the zoning to move the farm house and then get the 50 foot easement for the driveway. City Administrator Oborn noted planning staff has no objection to the proposed easement. There is no negative impact to the city.

Skates/Kupsik motion to approve the proposed Certified Survey Map (CSM) within the City's Extraterritorial Jurisdiction (ETJ) in the Town of Geneva filed by Walter G. Larkin, W3459 Highway 50 West, Lake Geneva, WI 53147, to establish a legal 50' easement at W3459 Highway 50 West, Lake Geneva, WI 53147, Tax Key Nos. JG3400012.

Roll Call: Kupsik, Skates, Hill, Horne, Esarco. Motion carried 5 to 0.

Open the annual request period for amendments to the Comprehensive Plan.

The City Planner drafted the plan which is similar to years past. City Attorney Draper explained this is an announcement that we have an annual process to amend the comprehensive plan, and according to our schedule we open up the process starting now until June 30th. Commissioner Hill wants the process to be extremely thoughtful and detail oriented. She wants to be very careful that the Plan Commissioners and the applicants understand the process. Mr. Oborn noted we

have not received any applications but have received inquirers. There is not a particular application form; it's done by a letter request where they describe the changes they want to make to the comprehensive plan. We are currently developing a uniform application process. We don't have that available this year, but will probably use it next year. There are no requirements but the applicant needs to make a specific request with specifications as to why they are requesting the change. Applicants meet and have a lot of communication with planning staff. The amendment is strictly a change to the comprehensive plan map, not the zoning. Any zoning has to be consistent with the master plan. Once the comprehensive plan is amended, the applicant would then have to come back to the Plan Commission and go through the zoning process.

Adjournment. Skates/Horne motion to adjourn at 5:44pm. Motion carried 5 to 0.

/s/ Sabrina Waswo, City Clerk

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STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item #6a

Applicant:

Matthew Morgan
212 Hidden Trail
Elkhorn, WI 53121

Request:

231 Cook Street, Lake Geneva, WI 53147
Downtown Design Review of Signage

Description:

The applicant is submitting an application for Downtown Design Review for two signs for a building at 231 Cook Street. 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 17.9-square-foot wall sign, would be constructed of HDU (high density urethane). Proposed sign colors include, white, black, “Chinese Red,” and “Classical Gold.” The sign size is within the maximum permitted area of 25 square feet.

A projecting sign is also proposed, similar in design to the proposed wall sign. Sign colors and materials are identical to the wall sign described above. The proposed sign is 4.2 square feet. Projecting signs are limited to 3 square feet in area in the CB zoning district.

Information about sign location on the building has not been provided. The business has two walls/façades that are eligible for signage: the west façade, which faces Cook Street, and the east façade, which faces the interior of the site and parking lot. The Zoning Ordinance permits this business one wall sign per façade and one projecting sign per business entrance. The applicant should submit a drawing that clarifies the proposed location of each sign, in a manner that is consistent with Zoning Ordinance requirements, particularly Section 98-806(3)(b).

Staff Recommendations:

The colors submitted have been reviewed and comply with the Historic Colors of the Sherwin Williams color palette. The proposed wall sign meets the requirements of the Downtown Design Overlay Zoning district. As proposed, the projecting sign exceeds the maximum permitted area for projecting signs.

Staff recommends *approval* of the two proposed signs, provided that the following conditions are met:

1. The applicant shall submit for approval by City staff a scaled drawing with a description the sign(s) to be installed and the sign’s proposed location on the building. If signage is proposed for more than one building façade, façades shall be clearly distinguished and labeled.
2. The projecting sign shall not exceed 3 square feet in area.
3. The bottom edge of a projecting sign shall be located a minimum of 7 feet from the ground level directly under the sign.



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

APPLICATION FOR DOWNTOWN DESIGN REVIEW

Site Address & Parcel No.:

231 Cook St., Lake Geneva, WI 53147
ZOP 00253

Name & Address of Current Building Owner:

Commercial Property Associates Inc
1000 N. Water St., Suite 160, Milwaukee, WI 53202

Telephone Number of Current Building Owner: (414) 271-1111

Name & Address of Applicant:

Matthew Morgan
212 Hidden Trail
Eikhorn, WI 53121

Telephone Number of Applicant: (920) 376-9390

Proposed Design Change:

Addition of exterior signage for Magic Morgan's
Little Magic Theatre, venue for magic and
variety shows.

Zoning District: _____

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

Randall Suhr - Design Consultant
Synergy Laser Design, LLC
6730 Explorer Dr.
Mount Pleasant, WI 53406

Description of Project:

Exterior signage for Magic Morgan's Little Magic Theatre; includes:
(1) 80" x 32.5" mounted sign - See artwork
(1) 24" x 25.25" wall sign. Signs are in historic approved colors

Date:

June 2 17

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:

Matthew Morgan, for Magic Morgan's Little Magic Theatre, as applicant/petitioner for:

Name: Matthew Morgan

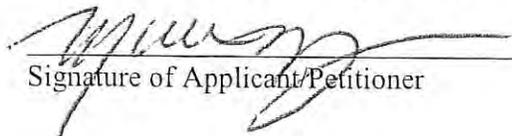
Address: 212 Hidden Trail
Elkhorn, WI 53121

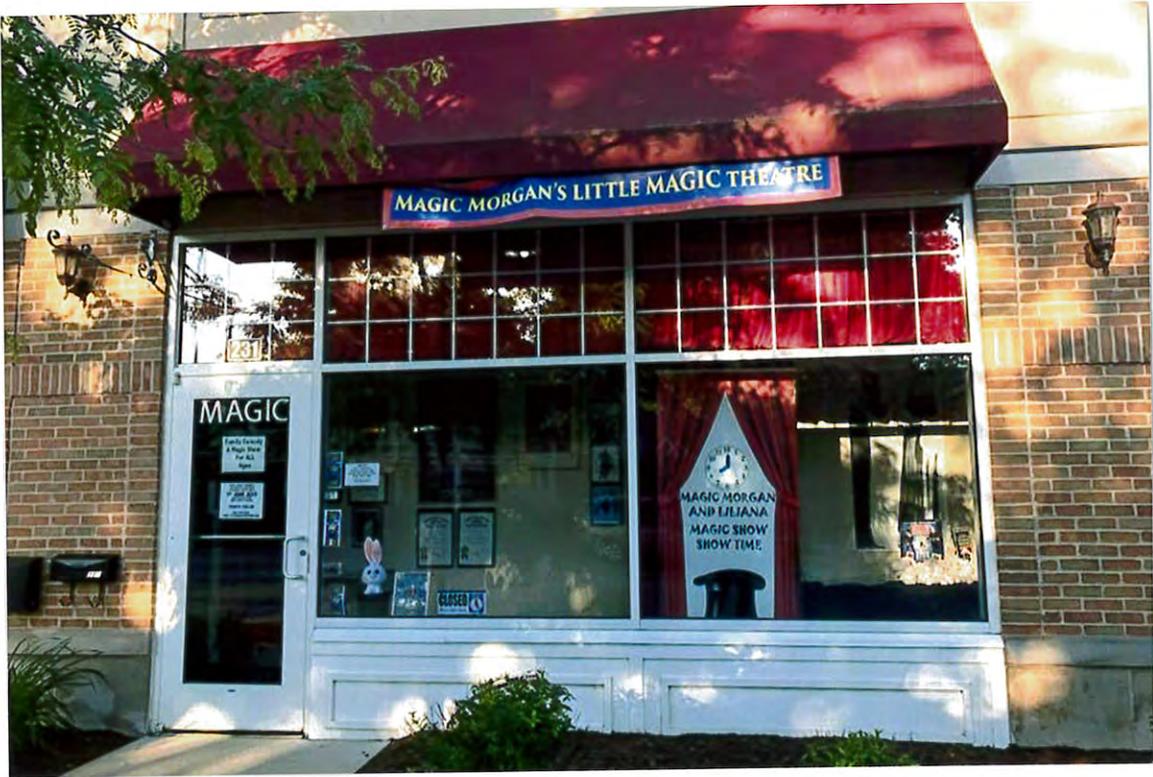
Phone: (920) 376-9390

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 2 day of June, ~~200~~ 2017

Matthew Morgan
Printed name of Applicant/Petitioner


Signature of Applicant/Petitioner





32 1/4" x 80" x 1" - HDU (18#) sandblasted one sided



SW6258 - Tricorn Black

SW - White

SW0057 - Chinese Red

SW0078 - Sunbeam Yellow



24" w x 25 1/4" h x 1.5" thickness w/3 eye bolts -
 HDU (18#) sandblasted doubled sides

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item #6B

Applicant:

Kathy & Thomas George
3383 S. Shore Drive
Delavan WI 53115

Request:

832 Geneva Street
Downtown Design Review
Change to the Exterior of a Brick Building
(Painting Brick)

Description:

The applicant is submitting an application for Downtown Design Review to replace the exterior of an existing Brick Building by painting the exterior brick façade.

The property is subject to Downtown Design review. The City reviews all changes in the Downtown to confirm that they conform to the Downtown Design standards. In the Plan Commission Packet, the first and second image depicts the building exterior as it appears today. The third image shows the proposed change to the exterior of the building that is located in the Downtown Design Review Design Overlay District.

The proposed change does not conform to the Downtown Design Review Design Overlay District guidelines and I have informed the applicants of this however they wish to still be on the agenda to apply for the request.

In accordance with the zoning this shall be on the agenda within the procedures to “appeal” the zoning administrator and Plan commission’s decision, unless the Plan Commission wishes **not to follow the guidelines** set forth Downtown Design Review Design Overlay District zoning section 98-913. (pages 3017 302, attached).

Staff Recommendation:

Deny the request.

The proposed change to the exterior of the building does not meet the requirements of the Downtown Design Overlay Zoning district.

98-913(14). Rehabilitation and Restoration:

New projects, building additions, and new appurtenances and features shall comply with the provisions for rehabilitation and restoration requirements.

The following standards shall apply where existing construction is proposed for rehabilitation and/or restoration:

a. In General: Buildings shall be restored relying on physical evidence (such as photographs, original drawings, and existing architectural details) as much as possible, in keeping with the general design theme noted in Subsection (9)(a)1.a., 1.b., and 2., above. Specifically, throughout the Downtown Design Overlay Zoning District:

i. Exterior Materials and Surface Features: **Materials and features identical to the original shall be used.** Where such knowledge is lacking, materials and features in common use at the time of building erection shall be used. Significant architectural features, including cornices, moldings and coursings shall be preserved or replaced with identical features and materials where possible.

ii. Windows and Doors: The size, proportion and rhythm of original windows and doors shall not be altered. Original window and door openings shall not be blocked, except with a dark opaque panel placed behind the window or door to preserve the appearance of the opening. Where now blocked in another manner, blocked window and doors shall be restored using said method.

GENERAL INFORMATION

Preserving the Exterior Masonry on Your Historic Building

PRINT

EMAIL A FRIEND

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MORE...

One of the most common building materials for older commercial buildings and homes in Wisconsin is masonry, or brickwork. Brick buildings are common because they were considered to be more durable and fireproof than wood buildings. In fact, by the late 19th century, many communities had mandated that their downtown buildings be made of masonry construction. The long-lasting properties of masonry allow these buildings to have a life expectancy of hundreds of years with proper care. By following a regular maintenance schedule and using proper preservation techniques, you can ensure your historic brick commercial building or house will last indefinitely.

A Brief History of Brick Manufacturing

Brick buildings have been popular in many parts of Wisconsin since the time of early European settlement. Brick is a natural building material that was historically manufactured very near the place of construction. Thousands of brick manufacturers have existed in Wisconsin — from small, backyard operations during Wisconsin's early days, to the large industrial manufacturers that arose later.

Bricks from ancient times up to the mid-19th century were simply slabs of clay baked in ovens. This process produces a brick with physical qualities similar to that of a loaf of bread — a very soft interior with a hard-baked crust. Clay shrinks as it bakes, and the early bricks did not shrink to a uniform size due to the uneven temperatures produced inside an oven. Bricks baked near the center of an oven tended to be harder and smaller than those at the outside of the oven. By the late 19th century, bricks were formed precisely by machines and molded with holes in the middle to ensure that the bricks were baked uniformly — the same principle used to cook donuts and bagels. Because these bricks were harder and more uniform, masons could lay them with thinner mortar joints using a harder mortar. The harder mortars were usually some type of Portland cement, which was much more rigid than the earlier mortar mixes.

By the early 20th century, masonry manufacturing techniques allowed for a wide variety of brick colors and textures. Brick buildings from this period often contain several colors as well as smooth, rough or glazed finishes. Brick buildings were often detailed with stone, terra cotta and other types of decorative surfaces. The large number of manufacturers in Wisconsin produced a wide variety of bricks in numerous colors, shapes, patterns, sizes, hardness and durability. This variety of masonry provides a richness of detail and a unique character to each historic downtown and residential area in the state. The color, texture, mortar joints and bond patterns of your house or building's masonry all contribute to its historic character.

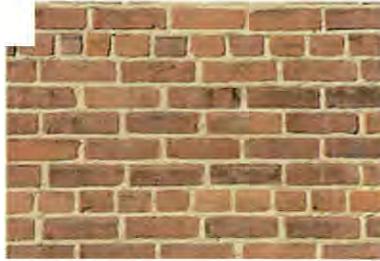
Historic Masonry Construction

Historic brick buildings were constructed to move and breathe. Masons anticipated that water would get into a brick building, so they employed construction techniques that would allow the water to exit. They used a soft, flexible and breathable lime-based mortar to serve these two purposes:

- To act as a separator bed between individual bricks, which allowed the wall and its individual components to move as the mortar expanded and contracted.
- To allow moisture to escape from the wall. Water follows the path of least resistance. If the mortar is softer than the bricks or stones in a wall, the water will wick its way out through the mortar joints, which keeps the interior of the wall relatively dry.



Madison, Wisconsin. Here is a photo of a common bond brick pattern with five courses of stretcher bond brick followed by a row of header course brick. Source: Photographer Mark Fay.



Madison, Wisconsin. Here is a photo of a common bond brick pattern with five courses of stretcher bond brick followed by a row of header course brick. Source: Photographer Mark Fay.

Explore the Category

Category: [How to Preserve Your Historic Building](#)

Topics in This Category

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[Exterior Features](#)

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[Interior Features](#)

[Paint](#)

[Plan Your Project](#)

[Roofs and Gutters](#)

[Windows and Doors](#)

[Understanding Historic Preservation](#)

Have Questions?

Contact Jen Davel by phone at 608-264-6490 or by email:

jen.davel@wisconsinhistory.org



See Pg. 2 of 3
over →

After constructing a building foundation, the masons would build exterior brick walls several courses (rows) thick. The most uniform and sound bricks were used on the exterior of a building. Bricks that contained flaws or irregularities were used on the interior walls and covered with plaster. Bricks were also used on cornices, pediments, lintels, sills and decorative features.

The masons laid the brick in different patterns of "headers" and "stretchers." A header is the short end of a brick, and a stretcher is the long end of a brick. Two typical patterns for commercial buildings were five-course and six-course common bond, also called American bond. To make these patterns, the masons would lay five or six courses of stretcher bond brick followed by a row of header course brick, and so on.

Modern Masonry Construction

You should understand the important differences between historic and modern masonry construction techniques before you undertake any rehabilitation project on your historic brick house or building. If you use modern masonry techniques and mortar on your structure, it could spell the beginning of the end for your historic house or building. Modern masonry construction techniques resist brick and mortar movement and rely on a waterproof outer skin to prevent water penetration.

Modern masonry buildings are not made of load-bearing multi-Wythe construction. Instead, a face brick is applied to a rigid backing. Modern mortars act like a glue to hold bricks together. These "glued" bricks form a monolithic mass that is not meant to move like historic brick walls. Expansion joints are cut into these monolithic masses to limit and control the movement. The Portland cement in modern mortar is harder, more rigid and more waterproof than the original lime-based mortars.

Mortar Consistency

Mortars are manufactured with materials of varying strengths, from soft lime to hard Portland cement. Prior to 1880, the mortars used in Wisconsin typically contained all lime and no Portland cement. Portland cement was first produced in the Lehigh Valley of Pennsylvania in 1871 and quickly began to supplement and later replace lime mortars. From about 1880 to World War II, most mortars contained both lime and Portland cement. By the second half of the 20th century, most bagged masonry cements contained Portland cement and sand with little or no lime.

If your historic house or building needs repainting, make certain the masonry expert you hire uses mortar that matches the strength of the original mortar. Hard mortar that is inserted in a structure with original soft mortar will cause spalling and breakage. If your building was constructed before the 1860s, the brick is very likely a soft brick with soft mortar. If your building was constructed after 1890, it was probably built with relatively hard brick and hard mortar.



Madison, Wisconsin. This is an example of poor repointing - the mortar joints are not only wider than the original mortar joints, but the new mortar is also a different color. Poor repointing will adversely affect the overall appearance of the historic building. Source: Photographer Mark Fay.

Best Practices for Historic Brick Buildings

When you are making rehabilitation decisions about your historic masonry house or building, follow these best practices:

- **Preserve and maintain your original brick, stone, terra cotta, cast concrete, mortar and other masonry original to your building.** Your masonry exterior is a character-defining feature, and its different textures, finishes and patterns contribute to your building's appearance. Preserve your building's masonry to retain your building's historic character. Do not cover or conceal original masonry surfaces with non-historic materials such as metal, exterior insulated finishing systems or vinyl.
- **Keep your historic masonry visible and unpainted.** Do not paint or seal your masonry building if it has never been painted or sealed. Your brick's color and texture is an important part of its appearance. Any paint you apply to your brick will require regular maintenance and periodic repainting. If you paint or seal your building, it may trap the moisture in the wall and cause your bricks to fail. It may also cause moisture-related issues on the interior, such as mold. Silicone-based sealants do not allow bricks to "breathe" and can trap moisture within walls. If water is penetrating your historic masonry building, you can use one of the highly effective non-paint related treatments that are available to strengthen your damaged or sandblasted masonry and make it more water repellent and resistant to the elements.
- **Use the gentlest means possible when cleaning your masonry.** Clean your historic masonry only when necessary to halt deterioration or to remove graffiti and stains. Use water, a mild

detergent and/or a non-harmful chemical solution and a bristle brush followed by a low-pressure water rinse. Low-pressure washing means 1,000 psi or less with the tip of the spray wand held no closer than 12 inches to the wall surface. Test a small area of your wall first to ensure the procedure and cleaning agent you are using are compatible with the masonry on your building.

CAUTION: Do not use harsh, abrasive cleaning methods, such as sandblasting, to clean or remove paint from your historic masonry building. Abrasive cleaning methods remove the exterior hard crust, expose the soft inner brick and allow water to penetrate. Abrasive cleaning of historic buildings is also a violation of state statutes.

- **Do not use power tools on your historic masonry.** If you need to remove or repair mortar joints on your masonry building, use hand tools instead of power tools. Power tools can damage the brick and are not recommended for removing mortar. Hand tools allow for precision work and minimal damage to the adjacent brick and stone.
- **Use a mortar mix similar to the original mortar to repoint your masonry building.** If you need to repoint your historic masonry house or building, use a mortar mix that is equal to or softer than your historic mortar. You can test the hardness of the mortar with a simple and relatively inexpensive test. If you notice mortar falling out or missing, hire a professional mason with experience in pointing historic buildings.



Depending on the type of dirt/pollution on a building - it is possible to clean the building using a brush and soapy water as seen in this photo. Source: WHS - Historic Preservation - Public History.



The top half of this brick was sandblasted. Note the sandblasting not only removed the hard outer layer (still evident on the lower half), it also damaged the inner, softer brick. Pock marks are evidence of sandblasting. Source: Photographer Ginny Way.

Section 98-913 Downtown Design Overlay
Zoning District

through

Section 98-913 Downtown Design
Overlay Zoning District

- public rights-of-way and adjoining properties by, at minimum, a continuous vegetated hedge with a minimum width of five feet, and a height of between 40 and 60 inches. This hedge may be supplemented by trees and/or compatible iron, masonry, or wood fencing, and/or berming.
- ii. **Required Shading:** In addition, one canopy tree (with a minimum installed breast height caliper of 2½ inches) shall be provided within, or within five feet of the edge of, on-site paved areas for every 2,000 square feet (or fraction thereof) of paved area.
 - c. **Exterior Storage and Utility Areas:** Trash storage areas, air conditioning units, and related storage and utility areas and components shall be fully screened from the view of adjoining properties, public rights-of-way, and customer areas.
 - d. **Freestanding Signs:** The base of freestanding signs shall be fully concealed by plants to a minimum height of twenty-four inches.
 - e. Additional landscaping standards are found in Article VI.
13. **Exterior Lighting:** Throughout the district, on-site exterior lighting shall be compatible and harmonious with the general design theme noted in Subsection (9)(a)1.a., 1.b., and 2., above. Specifically:
- a. **Pedestrian Lighting:** The design, color, height, location and light quality of on-site pedestrian lighting shall be consistent with the pedestrian lighting fixtures which complement the district's character.
 - b. **Vehicular Circulation Lighting:** The design, color, height, location and light quality of on-site vehicular circulation lighting shall be consistent with the lighting fixtures which complement the district's character.
 - c. Additional lighting standards are found in Section 98-707.
14. **Rehabilitation and Restoration:** New projects, building additions, and new appurtenances and features shall comply with the provisions of 1-13, above. The following standards shall apply where existing construction is proposed for rehabilitation and/or restoration:
- a. **In General:** Buildings shall be restored relying on physical evidence (such as photographs, original drawings, and existing architectural details) as much as possible, in keeping with the general design theme noted in Subsection (9)(a)1.a., 1.b., and 2., above. Specifically, throughout the Downtown Design Overlay Zoning District:
 - i. **Exterior Materials and Surface Features:** Materials and features identical to the original shall be used. Where such knowledge is lacking, materials and features in common use at the time of building erection shall be used. Significant architectural features, including cornices, moldings and coursings shall be preserved or replaced with identical features and materials where possible.
 - ii. **Windows and Doors:** The size, proportion and rhythm of original windows and doors shall not be altered. Original window and door openings shall not be blocked, except with a dark opaque panel placed behind the window or door to preserve the appearance of the opening. Where now blocked in another manner, blocked window and doors shall be restored using said method.

Section 98-913 Downtown Design Overlay
Zoning District

through

Section 98-913 Downtown Design
Overlay Zoning District

Window and door features, including lintels, sills, architraves, shutters, pediments, hoods and hardware, shall be preserved where possible, or replaced with identical features and materials. Dark frames (i.e. anodized bronze) shall be used to replace storefront and upper story windows. Clear aluminum finishes and mill finish aluminum storm windows are prohibited. Real shutters and awnings shall be used if there is evidence that they were a component of the original building design. Vinyl and plastic shutters and awnings shall be prohibited.

- iii. **Shop Fronts:** Shop fronts should fit inside the original shop front in terms of all three dimensions (vertical, horizontal and front to back articulation);
 - iv. **Display Windows:** Display windows should be restored to their original appearance.
 - v. **Entrances and Porches:** Original porches and steps shall be retained, except as required to meet accessibility standards. Porches, steps and related enclosures which do not comply with the architectural design theme shall be removed.
 - vi. **Roofs:** The original roof shape and character of visible materials shall be retained. Original architectural features which give the roof its essential character, including dormer windows, cupolas, cornices, brackets, chimneys and weathervanes, shall be preserved if in keeping with the architectural design theme.
 - vii. **Painting and Color:** See Subsection (b) 10., above.
 - viii. **Signage:** Any and all signage, existing upon the adoption date of this Chapter, which does not comply with the standards of Subsection (b) 11., above may be continued so long as well maintained. However, the maintenance of such legal nonconforming signs shall be limited to repair of the sign structural or lighting elements, and to the repainting or replacement of the sign face with identical new material, message, and original appearance. Should a change in material, message, or original appearance be desired, the legal nonconforming sign shall be removed.
 - ix. **Cleaning:** Structural components and exterior materials shall be cleaned when necessary, and with only the gentlest possible methods. Low pressure water and soft natural bristle brushes are acceptable. Sandblasting is never acceptable. Other methods shall be pre-approved by the Plan Commission.
- (c) **Residential Construction:** Proposed residential construction, located on properties having frontage on Main Street between Cook Street and Center Street, including new structures, building additions, building alterations, and restoration or rehabilitation shall be reviewed per Section (5) above and shall correspond to the design guidelines as determined by the Design Review Commission. The building setback, height, mass, roof form, exterior materials, exterior surface appurtenances, exterior colors, landscaping and lighting shall be compatible and harmonious with the general design theme noted in Subsection (9)(a)1.a., 1.b., and 2., above.
- (d) **Designated Historic Structures:** Landmark Center, 772 Main Street; Riviera Building, 810 Wrigley Drive; Stone Manor, 880 S. Lakeshore Drive; T.C. Smith House, 865 Main Street; Youngland Coach House, 701 S. Lakeshore Drive; St. Moritz, 327 Wrigley Drive.



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

APPLICATION FOR DOWNTOWN DESIGN REVIEW

Site Address & Parcel No.:

832 Geneva Street

Name & Address of Current Building Owner:

Kathy & Thomas GEORGE
8389 S. SHORE DR
DELUAN, WI 53115

Telephone Number of Current Building Owner:

Thomas 805-453-8691
Kathy 805-886-5263

Name & Address of Applicant:

AS ABOVE

Telephone Number of Applicant:

Cell 805-886-5263 / 805-453-8691

Proposed Design Change:

Painting of the Building

Zoning District:

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

Painting Project

Titus Painting

Justin 815-405-0252

Description of Project:

Painting of Building / TRIM / RAILINGS / STEPS

Date:

6/7/17

Signature of Applicant:

Kathy George

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:

THOMAS + Kathy George, as applicant/petitioner for:

Name: BRICK + Mortar Home Kathy George
Address: 832 Geneva St 3389 S Shore DR
Lake Geneva WI 53147 Delavan, WI 53115
Phone: 805-886-5263

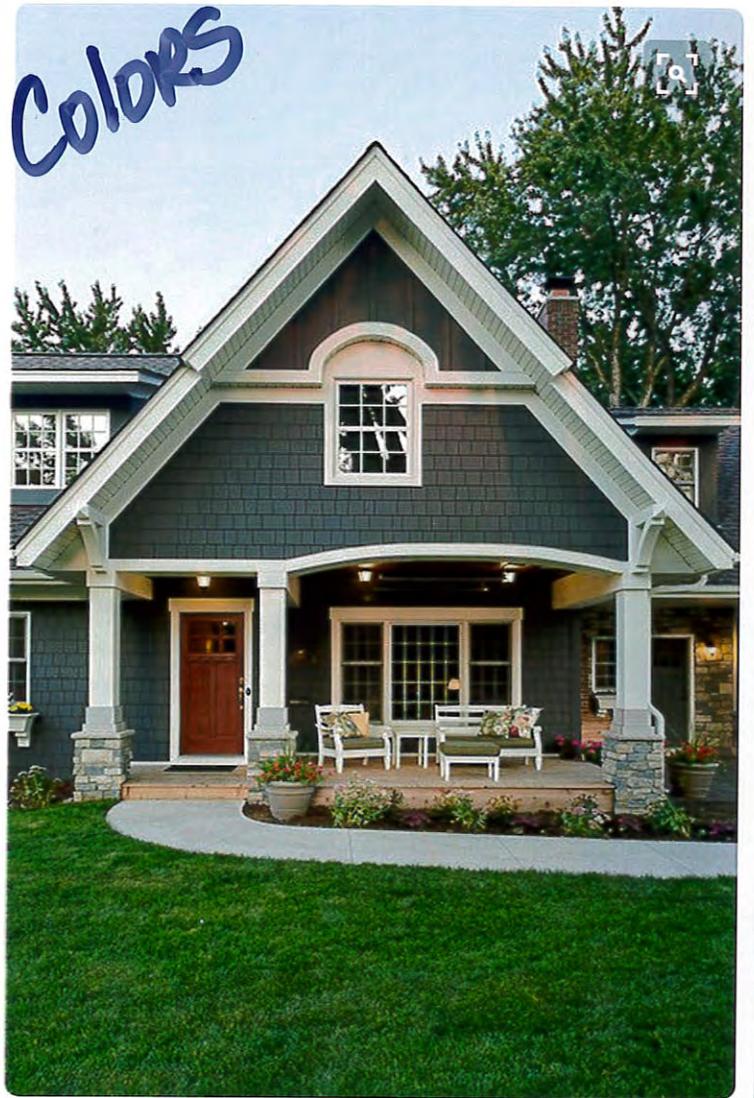
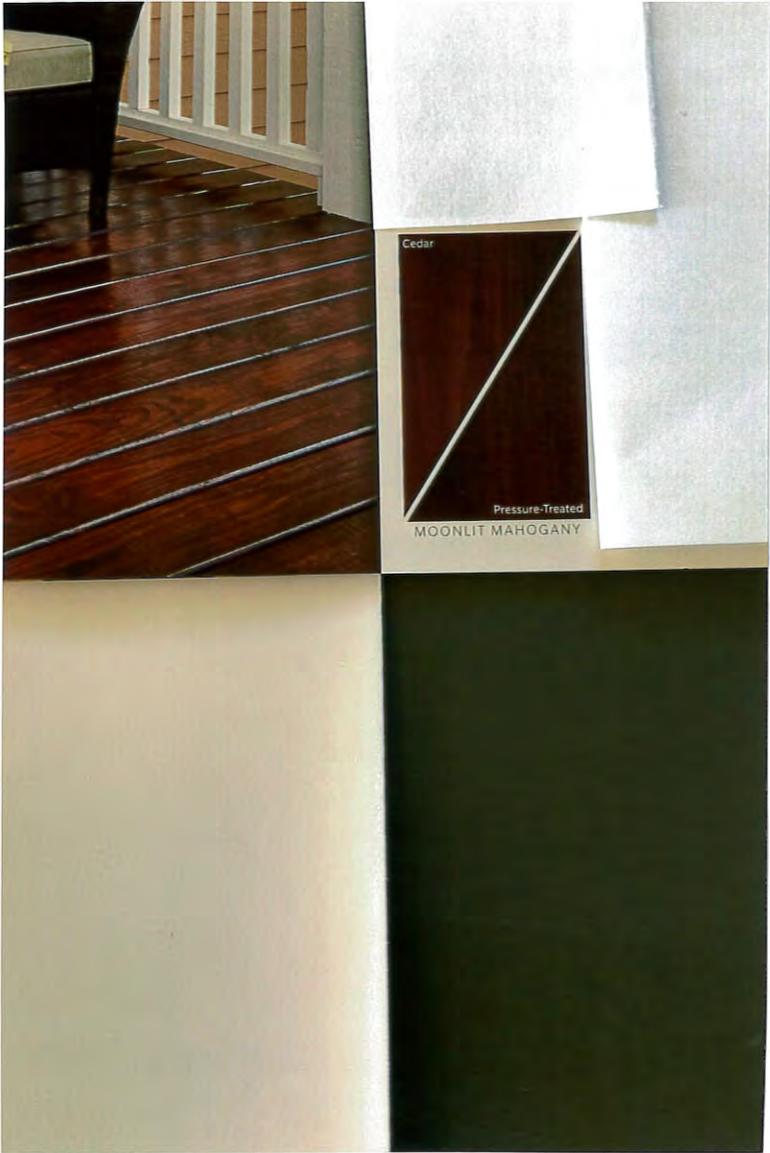
Agrees that in addition to those normal costs payable by an applicant/petitioner (e.g., filing or permit fees, publication expenses, recording fees, etc.), that in the event the action applied or petitioned for requires the City of Lake Geneva, in the judgment of its staff, to obtain additional professional 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 7 day of June, 2017.

Kathy George
Printed name of Applicant/Petitioner

Kathy George
Signature of Applicant/Petitioner





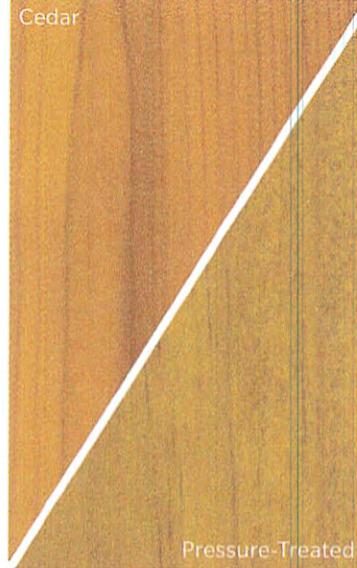
Kendall Charcoal (He) BRICK COLOR

TRIM COLOR
WINTER WARM

THE ULTIMATE FINISH



SUN-DRENCHED OAK



SUNLIT WALNUT



MOONLIT MAHOGANY

FIRESIDE CHERRY

Deck & Stairs & Ramp

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item #6C

Applicant:

Visit Lake Geneva
3383 S. Shore Street
Lake Geneva 53115

Request:

Downtown Design Review
Change to the Exterior of a Brick Building
(Painting Brick)

Description:

The applicant is submitting an application for Downtown Design Review to replace the exterior of an existing Brick Building by painting the exterior brick façade.

The property is subject to Downtown Design review. The City reviews all changes in the Downtown to confirm that they conform to the Downtown Design standards. In the Plan Commission Packet, the first image depicts the building exterior as they propose. The image shows the proposed change to the exterior of the building that is located in the Downtown Design Review Design Overlay District.

The proposed changes do not conform to the Downtown Design Review Design Overlay District guidelines and I have informed the applicants of this however they wish to still be on the agenda to apply for the request.

In accordance with the zoning this shall be on the agenda within the procedures to “appeal” the zoning administrator and Plan Commission’s decision, unless the Plan Commission wishes **not to follow the guidelines** set forth Downtown Design Review Design Overlay District zoning section 98-913 their decision would be to allow the painting of the exterior façade against the zoning ordinance identified above. (pages 301 & 302, attached).

Staff Recommendation:

Deny the request.

The proposed change to the exterior of the building does not meet the requirements of the Downtown Design Overlay Zoning district.

98-913(14). Rehabilitation and Restoration:

New projects, building additions, and new appurtenances and features shall comply with the provisions for rehabilitation and restoration requirements.

The following standards shall apply where existing construction is proposed for rehabilitation and/or restoration:

- a. In General: Buildings shall be restored relying on physical evidence (such as photographs, original drawings, and existing architectural details) as much as possible, in keeping with the general design theme noted in Subsection (9)(a)1.a., 1.b., and 2., above. Specifically, throughout the Downtown Design Overlay Zoning District:

- i. Exterior Materials and Surface Features: **Materials and features identical to the original shall be used.** Where such knowledge is lacking, materials and features in common use at the time of building erection shall be used. Significant architectural features, including cornices, moldings and coursings shall be preserved or replaced with identical features and materials where possible.

- ii. Windows and Doors: The size, proportion and rhythm of original windows and doors shall not be altered. Original window and door openings shall not be blocked, except with a dark opaque panel placed behind the window or door to preserve the appearance of the opening. Where now blocked in another manner, blocked window and doors shall be restored using said method.

GENERAL INFORMATION

Preserving the Exterior Masonry on Your Historic Building

PRINT

EMAIL A FRIEND

FACEBOOK

TWITTER

MORE...

One of the most common building materials for older commercial buildings and homes in Wisconsin is masonry, or brickwork. Brick buildings are common because they were considered to be more durable and fireproof than wood buildings. In fact, by the late 19th century, many communities had mandated that their downtown buildings be made of masonry construction. The long-lasting properties of masonry allow these buildings to have a life expectancy of hundreds of years with proper care. By following a regular maintenance schedule and using proper preservation techniques, you can ensure your historic brick commercial building or house will last indefinitely.

A Brief History of Brick Manufacturing

Brick buildings have been popular in many parts of Wisconsin since the time of early European settlement. Brick is a natural building material that was historically manufactured very near the place of construction. Thousands of brick manufacturers have existed in Wisconsin — from small, backyard operations during Wisconsin's early days, to the large industrial manufacturers that arose later.

Bricks from ancient times up to the mid-19th century were simply slabs of clay baked in ovens. This process produces a brick with physical qualities similar to that of a loaf of bread — a very soft interior with a hard-baked crust. Clay shrinks as it bakes, and the early bricks did not shrink to a uniform size due to the uneven temperatures produced inside an oven. Bricks baked near the center of an oven tended to be harder and smaller than those at the outside of the oven. By the late 19th century, bricks were formed precisely by machines and molded with holes in the middle to ensure that the bricks were baked uniformly — the same principle used to cook donuts and bagels. Because these bricks were harder and more uniform, masons could lay them with thinner mortar joints using a harder mortar. The harder mortars were usually some type of Portland cement, which was much more rigid than the earlier mortar mixes.

By the early 20th century, masonry manufacturing techniques allowed for a wide variety of brick colors and textures. Brick buildings from this period often contain several colors as well as smooth, rough or glazed finishes. Brick buildings were often detailed with stone, terra cotta and other types of decorative surfaces. The large number of manufacturers in Wisconsin produced a wide variety of bricks in numerous colors, shapes, patterns, sizes, hardness and durability. This variety of masonry provides a richness of detail and a unique character to each historic downtown and residential area in the state. The color, texture, mortar joints and bond patterns of your house or building's masonry all contribute to its historic character.

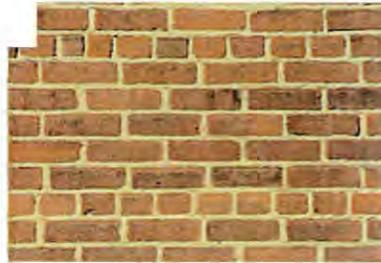
Historic Masonry Construction

Historic brick buildings were constructed to move and breathe. Masons anticipated that water would get into a brick building, so they employed construction techniques that would allow the water to exit. They used a soft, flexible and breathable lime-based mortar to serve these two purposes:

- To act as a separator bed between individual bricks, which allowed the wall and its individual components to move as the mortar expanded and contracted.
- To allow moisture to escape from the wall. Water follows the path of least resistance. If the mortar is softer than the bricks or stones in a wall, the water will wick its way out through the mortar joints, which keeps the interior of the wall relatively dry.



Madison, Wisconsin. Here is a photo of a common bond brick pattern with five courses of stretcher bond brick followed by a row of header course brick. Source: Photographer Mark Fay.



Madison, Wisconsin. Here is a photo of a common bond brick pattern with five courses of stretcher bond brick followed by a row of header course brick. Source: Photographer Mark Fay.

Explore the Category

Category: [How to Preserve Your Historic Building](#)

Topics in This Category

[Building Systems](#)
[Energy Efficiency](#)
[Exterior Features](#)
[Financing](#)
[Interior Features](#)
[Paint](#)
[Plan Your Project](#)
[Roofs and Gutters](#)
[Windows and Doors](#)
[Understanding Historic Preservation](#)

Have Questions?

Contact Jen Davel by phone at 608-264-6490 or by email:

jen.davel@wisconsinhistory.org



See Pg. 2 of 3
over →

After constructing a building foundation, the masons would build exterior brick walls several courses (rows) thick. The most uniform and sound bricks were used on the exterior of a building. Bricks that contained flaws or irregularities were used on the interior walls and covered with plaster. Bricks were also used on cornices, pediments, lintels, sills and decorative features.

The masons laid the brick in different patterns of "headers" and "stretchers." A header is the short end of a brick, and a stretcher is the long end of a brick. Two typical patterns for commercial buildings were five-course and six-course common bond, also called American bond. To make these patterns, the masons would lay five or six courses of stretcher bond brick followed by a row of header course brick, and so on.

Modern Masonry Construction

You should understand the important differences between historic and modern masonry construction techniques before you undertake any rehabilitation project on your historic brick house or building. If you use modern masonry techniques and mortar on your structure, it could spell the beginning of the end for your historic house or building. Modern masonry construction techniques resist brick and mortar movement and rely on a waterproof outer skin to prevent water penetration.

Modern masonry buildings are not made of load-bearing multi-Wythe construction. Instead, a face brick is applied to a rigid backing. Modern mortars act like a glue to hold bricks together. These "glued" bricks form a monolithic mass that is not meant to move like historic brick walls. Expansion joints are cut into these monolithic masses to limit and control the movement. The Portland cement in modern mortar is harder, more rigid and more waterproof than the original lime-based mortars.

Mortar Consistency

Mortars are manufactured with materials of varying strengths, from soft lime to hard Portland cement. Prior to 1880, the mortars used in Wisconsin typically contained all lime and no Portland cement. Portland cement was first produced in the Lehigh Valley of Pennsylvania in 1871 and quickly began to supplement and later replace lime mortars. From about 1880 to World War II, most mortars contained both lime and Portland cement. By the second half of the 20th century, most bagged masonry cements contained Portland cement and sand with little or no lime.

If your historic house or building needs repointing, make certain the masonry expert you hire uses mortar that matches the strength of the original mortar. Hard mortar that is inserted in a structure with original soft mortar will cause spalling and breakage. If your building was constructed before the 1860s, the brick is very likely a soft brick with soft mortar. If your building was constructed after 1890, it was probably built with relatively hard brick and hard mortar.



Madison, Wisconsin. This is an example of poor repointing - the mortar joints are not only wider than the original mortar joints, but the new mortar is also a different color. Poor repointing will adversely affect the overall appearance of the historic building. Source: Photographer Mark Fay.

Best Practices for Historic Brick Buildings

When you are making rehabilitation decisions about your historic masonry house or building, follow these best practices:

- **Preserve and maintain your original brick, stone, terra cotta, cast concrete, mortar and other masonry original to your building.** Your masonry exterior is a character-defining feature, and its different textures, finishes and patterns contribute to your building's appearance. Preserve your building's masonry to retain your building's historic character. Do not cover or conceal original masonry surfaces with non-historic materials such as metal, exterior insulated finishing systems or vinyl.
- **Keep your historic masonry visible and unpainted.** Do not paint or seal your masonry building if it has never been painted or sealed. Your brick's color and texture is an important part of its appearance. Any paint you apply to your brick will require regular maintenance and periodic repainting. If you paint or seal your building, it may trap the moisture in the wall and cause your bricks to fail. It may also cause moisture-related issues on the interior, such as mold. Silicone-based sealants do not allow bricks to "breathe" and can trap moisture within walls. If water is penetrating your historic masonry building, you can use one of the highly effective non-paint related treatments that are available to strengthen your damaged or sandblasted masonry and make it more water repellent and resistant to the elements.
- **Use the gentlest means possible when cleaning your masonry.** Clean your historic masonry only when necessary to halt deterioration or to remove graffiti and stains. Use water, a mild

detergent and/or a non-harmful chemical solution and a bristle brush followed by a low-pressure water rinse. Low-pressure washing means 1,000 psi or less with the tip of the spray wand held no closer than 12 inches to the wall surface. Test a small area of your wall first to ensure the procedure and cleaning agent you are using are compatible with the masonry on your building.

CAUTION: Do not use harsh, abrasive cleaning methods, such as sandblasting, to clean or remove paint from your historic masonry building. Abrasive cleaning methods remove the exterior hard crust, expose the soft inner brick and allow water to penetrate. Abrasive cleaning of historic buildings is also a violation of state statutes.

- **Do not use power tools on your historic masonry.** If you need to remove or repair mortar joints on your masonry building, use hand tools instead of power tools. Power tools can damage the brick and are not recommended for removing mortar. Hand tools allow for precision work and minimal damage to the adjacent brick and stone.
- **Use a mortar mix similar to the original mortar to repoint your masonry building.** If you need to repoint your historic masonry house or building, use a mortar mix that is equal to or softer than your historic mortar. You can test the hardness of the mortar with a simple and relatively inexpensive test. If you notice mortar falling out or missing, hire a professional mason with experience in pointing historic buildings.



Depending on the type of dirt/pollution on a building - it is possible to clean the building using a brush and soapy water as seen in this photo. Source: WHS - Historic Preservation - Public History.



The top half of this brick was sandblasted. Note the sandblasting not only removed the hard outer layer (still evident on the lower half), it also damaged the inner, softer brick. Pock marks are evidence of sandblasting. Source: Photographer Ginny Way.

Section 98-913 Downtown Design Overlay
Zoning District

through

Section 98-913 Downtown Design
Overlay Zoning District

Window and door features, including lintels, sills, architraves, shutters, pediments, hoods and hardware, shall be preserved where possible, or replaced with identical features and materials. Dark frames (i.e. anodized bronze) shall be used to replace storefront and upper story windows. Clear aluminum finishes and mill finish aluminum storm windows are prohibited. Real shutters and awnings shall be used if there is evidence that they were a component of the original building design. Vinyl and plastic shutters and awnings shall be prohibited.

- iii. **Shop Fronts:** Shop fronts should fit inside the original shop front in terms of all three dimensions (vertical, horizontal and front to back articulation);
 - iv. **Display Windows:** Display windows should be restored to their original appearance.
 - v. **Entrances and Porches:** Original porches and steps shall be retained, except as required to meet accessibility standards. Porches, steps and related enclosures which do not comply with the architectural design theme shall be removed.
 - vi. **Roofs:** The original roof shape and character of visible materials shall be retained. Original architectural features which give the roof its essential character, including dormer windows, cupolas, cornices, brackets, chimneys and weathervanes, shall be preserved if in keeping with the architectural design theme.
 - vii. **Painting and Color:** See Subsection (b) 10., above.
 - viii. **Signage:** Any and all signage, existing upon the adoption date of this Chapter, which does not comply with the standards of Subsection (b) 11., above may be continued so long as well maintained. However, the maintenance of such legal nonconforming signs shall be limited to repair of the sign structural or lighting elements, and to the repainting or replacement of the sign face with identical new material, message, and original appearance. Should a change in material, message, or original appearance be desired, the legal nonconforming sign shall be removed.
 - ix. **Cleaning:** Structural components and exterior materials shall be cleaned when necessary, and with only the gentlest possible methods. Low pressure water and soft natural bristle brushes are acceptable. Sandblasting is never acceptable. Other methods shall be pre-approved by the Plan Commission.
- (c) **Residential Construction:** Proposed residential construction, located on properties having frontage on Main Street between Cook Street and Center Street, including new structures, building additions, building alterations, and restoration or rehabilitation shall be reviewed per Section (5) above and shall correspond to the design guidelines as determined by the Design Review Commission. The building setback, height, mass, roof form, exterior materials, exterior surface appurtenances, exterior colors, landscaping and lighting shall be compatible and harmonious with the general design theme noted in Subsection (9)(a)1.a., 1.b., and 2., above.
- (d) **Designated Historic Structures:** Landmark Center, 772 Main Street; Riviera Building, 810 Wrigley Drive; Stone Manor, 880 S. Lakeshore Drive; T.C. Smith House, 865 Main Street; Youngland Coach House, 701 S. Lakeshore Drive; St. Moritz, 327 Wrigley Drive.



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

APPLICATION FOR DOWNTOWN DESIGN REVIEW

Site Address & Parcel No.:

201 WEGLER DRIVE, LAKE GENEVA.

Name & Address of Current Building Owner:

VISIT LAKE GENEVA
527 CENTER STREET
LAKE GENEVA, WI 53147

Telephone Number of Current Building Owner:

262. 248. 4416

Name & Address of Applicant:

GREG OGDEN GLEN FEIN CONSTRUCTION
705 MADISON STREET
LAKE GENEVA, WI 53147

Telephone Number of Applicant:

262. 203. 7034

Proposed Design Change:

COLOR VARIATION OF SHINGLES
EXTERIOR WALL COLOR CHANGE

Zoning District:

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

GLEN FEIN CONSTRUCTION
705 MADISON STREET
LAKE GENEVA, WI 53147

Description of Project:

- RE SHINGLE BUILDING.
- EXTERIOR POINT OF FASCIA, SOFFIT AND WALLS
- NEW ALUMINUM WINDOW UNITS.

Date:

6/8/17

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:

GREGORY OADEN, as applicant/petitioner for:
Name: VISIT LAKE GENEVA VISITOR CENTER
Address: 201 W. 214th AVE
LAKE GENEVA, WI 53147
Phone: 262-745-3044

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 8 day of JUNE, 2007.

GREGORY OADEN
Printed name of Applicant/Petitioner

[Signature]
Signature of Applicant/Petitioner



705 Madison Street #101
Lake Geneva, WI 53147
Office 262-203-7034

Date: May 24, 2017

To: Visit Lake Geneva
527 Center Street
Lake Geneva, WI 53147

Attn: Mr. Darien Schaeffer

Re: Proposal for Remodeling to 201 Wrigley Drive Building

Dear Darien,

I understand you have requested additional information on the proposal we recently sent. We are listing them below.

Roofing:

We have based our proposal using the Certainteed Grand Manor Designer Shingle. Color to be Terra Cotta. This shingle provides a close color range to the tile roof used on the Brunk Pavilion and Riviera Building. The price includes removal of the existing shingles and flashings, reflashing all penetrations, installation of ice and water shield on the lower 6' of roof and felt paper on the balance of the roof, installation of the shingles and venting. This price also includes gutters and downspouts on the west side of the building.

Exterior Painting:

The price includes preparation and painting of all existing brick to a color scheme matching the Riviera. Use of heavy buildup block bond painting will be used for the prime coat. This insures a good bind for the finish coats of paint. Accent colors will be applied on the corners of the building to match the Riviera Building. The soffits, fascia and all other exposed wood will be painted also.

Carpentry and Aluminum Windows:

This includes replacement of the deteriorated wood soffits, fascia and trims at several areas of the building. Installation of a new screen wall is included also. The existing windows will be removed around the building and replaced with new commercial aluminum window units. The front doorway will be reframed to accept the new aluminum doorway. All required rework of interior trim is included also. We have not included the removal of the one window located at the northeast side of the building as this looks to be designated as the new doorway in the upcoming bathroom project shown by the city.

Please feel free to contact me if you have any questions regarding this proposal we are glad to assist you in any way.

Respectfully Submitted,

Gregory E. Odden

Gregory E. Odden
Glen-Fern Construction, LLC



**VISIT LAKE GENEVA VISITORS CENTER
EXISTING EAST ELEVATION**

5/15/2015





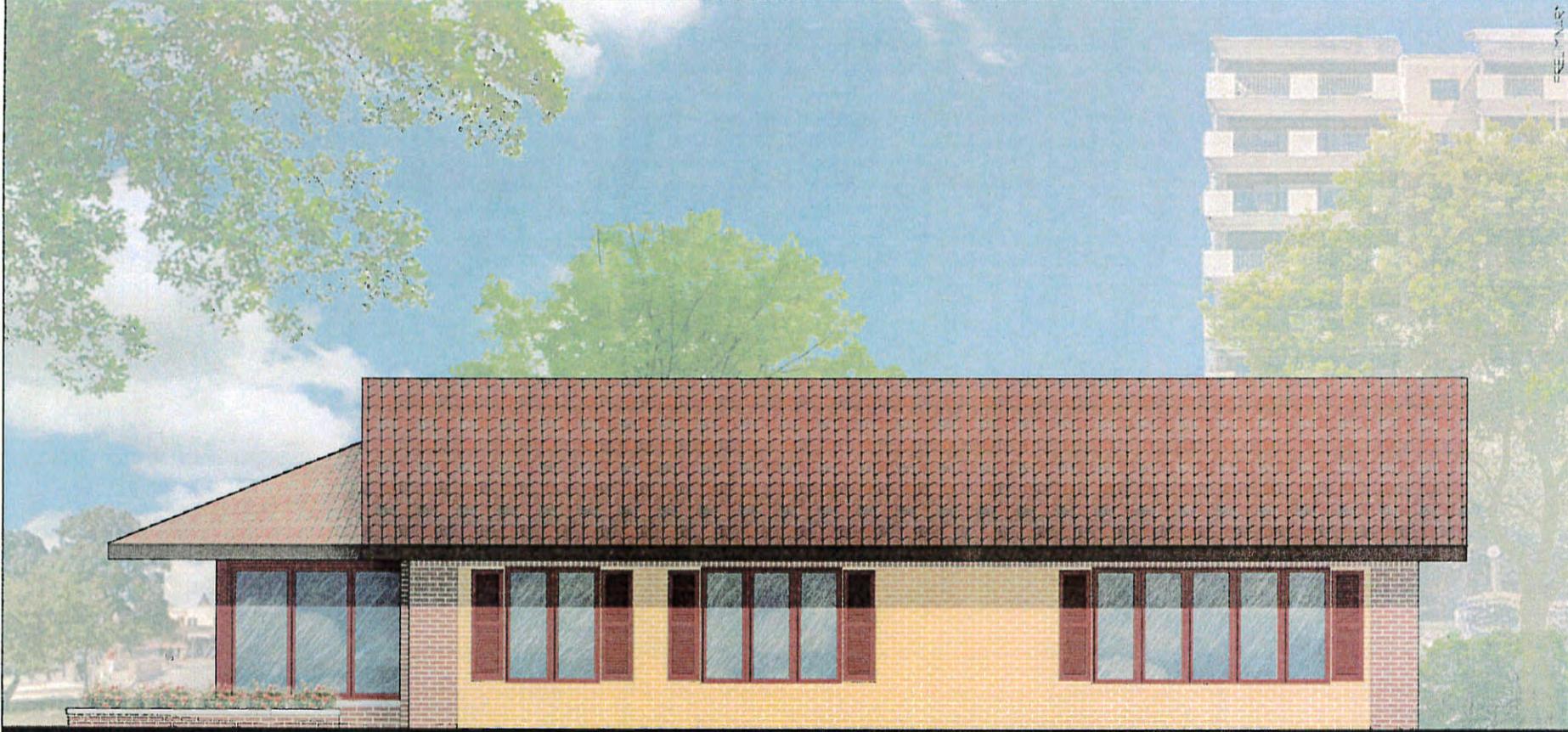
WEST ELEVATION

FEE: \$1,100.00

SHEET	R2
	of
DATE	06.13.17
PROJECT NO.	1023

ADDITIONS AND ALTERATIONS TO THE EXISTING
FLAT IRON PARK VISITORS' CENTER BLDG.
 URIGLEY DRIVE
 LAKE GENEVA, WISCONSIN 53141
 COMMENTS: NONE


McCormack + Eitten / Architects LLP
 400 Broad Street
 Lake Geneva, WI 53147
 Ph: (262) 248-8801 Fax: (262) 248-8802
 contact@mccormackeitten.com www.mccormackeitten.com
 © McCormack + Eitten / Architects, LLP



SOUTH ELEVATION

 <p>© McCormack + Eiten / Architects, LLP</p>	<p>McCormack + Eiten / Architects, LLP 400 Brock Street Lake Geneva, WI 53147 Ph: (262) 248-8301 Fax: (262) 248-8332 contact@mccormackeiten.com www.mccormackeiten.com</p>	<p>ADDITIONS AND ALTERATIONS TO THE EXISTING FLAT IRON PARK VISITORS' CENTER BLDG. WISLEY DRIVE LAKE GENEVA, WISCONSIN 53147</p>	<p>DATE 06.01.17</p>	<p>SHEET R1</p>
	<p>COMMENTS: NONE</p>	<p>PROJECT NO. 10213</p>	<p>OF</p>	

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item #7

Applicant:

Jeffrey Walski
1452 Sunrise Trail
Lyons, WI 53105

Request:

264 Center Street, Lake Geneva, WI 53147

Proposed Conditional Use Permit for:

1. Indoor Commercial Entertainment for Heart & Sol Café
 2. Outdoor Commercial Entertainment (Outdoor Dining) for Heart & Sol Café
- Downtown Design Review – Signage

Description of Proposed Conditional Uses:

The applicant is submitting a Conditional Use Permit (CUP) to propose a health foods café/restaurant in an approved multi-tenant building located at 264 Center Street. The property is located in the Central Business District.

Up to three employees will be on site at a time. No alcohol will be served.

The proposed restaurant would occupy a space located in the southeastern portion of the building. The restaurant would serve hot and cold drinks, salads, and sandwiches. The floor plan includes a kitchen, counter area, and seating at tables for up to 32 guests at a combination of tables, booths, and couches. The floor plan also depicts an area for general merchandise at the rear of the restaurant.

Outdoor seating is proposed on Center Street, east of the shared front door. In this location, the building façade is set back from the property line. The seating is proposed to be located on the subject property, beneath the existing awning. Three café tables with two chairs each are proposed in this area.

Description of Proposed Signage:

Changes to the exterior are subject to Downtown Design Review. The applicant proposes one awning sign and one in-window sign (window decal).

The existing awning is proposed to remain in place, and a new text is proposed to replace the existing text on the awning. The replacement text is proposed to be 2 square feet, which is well within the maximum permitted area for awning signs.

In-window signs are not subject to Downtown Design Review. In-window signs are limited to 15% of the total window area, and the proposed window decal meets this requirement when measuring the text and sun icon separately.

Proposed colors include lime green and marigold yellow. Two Pantone color options are provided for the yellow. There is no issue with Pantone 375U (lime green) or Pantone 116U (marigold yellow), but Pantone 115 is considered “Bright Yellow” in the Downtown Design standards, and is not permitted.

At this time, no other exterior modifications are proposed to the building.

Action by the Plan Commission:

Recommendation to the Common Council on the 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:

The proposed conditional use is fully consistent with the requirements of the Zoning Ordinance.

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 Conditional Use:

1. Staff recommends that the Plan Commission recommend approval of the proposed 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.
3. Staff recommends the following *additional conditions of approval* be attached.
 - a. Outdoor seating and other furnishings shall be located on-site and shall not be located in the public right-of-way.

Staff Recommendation on Proposed Signage:

Staff recommends *approval* of the in-window sign, provided that the following condition is met:

1. The sign may include Pantone 375U (lime green) and Pantone 116U (marigold yellow), but Pantone 115 (bright yellow) shall not be used.

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

264 Center St., Lake Geneva, WI 53147
(Heart & Soul Cafe)

NAME AND ADDRESS OF CURRENT OWNER:

Mike Kocourek 880 South Lakeshore Drive
Lake Geneva, WI 53147

TELEPHONE NUMBER OF CURRENT OWNER: 847-525-9060

NAME AND ADDRESS OF APPLICANT:

Jeffrey E. Walski 1452 Sunrise Trail
Lyons, WI 53105 Michelle

TELEPHONE NUMBER OF APPLICANT: 262-716-1395 262-607-1018

PROPOSED CONDITIONAL USE: WALSKI_2001@YAHOO.COM

To be used as a health cafe serving hot &
cold drinks, salads, sandwiches, etc. Using minimal
heating devices.

ZONING DISTRICT IN WHICH LAND IS LOCATED: _____

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

Amy Norek (contractor) Lake Geneva, WI
Hollywood Plumbing

SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

Casual dining, retail - work to be done light
plumbing putting in sinks + ice maker.

CONDITIONAL USE FEE PAYABLE UPON FILING APPLICATION: \$400.00 [\$100 FOR APPLICATIONS UNDER SEC. 98-407(3)] Paid 4/7/17 BJSF

4/7/17
DATE

[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:

JEFF WALSKI, as applicant/petitioner for:

Name: JEFF WALSKI

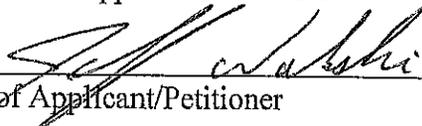
Address: 1452 SUNRISE TRAIL
LYONS WI 53105

Phone: 262-716-1395

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 7th day of APRIL, 2017.

JEFFREY WALSKI
Printed name of Applicant/Petitioner


Signature of Applicant/Petitioner

**CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR:
CONDITIONAL USE REVIEW AND APPROVAL (Requirements per Section 98-905)**

This form should be used by the Applicant as a guide to submitting a complete application for a conditional use and by the City to process said application. Parts II and III should be used by the Applicant to submit a complete application; Parts I - IV should be used by the City as a guide when processing said application.

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

___ Pre-submittal staff meeting scheduled:

Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

Follow-up pre-submittal staff meetings scheduled for:

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Application form filed with Zoning Administrator: Date: _____ by: _____

___ Application fee of \$ ___ received by Zoning Administrator: Date: _____ by: _____

___ Reimbursement of professional consultant costs agreement executed: Date: _____ by: _____

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 25 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator)

Date: _____ by: _____

↓ *Draft Final Packet (1 Copy to Zoning Administrator)*

Date: _____ by: _____

↓

___ (a) A map of the proposed conditional use:

- ___ Showing all lands for which the conditional use is proposed;
- ___ Showing all other lands within 300 feet of the boundaries of the subject property;
- ___ Referenced to a list of the names and addresses of the owners of said lands as they appear on the current records of the Register of Deeds of Walworth County (as provided by the City of Lake Geneva);
- ___ Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;
- ___ Map and all its parts are clearly reproducible with a photocopier;
- ___ Map size of 11" by 17" and map scale not less than one inch equals 800 ft;
- ___ All lot dimensions of the subject property provided;
- ___ Graphic scale and north arrow provided.

___ (b) A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:



- _____ (c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations;
- _____ (d) A site plan (conforming to the requirements of Section 98-908(3)) of the subject property as proposed for development OR if the proposed conditional use is a group development (per Section 98-208) a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan per Section 98-908.
- _____ (e) Written justification for the proposed conditional use:
 - _____ Indicating reasons why the Applicant believes the proposed conditional use is appropriate with the recommendations of the City of Lake Geneva Comprehensive Master Plan, particularly as evidenced by compliance with the standards set out in Section 98-905(4)(b)1.-6. (See below)

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

1. How is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

To provide a healthy option for residents
we will have healthy options for dining.

2. How is the proposed conditional use, in its specific location, in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

It is a great location to do this idea.

3. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 98-905(3)(d)), result in any 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 ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development?

IT WILL ADD TO THE CHARACTER OF THE TOWN AND
PROVIDE A UNIQUE OPTION FOR HEALTH CONSCIOUS PEOPLE

4. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

NO CHANGE IN IMPACT

5. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

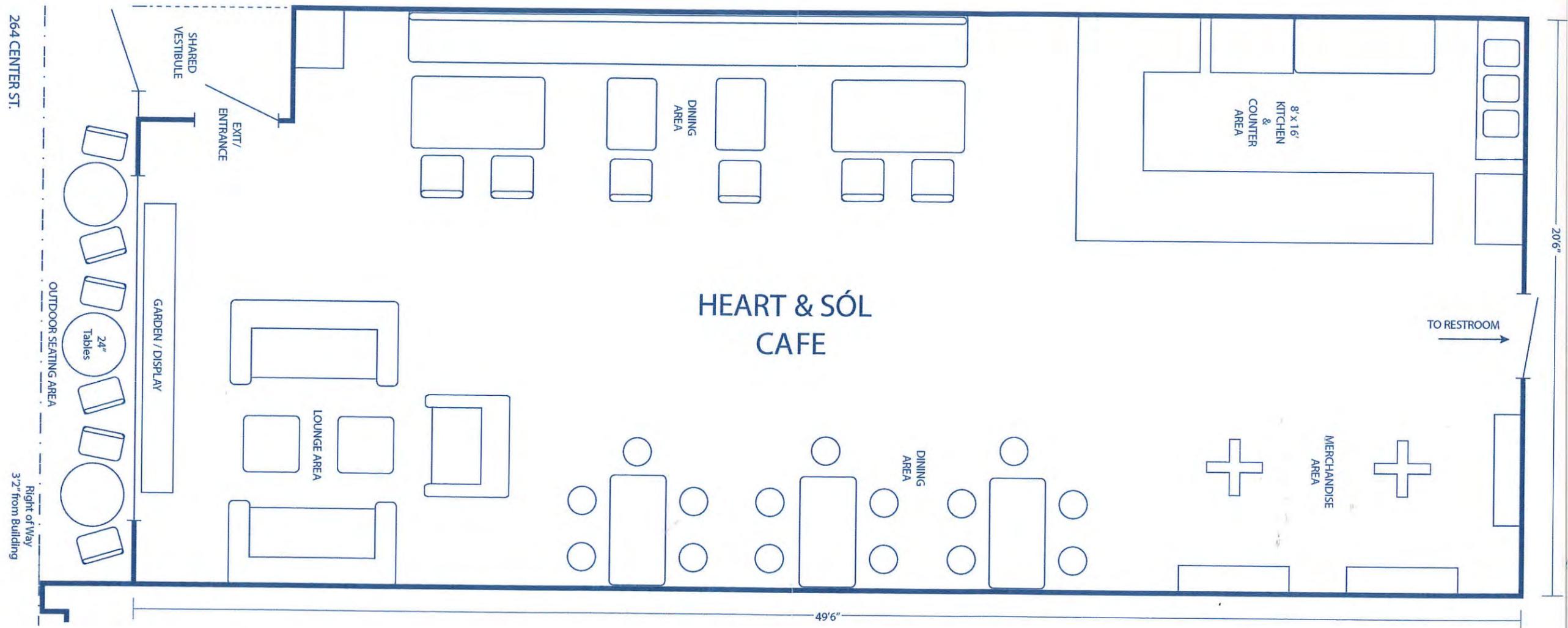
YES

6. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 98-905(4)(b)1.-5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

YES

IV.FINAL APPLICATION PACKET INFORMATION

- ____ Receipt of 5 full scale copies in blue/line or black/line of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- ____ Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- ____ Certification of complete Final Application Packet and required copies to the Zoning Administrator by City Clerk: Date: _____ by: _____
- ____ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: _____ by: _____
- ____ Class 2 Legal Notice published on _____ and _____ by: _____
- ____ Conditional Use recorded with the County Register of Deeds Office: Date: _____ by: _____



264 CENTER ST.

Right of Way
3'2" from Building

HEART & SÓL CAFE

8' x 16'
KITCHEN
&
COUNTER
AREA

MERCHANDISE
AREA

DINING
AREA

DINING
AREA

LOUNGE AREA

GARDEN / DISPLAY

24"
Tables

SHARED
VESTIBULE

EXIT/
ENTRANCE

TO RESTROOM

49'6"

20'6"



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

APPLICATION FOR DOWNTOWN DESIGN REVIEW

Site Address & Parcel No.:

264 Center St. Lake Geneva WI 53147

Name & Address of Current Building Owner:

Michael Kocourek
880 S. Lakeshore Dr
Lake Geneva, WI 53147

Telephone Number of Current Building Owner: 847.525.9060

Name & Address of Applicant:

Jeffrey Walski
1452 Sunrise Trail
Lyons, WI 53105

Telephone Number of Applicant: 262.716.1395

Proposed Design Change:

- COVER EXISTING SIGN ON AWNING
- APPLY VINYL WINDOW SIGN

Zoning District: _____

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

Description of Project:

- REPLACE, COVER, OR REMOVE EXISTING LETTERING ON AWNING.
- APPLY WINDOW SIGN FROM INSIDE

Date: 5/4/17

Signature of Applicant: Jeff Walski

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:

JEFF WALSKI, as applicant/petitioner for:

Name: HEART + SOL

Address: 264 CENTER ST
LAKE GENEVA, WI 53147

Phone: 262-716-1395

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 4TH day of MAY, 2017.

JEFF WALSKI
Printed name of Applicant/Petitioner

[Signature]
Signature of Applicant/Petitioner

Cover existing sign
to make awning front consistent



← PANTONE 115/116U



Heart & Sól
"feel good café"

← PANTONE 375U



Vinyl window sign
centered in window
Approx 30" x 40"

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item 8a

Applicant:

Associated Bank
10701 National Avenue
West Allis, WI 53227

Request:

Zoning Map Amendment to change
the existing zoning of eastern lot:

- from General Business (GB)
- to Neighborhood Business (NB);

and the existing zoning of the western lot:

- from Single-Family Residential (SR-4)
- to Neighborhood Business (NB).

Description:

This request is to amend the Official Zoning Map for two parcels located on the south side of Marshall Street, immediately west of Williams Street, to accommodate potential office, service, and retail land uses by changing the zoning of both parcels to the Neighborhood Business (NB) zoning district, as recommended by the City's Future Land Use Map of the City's Comprehensive Plan.

A proposed Certified Survey Map lot combination to create a single parcel will be reviewed later on this month's agenda. A proposed bank building with a drive-through has also been proposed for these properties, and will undergo review for a proposed conditional use also later on this month's agenda.

The two parcels included in this Zoning Map Amendment request are:

- Parcel ZRA 00034 located at 728 Williams Street, currently zoned SR-4
- Parcel ZRA 00033 located at 916 Marshall Street, currently zoned GB

Consistency with the Comprehensive Plan:

Wisconsin law requires all Zoning Map Amendments to be consistent with the Comprehensive Plan, and particularly with the Future Land Use Map. This map recommends the Neighborhood Mixed Use land use category for both parcels involved in this request. This land use category allows for Neighborhood Business (NB) zoning and land uses-- such as the proposed bank and drive-through to be considered as another item on this month's agenda.

The proposed Neighborhood Business (NB) zoning *is consistent* with the Comprehensive Plan's recommended Neighborhood Business land use category recommended by the Future Land Use Map.

Action by the Plan Commission:

Recommendation to the Common Council on the proposed Zoning Map Amendment from General Business (GB) and Single-Family Residential (SR-4) to Neighborhood Business (NB):

As part of the consideration of a requested Zoning Map Amendment, the Plan Commission is required to:

- Provide the Common Council with a *recommendation* regarding the proposed Zoning Map amendment to the Neighborhood Business (NB) zoning district; and,
- Include *findings* required by the Zoning Ordinance for Zoning Map amendments.

Staff Review Comments:

The Plan Commission had a favorable reaction to the proposed Concept Plan for the bank and drive-through when presented at the April meeting. The request zoning map amendment would enable the consideration of the proposed bank and drive-through for a Conditional Use Permit. The Neighborhood Business (NB) zoning district is intended for small-scale office, professional service, personal service, and retail land uses, and imposes a building size cap of 5,000 square feet for one-story buildings, and 10,000 square feet for two-story buildings. The proposed bank project is consistent with these objectives and other objectives for the zoning district.

Required Plan Commission Findings on the proposed Zoning Map Amendment for Recommendation to Common Council:

A proposed Zoning Map Amendment must be reviewed in relation to the following criteria, 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 Zoning Map Amendment 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 zoning;
 - d. Growth patterns or rates have changed, thereby creating the need for an amendment to the Official Zoning Map.
 3. The proposed 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 Zoning Map Amendment 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 zoning;
 - d. Growth patterns or rates have changed, thereby creating the need for an amendment to the Official Zoning Map.
 3. The proposed 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 proposed Zoning Map Amendment:

1. Staff recommends that the Plan Commission recommend *approval* of the Zoning Map Amendment as proposed.
2. Staff recommends the *affirmative set of findings* provided above, noting that the proposal meets factors 1, 2a, and 3. Specifically:
 - In regard to Factor 1: the proposal will be consistent with all FEMA requirements;
 - In regard to Factor 2c: the proposal implements the Comprehensive Plan's Future Land Use Map recommendation for Neighborhood Business development on the subject properties; and,
 - In regard to Factor 3: the proposal maintains the desired consistency of land uses, land use intensities, and land use impacts as a transition between commercial development to the east and south along Williams Street, and continued residential development to the west and north along Marshall Street.

Michael A. Slavney, FAICP
City Planning Consultant

APPLICATION FOR ZONING MAP AMENDMENT FOR PLANNED DEVELOPMENT
ZONING INCLUDING GENERAL DEVELOPMENT PLAN APPROVAL (PD/GDP) AND
ONE PRECISE IMPLEMENTATION PLAN APPROVAL (PD/PIP)

Name of Applicant: Steve Rolfe c/o Midland Commercial Development Corp.

Address of Applicant: W228 N745 Westmound Dr.
Waukesha, WI 53186

Telephone No. 262 549-9600 / (414) 378-0179 (C)

Fax and/or email: 262 549-1725

Name of Owner: Parcel 1: KWIK Trip, Inc., a Wisconsin Corp.

Address of Owner: Parcel 2: Henri J.M. Lorenzi, trustee of the
Henri J.M. Lorenzi Revocable Trust

Telephone No. () N/A

Fax and/or email: ()

Subject property address and/or complete legal description (use attached sheet if necessary):

Parcel 1: 728 Williams Street, Lake Geneva, WI 53147

Parcel 2: 916 Marshall Street, Lake Geneva, WI 53147

Current Zoning District: Parcel 1: GB; Parcel 2: SR-4 Single Family Res.

Fee of \$750.00 payable upon filing application. → into (NB) Zoning - Neighborhood Business

5/2/17
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:

Steve Rolfe

, as applicant/petitioner for:

Name: Molland Commercial Development Corp.

Address: W228 N745 Westmound Dr.
Waukesha, WI 53186

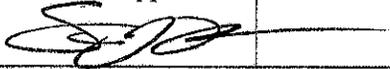
Phone: (414) 378-0179

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 2nd day of May, 20017

Steve Rolfe

Printed name of Applicant/Petitioner



Signature of Applicant/Petitioner

**CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR:
PLANNED DEVELOPMENT REVIEW AND APPROVAL (Per Section 98-914)**

This form should be used by the Applicant as a guide to submitting a complete application for a planned development and by the City to process said application. Parts II, III, V, and VII should be used by the Applicant to submit a complete application; Parts I - VIII should be used by the City as a guide when processing said application.

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

_____ **Pre-submittal staff meeting scheduled:**

Date of Meeting: _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

Follow-up pre-submittal staff meetings scheduled for:

_____ **Date of Meeting:** _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

_____ **Date of Meeting:** _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

_____ **Date of Meeting:** _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

_____ **Date of Meeting:** _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

_____ **Application form filed with Zoning Administrator:** **Date:** _____ **by:** _____

_____ **Application fee of \$ _____ received by Zoning Administrator:** **Date:** _____ **by:** _____

_____ **Reimbursement of professional consultant costs agreement executed:** **Date:** _____ **by:** _____

**II. APPLICATION SUBMITTAL PACKET REQUIREMENTS
PD PROCESS STEP 1: PRE-APPLICATION**

Step 1 does not require the submittal of an application packet; however, Steps 2-4 do require submittal of all draft and final application packets to the Zoning Administrator prior to Plan Commission review.

_____ **A. Contact the Zoning Administrator** to place an informal discussion item for the PD on the Plan Commission agenda. No details beyond the name of the Applicant and the identification of the discussion item as a PD is required to be given in the agenda.

_____ **B. Engage in an informal discussion with the Plan Commission** regarding the potential PD. Appropriate topics may include: location, project themes and images, general mix of dwelling unit types and/or land uses being considered, approximate residential densities, and non-residential intensities, general treatment of natural features, general relationship to nearby properties and public streets, and relationship to the Comprehensive Plan.

NOTE: Points of discussion and conclusions reached in this stage of the process shall in no way be binding upon the Applicant or the City, but should be considered as the informal, non-binding basis for proceeding to the next step.

**APPLICATION SUBMITTAL PACKET REQUIREMENTS
PD PROCESS STEP 2: CONCEPT PLAN**

Prior to submitting the 25 complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator)

Date: _____ by: _____

↓
Draft Final Packet (1 Copy to Zoning Administrator)

Date: _____ by: _____

↓

_____ A. Provide Zoning Administrator with draft PD Concept Plan Submittal Packet for determination of completeness prior to placing the proposed PD on the Plan Commission agenda for Concept Plan review. The submittal packet shall contain all of the following items:

_____ (1) **A location map of the subject property** and its vicinity at 11" x 17", as depicted on a copy of the City of Lake Geneva Land Use Plan Map;

_____ (2) **A general written description of proposed PD** including:

_____ General project themes and images;

_____ The general mix of dwelling unit types and/or land uses;

_____ Approximate residential densities and non-residential intensities as described by dwelling units per acre, floor area ratio and impervious surface area ratio;

_____ The general treatment of natural features;

_____ The general relationship to nearby properties and public streets;

_____ The general relationship of the project to the Master Plan;

_____ An initial draft list of zoning standards which will not be met by the proposed PD and the location(s) in which they apply and, a complete list of zoning standards which will be more than met by the proposed PD and the location(s) in which they apply. Essentially, the purpose of this listing shall be to provide the Plan Commission with information necessary to determine the relative merits of the project in regard to private benefit versus public benefit, and in regard to the mitigation of potential adverse impacts created by design flexibility; and,

_____ (3) **A written description of potentially requested exemption** from the requirements of the underlying zoning district, in the following order:

1. Land Use Exemptions;

2. Density and Intensity Exemptions;

3. Bulk Exemptions;

4. Landscaping Exceptions;

5. Parking and Loading Requirements Exceptions;

_____ (4) **A conceptual plan drawing** (at 11" x 17") of the general land use layout and the general location of major public streets and/or private drives. The Applicant may submit copies of a larger version of the plan in addition to the 11" x 17" reduction.

**FINAL APPLICATION PACKET INFORMATION
PD PROCESS STEP 2: CONCEPT PLAN**

- _____ **Receipt of 5 full scale copies in blueline or blackline
of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____**

- _____ **Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics)
copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____**

- _____ **Certification of complete Final Application Packet and
required copies to the Zoning Administrator by City Clerk: Date: _____ by: _____**

APPLICATION SUBMITTAL REQUIREMENTS
PD STEP 3: GENERAL DEVELOPMENT PLAN (GDP)

Prior to submitting the 25 complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator)

Date: _____ by: _____

↓
Draft Final Packet (1 Copy to Zoning Administrator)

Date: _____ by: _____

↓

_____ A. Provide Zoning Administrator with a draft GDP Submittal Packet for determination of completeness prior to placing the proposed PD on the Plan Commission agenda for GDP review. The submittal packet shall contain all of the following items:

_____ (1) **A location map of the subject property** and its vicinity at 11" x 17", as depicted on a copy of the City of Lake Geneva Land Use Plan Map;

_____ (2) **A map of the subject property** for which the PD is proposed:

_____ Showing all lands within 300 feet of the boundaries of the subject property;

_____ Referenced to a list of the names and addresses of the owners of all lands on said map as the same appear on the current records of the Register of Deeds of Walworth County (as provided by the City of Lake Geneva);

_____ Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;

_____ Map and all its parts clearly reproducible with a photocopier;

_____ Map size of 11" x 17" and map scale not less than one inch equals 800 feet;

_____ All lot dimensions of the subject property provided;

_____ Graphic scale and north arrow provided.

_____ (3) **A general written description** of proposed PD including:

_____ General project themes and images;

_____ The general mix of dwelling unit types and/or land uses;

_____ Approximate residential densities and non-residential intensities as described by dwelling units per acre, floor area ratio and impervious surface area ratio;

_____ The general treatment of natural features;

_____ The general relationship to nearby properties and public streets;

_____ The general relationship of the project to the Master Plan,

_____ A statement of Rationale as to why PD zoning is proposed. This shall identify barriers that the Applicant perceives in the form of requirements of standard zoning districts and opportunities for community betterment the Applicant suggests are available through the proposed PD zoning.

- _____ A complete list of zoning standards which will not be met by the proposed PD and the location(s) in which they apply and a complete list of zoning standards which will be more than met by the proposed PD and the location(s) in which they apply shall be identified. Essentially, the purpose of this listing shall be to provide the Plan Commission with information necessary to determine the relative merits of the project in regard to private benefit versus public benefit, and in regard to the mitigation of potential adverse impacts created by design flexibility.
- _____ A written description of potentially requested exemption from the requirements of the underlying zoning district, in the following order:
 1. Land Use Exemptions;
 2. Density and Intensity Exemptions;
 3. Bulk Exemptions;
 4. Landscaping Exceptions;
 5. Parking and Loading Requirements Exceptions.
- _____ (4) **A General Development Plan Drawing** at a minimum scale of 1"=100' (11" x 17" reduction shall also be provided by Applicant) of the proposed project showing at least the following information in sufficient detail to make an evaluation against criteria for approval:
 - _____ A conceptual plan drawing (at 11" x 17") of the general land use layout and the general location of major public streets and/or private drives. The Applicant may submit copies of a larger version of the plan in addition to the 11" x 17" reduction;
 - _____ Location of recreational and open space areas and facilities and specifically describing those that are to be reserved or dedicated for public acquisition and use;
 - _____ Statistical data on minimum lot sizes in the development, the approximate areas of large development lots and pads, density/intensity of various parts of the development, floor area ratio, impervious surface area ratio and landscape surface area ratio of various land uses, expected staging, and any other plans required by the Plan Commission or City Council; and
 - _____ Notations relating the written information provided in (3), above to specific areas on the GDP Drawing.
- _____ (5) **General conceptual landscaping plan** for subject property, noting approximate locations of foundation, street, yard and paving, landscaping, and the compliance of development with all landscaping requirements of this Ordinance (except as noted in the listing of exceptions) and the use of extra landscaping and bufferyards;
- _____ (6) **A general signage plan** for the project, including all:
 - _____ Project identification signs;
 - _____ Concepts for public fixtures and signs (street light fixtures and/or poles or street sign faces and/or poles) which are proposed to vary from City standards or common practices;

_____ (7) Written justification for the proposed Planned Development. (See Section 98-905 for requirements of the conditional use procedure.)

FINAL APPLICATION PACKET INFORMATION
PD STEP 3: GENERAL DEVELOPMENT PLAN (GDP)

The process for review and approval of the PD shall be identical to that for conditional use permits per Section 98-905 of the Zoning Ordinance and (if land is to be divided) to that for preliminary and final plats of subdivision per the Municipal Code. All portions of an approved PD/GDP not fully developed within five years of final City Council approval shall expire, and no additional PD-based development shall be permitted. The City Council may extend this five years period by up to five additional years via a majority vote following a public hearing.

- _____ **Receipt of 5 full scale copies in blue/line or black/line of complete Final Application Packet by Zoning Administrator:** **Date:** _____ **by:** _____
- _____ **Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator:** **Date:** _____ **by:** _____
- _____ **Certification of complete Final Application Packet and required copies to the Zoning Administrator by City Clerk:** **Date:** _____ **by:** _____
- _____ **Class 2 Legal Notice sent to official newspaper by City Clerk:** **Date:** _____ **by:** _____
- _____ **Class 2 Legal Notice published on _____ and _____** **by:** _____

APPLICATION SUBMITTAL REQUIREMENTS
PD STEP 4: PRECISE IMPLEMENTATION PLAN (PIP)

Prior to submitting the 25 complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

- Initial Packet (5 Copies to Zoning Administrator)* *Date:* _____ *by:* _____
- ↓ *Draft Final Packet (1 Copy to Zoning Administrator)* *Date:* _____ *by:* _____
- ↓

_____ A. After the effective date of the rezoning to PD/GDP, the Applicant may file an application for the proposed PIP with the Plan Commission. This submittal packet shall contain the following items, prior to its acceptance by the Zoning Administrator and placing the item on the Plan Commission agenda for PIP review.

- _____ (1) **A location map** of the subject property and its vicinity at 11" x 17", as depicted on a copy of the City of Lake Geneva Land Use Plan Map;

- _____ (2) **A map of the subject property** for which the PD is proposed:
- _____ Showing all lands within 300 feet of the boundaries of the subject property;
 - _____ Referenced to a list of the names and addresses of the owners of all lands on said map as the same appear on the current records of the Register of Deeds of Walworth County (as provided by the City of Lake Geneva);
 - _____ Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;
 - _____ Map and all its parts clearly reproducible with a photocopier;
 - _____ Map size of 11" by 17" and map scale not less than one inch equals 800 feet;
 - _____ All lot dimensions of the subject property provided;
 - _____ Graphic scale and north arrow provided.
- _____ (3) **A general written description** of proposed PIP including:
- _____ Specific project themes and images;
 - _____ The specific mix of dwelling unit types and/or land uses;
 - _____ Specific residential densities and non-residential intensities as described by dwelling units per acre, floor area ratio and impervious surface area ratio;
 - _____ The specific treatment of natural features;
 - _____ The specific relationship to nearby properties and public streets.
 - _____ A Statement of Rationale as to why PD zoning is proposed identifying perceived barriers in the form of requirements of standard zoning districts and opportunities for community betterment through the proposed PD zoning.
 - _____ A complete list of zoning standards which will not be met by the proposed PIP and the location(s) in which they apply and a complete list of zoning standards which will be more than met by the proposed PIP and the location(s) in which they apply shall be identified. Essentially, the purpose of this listing shall be to provide the Plan Commission with information necessary to determine the relative merits of the project in regard to private benefit versus public benefit, and in regard to the mitigation of potential adverse impacts created by design flexibility.
- _____ (4) **A Precise Implementation Plan Drawing** at a minimum scale of 1"=100' (and reduced to 11" x 17") of the proposed project showing at least the following information in sufficient detail: *(See following page)*
- _____ A PIP site plan conforming to all requirements of Section 98-908(3). If the proposed PD is a group development (per Section 98-208) also provide a proposed preliminary plat or conceptual plat;
 - _____ Location of recreational and open space areas and facilities specifically describing those that are to be reserved or dedicated for public acquisition and use;
 - _____ Statistical data on minimum lot sizes in the development, the precise areas of all development lots and pads, density/intensity of various parts of the development, floor area ratio, impervious surface area ratio

and landscape surface area ratio of various land uses, expected staging, and any other plans required by the Plan Commission or City Council; and

____ Notations relating the written information (3), above to specific areas on the GDP Drawing.

____ (5)A **landscaping plan for subject property**, specifying the location, species, and installed size of all trees and shrubs. Include a chart which provides a cumulative total for each species, type and required location (foundation, yard, street, paved area or bufferyard) of all trees and shrubs.

____ (6)A **series of building elevations** for the entire exterior of all buildings in the PD, including detailed notes as to the materials and colors proposed.

____ (7)A **general signage plan** including all project identification signs, concepts for public fixtures and signs (such as street light fixtures and/or poles or street sign faces and/or poles), and group development signage themes which are proposed to vary from City standards or common practices.

____ (8)A **general outline of the intended organizational structure** for a property owners association, if any; deed restrictions and provisions for private provision of common services, if any.

____ (9)A **written description** which demonstrates the full consistency of the proposed PIP with the approved GDP.

____ (10)A **written description** of any and all variations between the requirements of the applicable PD/GDP zoning district and the proposed PIP development; and,

____ (11)**Proof of financing capability** pertaining to construction and maintenance and operation of public works elements of the proposed development.

**FINAL APPLICATION PACKET INFORMATION
PD STEP 4: PRECISE IMPLEMENTATION PLAN (PIP)**

The process for review and approval of the PD shall be identical to that for conditional use permits per Section 98-905 of the Zoning Ordinance and (if land is to be divided) to that for preliminary and final plats of subdivision per the Municipal Code. All portions of an approved PD/PIP not fully developed within five years of final City Council approval shall expire, and no additional PD-based development shall be permitted. The City Council may extend this five years period by up to five additional years via a majority vote following a public hearing.

____ **Receipt of 5 full scale copies in blueline or blackline of complete Final Application Packet by Zoning Administrator:** Date: _____ by: _____

____ **Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator:** Date: _____ by: _____

____ **Certification of complete Final Application Packet and**

required copies to the Zoning Administrator by City Clerk:

Date: _____ by: _____

_____ Class 2 Legal Notice sent to official newspaper by City Clerk:

Date: _____ by: _____

_____ Class 2 Legal Notice published on _____ and _____

by: _____

ASSOCIATED BANK - LAKE GENEVA PROJECT LOCATION MAP



SCALE: 1" = 150'

ZONING MAP



SCALE: N.T.S.

NOT FOR CONSTRUCTION

AB Cost Center: 88231
AB Branch No.: 88231
RCA Project No.: 88231
Sheet Title

PROJECT
LOCATION MAP

ASSOCIATED BANK
CC # 88231

STREET ADDRESS
LAKE GENEVA, WI, 53147
Issue Date TBD

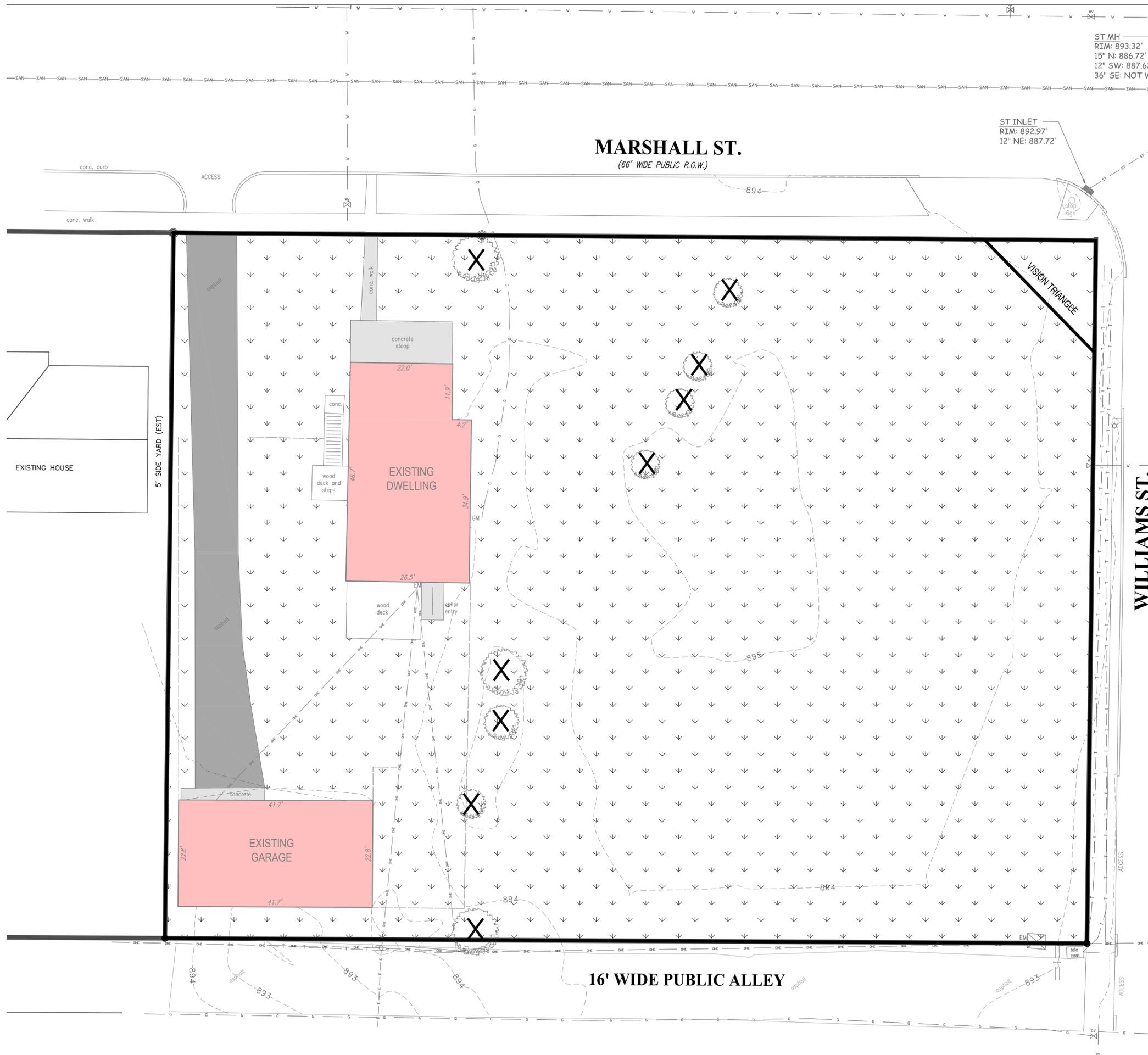
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756 North Milwaukee Street, Suite 250
Milwaukee, Wisconsin 53202
Telephone: 414.431.8101

Sheet No.

C100



ST MH
RIM: 893.32'
15" N: 886.72'
12" SW: 887.62'
36" SE: NOT VISIBLE

SAN MH
RIM: 893.47'
8" E/W: 885.20'

ST INLET
RIM: 892.97'
12" NE: 887.72'



Scale: 0 5 10 20
Scale: 1" = 10'

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www.DiggersHotline.com

DEMOLITION LEGEND	
	VEGETATION TO BE REMOVED AND DISPOSED OF OFFSITE IF SUITABLE FOR REUSE. TOPSOIL TO BE STOCKPILED. UNUSED AND UNSUITABLE TOPSOIL TO BE REMOVED OFFSITE. TOPSOIL THICKNESS MAY VARY. REFER TO GEOTECHNICAL REPORT OR FIELD VERIFY DEPTH IF GEOTECHNICAL REPORT NOT AVAILABLE.
	ASPHALT PAVEMENT AND BASE MATERIAL TO BE REMOVED TO SUB-BASE AND DISPOSED OF OFFSITE. PAVEMENT AND BASE THICKNESS MAY VARY. REFER TO GEOTECHNICAL REPORT.
	GRAVEL MATERIAL TO BE REMOVED AND DISPOSED OF OFFSITE IF SUITABLE FOR REUSE. GRAVEL TO BE STOCKPILED. UNUSED GRAVEL MATERIAL TO BE REMOVED OFFSITE. GRAVEL THICKNESS MAY VARY. REFER TO GEOTECHNICAL REPORT.
	CONCRETE AND BASE MATERIAL TO BE REMOVED TO SUB-BASE AND DISPOSED OF OFFSITE. CONCRETE AND BASE THICKNESS MAY VARY. REFER TO GEOTECHNICAL REPORT.
	CLEAR AND GRUB VEGETATION, REMOVE ROOTS AND STUMPS. REMOVE AND DISPOSE OF OFFSITE.
	SAWCUT FULL DEPTH
	TREES AND STUMPS TO BE REMOVED
	DENOTES UTILITIES TO BE ABANDONED AND REMOVED.
	KNOWN UTILITY AND POTENTIAL CONFLICT EXIST
	EXISTING BUILDING AND FOUNDATION TO BE RAZED. REFER TO ARCHITECTURAL AND STRUCTURAL DRAWINGS FOR ADDITIONAL INFORMATION.
	DENOTES EXISTING STORM INLETS TO BE REMOVED. ALL STORM SEWER INLETS SHALL HAVE INLET PROTECTION UNTIL REMOVED. SEE DETAIL 5/C2.2

- DEMOLITION NOTES**
- CONSULT WITH OWNER TO DETERMINE A SAFE STORAGE LOCATION OF ITEMS SPECIFICALLY CALLED OUT TO BE SALVAGED FOR OWNER REUSE. EXERCISE CARE DURING REMOVAL AND TRANSPORT TO PREVENT DAMAGE.
 - THE UNDERGROUND AND OVERHEAD UTILITY INFORMATION AS SHOWN HEREON IS BASED, IN PART, UPON INFORMATION FURNISHED BY UTILITY COMPANIES, LOCAL MUNICIPALITY, PROPERTY OWNER, AND DIGGERS HOTLINE. WHILE THIS INFORMATION IS BELIEVED TO BE RELIABLE, ITS ACCURACY AND COMPLETENESS CANNOT BE GUARANTEED NOR CERTIFIED TO.
 - GENERAL CONTRACTOR OR THEIR SUB CONTRACTORS SHALL APPLY FOR AND OBTAIN ALL THEIR REQUIRED PERMITS AND APPROVALS PRIOR TO THE START OF THEIR WORK. CONSULT WITH AND OBTAIN FROM ENGINEER COPIES OF ENGINEERING DESIGN APPROVAL PERMITS, INCLUDING BUT NOT LIMITED TO WDR, STATE OR LOCAL PLUMBING, WDOT, COUNTY, AND STORM WATER MANAGEMENT.
 - GENERAL CONTRACTOR OR THEIR SUB CONTRACTORS SHALL CONTACT DIGGERS HOTLINE TO ALLOW THEM SUFFICIENT TIME TO LOCATE EXISTING UTILITIES PRIOR TO COMMENCEMENT OF WORK.
 - GENERAL CONTRACTOR OR THEIR SUB CONTRACTORS ARE RESPONSIBLE FOR COORDINATING THEIR WORK WITH ALL OTHER CONTRACTORS.
 - GENERAL CONTRACTOR OR THEIR SUB CONTRACTORS ARE RESPONSIBLE FOR VERIFYING OWNERSHIP OF AND COORDINATING THE DEMOLITION AND/OR RELOCATION OF ALL EXISTING UTILITIES FROM EXISTING BUILDINGS AND WITHIN THE PROJECT LIMITS, INCLUDING BUT NOT LIMITED TO ELECTRICAL/FIBER OPTIC/TELEPHONE/CABLE/GAS/WATER/SANITARY/STORM. DEMOLITION OF THIS UTILITY WORK MUST BE IN ACCORDANCE WITH ALL STATE, FEDERAL, & LOCAL REGULATIONS.
 - FOR ALL WORK, GENERAL CONTRACTOR OR THEIR SUB CONTRACTORS ARE RESPONSIBLE FOR REVIEWING BID DOCUMENTS, VERIFYING THE VERTICAL AND HORIZONTAL LOCATION OF ALL EXISTING UTILITIES WITHIN THE PROJECT LIMITS, AND INCLUDING IN THEIR CONTRACT THE RELOCATION OF SAID UTILITIES (NOTED OR NOT ON THE BID DOCUMENTS) AS NECESSARY TO PROVIDE PROPER DEPTH/CLEARANCE PER UTILITY OWNER'S REQUIREMENTS.

WILLIAMS ST.
(60' WIDE PUBLIC R.O.W.)

MARSHALL ST.
(66' WIDE PUBLIC R.O.W.)

16' WIDE PUBLIC ALLEY

5' SIDE YARD (EST)

EXISTING HOUSE

EXISTING DWELLING

EXISTING GARAGE

NOT FOR CONSTRUCTION

SCHEMATIC DESIGN SET

ASSOCIATED BANK
CC # 88231

AB Cost. Center: 88231
AB Branch No.: 88231
RCA Project No.: 88231
Sheet Title

SITE DEMOLITION
PLAN

Sheet No.

C101

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CC # 88231
STREET ADDRESS:
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Issue Date TBD

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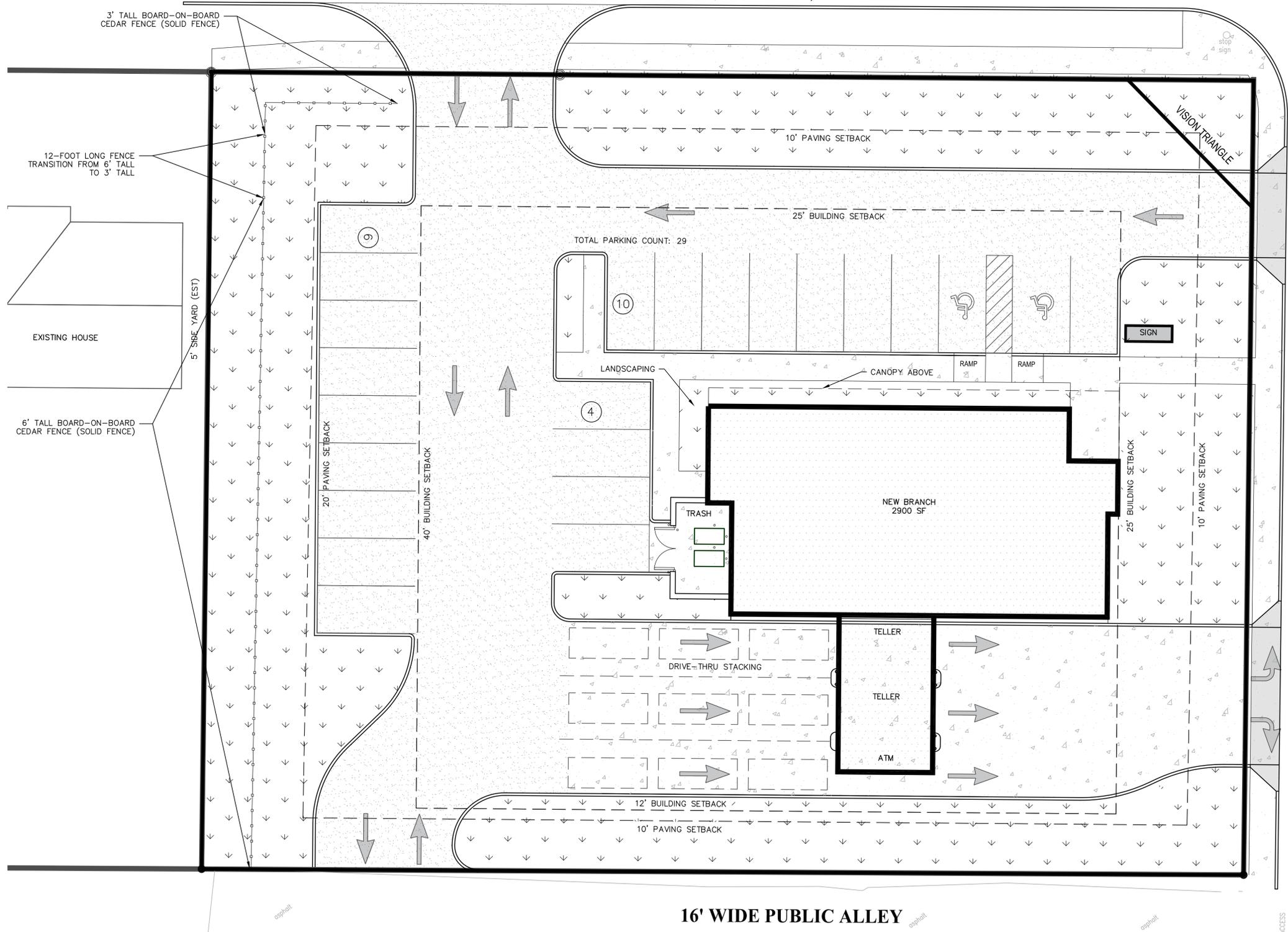
Associated Bank

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DESIGNING IN TRUE DIRECTIONS
202-757-8778
www.cardinalengineeringwi.com

RINKA|CHUNG ARCHITECTURE INC.

PROPERTY AND BUILDING INFORMATION	
A. LOT AREA	29,825 SQ. FT. (.685 AC.)
B. FLOOR AREA	2,900 SQ. FT. (.0665 AC.)
C. FLOOR AREA RATIO (B/A)	0.097
D. PAVED AREA	16,291 SQ. FT. (0.374 AC.)
E. IMPERVIOUS SURFACE AREA	19,129 SQ. FT. (0.439 AC.)
F. IMPERVIOUS SURFACE RATIO (E/A)	0.641
G. BUILDING HEIGHT	MAIN=15'-11" (TOWER=28'-3")

MARSHALL ST.
(66' WIDE PUBLIC R.O.W.)



WILLIAMS ST.
(60' WIDE PUBLIC R.O.W.)

Scale: 0 5 10 20
Scale: 1" = 10'

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HATCH LEGEND	
	AREAS DISTURBED BY CONSTRUCTION (NOT SPECIFICALLY CALLED OUT ON THE LANDSCAPE PLANS) TO BE RESTORED WITH MINIMUM 4" TOPSOIL, SEED, FERTILIZER, AND MULCH (TOP). USE SALVAGED TOPSOIL OR IMPORT TOPSOIL IF REQUIRED.
	NEW ASPHALTIC CONCRETE (LIGHT DUTY) SEE DETAIL 5/C107
	NEW ASPHALTIC CONCRETE (HEAVY DUTY) SEE DETAIL 5/C107
	NEW CONCRETE SLAB SEE DETAIL 6/C107
	NEW HEAVY DUTY CONCRETE SLAB SEE DETAIL 6/C107
	DELINEATES 4" GRASS SHOULDER WITH 4.0% CROSS-SLOPE SEE DETAILS 8-11/C107
	NEW HIGH-SIDE CURB & GUTTER SEE DETAILS 8-11/C107
	NEW LOW-SIDE CURB & GUTTER SEE DETAILS 8-11/C107
	6" HIGH PRIVACY FENCE

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Madison, Wisconsin 53702
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200-797-8178
www.cardinalengineeringwi.com

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ASSOCIATED BANK
CC # 88231

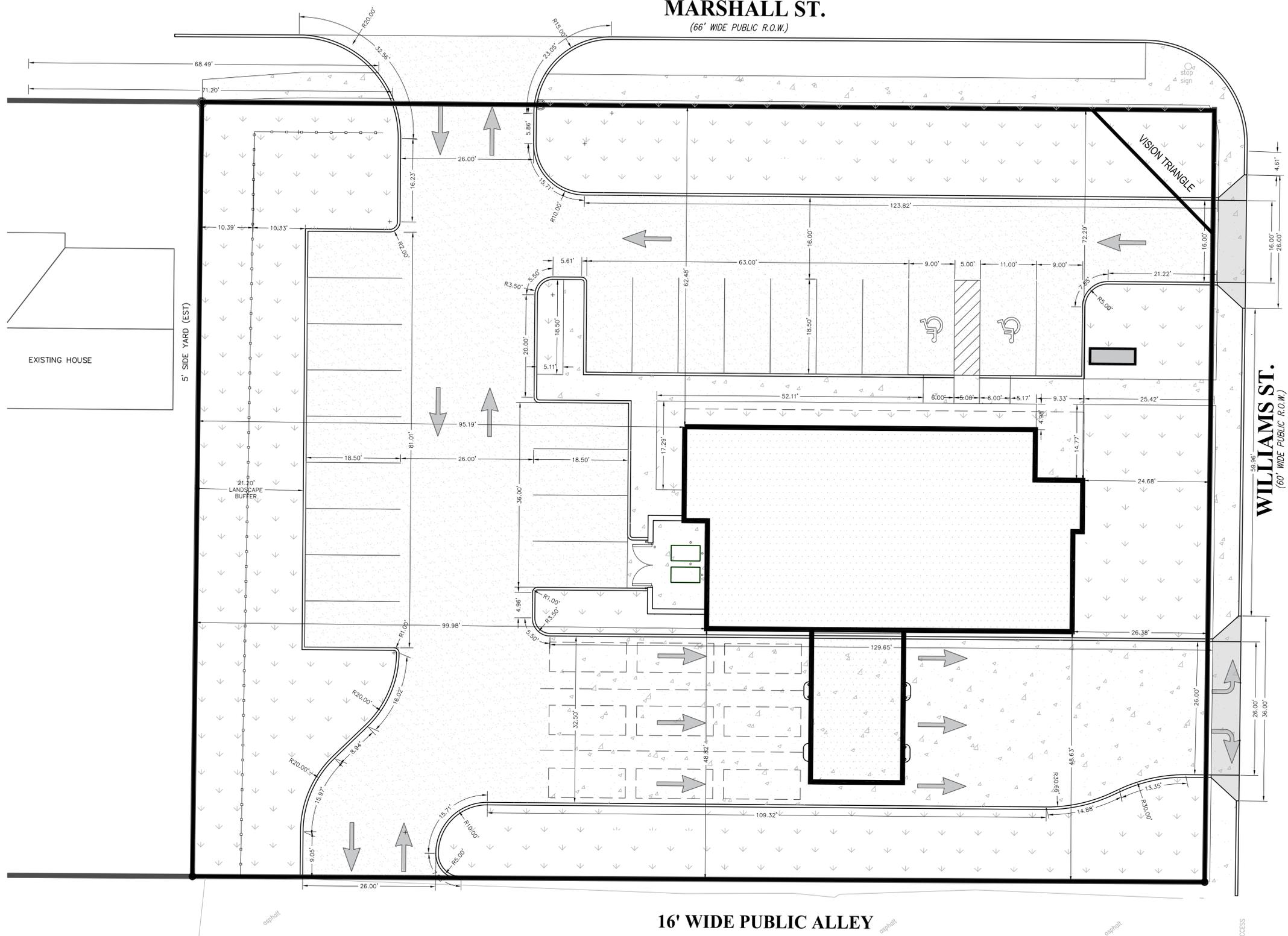
STREET ADDRESS: LAKE GENEVA, WI, 53147
Issue Date: TBD

AB Cost Center: 88231
AB Branch No.: 88231
RCA Project No.: 88231
Sheet Title

SITE PLAN

Sheet No. **C102**

MARSHALL ST.
(66' WIDE PUBLIC R.O.W.)



WILLIAMS ST.
(60' WIDE PUBLIC R.O.W.)



Scale: 0 5 10 20
Scale: 1" = 10'

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CC # 88231

AB Cost. Center: 88231
AB Branch No.: 88231
RCA Project No.: 88231
Sheet Title

SITE GEOMETRIC PLAN

STREET ADDRESS:
LAKE GENEVA, WI 53147
Issue Date TBD

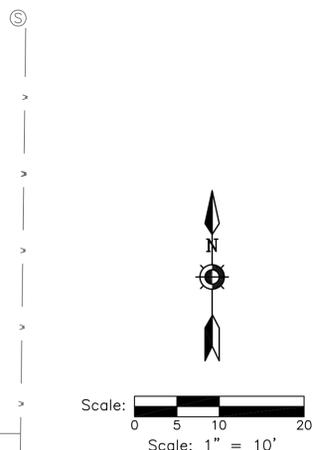
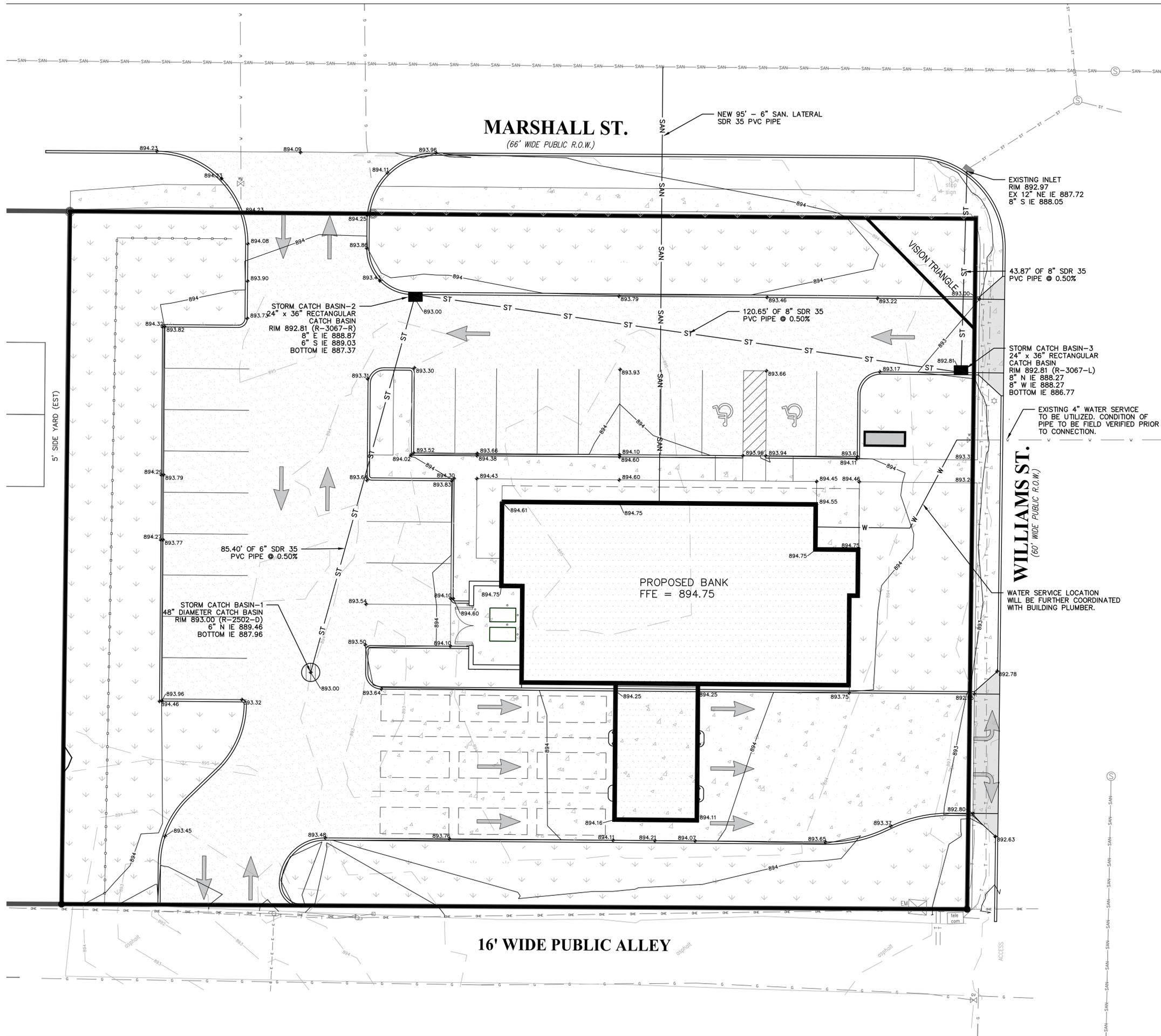
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C103



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GRADING LEGEND	
--- 894 ---	EXISTING CONTOUR MINOR
--- 895 ---	EXISTING CONTOUR MAJOR
--- 894 ---	PROPOSED CONTOUR MINOR
--- 895 ---	PROPOSED CONTOUR MAJOR
◆ 894.33	PROPOSED SPOT GRADE
◆ 895.1±	MATCH EXISTING SPOT GRADE
◆ 895.50	PROPOSED TOP OF CURB
◆ 895.00	PROPOSED BOTTOM OF CURB

SITE UTILITY LEGEND AND NOTES	
	KNOWN UTILITY AND POTENTIAL CONFLICT EXIST WITH EXISTING UNDERGROUND UTILITIES. PRIOR TO UTILITY INSTALLATION, CONTRACTOR TO EXCAVATE AND EXPOSE EXISTING UTILITIES, VERIFY LOCATIONS AND ELEVATIONS, AND CONTACT ENGINEER IF CONFLICTS EXIST WITH PROPOSED CONSTRUCTION AND EXISTING UNDERGROUND UTILITIES..
1.	PER PROJECT SPECIFICATIONS AND THE STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN, THE POINT OF COMMENCEMENT FOR THE LAYING OF SEWER PIPE SHALL BE AT THE LOWEST POINT IN THE PROPOSED SEWER LINE. THE PIPE SHALL BE LAID WITH THE BELL END OF THE BELL AND SPIGOT PIPE, OR WITH THE RECEIVING GROOVE END OF THE TONGUE AND GROOVE PIPE, POINTING UPGRADE. WHEN A NEW SEWER IS TO BE CONNECTED TO AN EXISTING SEWER NOT TERMINATING IN A MANHOLE, THE CONTRACTOR SHALL UNCOVER THE EXISTING SEWER TO ALLOW ANY ADJUSTMENTS IN LINE AND GRADE TO BE MADE BEFORE PIPE IS LAID.
2.	THE UNDERGROUND AND OVERHEAD UTILITY INFORMATION AS SHOWN HEREON IS BASED, IN PART, UPON INFORMATION FURNISHED BY UTILITY COMPANIES, LOCAL MUNICIPALITY, PROPERTY OWNER, AND DIGGERS HOTLINE. WHILE THIS INFORMATION IS BELIEVED TO BE RELIABLE, ITS ACCURACY AND COMPLETENESS CANNOT BE GUARANTEED NOR CERTIFIED TO.
3.	GENERAL CONTRACTOR OR THEIR SUB CONTRACTORS SHALL APPLY FOR AND OBTAIN ALL THEIR REQUIRED PERMITS AND APPROVALS PRIOR TO THE START OF THEIR WORK. CONSULT WITH AND OBTAIN FROM ENGINEER COPIES OF ENGINEERING DESIGN APPROVAL PERMITS, INCLUDING BUT NOT LIMITED TO WDR, STATE OR LOCAL PLUMBING, WDOT, COUNTY, AND STORM WATER MANAGEMENT.
4.	GENERAL CONTRACTOR OR THEIR SUB CONTRACTORS SHALL CONTACT DIGGER'S HOTLINE TO ALLOW THEM SUFFICIENT TIME TO LOCATE EXISTING UTILITIES PRIOR TO COMMENCEMENT OF WORK.
5.	GENERAL CONTRACTOR OR THEIR SUB CONTRACTORS ARE RESPONSIBLE FOR COORDINATING THEIR WORK WITH ALL OTHER CONTRACTORS.
6.	GENERAL CONTRACTOR OR THEIR SUB CONTRACTORS ARE RESPONSIBLE FOR VERIFYING OWNERSHIP OF AND COORDINATING THE DEMOLITION AND/OR RELOCATION OF ALL EXISTING UTILITIES FROM EXISTING BUILDINGS AND WITHIN THE PROJECT LIMITS, INCLUDING BUT NOT LIMITED TO ELECTRICAL/FIBER OPTIC/TELEPHONE/CABLE/GAS/WATER/SANITARY/STORM. DEMOLITION OF THIS UTILITY WORK MUST BE IN ACCORDANCE WITH ALL STATE, FEDERAL, & LOCAL REGULATIONS.
7.	FOR ALL WORK, GENERAL CONTRACTOR OR THEIR SUB CONTRACTORS ARE RESPONSIBLE FOR REVIEWING BID DOCUMENTS, VERIFYING THE VERTICAL AND HORIZONTAL LOCATION OF ALL EXISTING UTILITIES WITHIN THE PROJECT LIMITS, AND INCLUDE IN THEIR CONTRACT THE RELOCATION OF SAID UTILITIES (NOTED OR NOT ON THE BID DOCUMENTS) AS NECESSARY TO PROVIDE PROPER DEPTH/CLEARANCE PER UTILITY OWNER'S REQUIREMENTS.

NOT FOR CONSTRUCTION

SCHEMATIC DESIGN SET

ASSOCIATED BANK
CC # 88231

STREET ADDRESS: LAKE GENEVA, WI, 53147
Issue Date: TBD

AB Cost Center: 88231
AB Branch No.: 88231
RCA Project No.: 88231
Sheet Title

SITE GRADING & UTILITY PLAN

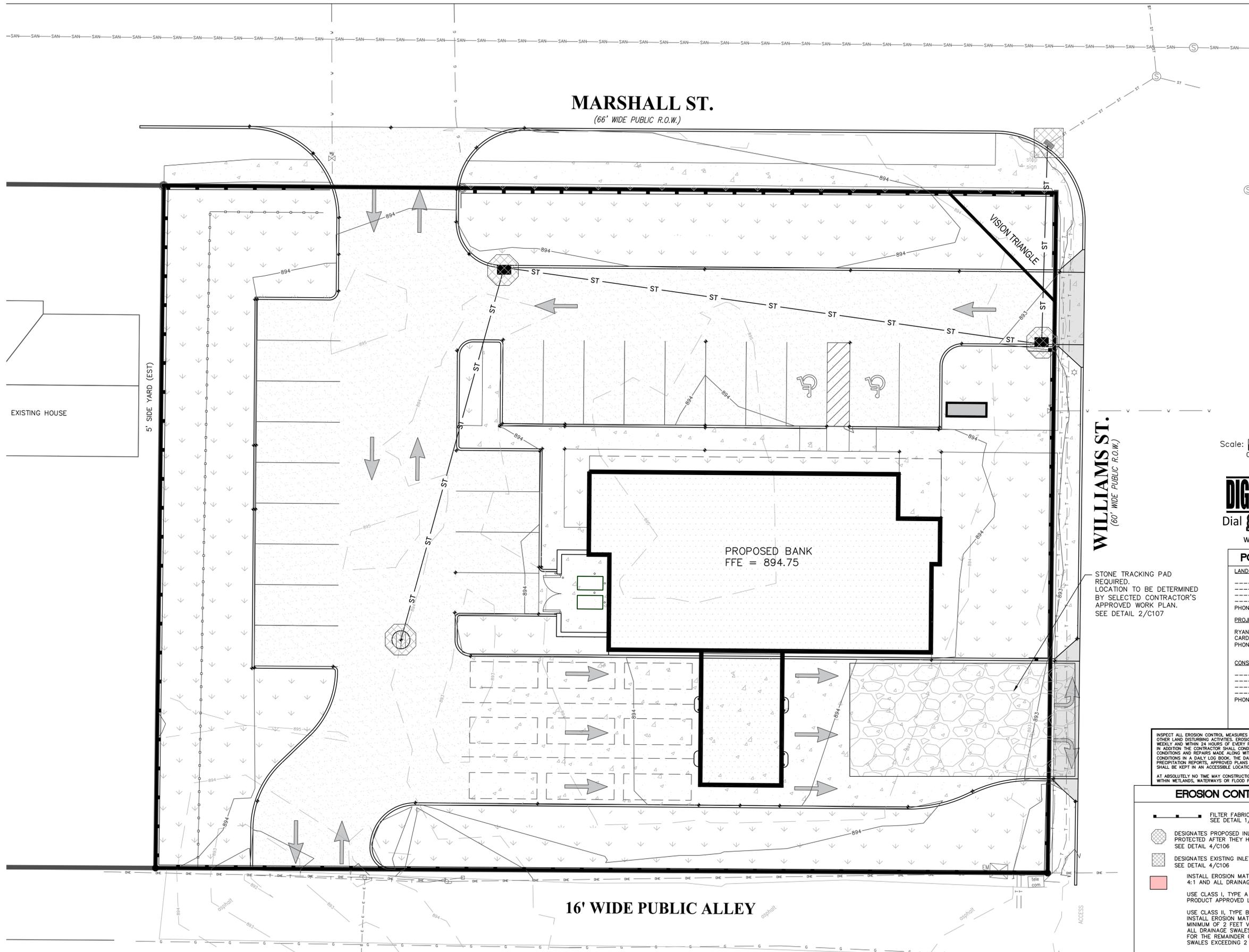
Sheet No. **C104**

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MARSHALL ST.
(66' WIDE PUBLIC R.O.W.)

WILLIAMS ST.
(60' WIDE PUBLIC R.O.W.)

16' WIDE PUBLIC ALLEY

PROPOSED BANK
FFE = 894.75

5' SIDE YARD (EST)

EXISTING HOUSE

VISION TRIANGLE

Scale: 1" = 10'



Dial 811 or (800)242-8511
www.DiggersHotline.com

STONE TRACKING PAD
REQUIRED.
LOCATION TO BE DETERMINED
BY SELECTED CONTRACTOR'S
APPROVED WORK PLAN.
SEE DETAIL 2/C107

POINTS OF CONTACT

LAND OWNER:
 ----- PRESIDENT
 ----- STREET
 ----- WI
 PHONE: (-----)
PROJECT ENGINEER:
 RYAN CARDINAL, PE
 CARDINAL ENGINEERING LLC
 PHONE: (262) 379-0270
CONSTRUCTION MANAGER:
 ----- PROJECT MANAGER
 ----- CONSTRUCTION
 ----- STREET
 ----- WI
 PHONE: (-----)

INSPECT ALL EROSION CONTROL MEASURES PRIOR TO COMMENCING GRADING, GRUBBING OR OTHER LAND DISTURBING ACTIVITIES. EROSION CONTROL MEASURES MUST BE INSPECTED WEEKLY AND WITHIN 24 HOURS OF EVERY PRECIPITATION EVENT OF 0.50 INCH OR GREATER. IN ADDITION THE CONTRACTOR SHALL CONDUCT DAILY INSPECTIONS AND DOCUMENT CONDITIONS AND REPAIRS MADE ALONG WITH DATE, TIME OF INSPECTION AND WEATHER CONDITIONS IN A DAILY LOG BOOK. THE DAILY LOG BOOK, WEEKLY / 0.50 INCH PRECIPITATION REPORTS, APPROVED PLANS AND WPES PERMIT & CHAPTER 30 PERMIT SHALL BE KEPT IN AN ACCESSIBLE LOCATION, LIKE A MAILBOX, WITHIN THE STAGING AREA. AT ABSOLUTELY NO TIME MAY CONSTRUCTION EQUIPMENT, DEBRIS, FILL, ETC. BE PLACED WITHIN WETLANDS, WATERWAYS OR FLOOD PLAINS UNLESS IDENTIFIED IN THE PLANS.

EROSION CONTROL LEGEND

- FILTER FABRIC FENCE
SEE DETAIL 1/C106
- DESIGNATES PROPOSED INLETS THAT MUST BE PROTECTED AFTER THEY HAVE BEEN CONSTRUCTED.
SEE DETAIL 4/C106
- DESIGNATES EXISTING INLETS THAT MUST BE PROTECTED
SEE DETAIL 4/C106
- INSTALL EROSION MAT ON ALL SLOPES GREATER THAN 4:1 AND ALL DRAINAGE SWALES
USE CLASS I, TYPE A FROM MSDOT
PRODUCT APPROVED LIST FOR ALL SIDE SLOPES
- USE CLASS II, TYPE B FOR ALL DRAINAGE SWALES.
INSTALL EROSION MAT ON THE BOTTOM OF AND A MINIMUM OF 2 FEET VERTICALLY UP THE SIDE SLOPES OF ALL DRAINAGE SWALES. CLASS I, TYPE A MAY BE USED FOR THE REMAINDER OF THE SIDE SLOPES IN DRAINAGE SWALES EXCEEDING 2 FEET VERTICALLY.
- INSTALL CLASS III TRM, TYPE B FROM MSDOT
PRODUCT APPROVED LIST. CLASS I, TYPE A MUST ALSO BE INSTALLED IN THIS AREA PER WDMR TECHNICAL BULLETIN 1053
- DRAINAGE SWALE
- TRIANGULAR SILT DIKES SEE DETAIL 3/C106

NOT FOR CONSTRUCTION

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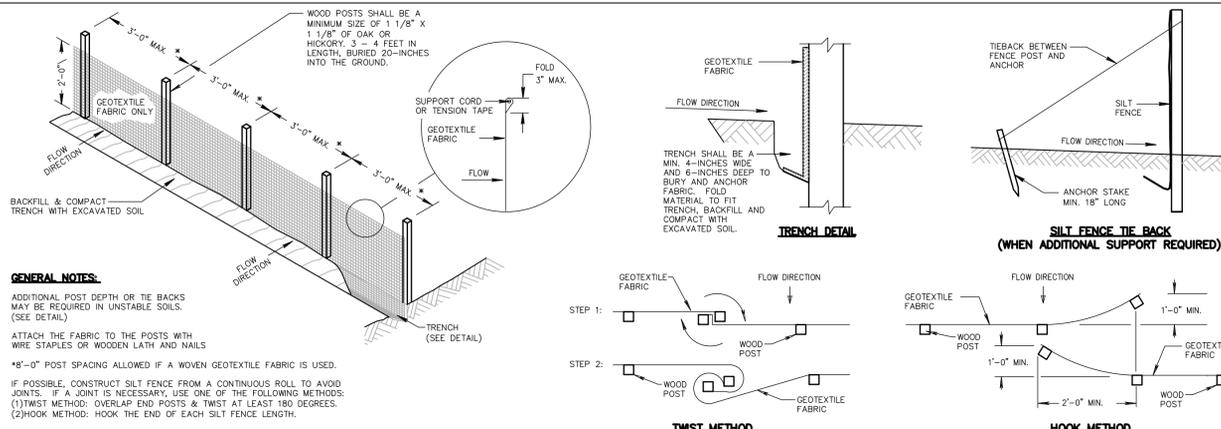
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SITE EROSION CONTROL PLAN

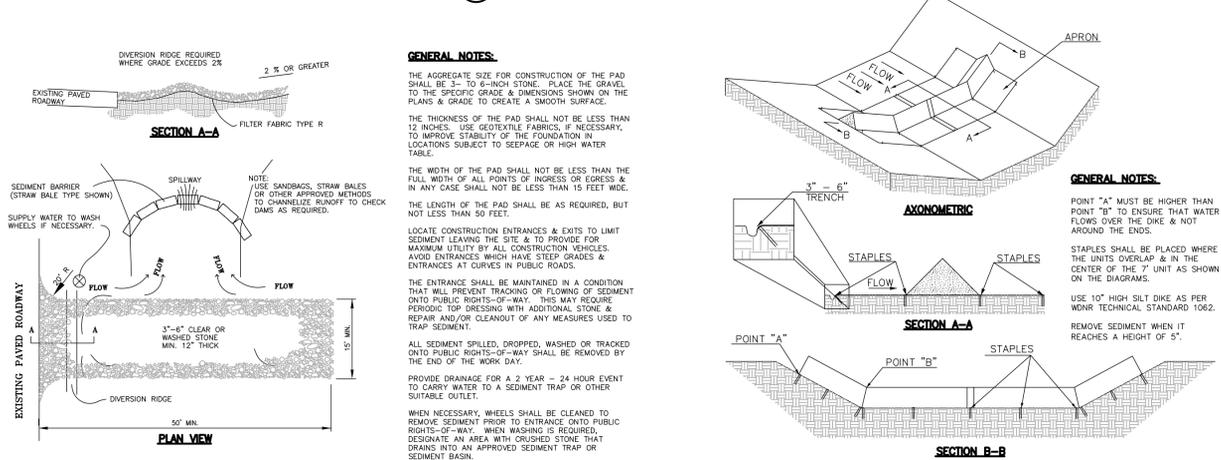
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EROSION CONTROL MEASURES

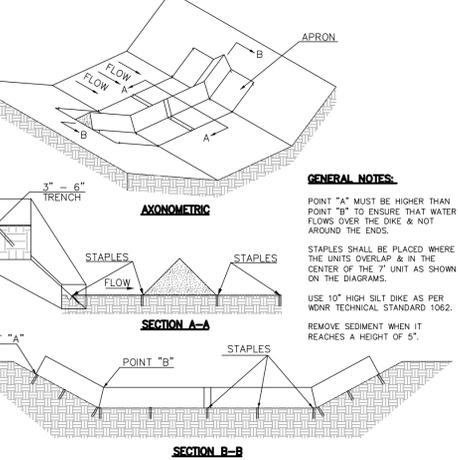
- CONTRACTOR TO INSTALL AND MAINTAIN EROSION CONTROL MEASURES AS INDICATED ON THIS PLAN AND PER THE LATEST WDMR TECHNICAL STANDARDS. TECHNICAL STANDARDS MAY BE VIEWED ONLINE AT: http://dnr.wis.gov/topic/stormwater/standards/const_standards.html
- INLETS AND CATCH BASINS SHALL BE PROTECTED WITH INLET FILTERS THAT ARE PHASED IN WITH CONSTRUCTION TO REDUCE SEDIMENT FROM ENTERING THESE AREAS PER WDMR TECHNICAL STANDARD 1060 AS FOLLOWS:
 - ALL FABRIC BARRIERS SELECTED FOR INLET/CATCH BASIN PROTECTION DEVICES SHALL BE SELECTED FROM THE LIST OF APPROVED FABRICS CERTIFIED FOR INLET PROTECTION. GEOTEXTILE FABRIC TYPE FF IN THE CURRENT EDITION OF THE WISCONSIN PRODUCT ACCEPTABILITY LIST, TO OBTAIN THE P.A.L. PLEASE REFER TO THIS WEBSITE: <http://wisconsin.gov/Documents/doing-business-consultants/const-standards/const-standards-2015-06-01>
 - INLET PROTECTION SHALL BE AT A MINIMUM INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT OF 1/2 INCH OR GREATER DURING A 24-HOUR PERIOD.
 - INLETS/CATCH BASINS, EVEN IF TEMPORARY, IS STRICTLY DISCOURAGED AND PROHIBITED.
 - SEDIMENT DEPOSITS SHALL BE REMOVED AND THE INLET PROTECTION DEVICE RESTORED TO ITS ORIGINAL DIMENSIONS WHEN THE SEDIMENT HAS ACCUMULATED BETWEEN 1/2 TO 3/4 OF THE DESIGN DEPTH OF THE DEVICE FOR TYPES A-C. WHEN SEDIMENT IS WITHIN 1/2 OF THE BOTTOM OF THE OVERFLOW HOLE FOR TYPE D, OR WHEN THE DEVICE IS NO LONGER FUNCTIONING PER MANUFACTURER'S SPECIFICATIONS, ALL SEDIMENT COLLECTED SHALL BE PROPERLY DISPOSED OF TO PREVENT DISCHARGE INTO AREA WATERWAYS AND WETLANDS.
 - DUE CARE SHALL BE TAKEN TO ENSURE SEDIMENT DOES NOT FALL INTO THE INLETS/CATCH BASINS AND INTO THE INTENDED FUNCTION OF THE DEVICE. ANY MATERIAL FALLING INTO THE INLET/CATCH BASIN SHALL BE REMOVED AND PROPERLY DISPOSED OF PER NOTE C ABOVE.
 - INLET FILTERS MAY BE REMOVED AND PROPERLY DISPOSED UPON COMPLETION OF CONSTRUCTION, HAULING OR MOVEMENT OF CONSTRUCTION EQUIPMENT THROUGHOUT THE SITE, AND ONCE THE SITE IS PERMANENTLY STABILIZED, UNLESS AS OTHERWISE NOTIFIED BY THE WDMR.
- A TRACKING PAD SHALL BE INSTALLED AS SHOWN ON THE PLAN SHEET PRIOR TO THE START OF CONSTRUCTION TO REDUCE OFF-SITE SEDIMENTATION BY ELIMINATING THE TRACKING OF SEDIMENT FROM THE SITE PER WDMR TECHNICAL STANDARD 1057 AS FOLLOWS:
 - AGGREGATE USED FOR TRACKING PADS SHALL BE 3 TO 6 INCH CLEAR OR WASHED STONE. ALL MATERIAL TO BE RETAINED BY 3 INCH SIEVE.
 - THE AGGREGATE SHALL BE PLACED IN A LAYER OF AT LEAST 12 INCHES THICK. ON SITES WITH A HIGH WATER TABLE, OR WHERE SATURATED CONDITIONS ARE EXPECTED, TRACKING PADS WILL BE UNDERLAIN WITH WSDOT TYPE R GEOTEXTILE FABRIC.
 - THE TRACKING PAD SHALL BE THE FULL WIDTH OF THE EGRESS POINT (MIN. 15 FEET WIDE) AND BE AT LEAST 50 FEET LONG.
 - VEHICLES TRAVELING ACROSS THE TRACKING PAD SHALL MAINTAIN A SLOW CONSTANT SPEED.
 - ANY SEDIMENT OR ROCK ACCUMULATION ON LOCAL ROADWAYS SHALL BE REMOVED BY STREET CLEANING, NOT FLUSHING BEFORE THE END OF EACH WORKING DAY.
 - THE TRACKING PAD SHALL, AT A MINIMUM BE INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT OF 1/2 INCH OF RAIN OR MORE DURING A 24-HOUR PERIOD.
 - THE TRACKING PAD PERFORMANCE SHALL BE MAINTAINED AT A MINIMUM OF 12" BY SCRAPING OR TOP-DRESSING WITH ADDITIONAL AGGREGATE.
- THE CONSTRUCTION SITE PERIMETER AND TOPSOIL STOCKPILE AREA SHALL BE PROTECTED WITH SILT FENCE AS SHOWN ON THE PLAN SHEET PRIOR TO THE START OF CONSTRUCTION TO INTERCEPT AND REDUCE THE FLOW OF SEDIMENT-LADEN SHEET FLOW RUNOFF FROM THE CONSTRUCTION SITE PER WDMR TECHNICAL STANDARD 1058 AS FOLLOWS:
 - SILT FENCE ENDS SHALL BE EXTENDED UPSLOPE TO PREVENT WATER FROM FLOWING AROUND THE ENDS OF THE FENCE AS SHOWN ON THE PLAN SHEET.
 - INSTALLED SILT FENCE SHALL BE A MINIMUM 14 INCHES HIGH AND SHALL NOT EXCEED 28 INCHES FROM THE GROUND MEASURED FROM THE INSTALLED GROUND ELEVATION.
 - SILT FENCE SHALL BE SUPPORTED BY EITHER STEEL OR WOOD SUPPORT POSTS.
 - THE MAXIMUM SPACING OF POSTS FOR NONWOVEN SILT FENCE SHALL BE 3 FEET OR FOR WOVEN FABRIC 8 FEET.
 - PLACEMENT OF SILT FENCE SHALL HAVE A SUPPORT CORD AT THE TOP OF THE FENCE.
 - WHERE JOINTS ARE NEEDED, EACH END OF THE FABRIC SHALL BE SECURELY FASTENED TO A POST. THE POSTS SHALL BE WRAPPED AROUND EACH END OF THE FABRIC TO PREVENT THE FABRIC FROM SLIPPING OFF THE POSTS.
 - A MINIMUM OF 20 INCHES OF THE POSTS SHALL BE EXCAVATED WITHIN A RADIUS OF 1.5 FEET MULTIPLIED BY THE INCH DIAMETER OF THE TREE.
 - THE CONTRACTOR MAY FURTHER STRENGTHEN THE SILT FENCE BY USING HAY BALES ON THE DOWN SLOPE SIDE AS NEEDED.
 - SILT FENCE SHALL AT A MINIMUM BE INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT THAT PRODUCES 1/2 INCH OF RAIN OR MORE DURING A 24 HOUR PERIOD.
 - DAMAGED OR DECOMPOSED SILT FENCE, UNDERCUTTING, OR FLOW CHANNELS AROUND THE ENDS OF BARRIERS SHALL BE REPAIRED OR CORRECTED.
 - SEDIMENT SHALL BE PROPERLY DISPOSED OF ONCE THE DEPOSITS REACH 1/2 THE HEIGHT OF THE FENCE TO PREVENT DISCHARGE INTO AREA WATERWAYS AND WETLANDS.
- SEEDING AND MULCHING TECHNIQUES SHALL BE USED ON AREAS OF EXPOSED SOIL WHERE THE ESTABLISHMENT OF VEGETATION IS DESIRED. TEMPORARY SEEDING APPLIED TO DISTURBED AREAS THAT WILL NOT BE BROUGHT TO FINAL GRADE OR ON WHICH LAND-DISTURBING ACTIVITIES WILL BE PERFORMED FOR A PERIOD GREATER THAN 14 CALENDAR DAYS, REQUIRING VEGETATIVE COVER FOR LESS THAN ONE YEAR. SEED AND MULCH SHALL BE UTILIZED THROUGHOUT THE DURATION OF CONSTRUCTION TO ESTABLISH TEMPORARY VEGETATION TO HELP REDUCE EROSION PER WDMR TECHNICAL STANDARDS 1059 AND 1058 RESPECTIVELY AS FOLLOWS:
 - TEMPORARY SEEDING REQUIRES A SEEDBED OF LOOSE SOIL TO A MINIMUM DEPTH OF 2 INCHES.
 - FERTILIZER APPLICATION IS NOT GENERALLY REQUIRED FOR TEMPORARY SEEDING. HOWEVER, ANY APPLICATION OF FERTILIZER OR LIME SHALL BE BASED ON SOIL TESTS.
 - THE SOIL SHALL HAVE A PH RANGE OF 5.5 TO 8.0.
 - ALL SEED SHALL CONFORM TO THE REQUIREMENTS OF THE WISCONSIN STATE STATUTES AND OF THE ADMINISTRATIVE CODE CHAPTER ATCP 20.01 REGARDING NOXIOUS WEED SEED CONTENT AND LABELING.
 - SEED SHALL NOT BE USED LATER THAN ONE YEAR AFTER THE TEST DATE ON THE LABEL.
 - IN THE SUMMER-SPRING, CONTRACTOR SHALL USE OATS APPLIED AT 131 LBS/ACRE FOR TEMPORARY SEEDING PURPOSES. IN THE FALL, THE CONTRACTOR SHALL USE ANNUAL RYEGRASS APPLIED AT 80 LBS/ACRE OR WINTER WHEAT OR CERIAL RYE APPLIED AT 131 LBS/ACRE. THE CONTRACTOR SHALL USE STRAW MULCH APPLIED AT 1.5 TONS/ACRE. DOMESTIC SEED SHALL BE USED WHEN SOIL TEMPERATURE IS CONSISTENTLY BELOW 53 DEGREES FAHRENHEIT (TYPICALLY NOV. 1 UNTIL SNOW COVER ANNUALLY). NEVER PLACE SEED ON TOP OF SNOW. IF COVER IS NEEDED AFTER SNOW FALLS, CONTRACTOR MAY CONSIDER TO USE A DRY NITROGEN TYPE B SOIL STABILIZER PER MANUFACTURER'S SPECIFICATIONS AS REQUIRED BY THE WDMR.
 - SEEDING SHALL NOT TAKE PLACE WHEN THE SOIL IS TOO WET.
 - CONTRACTOR MAY CONSIDER WATERING TO HELP ESTABLISH THE SEED. WATER APPLICATION RATES SHALL BE CONTROLLED TO HELP PREVENT RUNOFF AND EROSION.
 - DURING CONSTRUCTION, AREAS THAT HAVE BEEN SEEDING AND MULCHED SHALL AT A MINIMUM BE INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT THAT PRODUCES 1/2 INCH OF RAIN OR MORE DURING A 24 HOUR PERIOD. INSPECT WEEKLY DURING THE GROWING SEASON UNTIL VEGETATION IS DENSELY ESTABLISHED OR THE SOIL IS LAID, REPAIR AND RESEED AREAS THAT HAVE EROSION DAMAGE AS NECESSARY.
 - CONTRACTOR IS TO LIMIT VEHICLE TRAFFIC AND OTHER FORMS OF COMPACTION IN AREAS THAT ARE SEEDING AS MUCH AS POSSIBLE. RE-SEED DRIVEN OVER AREAS AS NEEDED.
 - MULCH SHOULD BE PLACED WITHIN 24 HOURS OF SEEDING.
 - MULCHING OPERATIONS SHALL NOT TAKE PLACE DURING PERIODS OF WINTER WEATHER OR WINDS THAT WOULD PRECLUDE THE PROPER PLACEMENT OF MULCH.
 - MULCH THAT IS DISPLACED SHALL BE REAPPLIED AND PROPERLY ANCHORED. MAINTENANCE SHALL BE COMPLETED AS SOON AS POSSIBLE WITH CONSIDERATION TO SITE CONDITIONS.
 - WHEN CHANNEL EROSION MAT IS USED WITH CONSTRUCTION SITE DIVERSION AREAS, TECHNICAL STANDARDS 1053 AND 1066 SHALL BE FOLLOWED.
 - WHEN NON-CHANNEL EROSION MAT IS USED TECHNICAL STANDARD 1052 SHALL BE FOLLOWED.
 - DEPENDENT ON DURATION OF CONSTRUCTION, THE CONTRACTOR MAY NEED TO RE-SEED AND RE-STABILIZE THE TOPSOIL STOCKPILE AS NECESSARY TO DISCOURAGE SEDIMENT AND EROSION.
 - A COPY OF EROSION CONTROL INSPECTION REPORTS AND THE APPROVED EROSION CONTROL PLANS SHALL BE KEPT ON SITE.
 - LOCAL ROADS SHALL BE KEPT CLEAN BY THE END OF EACH WORKDAY. CONTRACTOR SHALL HAVE LOCAL ROADS SWEEP WHERE SEDIMENT ACCUMULATES.



1 FILTER FABRIC SILT FENCE DETAIL
N.T.S.



2 STONE TRACKING CONSTRUCTION ENTRANCE
N.T.S.



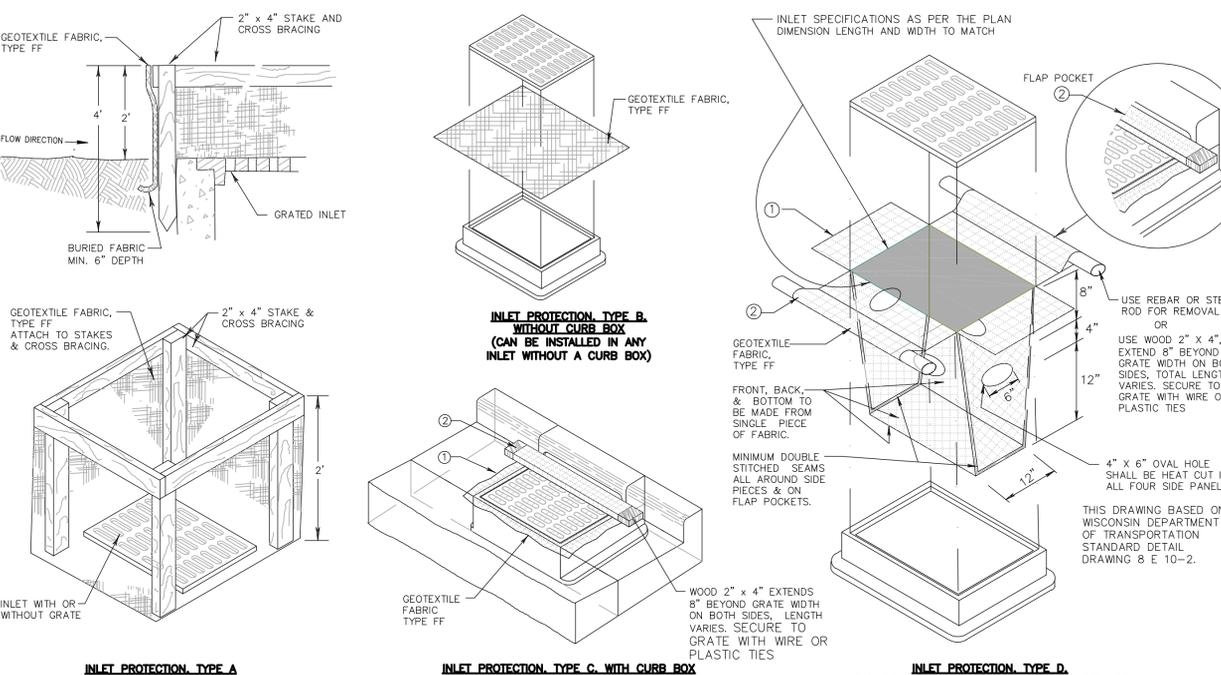
3 TRIANGULAR SILT DIKE
N.T.S.

EROSION CONTROL OPERATION SEQUENCE + SCHEDULE

- AFTER BIDS ARE RECEIVED AND A MASS GRADING CONTRACTOR IS SELECTED, A PRE-CONSTRUCTION MEETING SHALL TAKE PLACE WITH ALL RELEVANT PARTIES IN ATTENDANCE.
- THE GENERAL CONTRACTOR IS RESPONSIBLE FOR INSTALLING AND MAINTAINING ALL SILT FENCES, SEEDING, EROSION MATTING, AND OTHER EROSION CONTROL MEASURES. GENERAL CONTRACTOR SHALL INSPECT ALL EROSION CONTROL MEASURES PRIOR TO COMMENCING GRADING, GRUBBING, OR OTHER LAND DISTURBING ACTIVITIES. EROSION CONTROL MEASURES MUST BE INSPECTED WEEKLY AND WITHIN 24 HOURS OF EVERY PRECIPITATION EVENT OF 1/2 INCH OR GREATER. IN ADDITION, THE ACTIVE CONTRACTOR SHALL CONDUCT DAILY INSPECTIONS AND DOCUMENT CONDITIONS AND REPAIRS MADE, ALONG WITH DATE, TIME OF INSPECTION, AND WEATHER CONDITIONS IN A DAILY LOG BOOK.
- ALL REGULATORY PERMITS, PROJECT PLANS, AND INSPECTION LOGS SHALL BE KEPT ON SITE IN AN ACCESSIBLE LOCATION, SUCH AS A MAILBOX, AVAILABLE TO REGULATORY AGENCIES UPON REQUEST.
- CONTRACTORS ARE TO MAINTAIN THE CONSTRUCTION SITE IN A NEAT AND TIDY MANNER FOR THE DURATION OF THE PROJECT.
- THE TIMING AND SEQUENCE OF CONSTRUCTION IS SCHEDULED AS FOLLOWS:
- OBTAIN PLAN APPROVAL FROM THE _____ AND ALL APPLICABLE PERMITS, INCLUDING EROSION CONTROL PERMIT.
 - CONSTRUCTION IS SCHEDULED TO BEGIN IN _____ DEPENDING ON WEATHER & GROUND CONDITIONS.
 - A GRAVEL TRACKING PAD UNDERLAIN WITH WSDOT TYPE R GEOTEXTILE FABRIC, ALONG WITH A TEMPORARY CURBLET IF NECESSARY, SHALL BE INSTALLED AS SHOWN ON THE PLANS. RE-GRADE EXISTING ROADWAY DITCH AS NECESSARY. IF INSTALLED, THE TEMPORARY CURBLET SHALL BE REMOVED AT END OF CONSTRUCTION ACTIVITIES. IF INDICATED ON PLANS, INSTALL CONSTRUCTION FENCE AND ANY TEMPORARY TRAFFIC CONTROLS.
 - SILT FENCE, INLET FILTER PROTECTION, AND TRIANGULAR SILT DIKES SHALL BE INSTALLED AS SHOWN ON THE PLANS, AND INSPECTED PRIOR TO COMMENCING OF ANY LAND DISTURBING ACTIVITIES PER PROJECT PLANS AND DETAILS. SEDIMENT DEPOSITS WILL BE REMOVED FROM BEHIND THE SILT FENCE WHEN THEY REACH A DEPTH OF 1/2 FENCE HEIGHT.
 - FOLLOWING INSTALLATION OF THE EROSION CONTROL MEASURES, CONSTRUCT THE STORM WATER POND TO FINISH GRADES WITH CLAY LINER PER PROJECT PLANS AND DETAILS. CONTRACTOR SHALL CONSTRUCT POND INLETS AND OUTLET STRUCTURES FOR USE DURING CONSTRUCTION (REFER TO DETAIL _____ ON SHEET _____ FOR ADDITIONAL INFORMATION). CONTRACTOR SHALL IMMEDIATELY STABILIZE THE POND BANKS, INLETS, AND OUTLET STRUCTURE.
 - STORM WATER POND SHALL, AT A MINIMUM, BE INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT THAT PRODUCES 1/2 INCH OF RAIN OR MORE DURING A 24-HOUR PERIOD. SEDIMENT SHALL BE REMOVED TO MAINTAIN THE 3 FOOT DEPTH OF THE TREATMENT SURFACE AREA AS MEASURED FROM THE INVERT OF THE PRINCIPAL OUTLET. IF THE OUTLET BECOMES CLOGGED IT SHALL BE CLEANED TO RESTORE FLOW CAPACITY. SEDIMENT TO BE REMOVED AFTER CONSTRUCTION & SITE STABILIZATION IS COMPLETE.
 - SITE DEMOLITION OF PAVEMENT, ETC. WILL OCCUR AFTER ALL EROSION CONTROL MEASURES ARE IN PLACE.
 - CONSTRUCTION OF THE BUILDING, STARTING WITH THE FOUNDATION, WILL BEGIN IMMEDIATELY AFTER THE SITE DEMOLITION IS COMPLETE IN THE BUILDING PAD AREA.
 - TOPSOIL STRIPPING AND ROUGH GRADING WILL FOLLOW. TOPSOIL STOCKPILES WILL BE LOCATED AS SHOWN ON THE PLANS AND BE STABILIZED WITHIN 7 DAYS OF LAY UP. STOCKPILES WILL BE USED FOR FINAL LANDSCAPING. REMAINING STOCKPILES WILL BE REMOVED FROM THE SITE.
 - UTILITY INSTALLATION WILL OCCUR NEXT AND CONTINUE UNTIL ALL THE UTILITIES ARE INSTALLED.
 - AFTER ROUGH GRADING IS COMPLETE IN HARD SURFACE AREAS SUCH AS ROADWAYS, PARKING LOTS, AND BUILDINGS, THE REQUIRED THICKNESS OF DENSE GRADED BASE COURSE, PER THE PROJECT PLANS AND DETAILS WILL BE APPLIED FOR STABILIZATION. AFTER ROUGH GRADING IS COMPLETE OUTSIDE OF HARD SURFACE AREAS, THE TOPSOIL WILL BE REAPPLIED AND THE LANDSCAPE CONTRACTOR WILL COMPLETE SEEDING/SODDING/FERTILIZING/MULCHING AND INSTALL EROSION MATTING AS PER APPROVED PLANS AND SPECIFICATIONS.
 - FINAL SITE STABILIZATION IS ANTICIPATED FOLLOWING THE COMPLETION OF GRADING ACTIVITIES PER WDMR TECHNICAL STANDARD 1059. IF SITE STABILIZATION CANNOT BE COMPLETED BY OCTOBER 15, THEN THE USE OF ANIONIC POLYACRYLAMIDE CONFORMING TO WDMR TECHNICAL STANDARD 1058 SHALL BE USED. IN ADDITION, ALL SLOPES OF GREATER THAN 20% MUST ADHERE TO THE SCHEDULE IN TABLE 1 BELOW.
 - AFTER ALL TOPSOIL HAS BEEN REAPPLIED AND STABILIZATION IS UNDERWAY, ROADWAY, PARKING LOT, AND SIDEWALK BASE MATERIAL WILL BE APPLIED PER PROJECT SPECIFICATIONS.
 - THE GENERAL CONTRACTOR WILL REQUEST A FINAL INSPECTION BY THE CITY. UPON APPROVAL, ALL SILT FENCES, INLET FILTER PROTECTION, AND TRIANGULAR SILT DIKES SHALL BE REMOVED AND ACCUMULATED SEDIMENT IN THE SEDIMENT BASIN/STORM WATER POND SHALL BE DREDGED AND PROPERLY DISPOSED OF. IN ADDITION, THE CONTRACTOR MUST ENSURE THAT THE STORM WATER POND IS RETURNED TO THE SLOPES AND GRADES SHOWN ON THE PROJECT PLANS AND DETAILS.
 - IF REQUIRED, FINAL AS-BUILT SURVEYS ARE TO BE CONDUCTED BY THE OWNER AND FINAL DOCUMENTS FORWARDED TO THE CITY.
 - BARE SOIL LEFT UNDISTURBED FOR 14 CALENDAR DAYS MUST BE TEMPORARILY STABILIZED PER WDMR TECHNICAL STANDARD 1059. BY OCTOBER 15, THE SITE SHALL BE STABILIZED PER NOTE 13 ABOVE.
 - WE DO NOT ANTICIPATE THE NEED FOR WATERING WITH THIS CONSTRUCTION SCHEDULE. HOWEVER, IF ADEQUATE RAIN IS NOT EXPERIENCED WITHIN ONE WEEK AFTER INITIAL SEED GERMINATION AT ANY POINT DURING THE CONSTRUCTION PROCESS, WATER SHALL BE TRUCKED IN AND APPLIED ONCE PER WEEK.
- IF CONSTRUCTION SCHEDULES SHOULD CHANGE SIGNIFICANTLY, THIS PLAN NARRATIVE WILL BE UPDATED AND RESUBMITTED BY THE GENERAL CONTRACTOR TO THE CITY AND WDMR.

DEWATERING PLAN

- TO FACILITATE CONSTRUCTION AT THE PROJECT SITE, DEWATERING MAY TAKE PLACE BY THE SELECTED CONTRACTOR. CONTRACTOR TO FOLLOW THESE INSTRUCTIONS WHILE PERFORMING DEWATERING ACTIVITIES ON THE PROJECT SITE. IF DEWATERING IS TO TAKE PLACE, IT WILL OCCUR BETWEEN STEPS 3 AND 14 OF THE EROSION CONTROL OPERATION SEQUENCE.
- NOTE: THESE INSTRUCTIONS DO NOT APPLY TO WATER BEING DISCHARGED DIRECTLY TO GROUNDWATER OR KARST FEATURES OR WELL CONSTRUCTION SYSTEMS. CONTRACTOR SHALL COORDINATE ACCORDINGLY FOR OTHER DEWATERING ACTIVITIES AS DEEMED NECESSARY WITH THE WDMR.
- THE CONTRACTOR SHALL ENSURE THAT THE DEWATERING PRACTICES CARRIED OUT MEET OR EXCEED WDMR TECHNICAL STANDARD NUMBER 1061.
 - A PAN OR OTHER CONTAINMENT DEVICE SHALL BE PLACED UNDERNEATH THE PUMP TO CAPTURE ANY SPILLS, OILS, GASOLINE, ETC. SHALL NOT BE STORED WITHIN WETLANDS, NEAR THE STORMWATER POND, OR OTHER ON-SITE WATER AREAS.
 - A TYPE 2 GEOTEXTILE BAG THAT IS NO SMALLER THAN 100 SQUARE FEET, HAS A MAXIMUM APPARENT OPENING SIZE OF 0.212 mm, HAS A GRAB TENSILE STRENGTH OF 300 LBS, MULLEN BURST OF 580 PSF, PERMEABILITY OF 0.2 CM/SEC, FABRIC WEIGHT OF 12 OZ SHALL BE USED. THE GEOTEXTILE BAG AREA AND DOWNGRADE FLOW AREA SHALL CONSIST OF VEGETATED AND UNDISTURBED SOILS.
 - POLYMER APPROVED BY THE WDMR MEETING WDMR TECHNICAL STANDARD 1051 MAY BE USED IN COMBINATION WITH THE DEWATERING BAG IF THE DEWATERING BAG IS NOT DOING AN ADEQUATE JOB ALONE OF FILTERING SEDIMENTS. THE CONTRACTOR SHALL SUPPLY TOXICITY TESTING DATA TO THE WDMR BEFORE USE ON-SITE FOR WDMR APPROVAL. POLYMER SHALL NOT BE DIRECTLY APPLIED TO SURFACE WATER. CONTRACTOR SHALL OBTAIN THE MATERIAL SAFETY DATA SHEETS (MSDS) FOR THE SELECTED POLYMER, MANUFACTURER'S INFORMATION AND WDMR USE RESTRICTIONS (SEE TECHNICAL STANDARD 1051) AND KEEP ALL THIS INFORMATION ON-SITE. CONTRACTOR SHALL ADHERE TO MANUFACTURER AND WDMR'S APPLICATION RATES FOR THE POLYMER, WITH THE WDMR'S RATE TAKING PRECEDENCE. THE CONTRACTOR SHALL TAKE STEPS TO ENSURE THAT THE POLYMER IS NOT SPILLED. SPILL KITS SHALL BE KEPT ON SITE. THE MANUFACTURER'S RECOMMENDED CLEANUP PROCEDURES SHALL BE FOLLOWED IN THE EVENT OF A SPILL.
 - A TARP MAY BE UTILIZED UNDERNEATH THE TYPE 2 GEOTEXTILE BAG AND JUST DOWN SLOPE OF THE BAG TO DISCOURAGE EROSION AND SCOUR.
 - A FLOATING SUCTION HOSE OR OTHER FLOTATION METHOD SHALL BE UTILIZED WHEN PUMPING FROM AN AREA WITH STANDING WATER TO AVOID SUCKING SEDIMENT FROM GRADE.
 - IF TURBID WATER IS LEAVING THE GEOTEXTILE BAG, THE CONTRACTOR SHALL SHUT OFF THE PUMP TO ALLOW SEDIMENTS TO SETTLE INTO THE BAG. CONTRACTOR SHALL FOLLOW THE MANUFACTURER'S SPECIFICATIONS FOR DETERMINING THE SEDIMENT CAPACITY OF THE GEOTEXTILE BAG USING GOOD COMMON SENSE. SEDIMENT LEVELS CONTAINED IN THE BAG SHALL BE MONITORED TO MEASURE THE LOSS OF STORAGE CAPACITY OVER TIME. THE CONTRACTOR SHALL PROPERLY DISPOSE OF THE GEOTEXTILE BAG IN A WASTE RECEPTACLE ONCE IT IS NO LONGER USED.
 - DURING DEWATERING ACTIVITIES THE CONTRACTOR SHALL MONITOR DEWATERING PRACTICES AND KEEP A LOG OF THE FOLLOWING:
 - DISCHARGE DURATION AND SPECIFIED PUMPING RATE.
 - OBSERVED WATER TABLE AT TIME OF DEWATERING.
 - MAINTENANCE ACTIVITIES.
 - NAME AND QUANTITY OF POLYMER USED, PRODUCT TYPE, APPLICATION RATE OF POLYMER IN POUNDS/ACRE FEET OF WATER, DATE AND TIME APPLIED.
 - WEATHER CONDITIONS DURING APPLICATION.
- THIS LOG NEEDS TO BE KEPT ON SITE FOR WDMR REGULATORY REVIEW. COPIES OF THIS DOCUMENTATION SHOULD BE KEPT IN THE CONTRACTOR'S MONITORING LOG AND MADE AVAILABLE UPON REQUEST.
- REVIEW THE FOLLOWING FOR MORE INFORMATION:
 WDMR TECHNICAL STANDARD 1061 FOR DEWATERING - http://dnr.wis.gov/topic/Stormwater/Documents/DeWatering_1061.pdf
 WDMR TECHNICAL STANDARD 1051 FOR POLYMER - <http://dnr.wis.gov/topic/Stormwater/Documents/1051.pdf>
- INSPECT ALL EROSION CONTROL MEASURES PRIOR TO COMMENCING GRADING, GRUBBING OR OTHER LAND DISTURBING ACTIVITIES. EROSION CONTROL MEASURES MUST BE INSPECTED WEEKLY AND WITHIN 24 HOURS OF EVERY PRECIPITATION EVENT OF 0.50 INCH OR GREATER. IN ADDITION THE CONTRACTOR SHALL CONDUCT DAILY INSPECTIONS AND DOCUMENT CONDITIONS AND REPAIRS MADE, ALONG WITH DATE, TIME OF INSPECTION AND WEATHER CONDITIONS IN A DAILY LOG BOOK. THE DAILY LOG BOOK, WEEKLY / 0.50 INCH PRECIPITATION REPORTS, APPROVED PLANS WPDES PERMITS & CHAPTER 30 PERMIT SHALL BE KEPT IN AN ACCESSIBLE LOCATION, LIKE A MAILBOX, WITHIN THE STAGING AREA.
- AT ABSOLUTELY NO TIME MAY CONSTRUCTION EQUIPMENT, DEBRIS, FILL, ETC. BE PLACED WITHIN WETLANDS, WATERWAYS OR FLOODPLAINS UNLESS IDENTIFIED IN THE PLANS & APPROVED BY DNR/USACE.



4 INLET PROTECTION DETAIL
N.T.S.

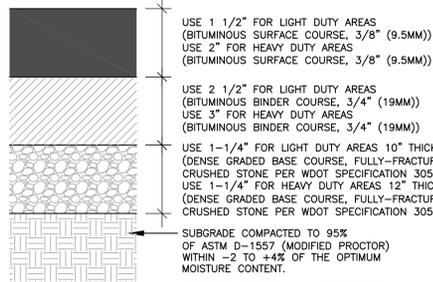
TABLE 1 - MAXIMUM PERIOD OF BARE SOIL FOR SLOPES GREATER THAN 20%		
SLOPE AREA DRAINS TO SEDIMENT BASIN?	LAND DISTURBANCE BETWEEN SEPT. 15 AND MAY 1	LAND DISTURBANCE BETWEEN MAY 2 AND SEPT. 15
YES	90 DAYS	90 DAYS
NO	60 DAYS	30 DAYS

TABLE FROM WDMR GUIDANCE DOC # 3800-2015-06

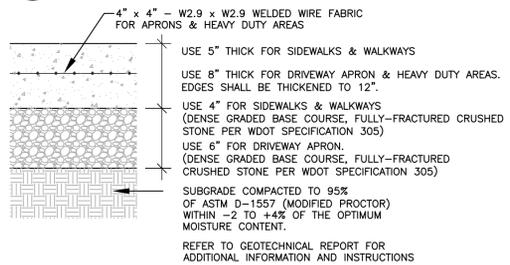
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Sheet No. C106

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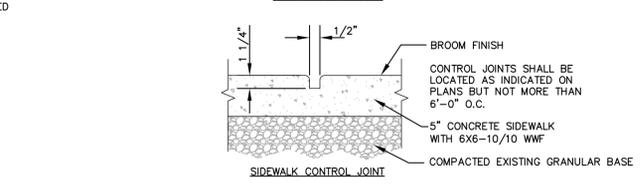
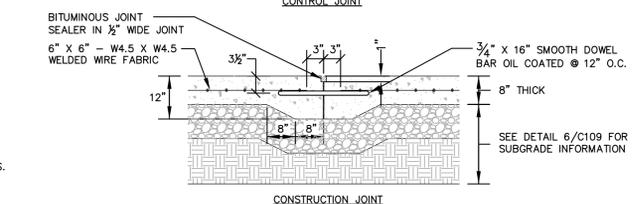
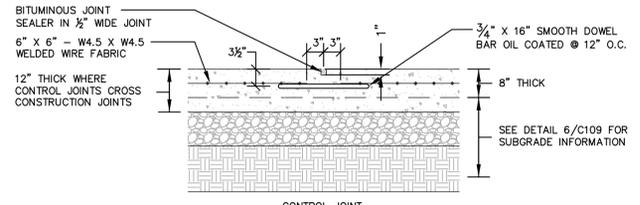


5 ASPHALTIC CONCRETE PAVEMENT
N.T.S.

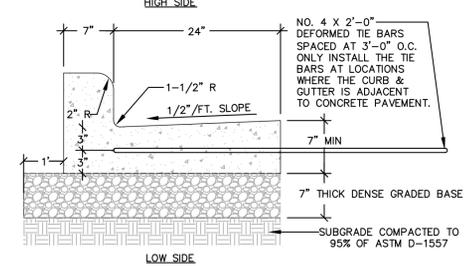
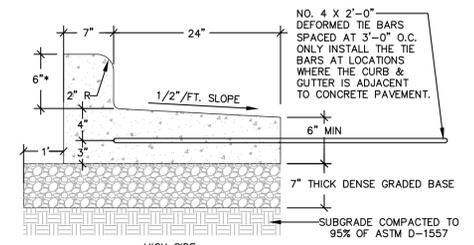


6 CONCRETE SIDEWALK/SLAB
N.T.S.

***WELDED WIRE FABRIC IS NOT NEEDED FOR SIDEWALKS & WALKWAYS

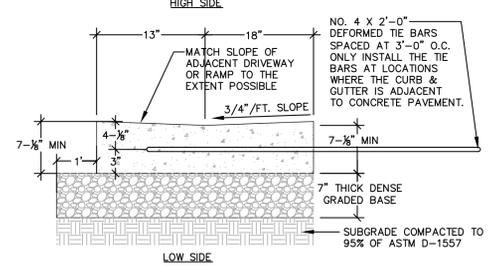
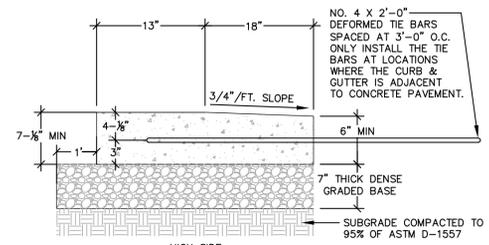


7 CONTROL & CONSTRUCTION JOINT DETAILS (TYP.)
N.T.S.



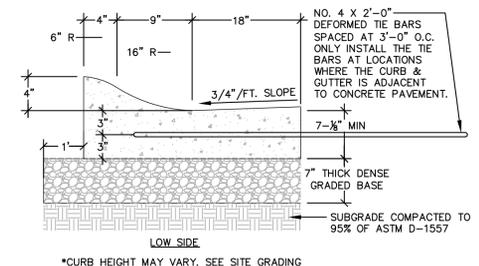
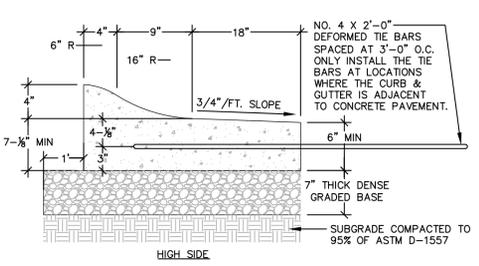
*CURB HEIGHT MAY VARY. SEE SITE GRADING
PLAN FOR EXACT CURB HEIGHTS. CONTACT
ENGINEER WITH ANY QUESTIONS THAT ARISE.

8 31-INCH BARRIER CONCRETE CURB & GUTTER
N.T.S.



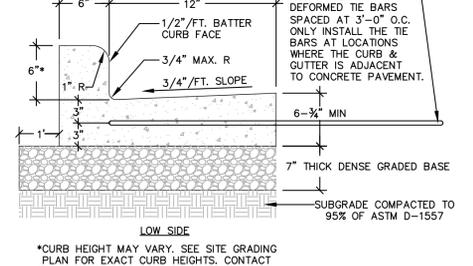
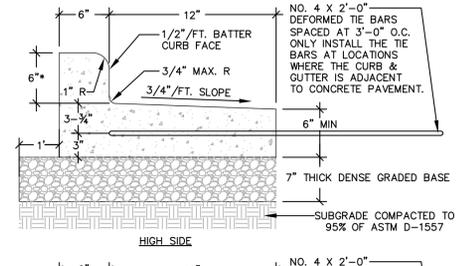
*CURB HEIGHT MAY VARY. SEE SITE GRADING
PLAN FOR EXACT CURB HEIGHTS. CONTACT
ENGINEER WITH ANY QUESTIONS THAT ARISE.

9 31-INCH MOUNTABLE & DEPRESSED CONCRETE CURB & GUTTER
N.T.S.



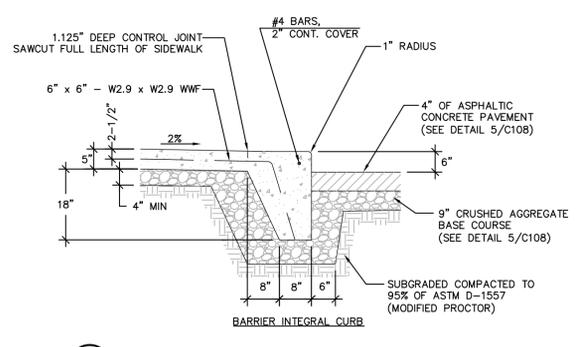
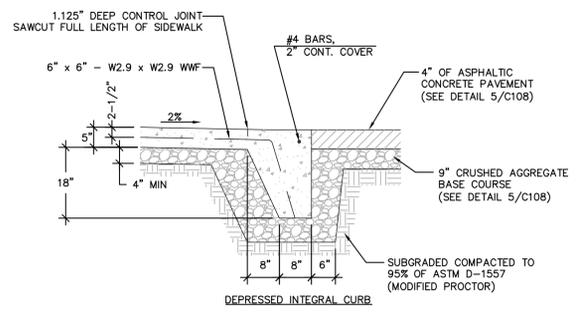
*CURB HEIGHT MAY VARY. SEE SITE GRADING
PLAN FOR EXACT CURB HEIGHTS. CONTACT
ENGINEER WITH ANY QUESTIONS THAT ARISE.

10 31-INCH MOUNTABLE CONCRETE CURB & GUTTER
N.T.S.

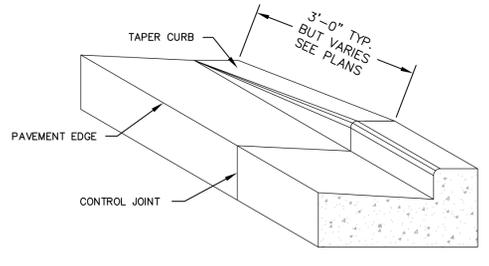


*CURB HEIGHT MAY VARY. SEE SITE GRADING
PLAN FOR EXACT CURB HEIGHTS. CONTACT
ENGINEER WITH ANY QUESTIONS THAT ARISE.

11 18-INCH BARRIER CONCRETE CURB & GUTTER
N.T.S.



12 CONCRETE SIDEWALK WITH INTEGRAL CURB
N.T.S.



13 CONCRETE CURB & GUTTER TRANSITION TO ZERO-FACE CURB
N.T.S.

NOT FOR CONSTRUCTION

SCHEMATIC DESIGN SET

ASSOCIATED BANK
CC # 88231

AB Cost Center: 88231
AB Branch No.: 88231
RCA Project No.: 88231
Sheet Title

SITE DETAILS

Sheet No.

C107

STREET ADDRESS
LAKE GENEVA, WI, 53147

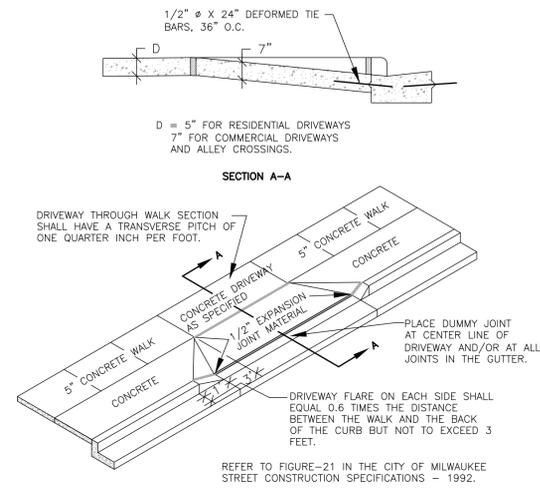
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Telephone: 414.431.8101

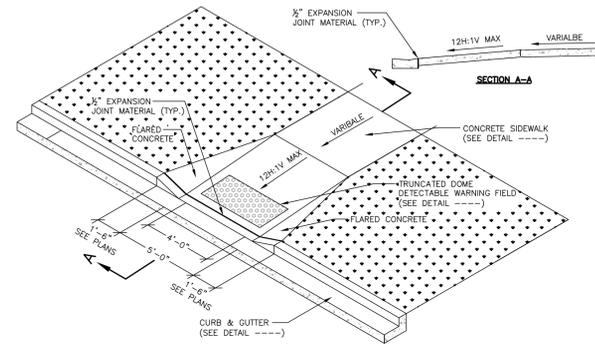
Associated Bank

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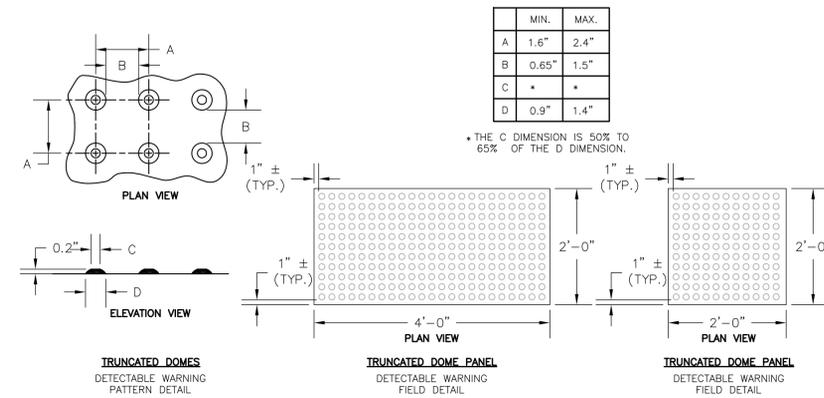
RINKA|CHUNG ARCHITECTURE INC.



14 CONCRETE DRIVEWAY TYPE 1
N.T.S.



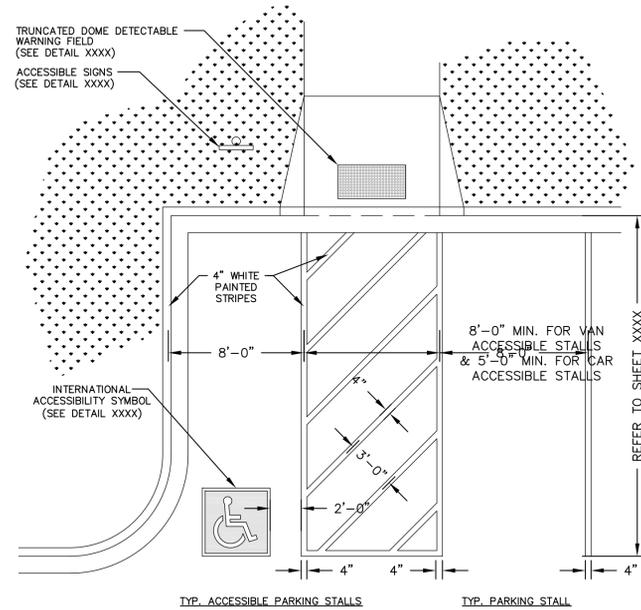
15 ACCESSIBILITY RAMP DETAIL WITH TRUNCATED DOME DETECTABLE WARNING FIELD
N.T.S.



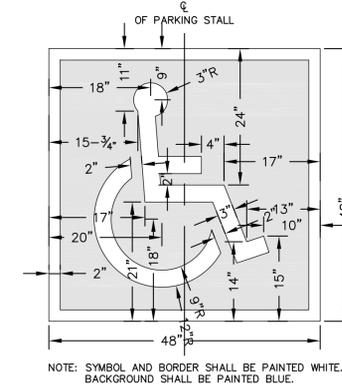
GENERAL NOTES

TRUNCATED DOME DETECTABLE WARNING FIELD SHALL CONSIST OF CAST IRON PLATES WITH NO COLOR, SUCH AS THOSE MANUFACTURED BY NEENAH FOUNDRY. PLATES SHOULD WEATHER TO A RUST COLOR OVER TIME. USE 24"x48" PLATES OR 24"x24" PLATES. THE DETECTABLE WARNING FIELD SHALL BE LOCATED SO THAT IT IS CENTERED IN THE CURB RAMP WITH THE EDGE NEAREST THE BACK OF CURB A MINIMUM OF 6" AND A MAXIMUM OF 8" AWAY FROM THE BACK OF CURB. IN LOCATIONS WHERE THE RAMP IS SKEWED TO THE CURB, THE DETECTABLE WARNING FIELD IS TO RUN PERPENDICULAR TO THE DIRECTION OF TRAVEL, WITH THE EDGE NEAREST THE BACK OF CURB 4" AWAY FROM THE BACK OF CURB.

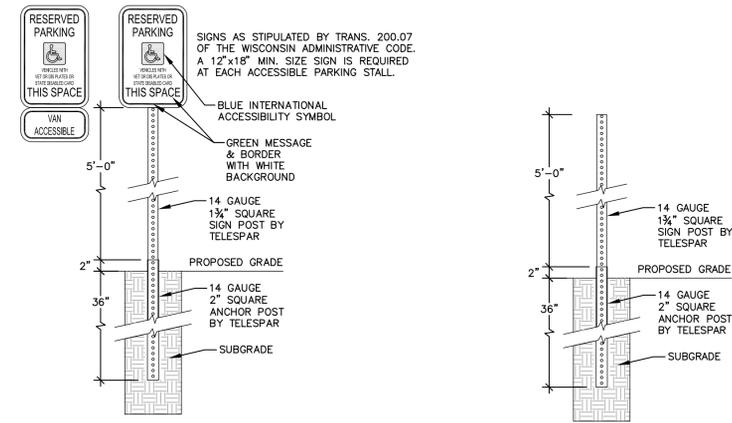
16 TRUNCATED DOME DETECTABLE WARNING FIELD
N.T.S.



17 ACCESSIBLE PARKING STALL MARKING
N.T.S.

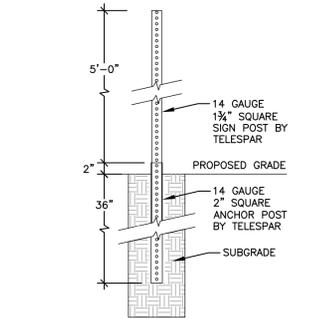


18 INTERNATIONAL ACCESSIBILITY SYMBOL FOR PARKING STALLS
N.T.S.



*INSTALL SIGNS USING THE TELESPAR SINGLE BREAKAWAY ANCHOR METHOD. SEE SITE PLAN FOR SIGN LOCATIONS.

19 ACCESSIBLE PARKING STALL SIGN
N.T.S.



*INSTALL SIGNS USING THE TELESPAR SINGLE BREAKAWAY ANCHOR METHOD. SEE SITE PLAN FOR SIGN LOCATIONS.

20 SIGN POST DETAIL
N.T.S.

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SCHEMATIC DESIGN SET

ASSOCIATED BANK
CC # 88231

STREET ADDRESS:
LAKE GENEVA, WI, 53147
Issue Date TBD

AB Cost Center: 88231
AB Branch No.: 88231
RCA Project No.: 88231
Sheet Title

SITE DETAILS

Sheet No.

C108

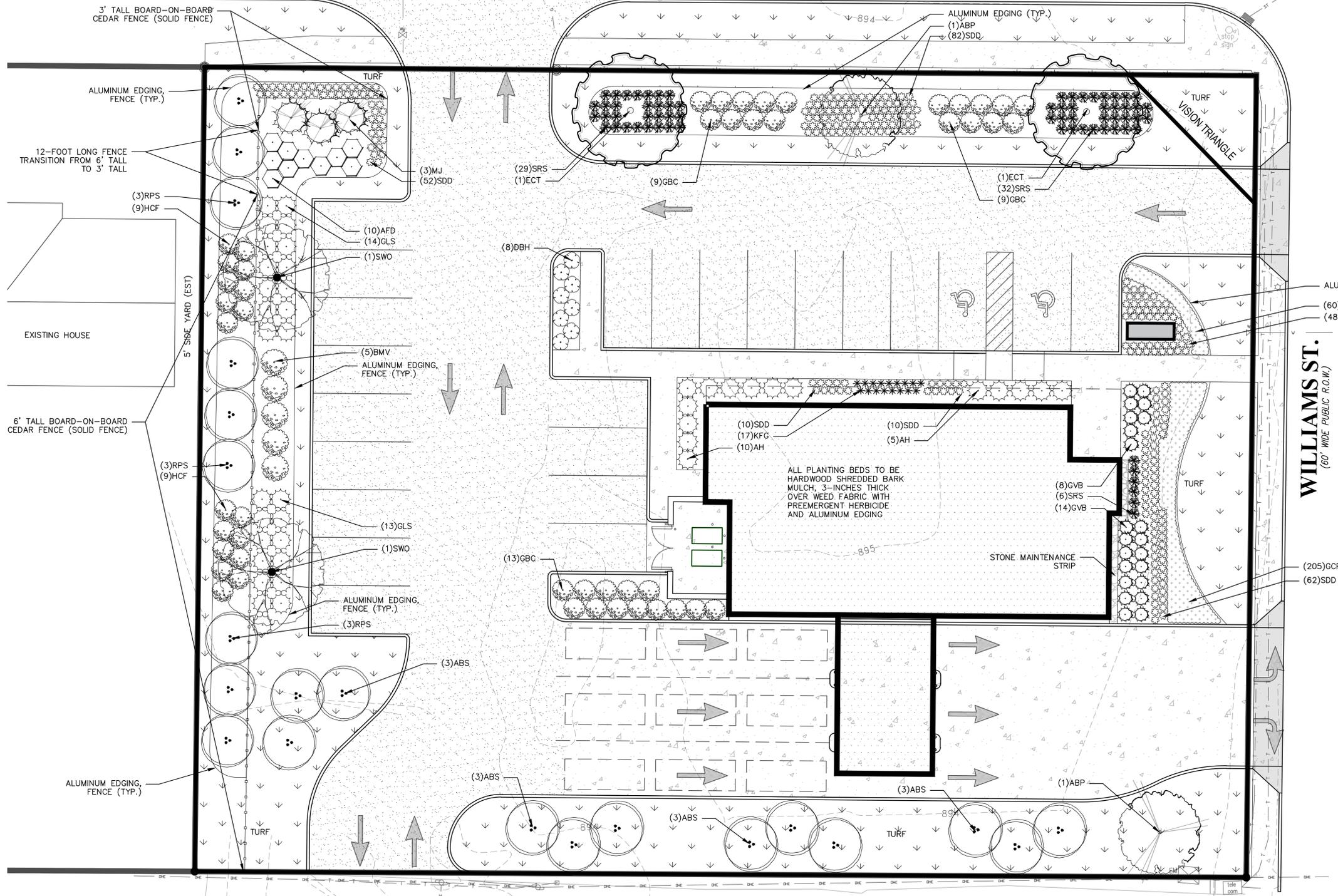
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Associated Bank

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Telephone 414.331.8101

MARSHALL ST.
(66' WIDE PUBLIC R.O.W.)



16' WIDE PUBLIC ALLEY

WILLIAMS ST.
(60' WIDE PUBLIC R.O.W.)



Scale: 0 5 10 20
Scale: 1" = 10'

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LANDSCAPE NOTES

- BUILDING FOUNDATION: 235 LF**
REQUIRED LANDSCAPE POINTS: 94
PROVIDED LANDSCAPE POINTS: 125
- DEVELOPED LOT: 29,000 SF**
REQUIRED LANDSCAPE POINTS: 44
PROVIDED LANDSCAPE POINTS: 75
- STREET FRONTAGE: 280 LF**
REQUIRED LANDSCAPE POINTS: 112
PROVIDED LANDSCAPE POINTS: 180
- PAVED AREA:**
REQUIRED LANDSCAPE POINTS: 117
PROVIDED LANDSCAPE POINTS: 168
- WEST BUFFERYARD: 151 LF**
6" TALL BOARD-ON-BOARD CEDAR
PRIVACY FENCE (SOLID FENCE)
REQUIRED LANDSCAPE POINTS: 80
PROVIDED LANDSCAPE POINTS: 232

NOT FOR CONSTRUCTION



SCHEMATIC DESIGN SET

ASSOCIATED BANK
CC # 88231

AB Cost: 88231
AB Branch No.: 88231
RCA Project No.: 88231
Sheet Title

SITE LANDSCAPE PLAN

STREET ADDRESS
LAKE GENEVA, WI, 53147
Issue Date TBD

Sheet No. **L101**

Plant Schedule

	Scientific Name	Common Name	Quantity	Spacing	Install Size	Size
						Maturity in ft. (Height/Spread)
Deciduous Trees						
ABS	Amelanchier x grandiflora 'Autumn Brilliance'	Autumn Brilliance Serviceberry	12	Per Plan	5' tall B&B	50/35'
ABP	Pyrus calleryana 'Autumn Blaze'	Autumn Blaze Pear	2	Per Plan	5' tall B&B	35/25'
ECT	Gymnocladus dioicus 'Espresso Coffeetree'	Espresso Coffeetree: MALE SPECIES ONLY	2	Per Plan	3" caliper B&B	50-80/35'
SWO	Quercus bicolor	Swamp White Oak	2	Per Plan	3" caliper B&B	65/65'
Evergreen Tree						
MJ	Juniperus chinensis 'Mountbatten'	Mountbatten Juniper	3	Per Plan	4' tall B&B	15/6-8'
Deciduous Shrubs						
AH	Hydrangea arborescens 'Annabelle'	Annabelle Hydrangea	15	Per Plan	18" tall cont.	4/4'
AFD	Cornus stolonifera 'Farrow'	Artic Fire Dogwood	10	Per Plan	18" tall cont.	3-4/4'
BMV	Viburnum dentatum 'Christom'	Blue Muffin Arrowwood Viburnum	5	Per Plan	36" tall cont.	
DBH	Diervilla lonicera	Dwarf Bush Honeysuckle	8	Per Plan	18" tall cont.	3-4/4-5'
HCF	Forsythia x 'Happy Centennial'	Happy Centennial Forsythia	18	Per Plan	18" tall cont.	3/5'
GBC	Aronia melanocarpa var. elata	Glossy Black Chokecherry	31	Per Plan	24" tall cont.	5-6/5-6'
GLS	Rhus aromatica 'Gro-low'	Gro-low Sumac	27	Per Plan	18" tall cont.	2-3/7'
RPS	Cotinus coggygria 'Royal Purple'	Royal Purple Smokebush	9	Per Plan	36" tall cont.	10/10'
Evergreen Shrubs						
GVB	Buxus x 'Green Velvet'	Green Velvet Boxwood	11	Per Plan	18" tall cont.	3-4/4-5'
Perennials						
GCP	Pachysandra terminalis 'Green Carpet'	Green Carpet Pachysandra	265	12" o.c.	4.5" pot	
KFG	Calamagrostis acutiflora 'Karl Foerster'	Karl Foerster Feather Reed Grass	17	Per Plan	1 gal.	
SDD	Hemerocallis 'Stella D'Oro'	Stella D' Oro Daylily	264	Per Plan	1 gal.	
SRS	Panicum virgatum 'Shenandoah'	Shenandoah Switch Grass	67	Per Plan	1 gal.	

NOTE: Installation contractor is responsible for verifying plant count from plan. Plan quantities take precedence over list.

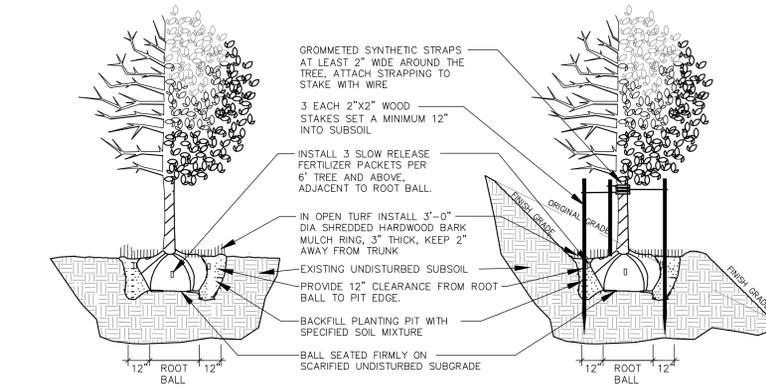
1 LANDSCAPE SCHEDULE

REFER TO SPECIFICATIONS FOR ADDITIONAL INFORMATION

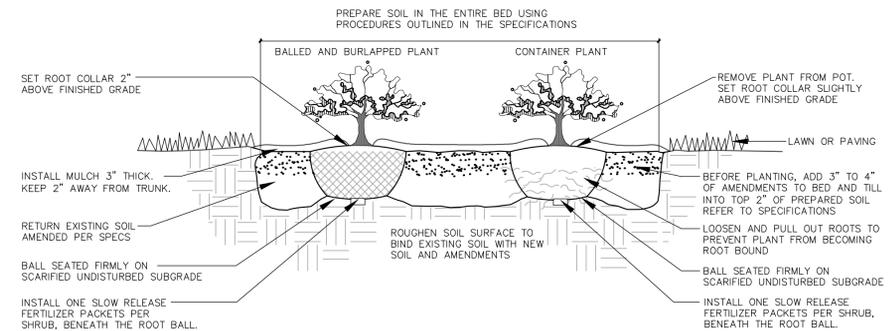
- ALL PLANT MATERIAL SHALL BE OBTAINED FROM A NURSERY LOCATED IN ZONE 5, CONFORM TO APPLICABLE REQUIREMENTS OF THE CURRENT EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK, AND BOTANICAL NAMES SHALL BE ACCORDING TO THE CURRENT EDITION OF "STANDARDIZED PLANT NAMES PREPARED BY THE AMERICAN JOINT COMMITTEE ON HORTICULTURE NOMENCLATURE.
- CONTRACTOR TO PROVIDE TO THE LANDSCAPE ARCHITECT SAMPLES OF ALL BARK AND MINERAL/STONE MULCHES, DECORATIVE GRAVELS, MAINTENANCE STRIP STONE, OR OTHER GROUND COVER MATERIALS FOR APPROVAL PRIOR TO INSTALLATION.
- BARK MULCH TO BE FRESHLY ACQUIRED HARDWOOD SHREDDED BARK MULCH. NOT DOUBLE MILLED, EXCESSIVE DIRT AND DUST LIKE MATERIAL OR OLD MATERIAL IS NOT ACCEPTABLE.
- LANDSCAPE EDGING TO BE ALUMINUM EDGING. REFER TO SPECIFICATION 32 93 00 PLANTS FOR ADDITIONAL INFORMATION.
- ALL PLANTING AREAS TO RECEIVE A 3-INCH THICK LAYER OF HARDWOOD SHREDDED BARK MULCH OVER TYPAR WEED FABRIC WITH EDGING. EDGING TO BE INSTALLED BETWEEN DIFFERENT TYPES OF MULCHES, BETWEEN MULCHES AND TURF, AND/OR WHERE SPECIFICALLY NOTED ON THE PLAN. REFER TO SPECIFICATION 32 93 00 PLANTS FOR ADDITIONAL INFORMATION.
- INSTALL SHOVEL CUT EDGE AROUND ALL INDIVIDUAL TREES AND SHRUBS IN LAWN AREAS AND ALONG PAVEMENT WHERE PLANTING AREAS ADJUT TO PREVENT HARDWOOD SHREDDED BARK MULCH FROM SPILLING OUT OF PLANTING AREA.
- CONTRACTOR RESPONSIBLE FOR MAINTENANCE OF PLANT MATERIAL FOR 90 DAYS FROM INSTALLATION, INCLUDING WATERING, WEEDING, ETC. CONTRACTOR IS RESPONSIBLE FOR MAINTENANCE OF SEEDING AREAS FOR 60 DAYS FROM INSTALLATION, INCLUDING WATERING, WEEDING, ETC. CONTRACTOR TO PROVIDE AND REVIEW MAINTENANCE INSTRUCTIONS WITH THE OWNER PRIOR TO THE COMPLETION OF THESE MAINTENANCE PERIODS. REFER TO SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS.
- CLEANLY PRUNE AND REMOVE DAMAGED BRANCHES, DEAD WOOD, AND ROOTS IMMEDIATELY PRIOR TO PLANTING. DO NOT CUT LEADERS OR LEAVE "V" CROTCHES OR DOUBLE LEADERS UNLESS A MULTI-STEM TREE IS SPECIFIED.
- REMOVE BURLAP, WIRE BASKET, ROPE, TWINE, AND ALL SYNTHETIC MATERIAL FROM THE ROOTS, TRUNK, OR CROWN OF PLANT.
- REMOVE EXCESS SOIL ABOVE ROOT COLLAR.
- PLANT TREES AND SHRUBS SO THAT THE ROOT COLLAR IS 2" ABOVE FINISHED GRADE OR SEVERAL INCHES ABOVE GRADE IF PLANT IS INSTALLED IN POOR SOILS.
- PLANT TREES AND SHRUBS WITH SAME ORIENTATION AS WHEN HARVESTED FROM THE NURSERY OR TO SHOWCASE THE MOST AESTHETIC VIEW.
- PLANT ALL TREES WITH THREE SLOW RELEASE FERTILIZER PACKETS, SPACED EQUIDISTANT AROUND THE EDGE OF THE ROOT BALL.
- PLANT ALL SHRUBS WITH ONE SLOW RELEASE FERTILIZER PACKET, PLACED BELOW THE ROOTING SYSTEM.
- WATER AND TAMP BACKFILL AND ROOTS OF ALL NEWLY SET PLANT MATERIAL SO THE SOIL AND ROOTS ARE THOROUGHLY SOAKED AND AIR POCKETS ARE REMOVED.
- FOR INDIVIDUAL TREES & SHRUBS PLANTED IN TURF AREAS, PROVIDE CONTINUOUS 3" SOIL SAUCER TO CONTAIN WATER & MULCH (TREES ON SLOPES SHALL BE SAUCERED ON THE DOWNHILL SIDE)
- INSTALL 3" THICK SHREDDED HARDWOOD BARK MULCH RING 3'-0" DIA. FOR DECIDUOUS TREES AND ALL INDIVIDUAL SHRUBS IN LAWN AREAS, 5'-0" DIA. FOR EVERGREEN TREES. KEEP MULCH 2" AWAY FROM TRUNKS.
- STAKING - ONLY STAKE EVERGREEN TREES 5'-0" OR GREATER IN HEIGHT OR TREES THAT ARE UNABLE TO REMAIN UPRIGHT AFTER PLANTING. TREES WILL BECOME STRONGER FASTER WHEN THE TOP 2/3 OF THE TREE IS FREE TO SWAY. DO NOT ATTACH WIRE DIRECTLY TO TREES OR THROUGH HOSES - UTILIZE GROMMETED, SYNTHETIC STRAPS AT LEAST 2" WIDE AROUND THE TREE, ATTACH STRAPPING TO STAKE WITH WIRE. STAKE ONLY WHEN NECESSARY. STAKES SHOULD BE DRIVEN DEEPLY INTO THE GROUND TO PREVENT DISLODGING. CHECK AT LEAST EVERY THREE MONTHS FOR BINDING OR OTHER PROBLEMS. STAKES AND TIES SHOULD BE REMOVED SIX MONTHS TO ONE YEAR AFTER PLANTING.
- STONE MAINTENANCE STRIP TO BE RAVENS BLACK DECORATIVE STONE CHIP FROM HALQUIST STONE OR EQUIVALENT. SIZE: 3/8-INCH OR LESS. STONE MAINTENANCE STRIP TO BE 3-INCHES DEEP OVER WEED FABRIC WITH ALUMINUM EDGING.
- REFER TO SPECIFICATIONS 32 93 00 PLANTS AND 32 92 00 TURF AND GRASSES FOR ADDITIONAL INFORMATION.

2 LANDSCAPE NOTES

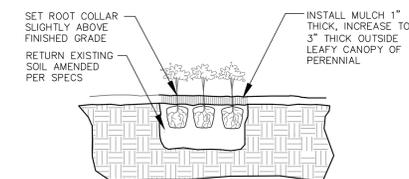
REFER TO SPECIFICATIONS FOR ADDITIONAL INFORMATION



3 DECIDUOUS TREE PLANTING, STAKING, & PLANTING ON A SLOPE
N.T.S.



4 DECIDUOUS & EVERGREEN SHRUB PLANTING
N.T.S.



5 PERENNIAL PLANTING
N.T.S.

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CC # 88231

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LAKE GENEVA, WI, 53147
Issue Date TBD

AB Cost Center: 88231
AB Branch No.: 88231
RCA Project No.: 88231
Sheet Title

SITE LANDSCAPE
DETAILS

Sheet No.

L102

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item 8b

Applicant:

Associated Bank
10701 National Avenue
West Allis, WI 53227

Request:

Certified Survey Map (CSM) to combine two adjacent parcels of land located at 728 Williams Street and at 916 Marshall Street

Description:

This request is to approve a Certified Survey Map (CSM) to combine two adjacent lots. These lots are both proposed for the Neighborhood Business (NB) zoning district as part of the previous item on this month's Plan Commission agenda.

The two parcels included in this CSM request are:

- Parcel ZRA 00034 located at 728 Williams Street, the eastern parcel
- Parcel ZRA 00033 located at 916 Marshall Street, the western parcel

The result of this CSM will be a single parcel of 29,825 square feet (0.685 acre) that will be able to accommodate the proposed bank with drive-through that is to be considered for a conditional use permit as the next item on this month's Plan Commission agenda. The proposed parcel complies with the lot requirements of the City, and with all of the minimum standards of the Neighborhood Business (NB) zoning.

Project Details from CSM Submittal dated May 11, 2017:

The proposed CSM drawing is provided on one page. Sheet 1 of 3 depicts the proposed parcel after the lot combination. It depicts the existing dwelling and garage on the western parcel. The eastern parcel, adjacent to Williams Street, is vacant, but used to contain the Clark gas station.

Action by the Plan Commission:

Recommendation to the Common Council on 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 CSM as submitted, subject to approval of the proposed zoning map amendment for both parcels to be zoning Neighborhood Business; and subject to compliance with detailed technical review comments provided by the City's consulting engineer.

City of Lake Geneva

APPLICATION FOR LAND DIVISION REVIEW



CERTIFIED SURVEY MAP or



SUBDIVISION PLAT

NAME AND ADDRESS OF CURRENT OWNER:

Parcel 1: Kwik Trip, Inc., a Wisconsin Corp.

Parcel 2: Henri J.M. Lorenzi, trustee of the Henri J.M. Lorenzi
Revocable Trust.

TELEPHONE NUMBER OF CURRENT OWNER:

(N/A)

NAME AND ADDRESS OF APPLICANT:

Midland Commercial Development Corp. c/o Steve Rolfe

W228 N745 Westmoand Drive

Waukesha, WI 53186

TELEPHONE NUMBER OF APPLICANT:

(262) 549-9600 (w) (414) 378-0179

NAME AND ADDRESS OF SURVEYOR:

Ken Engineering Group, Ltd. c/o Bradford Meyer

735 North Water, Suite 510

Milwaukee, Wisconsin 53202

TELEPHONE NUMBER OF SURVEYOR:

(414) 224-8300 ext. 209

SHORT STATEMENT DESCRIBING PURPOSE OF APPLICATION:

Combine (2) parcels into (1) for the development of
a Associated Bank branch.

SUBMITTAL CHECKLIST

✓

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.

✓

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

✓

PROVIDE ~~5 FULL SETS AND 20~~ 11" x 17" COPIES OF CSM OR PLAT PRIOR TO PLACEMENT ON PLAN COMMISSION AGENDA. (8 1/2 x 14) (25)

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.

5/29/17
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:

Steve Rolfe, as applicant/petitioner for:
Name: Midland Commercial Development Corp.
Address: W228 N745 Westmound Drive
Waukesha, WI 53186
Phone: (262) 549-9600 (w) (414) 378-0179 (c)

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 30th day of May, 2017.

Steven J. Rolfe
Printed name of Applicant/Petitioner

[Signature]
Signature of Applicant/Petitioner



Letter (ANSI A) Portrait

WALWORTH COUNTY, WISCONSIN

1 inch = 188 feet

Author:
 Map Produced on: 5/26/2017
 Wisconsin State Plane Coordinate System, South Zone
 Horizontal Datum: NAD27
 Walworth County Information Technology Department
 Land Information Division
 1930 County Trunk Rd
 Elkhorn, Wisconsin 53121-4001

DISCLAIMER: THE INFORMATION PROVIDED BY THIS MAP HAS BEEN PREPARED AND CHECKED FOR ACCURACY AND IS BELIEVED TO BE RELIABLE AND COMPLETE. EXPRESSION OF OPINION IS MADE REGARDING ACCURACY, COMPLETENESS, QUALITY, RELIABILITY OR USE OF THIS INFORMATION. THE INFORMATION CONTAINED HEREIN WILL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.

WALWORTH COUNTY CERTIFIED SURVEY MAP NO. _____

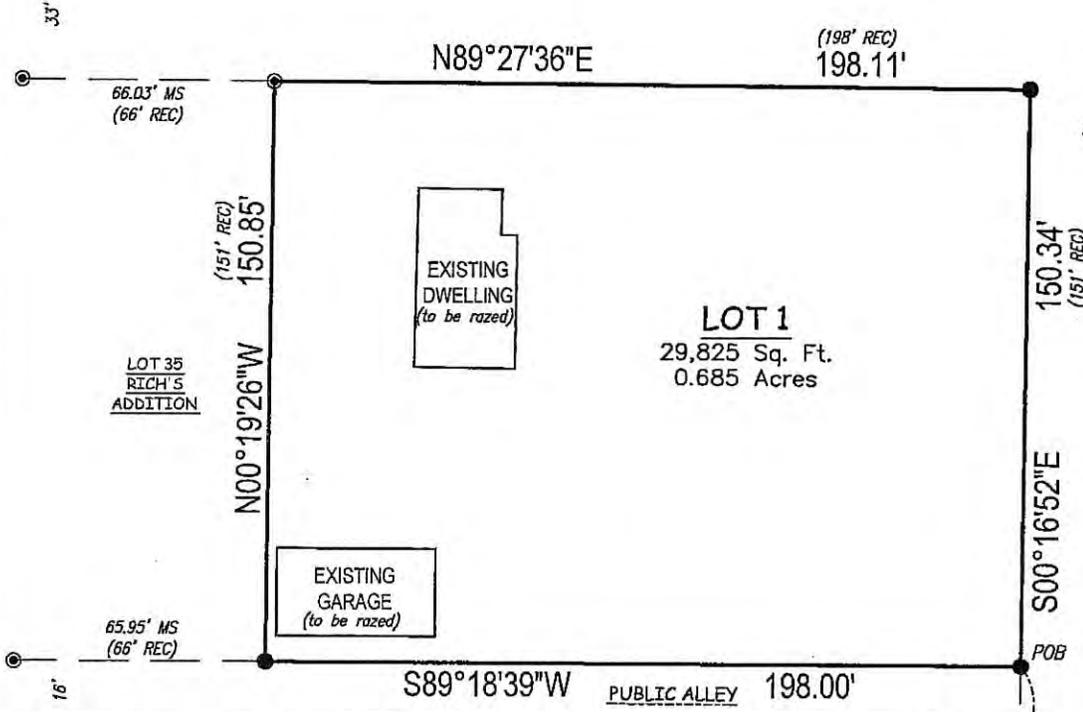
BEING A REDIVISION OF LOTS 36, 37 AND 38, RICH'S ADDITION TO THE VILLAGE OF GENEVA, BEING IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 25, TOWN 2 NORTH, RANGE 17 EAST IN THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.

MARSHALL ST.

(66' WIDE PUBLIC R.O.W.)

WILLIAMS ST.

(60' WIDE PUBLIC R.O.W.)



- - DENOTES SET 3/4" X 18" LONG IRON REBAR WEIGHING A MINIMUM OF 1.13 LBS PER LINEAL FOOT.
- ⊙ - DENOTES FOUND 3/4" IRON STAKE

ALL BEARINGS ARE REFERENCED TO THE SOUTH LINE OF THE SOUTHWEST 1/4 OF SECTION 25-2-17, WHICH IS ASSUMED TO BEAR S89°26'03"E, STATE PLANE COORDINATE SYSTEM SOUTH ZONE, MAY 2008 DATUM.

SW COR. SW 1/4 SEC. 25-2-17
FND CONC. MON. W/BRASS CAP
N: 221,500.28
E: 2,419,196.89

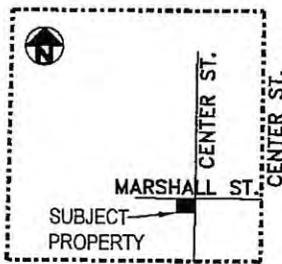
SE COR. SW 1/4 SEC. 25-2-17
FND CONC. MON.
W/BRASS CAP
N: 221,526.57
E: 2,421,858.38

SOUTH LINE OF THE SOUTHWEST 1/4 OF SECTION 25-T2N-R17E S89°26'03"W 2,661.66' CSSD

GRAPHIC SCALE



(IN FEET)
1 inch = 50 ft.



NORTH ST.
VICINITY MAP
SW 1/4 OF SEC. 25-2-17
1" = 2000'



Marc Passarelli
MARC C. PASSARELLI S - 2817



735 NORTH WATER STREET, SUITE 510
MILWAUKEE, WI 53202
414.224.8300 (tel) - 414.224.8383 (fax)

WALWORTH COUNTY CERTIFIED SURVEY MAP NO. _____

BEING A REDIVISION OF LOTS 36, 37 AND 38, RICH'S ADDITION TO THE VILLAGE OF GENEVA, BEING IN THE SOUTHEAST ¼ OF THE SOUTHWEST ¼ OF SECTION 25, TOWN 2 NORTH, RANGE 17 EAST IN THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE
STATE OF WISCONSIN)
MILWAUKEE COUNTY)SS

I, Marc C. Passarelli, a Professional Land Surveyor do hereby certify:

That I have surveyed, divided and mapped Lots 36, 37 and 38, Rich's Addition to the Village of Geneva, being in the Southeast ¼ of the Southwest ¼ of Section 25, Town 2 North, Range 17 East in the City of Lake Geneva, Walworth County, Wisconsin being more particularly described as follows: Commencing at Southeast corner of the Southwest ¼ of said Section 25; thence South 89° 26' 03" West along the South line of said Southwest ¼, 696.67 feet; thence North 00° 16' 52" West, 504.77 feet to the Southeast corner of Lot 38, also being the point of beginning of the lands to be described; thence South 89° 18' 39" West, 198.00 feet to the Southwest corner of Lot 36; thence North 00° 19' 26" West, 150.85 feet to a point on the South right-of-way line of Marshall Street; thence North 89° 27' 36" East along said South line, 198.11 feet to a point on the West right-of-way line of Williams Street; thence South 00° 16' 52" East along said West line, 150.34 feet to the point of beginning.

That I have made such survey, land division and map by the direction of _____, owners of said land.

That this map is a correct representation of all exterior boundaries of land surveyed and the land division thereof made.

That I have fully complied with the provisions of s.236.34 of the Wisconsin State Statutes and the City of Lake Geneva Land Division Ordinance in surveying, dividing and mapping the same.

Dated; May 11, 2017



Marc C. Passarelli

Marc C. Passarelli S-2817
Wisconsin Professional Land Surveyor

WALWORTH COUNTY CERTIFIED SURVEY MAP NO. _____

BEING A REDIVISION OF LOTS 36, 37 AND 38, RICH'S ADDITION TO THE VILLAGE OF GENEVA, BEING IN THE SOUTHEAST $\frac{1}{4}$ OF THE SOUTHWEST $\frac{1}{4}$ OF SECTION 25, TOWN 2 NORTH, RANGE 17 EAST IN THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.

RESERVED FOR OWNER CERTIFICATE

WALWORTH COUNTY CERTIFIED SURVEY MAP NO. _____

BEING A REDIVISION OF LOTS 36, 37 AND 38, RICH'S ADDITION TO THE VILLAGE OF GENEVA, BEING IN THE SOUTHEAST ¼ OF THE SOUTHWEST ¼ OF SECTION 25, TOWN 2 NORTH, RANGE 17 EAST IN THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.

CITY OF LAKE GENEVA PLAN COMMISSION APPROVAL

This land division is hereby approved and accepted by the City of Lake Geneva Plan Commission, on this _____ day of _____, 2017.

Alan Kupsik, Mayor

DOCUMENT NO. _____ RECEIVED FOR RECORD THIS _____ DAY OF _____, 2017
AT _____ O'CLOCK _____ AND RECORDED IN VOLUME _____, PAGES _____
OF CERTIFIED SURVEY MAPS OF WALWORTH COUNTY, WISCONSIN.

Register of Deeds



Marc Passarelli

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item #8c

Applicant:

Associated Bank
10701 National Avenue
West Allis, WI 53227

Request:

Conditional Use Permit to approve a bank with
3 drive-through lanes, located at 728 Williams
Street and at 916 Marshall Street

Description:

The applicant is submitting a Conditional Use Permit (CUP) to propose a bank with three drive-up lanes in a new building located at the southwest corner of Williams Street and Marshall Street. A proposal for a Zoning Map Amendment for the Neighborhood Business (NB) zoning district is to be considered earlier on the Plan Commission agenda, as is a proposal for a Certified Survey Map (CSM) to combine the two adjacent lots now comprising the subject property.

Project Details from CUP Submittal dated May 2, 2017:

The proposed project submittal meets or exceeds all requirements of the Zoning Ordinance.

Site Demolition Plan: Sheet C101: The subject property contains 29,825 square feet and measures approximately 151 feet along Williams Street to the east, and approximately 198 feet along Marshall Street to the north and the public alley to the south. The minimum lot size in the NB zoning district is 9,000 square feet. Sheet C101 depicts the now-vacant eastern two-thirds of the site previously occupied by the Clark gas station, and the existing residence and garage present on the western one-third of the site. Both structures are proposed for full removal, as are the nine existing trees on the site.

Site Plan and Site Geometric Plan: Sheets C102 and C103: The proposed bank building will contain 2,900 gross square feet – well below the cap of 5,000 GSF in the NB zoning district. Following City Staff requests, the access to and from Williams Street has been separated into a dual-out exit to the south, and a single in-only driveway to the north. Following City Staff requests, the two-way driveways on both Marshall Street, and the alley, have been located about 125 feet west of their corners with Williams Street. Appropriate entry throat depths are provided into the site, and all required parking and drive dimensions are met. The building size requires ten on-site parking spaces. 19 are provided. Each of the three drive-through lanes (two teller lanes + one ATM lane), provide adequate stacking for three vehicles behind the vehicle in the service area. The exit to the public alley provides the required escape lane in the unlikely event that the drive-through lanes are too crowded. All paved areas on the site are set back a greater distance from the surrounding property lines than the Zoning Ordinance requires (a minimum of ten feet). The proposed building footprint is placed to meet or exceed building setback requirements, (including the proposed drive-through canopy).

Report on the Associated Bank CUP continues on the next page.

Responding to a City Staff request, the Site Plan depicts a paved area setback of 21 feet along the western boundary of the site, providing double the required bufferyard width of ten feet to the adjacent residential lot containing a home located close to the property line. The bufferyard will be centered on a six-foot tall board-on-board cedar fence, with landscaping planted on both sides of the fence. This fence will transition down to three feet as it approaches Marshall Street. To further buffer nearby residences to the west and north, the Site Plan depicts the trash enclosure adjacent to the west wall of building – rather than locating it near the west property line.

The resulting site calculations all meet or exceed the requirements of the NB zoning district. The proposed landscape surface ratio of 35.9% compares to the minimum of 30% required in the zoning district, despite providing almost twice the required parking spaces and the drive-through area.

Grading and Utility Plan: Sheet C104: The site will be graded to drain internally into catch basins located in the paved areas, and will then be piped to the storm system in Williams Street. A suggested condition of approval is to update this sheet to depict all easements affecting the subject property.

Landscaping Plan and Details: Sheets L 101 and 102: The proposed landscaping for the project exceeds the requirements of the Zoning Ordinance in two important ways. First, the overall quantity of landscaping for the site exceeds the required landscaping minimums by about 50% for the building foundation, pavement, and street frontage areas, and for the site as a whole. Second, the proposed bufferyard landscaping provides approximately double the amount of required landscaping – and places more than one-half of the landscaping between the solid cedar fence and the adjoining residence – effectively appearing to provide the neighboring house with an additional ten feet of heavily-landscaped side yard. The nine trees to be removed from the site (see the Demolition Plan) are proposed to be replaced by 21 trees of diverse species, including a Swamp White Oak in the bufferyard area.

Building Elevations: The building elevations depict the use of high-quality exterior building materials and an attractive small-scale building. The Williams Street face of the building will be composed of stone cladding and clear glass. The Marshall Street face of the building will take advantage of the north facing exposure with generous glass areas transitioning to a hardi-plank horizontal siding. This material comprises the majority of the west façade, presenting a low-key transition to the adjoining landscaped bufferyard and residences to the west. The south elevation, facing the alley, will also employ the dark hardi-plank siding, except where the drive-through service window will be sheltered by the canopy from the sun, and the extreme east end of the façade – where the transition to the glass commercial front of the building occurs. The building will be highlighted by a two-story glass tower that contains an indoor sign area near the top of the tower. Note that because of its internal nature, this signage is not subject to the sign provisions of the Zoning Ordinance.

Site Photometric Plan: The overall lighting levels proposed for the site total to 18,329 lumens. When compared to the site area of 0.685 acres, the lighting level comes to 26,758 lumens per acre. This level is well below the maximum of 50,000 lumens per acre for business land uses. All proposed fixtures are high-quality LED with full cutoff shades. Consistent with the requirements of the NB zoning district, the eight light poles proposed for the site have a maximum fixture mounting height of 12 feet.

Report on the Associated Bank CUP continues on the next page.

Action by the Plan Commission:

Recommendation to the Common Council on the 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 conditional use is well-designed for the site. The drive-through area (and its traffic, lighting, and speakers) is located well-away from the neighborhood, and is screened by the building itself. The applicants have responded fully to City Staff suggestions to calm traffic and provide an effective bufferyard to the west. The applicants have also responded to neighborhood concerns to buffer the homes to the north with additional landscaping along the Marshall Street edge of the lot.

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.

Report on the Associated Bank CUP continues on the next page.

- 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 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, noting that the proposal is a fully consistent with the previous development approval.
3. Finally, staff recommends that *the following additional condition of approval* be attached to the approval:
 - a. That no exterior signage or highlight lighting be permitted on any portion of the drive-through canopy or its supports, so long as the subject property remains located within the Neighborhood Business (NB) zoning district.

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

916 Marshall Street, ZRA 00033 and 728 Williams Street, ZRA 00034

Legal description on following page

NAME AND ADDRESS OF CURRENT OWNER:

ZRA 00033: Henri JM Lorenzi, trustee of the Henri JM Lorenzi Revocable Trust

ZRA 00034: Kwik Trip Inc, a Wisconsin Corporation

TELEPHONE NUMBER OF CURRENT OWNER: Steve Rolfe, 262-549-9600

NAME AND ADDRESS OF APPLICANT:

ASSOCIATED BANK, ATTN: MATT SCHROEDER

10701 W. National Ave, West Allis, WI 53227

TELEPHONE NUMBER OF APPLICANT: 414-329-4856

PROPOSED CONDITIONAL USE:

Drive-through banking.

ZRA 00033: SR-4 into NB (See Zoning Application)

ZONING DISTRICT IN WHICH LAND IS LOCATED: ZRA 00034: GB

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

Architect: Rinka Chung Architecture, 756 N Milwaukee St, Suite 250, Milwaukee WI 53217

Civil Eng: Kapur Engineering, 7711 N Port Washington Rd, Milwaukee, WI 53217

Contractor: TBD

SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

Two lanes of teller service provided during operating hours and one ATM lane

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

5/2/17

DATE


SIGNATURE OF APPLICANT

LEGAL DESCRIPTION

The property hereon described below is the same as the pertinent property per Chicago Title Insurance Company, Commitment No. 1703C0131, Effective Date: February 13, 2017.

Lot Thirty-six (36) in Rich's Addition to the Village of Geneva situated in the West One-half (1/2) of the East One-Half (1/2) of the Southwest One-quarter (1/4) of Section Twenty-five (25) in Township Two (2) North, Range Seventeen (17) East, in the City of Lake Geneva, Walworth County, Wisconsin.

Tax Key No. ZRA 00033

Address: 916 Marshall Street

The property hereon described below is the same as the pertinent property per Chicago Title Insurance Company, Commitment No. 1701C0291, Effective Date: December 15, 2016.

Lots Thirty-seven (37) and Thirty-eight (38) in Rich's Addition to the Village of Geneva situated in the West One-half (1/2) of the East One-half (1/2) of the Southwest one-quarter (1/4) of Section Twenty-five (25), in Township Two (2) North, Range Seventeen (17) East, in the City of Lake Geneva, Walworth County, Wisconsin.

Tax Key No. ZRA 00034

Address: 728 Williams Street

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 o pay for such professional review services applicable to the proposal including any finance charges that my 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:

Andrew Kerr, AIA, as applicant/petitioner for:

Name: Rinka Chung Architecture

Address: 756 N Milwaukee St, Suite 250

Milwaukee WI 53217

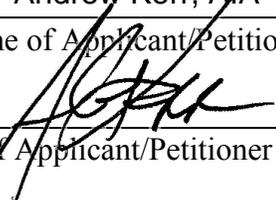
Phone: 414-431-8101

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 2nd day of May, 2017.

Andrew Kerr, AIA

Printed name of Applicant/Petitioner



Signature of Applicant/Petitioner

**CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR:
CONDITIONAL USE REVIEW AND APPROVAL (Requirements per Section 98-905)**

This form should be used by the Applicant as a guide to submitting a complete application for a conditional use and by the City to process said application. Parts II and III should be used by the Applicant to submit a complete application; Parts I - IV should be used by the City as a guide when processing said application.

I.RECORDATION OF ADMINISTRATIVE PROCEDURES

___ **Pre-submittal staff meeting scheduled:**

Date of Meeting: _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

Follow-up pre-submittal staff meetings scheduled for:

___ **Date of Meeting:** _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

___ **Date of Meeting:** _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

___ **Date of Meeting:** _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

___ **Date of Meeting:** _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

___ **Application form filed with Zoning Administrator:** **Date:** _____ **by:** _____

___ **Application fee of \$** _____ **received by Zoning Administrator:** **Date:** _____ **by:** _____

___ **Reimbursement of professional consultant costs agreement executed:** **Date:** _____ **by:** _____

II.APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 25 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator)

Date: _____ *by:* _____

↓ *Draft Final Packet (1 Copy to Zoning Administrator)*

Date: _____ *by:* _____

↓

___ (a) **A map of the proposed conditional use:**

- ___ Showing all lands for which the conditional use is proposed;
- ___ Showing all other lands within 300 feet of the boundaries of the subject property;
- ___ Referenced to a list of the names and addresses of the owners of said lands as they appear on the current records of the Register of Deeds of Walworth County (as provided by the City of Lake Geneva);
- ___ Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;
- ___ Map and all its parts are clearly reproducible with a photocopier;
- ___ Map size of 11" by 17" and map scale not less than one inch equals 800 ft;
- ___ All lot dimensions of the subject property provided;
- ___ Graphic scale and north arrow provided.

___ (b) **A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:**



- _____ (c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations;
- _____ (d) A site plan (conforming to the requirements of Section 98-908(3)) of the subject property as proposed for development OR if the proposed conditional use is a group development (per Section 98-208) a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan per Section 98-908.
- _____ (e) **Written justification for the proposed conditional use:**
 - _____ Indicating reasons why the Applicant believes the proposed conditional use is appropriate with the recommendations of the City of Lake Geneva Comprehensive Master Plan, particularly as evidenced by compliance with the standards set out in Section 98-905(4)(b)1.-6. *(See below)*

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

1. How is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

2. How is the proposed conditional use, in its specific location, in harmony with the purposed, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

3. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 98-905(3)(d)), result in any 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 ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development?

4. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

5. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

6. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 98-905(4)(b)1.-5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

IV.FINAL APPLICATION PACKET INFORMATION

____ Receipt of 5 full scale copies in blueline or blackline of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ Certification of complete Final Application Packet and required copies to the Zoning Administrator by City Clerk: Date: _____ by: _____

____ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: _____ by: _____

____ Class 2 Legal Notice published on _____ and _____ by: _____

____ Conditional Use recorded with the County Register of Deeds Office: Date: _____ by: _____

**CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR:
SITE PLAN REVIEW AND APPROVAL (Requirements per Section 98-908)**

This form should be used by the Applicant as a guide to submitting a complete application for a site plan review and by the City to process said application. Part II should be used by the Applicant to submit a complete application; Parts I - III should be used by the City as a guide when processing said application.

I.RECORDATION OF ADMINISTRATIVE PROCEDURES

___ **Pre-submittal staff meeting scheduled:**

Date of Meeting: _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

Follow-up pre-submittal staff meetings scheduled for:

___ **Date of Meeting:** _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

___ **Date of Meeting:** _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

___ **Date of Meeting:** _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

___ **Date of Meeting:** _____ **Time of Meeting:** _____ **Date:** _____ **by:** _____

___ **Application form filed with Zoning Administrator:** **Date:** _____ **by:** _____

___ **Application fee of \$ _____ received by Zoning Administrator:** **Date:** _____ **by:** _____

___ **Reimbursement of professional consultant costs agreement executed:** **Date:** _____ **by:** _____

II.APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 25 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator) *Date:* _____ *by:* _____

↓ *Draft Final Packet (1 Copy to Zoning Administrator)* *Date:* _____ *by:* _____

↓

___ (a) **A written description of the intended use describing in reasonable detail the:**

- ___ Existing zoning district(s) (and proposed zoning district(s) if different);
- ___ Land use plan map designation(s);
- ___ Current land uses present on the subject property;
- ___ Proposed land uses for the subject property (per Section 98-206);
- ___ Projected number of residents, employees, and daily customers;
- ___ Proposed amount of dwelling units, floor area, impervious surface area, and landscape surface area, and resulting site density, floor area ratio, impervious surface area ratio, and landscape surface area ratio;
- ___ Operational considerations relating to hours of operation, projected normal and peak water usage, sanitary sewer or septic loadings, and traffic generation;

- ___ Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article VII (Sections 98-701-98-721) including: street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials;
- ___ If no nuisances will be created (as indicated by complete and continuous compliance with the provisions of Article VII), then include the statement "The proposed development shall comply with all requirements of Article VII.";
- ___ Exterior building and fencing materials (Sections 98-718 and 98-720);
- ___ Possible future expansion and related implications for points above;
- ___ Any other information pertinent to adequate understanding by the Plan Commission of the intended use and its relation to nearby properties.

___ (b) **A Small Location Map** at 11" x 17" showing the subject property, all properties within 300 feet, and illustrating its relationship to the nearest street intersection. (A photocopy of the pertinent section of the City's Official Zoning Map with the subject property clearly indicated shall suffice to meet this requirement.)

___ (c) **A Property Site Plan drawing which includes:**

- ___ A title block which indicates the name, address and phone/fax number(s) of the current property owner and/or agent(s) (developer, architect, engineer, planner) for project;
- ___ The date of the original plan and the latest date of revision to the plan;
- ___ A north arrow and a graphic scale (not smaller than one inch equals 100 feet);
- ___ A reduction of the drawing at 11" x 17";
- ___ A legal description of the subject property;
- ___ All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled;
- ___ All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose;
- ___ All required building setback lines;
- ___ All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls;
- ___ The location and dimension (cross-section and entry throat) of all access points onto public streets;
- ___ The location and dimension of all on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by the Ordinance;
- ___ The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas;
- ___ The location of all outdoor storage areas and the design of all screening devices;
- ___ The location, type, height, size and lighting of all signage on the subject property;
- ___ The location, height, design/type, illumination power and orientation of all exterior lighting on the subject property -- including the clear demonstration of compliance with Section 98-707;
- ___ The location and type of any permanently protected green space areas;
- ___ The location of existing and proposed drainage facilities;
- ___ In the legend, data for the subject property on:
 - ___ Lot Area;

- ___ Floor Area;
- ___ Floor Area Ratio (b/a);
- ___ Impervious Surface Area;
- ___ Impervious Surface Ratio (d/a);
- ___ Building Height.

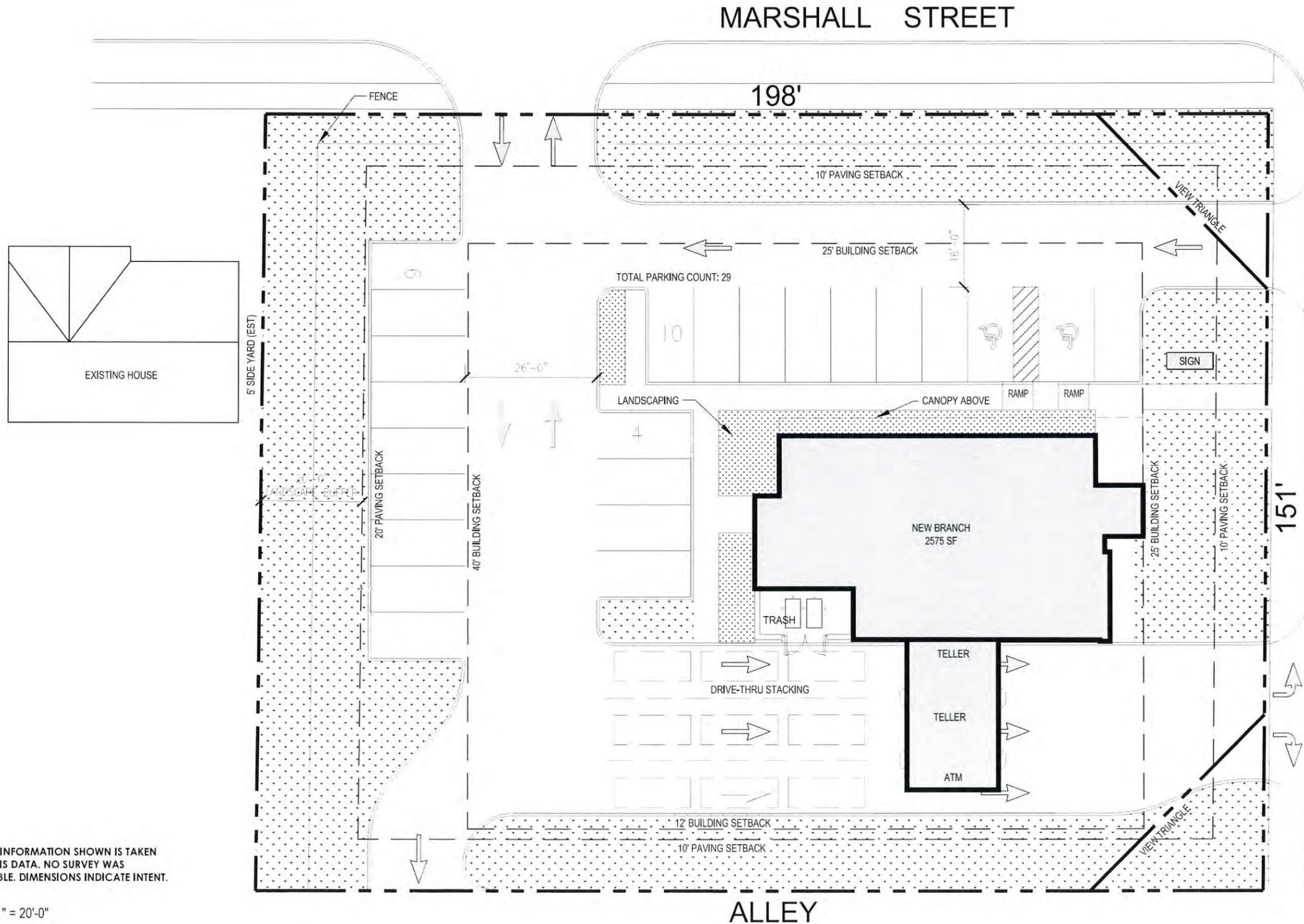
- ___ (d) **A Detailed Landscaping Plan of the subject property:**
 - ___ Scale same as main plan (> or equal to 1" equals 100')
 - ___ Map reduction at 11" x 17"
 - ___ Showing the location of all required bufferyard and landscaping areas
 - ___ Showing existing and proposed Landscape Point fencing
 - ___ Showing berm options for meeting said requirements
 - ___ Demonstrating complete compliance with the requirements of Article VI
 - ___ Providing individual plant locations and species, fencing types and heights, and berm heights;
- ___ (e) **A Grading and Erosion Control Plan:**
 - ___ Same scale as the main plan (> or equal to 1" equals 100')
 - ___ Map reduction at 11" x 17"
 - ___ Showing existing and proposed grades including retention walls and related devices, and erosion control measures.
- ___ (f) **Elevation Drawings of proposed buildings or remodeling of existing buildings:**
 - ___ Showing finished exterior treatment;
 - ___ With adequate labels provided to clearly depict exterior materials, texture, color and overall appearance;
 - ___ Perspective renderings of the proposed project and/or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.

NOTE: Initiation of Land Use or Development Activity: Absolutely no land use or development activity, including site clearing, grubbing, or grading shall occur on the subject property prior to the approval of the required site plan. Any such activity prior to such approval shall be a violation of law and shall be subject to all applicable enforcement mechanisms and penalties.

NOTE: Modification of an Approved Site Plan: Any and all variation between development and/or land use activity on the subject property and the approved site plan is a violation of law. An approved site plan shall be revised and approved via the procedures of Subsections 98-908(2) and (4) so as to clearly and completely depict any and all proposed modifications to the previously approved site plan, prior to the initiation of said modifications.

III.FINAL APPLICATION PACKET INFORMATION

- ___ Receipt of 5 full scale copies in blue line or black line of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- ___ Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____



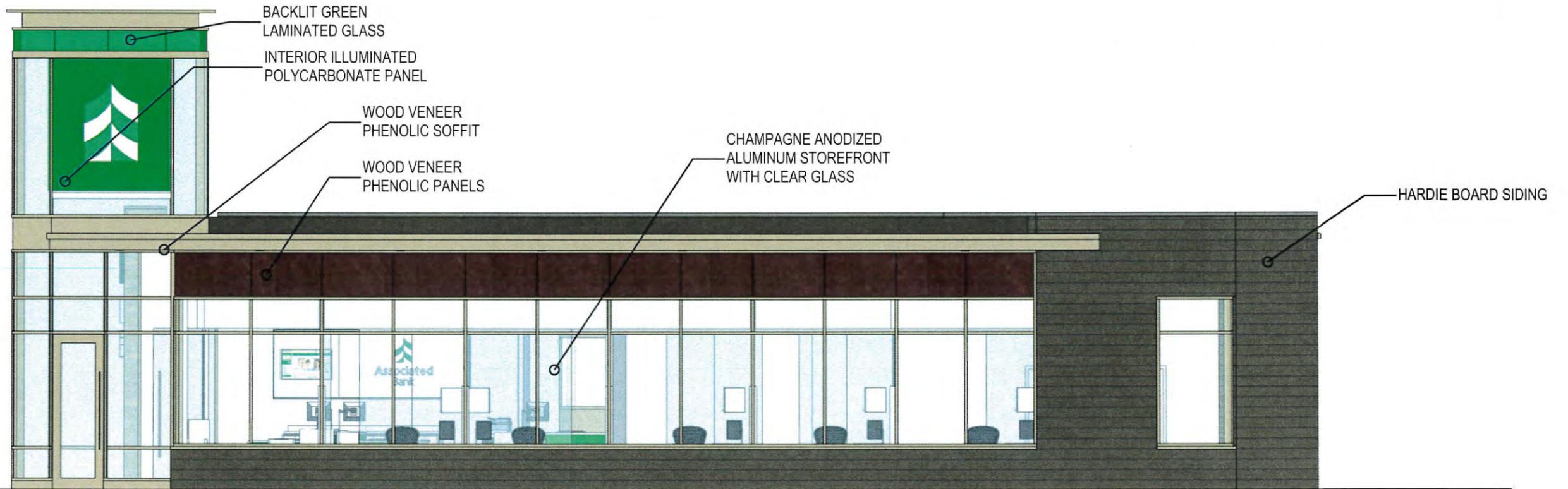
NOTE:
ALL LOT INFORMATION SHOWN IS TAKEN
FROM GIS DATA. NO SURVEY WAS
AVAILABLE. DIMENSIONS INDICATE INTENT.

SCALE 1" = 20'-0"

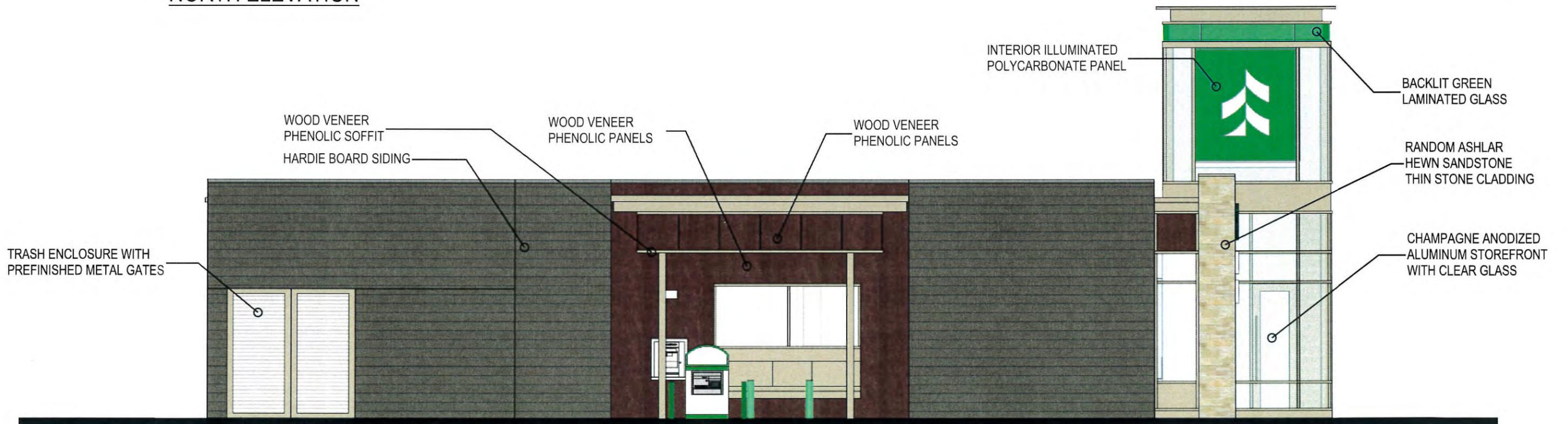
WILLIAMS STREET

SITE PLAN

ASSOCIATED BANK - LAKE GENEVA



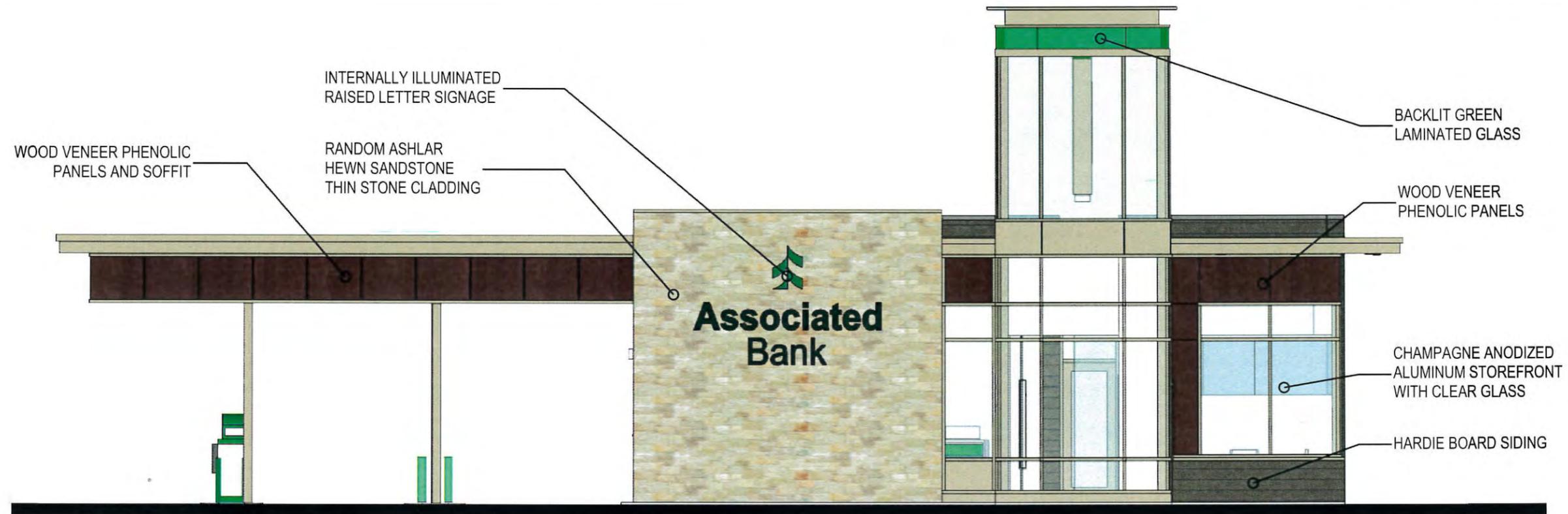
NORTH ELEVATION



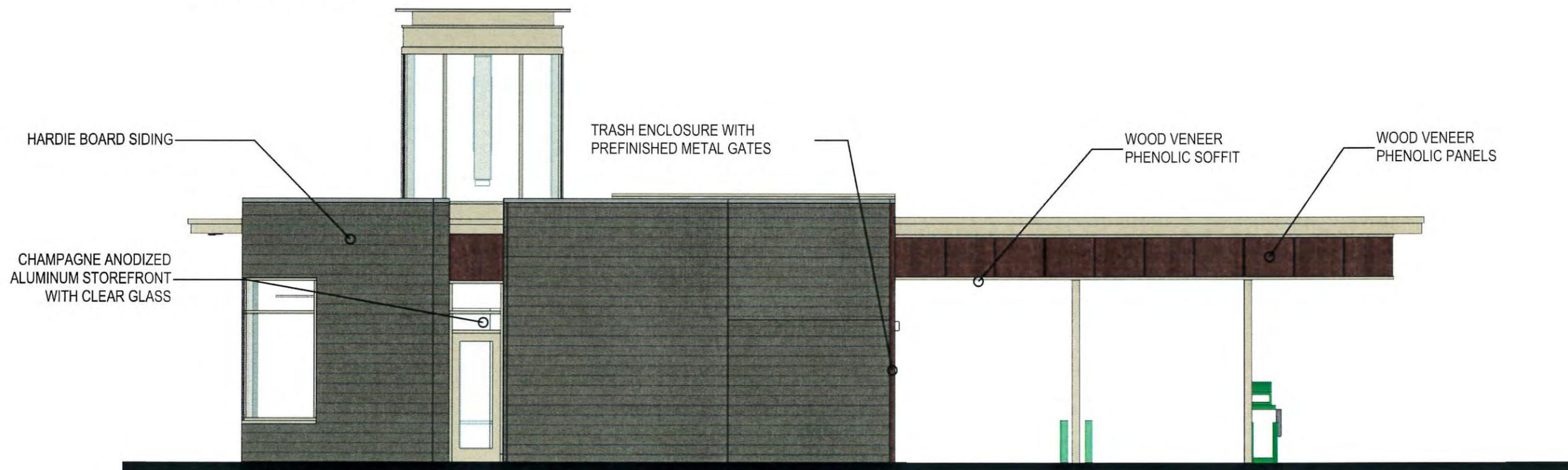
SOUTH ELEVATION

EXTERIOR ELEVATIONS

ASSOCIATED BANK - LAKE GENEVA



EAST ELEVATION



WEST ELEVATION

EXTERIOR ELEVATIONS



CHAMPAGNE ANODIZED
ALUMINUM STOREFRONT



RANDOM ASHLAR HEWN SANDSTONE
THIN STONE CLADDING



LAMINATED VISION GLASS WITH
GREEN INTERLAYER



HARDIE BOARD LAP SIDING



WOOD VENEER PHENOLIC PANEL



HISTORICAL VIEW



HISTORICAL VIEW



RENDERED VIEW



RENDERED VIEW

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item 9a

Applicant:

Steven Anderson
905 Platt Avenue
Lake Geneva, WI 53147

Request:

Proposed Zoning Map Amendment
From the current General Development Plan
To a new General Development Plan

Description:

The applicant is submitting a request to amend the existing Planned Development / General Development Plan Zoning for a single lot in the Cottages of Geneva Hills Subdivision to allow for an expanded building pad to permit the addition of a sun room and deck on the rear of the existing home.

The requested GDP zoning will expand the building pad within the existing 6,240 square foot lot by 14 feet. This will result in the rear yard setback being reduced from 28.6' down to 14.6 feet.

However, this portion of the subdivision provides a greenspace buffer to the rear of this lot that with the angled plat boundary adds 40 additional feet of setback to the rear of the plat at the southeast corner of the lot – growing to an average of 60 additional feet of setback at the northeast corner of the lot – for an average of 50 feet. Thus, if permitted, the total distance between the rear of the home to the east edge of the plat (and neighboring properties to the east) would be reduced from an average of 78.6' down to 64.6'. This 65-foot rear yard setback far exceeds the minimum 30-foot rear yard setback required in the SR-4 single-family zoning district (the smallest lot single-family district), even with including the buffer of 20 feet typically required around the perimeter of planned development plats.

This requested expansion of the development pad, and the resulting reduction in the year yard setback is the only additional flexibility being requested for this GDP.

In addition to securing zoning approval, the subdivision's covenants require that a minimum of 80% of the subdivision lot owners support any change to a constructed home or building area. The applicant has submitted materials that demonstrate that 12 of 13 lot owners have voted to allow the proposed expansion.

A full description of the project (dated March 10, 2017) is contained within the Plan Commission Packet. The Subdivision layout is included that depicts the lot dimensions and plat boundaries. The applicant has also provided an enlargement of Unit 8 – the subject property, that provides dimensions for the lot, the development pad, and the proposed sun room and deck. Photos are provided of the site in its current condition, examples of the type of sun room addition being proposed, and detailed layout plans of the sun room and deck for the PIP request.

Report for the Amended GDP continues on the new page.

Consistency with the Comprehensive Plan:

Wisconsin law requires all Zoning Map Amendments (including General Development Plans) be consistent with the Comprehensive Plan, and particularly with the Future Land Use Map. This map recommends the Single-Family land use category for the subject property. The proposed GDP 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 Single-Family-Four (SR-4) zoning district provides that comparison zoning district. The project is requesting 2 such flexibilities:

1. The building pad for this lot is requested to be expanded 14 more feet toward the rear lot line – directly behind the full width of the house.
2. The minimum rear yard setback for the building is requested to be reduced to 14.58 feet

All other zoning requirements of the current GDP remain.

Action by the Plan Commission:

Recommendation to the Common Council on the Proposed Zoning Map Amendment / GDP:

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

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

Staff Review Comments:

The proposed amendments to the existing GDP have been supported by 12 of 13 property owners in the subdivision. The resulting reduced rear yard setback, when combined with the plat buffer area adjacent to this lot, still provides a building setback to the plat boundary well over the typical rear yard setback for single-family homes of 30 feet.

Planning staff supports the requested flexibilities. Staff further notes that this flexibility is only being considered for the lot. Approval of this proposed GDP does not set legal precedent for any other lots in the subdivision – most of which are adjacent to narrower plat buffers.

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

A proposed GDP 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 GDP 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).

Report for the Amended GDP continues on the new page.

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. And;
3. The proposed GDP 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.

Or:

- 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 GDP 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 GDP zoning;
 - d. Growth patterns or rates have changed, thereby creating the need for an amendment to the Official Zoning Map.
 3. The proposed GDP 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 General Development Plan:

1. Staff recommends that the Plan Commission recommend *approval* of the GDP as submitted, including the granting of both requested zoning ordinance flexibilities.
2. Staff recommends the affirmative set of findings provided above, noting that the proposal meets Factor 3. Specifically, the proposal maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property, by still providing a separation between the rear of the home and the plat boundary that averages almost 65 feet – compared to the required 30-foot minimum rear setback for single-family homes under the SR-4 zoning district, plus the typical 20-foot perimeter buffer for planned development plats.
3. Finally, staff recommends that *no additional conditions of approval* be attached.

Michael A. Slavney, FAICP
City Planning Consultant

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item 9b

Applicant:

Steven Anderson
905 Platt Avenue
Lake Geneva, WI 53147

Request:

Proposed Precise Implementation Plan
From the current PIP
To a new PIP

Description:

The applicant is submitting a request to amend the existing Planned Development / Precise Implementation Plan (PIP) for one lot in the Cottages of Geneva Hills Subdivision to allow for an expanded building pad to permit the addition of a sun room and deck on the rear of the existing home.

The requested PIP will expand the building pad within the existing 6,240 square foot lot by 14 feet. This will result in the rear yard setback being reduced from 28.6' down to 14.6 feet. This requested expansion of the development pad, and the resulting reduction in the rear yard setback is the only additional flexibility being requested for this PIP.

The applicant has submitted detailed building exterior design details demonstrating the strong consistency of building design, exterior materials, and colors with the existing home for both the proposed sun room and the proposed deck.

In addition to securing zoning approval, the subdivision's covenants require that a minimum of 80% of the subdivision lot owners support any change to a constructed home or building area. The applicant has submitted materials that demonstrate that 12 of 13 lot owners have voted to allow the proposed expansion.

A full description of the project (dated March 10, 2017) is contained within the Plan Commission Packet. The Subdivision layout is included that depicts the lot dimensions and plat boundaries. The applicant has also provided an enlargement of Unit 8 – the subject property, that provides dimensions for the lot, the development pad, and the proposed sun room and deck. Photos are provided of the site in its current condition, examples of the type of sun room addition being proposed, and detailed layout plans of the sun room and deck for the PIP request.

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 Single-Family-Four (SR-4) zoning district provides that comparison zoning district. The project is requesting 2 such flexibilities:

Report on the 905 Platt Avenue PIP continues on the next page.

1. The building pad for this lot is requested to be expanded 14 more feet toward the rear lot line – directly behind the full width of the house.
2. The result of the expanded building pad would be to reduce the minimum rear yard setback for the building is requested to 14.58 feet, compared to the currently required 30 feet.

All other zoning requirements of both the current and the proposed GDP remain.

Action by the Plan Commission:

Recommendation to the Common Council on the Proposed Precise Implementation Plan amendment.

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 amendment to the PIP
- Include *findings* required by the Zoning Ordinance for PIPs; and,
- Provide specific suggested *requirements* to modify the project as submitted.

Staff Review Comments:

The proposed amendment to the existing PIP have been supported by 12 of 13 property owners in the subdivision. The resulting reduced rear yard setback, when combined with the plat buffer area adjacent to this lot, still provides a building setback to the plat boundary well over the typical rear yard setback for single-family homes of 30 feet.

Planning staff supports the requested flexibilities. Staff further notes that this flexibility is only being considered for the lot. Approval of this proposed GDP does not set legal precedent for any other lots in the subdivision – most of which are adjacent to narrower plat buffers.

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

A proposed PIP must undergo the review standards for all Conditional Use Permits, below:

- A. If, after the public hearing, the Commission wishes to recommend *approval*, then the appropriate fact finding would be in agreement with Factors 1-6 of the following.
 1. The proposed PIP (the use in general, independent of its location) is in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 2. The proposed PIP (in its specific location) is in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.

Report on the 905 Platt Avenue PIP continues on the next page.

3. The proposed PIP, in its proposed location and as depicted on the required site plan (see (3)(d), above), 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 this Chapter, 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 PIP 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 PIP is located in an area that will be adequately served by, and will not 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 PIP outweigh all potential adverse impacts of the proposed PIP (as identified in Items 1. through 5., above), 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 in disagreement with at least one of Factors 1-6 of the following:
1. The proposed PIP (the use in general, independent of its location) is not in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 2. The proposed PIP (in its specific location) is not in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
 3. The proposed PIP, in its proposed location and as depicted on the required site plan (see (3)(d), above), 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 this Chapter, 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 PIP 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 PIP is located in an area that will not be adequately served by, and/or 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 PIP do not outweigh all potential adverse impacts of the proposed PIP (as identified in Items 1. through 5., above), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Staff Recommendation on the PIP:

1. Staff recommends that the Plan Commission recommend *approval* of the PIP as submitted, including the granting of both requested zoning ordinance flexibilities.
2. Staff recommends the affirmative set of findings provided above, noting that the proposal meets Factors 1-6. Specifically, the presence of the wide peripheral plat buffer – full of dense and diverse plant materials -- adjacent to this parcel, sufficiently compensates for the requested expanded building pad and reduced rear yard setback.
3. Finally, staff recommends that *no additional conditions of approval* be attached.

Michael A. Slavney, FAICP
City Planning Consultant

APPLICATION FOR CONDITIONAL USE
City of Lake Geneva

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

SEE ATTACHED

NAME AND ADDRESS OF CURRENT OWNER:

TELEPHONE NUMBER OF CURRENT OWNER: _____

NAME AND ADDRESS OF APPLICANT:

TELEPHONE NUMBER OF APPLICANT: _____

PROPOSED CONDITIONAL USE:

ZONING DISTRICT IN WHICH LAND IS LOCATED: _____

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

SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

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

03/10/2017
DATE


SIGNATURE OF APPLICANT

APPLICATION FOR CONDITIONAL USE

1. Legal Description

EXHIBIT A

Legal Description

Unit 8, together with said unit's undivided appurtenant interest in the common elements, all in the Cottages of Lake Geneva Hills Condominium, a condominium declared and existing under and by virtue of the Condominium Ownership Act of the State of Wisconsin and recorded by a Declaration as such condominium in the Office of the Register of Deeds for Walworth County, Wisconsin, on June 6, 2006, as Document No. 678653, together with any and all amendments and/or addendums thereto, said condominium being located in the City of Lake Geneva, County of Walworth, State of Wisconsin, on the real estate described in said Declaration and incorporated herein by this reference thereto.

2. Steven and Leah Andersen
905 Platt Ave
Lake Geneva, WI 53147
224.489.3522 / 224.489.3523

3. Steven and Leah Andersen
905 Platt Ave
Lake Geneva, WI 53147
224.489.3522 / 224.489.3523

4. Construction of 3 season room and deck off the rear of the home. The subject property does not have a porch, patio, or deck. The construction will require a reduced setback.

5. Planned Development / Areas approved for planned development zoning unique to the subject property

6. Steven Andersen / Adam Wright (Brother in Law) of Dunn Wright Remodeling Construction
905 Platt Ave
Lake Geneva, WI 53147
224.489.3522 / 224.489.3523

7. The subject currently does not have a porch, patio, or deck that can be used for entertaining or relaxation. The construction will consist of a 16x16 3 seasons room and a 14 x 16 deck. Both structures will be located off the east side (rear) of the home.

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:

STEVEN J ANDERSEN, as applicant/petitioner for:

Name: STEVEN J ANDERSEN

Address: 905 PLATT AVE

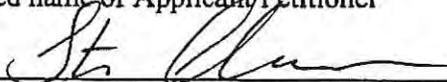
LAKE GENEVA WI 53147

Phone: 224.489.3522

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 10TH day of MARCH, 2017.

STEVEN ANDERSEN
Printed name of Applicant/Petitioner


Signature of Applicant/Petitioner

**CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR:
CONDITIONAL USE REVIEW AND APPROVAL (Requirements per Section 98-905)**

This form should be used by the Applicant as a guide to submitting a complete application for a conditional use and by the City to process said application. Parts II and III should be used by the Applicant to submit a complete application; Parts I - IV should be used by the City as a guide when processing said application.

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

___ Pre-submittal staff meeting scheduled:

Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

Follow-up pre-submittal staff meetings scheduled for:

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Application form filed with Zoning Administrator: Date: _____ by: _____

___ Application fee of \$ ___ received by Zoning Administrator: Date: _____ by: _____

___ Reimbursement of professional consultant costs agreement executed: Date: _____ by: _____

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 25 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator)

Date: _____ by: _____

↓ *Draft Final Packet (1 Copy to Zoning Administrator)*

Date: _____ by: _____

↓

___ (a) A map of the proposed conditional use:

- ___ Showing all lands for which the conditional use is proposed;
- ___ Showing all other lands within 300 feet of the boundaries of the subject property;
- ___ Referenced to a list of the names and addresses of the owners of said lands as they appear on the current records of the Register of Deeds of Walworth County (as provided by the City of Lake Geneva);
- ___ Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;
- ___ Map and all its parts are clearly reproducible with a photocopier;
- ___ Map size of 11" by 17" and map scale not less than one inch equals 800 ft;
- ___ All lot dimensions of the subject property provided;
- ___ Graphic scale and north arrow provided.

___ (b) A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:



____ (c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations;

____ (d) A site plan (conforming to the requirements of Section 98-908(3)) of the subject property as proposed for development OR if the proposed conditional use is a group development (per Section 98-208) a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan per Section 98-908.

____ (e) Written justification for the proposed conditional use:

____ Indicating reasons why the Applicant believes the proposed conditional use is appropriate with the recommendations of the City of Lake Geneva Comprehensive Master Plan, particularly as evidenced by compliance with the standards set out in Section 98-905(4)(b)1.-6. *(See below)*

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

1. How is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

SEE ATTACHED

2. How is the proposed conditional use, in its specific location, in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

3. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 98-905(3)(d)), result in any 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 ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development?

4. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

5. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

6. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 98-905(4)(b)1.-5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

IV.FINAL APPLICATION PACKET INFORMATION

- ___ Receipt of 5 full scale copies in blueline or blackline of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- ___ Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- ___ Certification of complete Final Application Packet and required copies to the Zoning Administrator by City Clerk: Date: _____ by: _____
- ___ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: _____ by: _____
- ___ Class 2 Legal Notice published on _____ and _____ by: _____
- ___ Conditional Use recorded with the County Register of Deeds Office: Date: _____ by: _____

JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

1. Per Chapter Eight of the City of Lake Geneva Comprehensive Plan, Section D; The proposed conditional use will promote desirable living environments for all residents. The proposed conditional use will improve the subject property, thus improving desirability for all surrounding properties in the subject's immediate neighborhood. The proposed conditional use will not only benefit the homeowners, but add value to the surrounding properties in the subject's immediate neighborhood.

2. Per Chapter Eight of the City of Lake Geneva Comprehensive Plan, Section D; The City of Lake Geneva encourages smaller lot sizes. The subject's lot size is 6,240 square feet, below the minimum 9,000 square feet. The purpose of the proposed conditional use is due to smaller lot sizes and smaller setbacks. The proposed construction would go outside of the subject's "picture frame" but stay within the setbacks of the condominium boundaries.

3. The proposed conditional use, in its proposed location does not have, in any way, an adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, 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 ordinance adopted or under consideration pursuant to official notice by the City or other government agency having jurisdiction to guide development.

The proposed conditional use for the proposed construction will improve the desirability of the neighboring properties and character of the neighborhood.

4. The proposed conditional use will maintain the desired consistency of the land uses, land use intensities, and land use impacts by being an extension of the subject property. The proposed deck and 3 seasons room will be an extension of the subject property with the same finishes. The functional utility of the subject's backyard is limited in its current condition. The improvements will create superior functional utility of the back of the property by allowing the homeowners and guests a spot to gather. By creating a new gathering spot, it will reduce the amount of time spent in less desirable areas such as the driveway and/or garage.

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 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 outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 98-905(4)(b)1,-5), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Per The Cottages of Lake Geneva Hills Covenant's Declaration "As to Use and Occupancy"(c) and (e); any additional structures to a unit, within or without the building area as shown on the Exhibit "A" Plat, including decks and/or an extension of any residence, shall not extend beyond the building area as shown on the Exhibit "A" Plat without consent of the unit owners. Any unit owner shall not modify or change the exterior design, dimensions, or architectural style of a home once constructed without obtaining approval by a 4/5ths vote of the unit owners.

The Cottages of Lake Geneva Hills Subdivision consists of 13 properties. The Applicant received signatures from 12 of the 13 homeowners in the subdivision. The 13th homeowner does not live in the subdivision and did not return a letter sent by the Applicant. These signatures represent more than 4/5ths vote of the unit owners. A list of the unit owners, along with signatures, has been attached to this packet.

(Part of Ply 4 for Applicants)

Cautionary Statement To Owners Obtaining Building Permits

101.65(lr) of the Wisconsin Statutes requires municipalities that enforce the Uniform Dwelling Code to provide an owner who applies for a building permit with a statement advising the owner that:

If the owner hires a contractor to perform work under the building permit and the contractor is not bonded or insured as required under s. 101.654 (2) (a), the following consequences might occur:

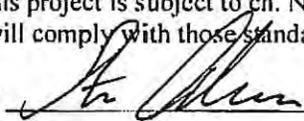
(a) The owner may be held liable for any bodily injury to or death of others or for any damage to the property of others that arises out of the work performed under the building permit or that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

(b) The owner may not be able to collect from the contractor damages for any loss sustained by the owner because of a violation by the contractor of the one- and two- family dwelling code or an ordinance enacted under sub. (1) (a), because of any bodily injury to or death of others or damage to the property of others that arises out of the work performed under the building permit or because of any bodily injury to or death of others or damage to the property of others that is caused by any negligence by the contractor that occurs in connection with the work performed under the building permit.

Additional Responsibilities for Owners of Projects Disturbing One or More Acre of Soil

I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and will comply with those standards.

Owner's Signature:



Date:

03/01/2017



Gable Roof Porch, Beverly

© 2004 Advantage Design & Constr., Inc.









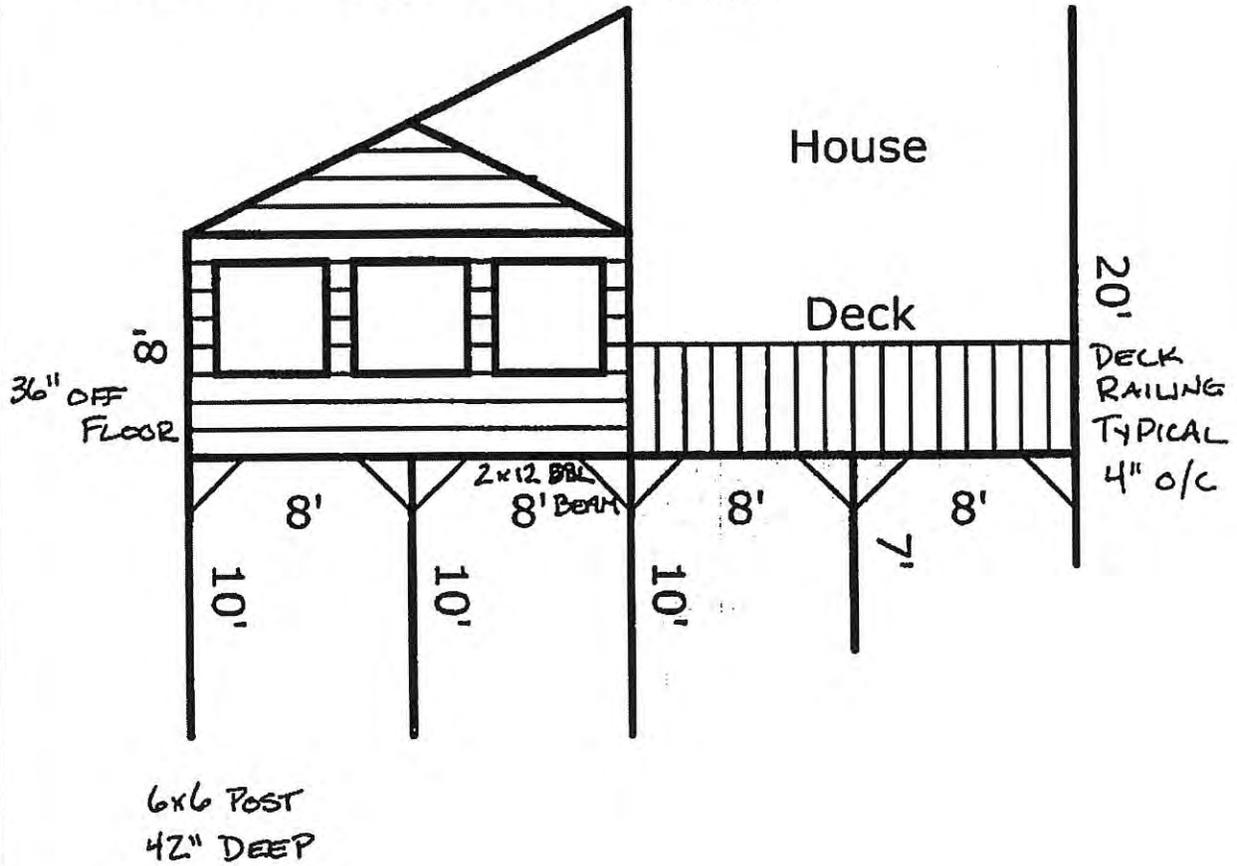






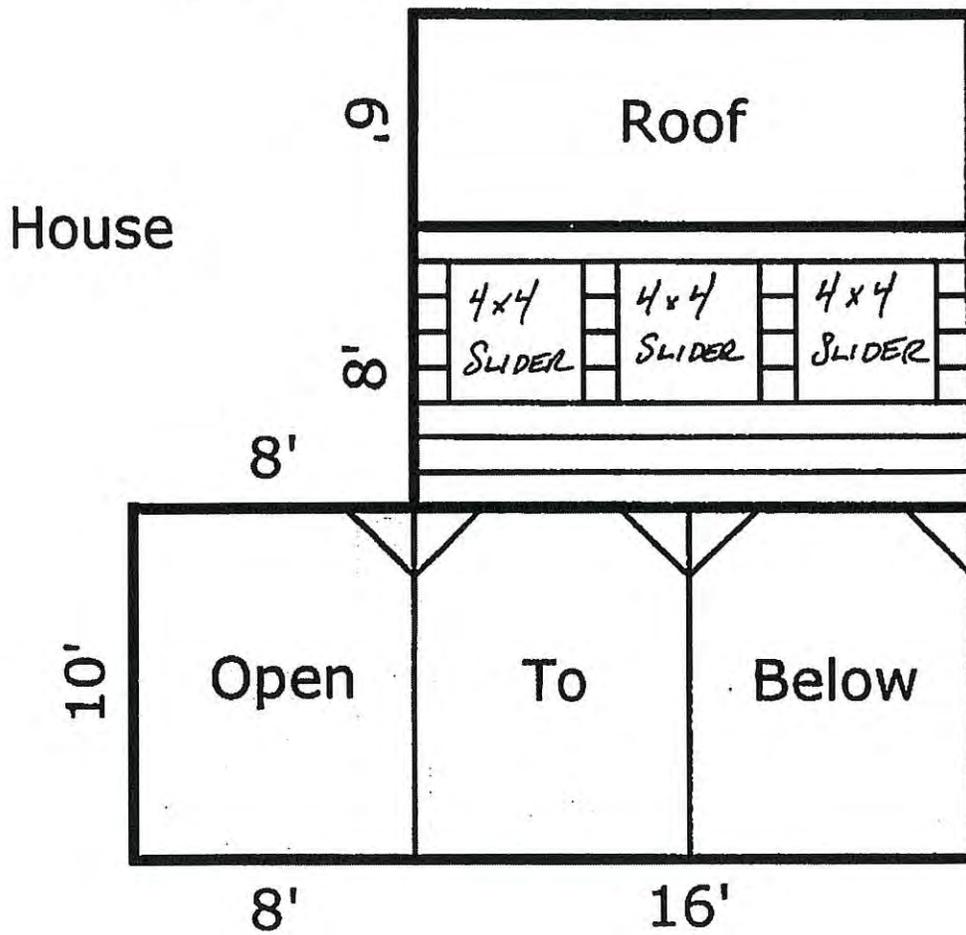
EAST SIDE OF HOUSE (REAR)

TYPICAL 2x4 WALL CONSTRUCTION
WITH 2x10 HEADER ABOVE WINDOWS & DOOR
ROOF TO MATCH EXISTING PITCH
SIDING TO MATCH EXISTING
2x8 ROOF RAFTERS WITH 2x10 RIDGE



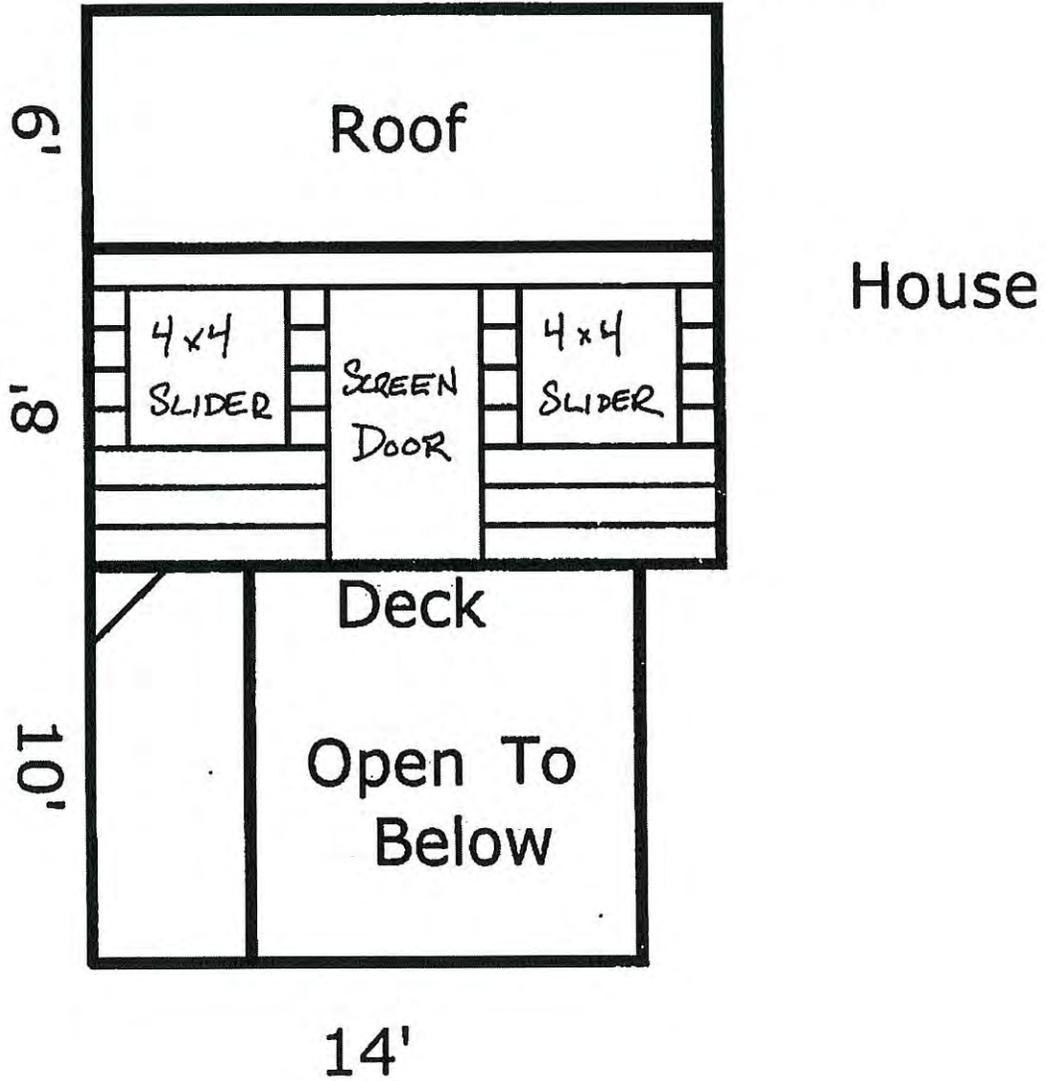
SOUTH SIDE OF HOUSE

APPROX 6/12 PITCH ROOF SHINGLE TO MATCH



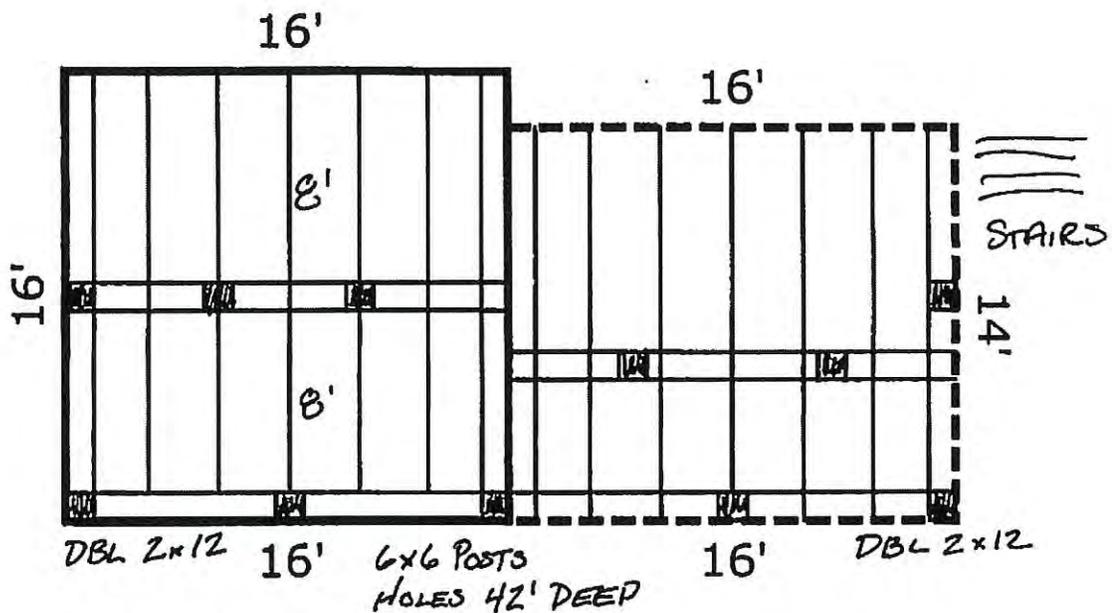
NORTH SIDE OF HOUSE

APPROX 6/12 PITCH ROOF SHINGLE TO MATCH



DECK AND 3 SEASONS ROOM FRAMING

House



Sun Room

Deck

TYPICAL FRAMING 2x12 16" o/c
 6x6 POSTS NOTED FOR BEAM HOLE 42" DEEP
 DBL 2x12 BEAMS
 JOIST HANGARS ON LEDGER BOARD
 LEDGER BOARD LOG BOLTS 16" o/c
 TYPICAL HANDRAIL 12" o/c
 5/4 DECKING BOARDS

TOTAL Sketch by a la mode, inc.

Area Calculations Summary

Non-living Area Deck	224 Sq ft	14 x 16 = 224
3 Seasons Room	256 Sq ft	16 x 16 = 256

Cottages of Lake Geneva Hills Homeowners
Platt Ave
Lake Geneva, WI 53147

Steven and Leah Andersen
905 Platt Ave
Lake Geneva, WI 53147

February 17th 2017

Dear Homeowner,

This letter is to request permission to construct a three seasons room and deck referenced at the above address within the Cottages of Lake Geneva Hills Subdivision. The residence currently has only a small open porch at the front entrance. Our plan is to complete a backyard 3 seasons room and deck that matches the existing house as well as those of the surrounding homes in the subdivision. The 3 seasons room will extend a maximum of 16 feet from the rear of the subject home, within the subject's lot line, yet outside the subject's building area.

We have received a copy of the Covenants and believe our plans to be sufficient. Per the Covenant's Declaration "As to Use and Occupancy"(c) and (e); any additional structures to a unit, within or without the building area as shown on the Exhibit "A" Plat, including decks and/or an extension of any residence, shall not extend beyond the building area as shown on the Exhibit "A" Plat without consent of the unit owners. Any unit owner shall not modify or change the exterior design, dimensions, or architectural style of a home once constructed without obtaining approval by a 4/5ths vote of the unit owners.

We have attached a copy of a recent survey of the property and the plans for the 3 seasons room and deck. Please confirm with a signature that our construction of a 3 seasons room and deck are approved so that we can begin the process of applying for a permit with the City of Lake Geneva.

Thank You for Your time and help with this matter. If you agree to grant permission, please sign by your name and parcel number.

Steven and Leah Andersen

AS TO USE AND OCCUPANCY

The Units and Common Areas shall be occupied and used as follows:

- (a) No Owner shall, by deed, plat or otherwise subdivide or in any other manner cause this Unit to be separated, divided or reconfigured into any tracts or parcels different from the whole Unit as shown on the Survey.
- (b) No part of the Property shall be used for other than housing and related common purposes for which the property was designed. Each residence located on a Unit shall be located within a designated Unit Area and shall be used and remain as a single-family dwelling and shall be used for no other purposes. For the purposes of the definition of "single-family", the same shall mean for the terms and conditions of this Declaration that no more than two (2) people unrelated by blood or marriage shall comprise a "single family" and any more than said two (2) persons unrelated by blood or marriage living in any dwelling situate on any Unit shall be violative of the terms and conditions of this Declaration.
- (c) No Unit Owner shall add any additional structures to a Unit, within or without the Building Area as shown on the Exhibit "A" Plat, including, but not limited to guest houses, studios, garages, storage buildings, or any other improvement or structure without the concurrence and consent of the Declarant or the Board of Directors of the Condominium. All decks, either temporary or permanent, and any other addition, modification or extension of any building, residence or structure within the building area as shown on the Exhibit "A" Plat shall not extend beyond the Building Area without the consent of the Declarant or the Board of Directors of the Condominium, and all of the plans and specifications for construction the building and any decks, patios or extensions from said building within the Building Area shall be approved by the Declarant in writing prior to the commencement of construction thereof. There shall be no alteration of Units once constructed by any additions to the width, height or extensions from said Unit, including awnings, shades, television satellite dishes, antennas, aerials or any other change or modification without the prior written consent of the Declarant or the Board, as the case may be.
- (d) There shall be no contour modifications, swales or alteration to the terrain or topography made to any Unit by any Unit Owner other than by Declarant without obtaining the approvals of 4/5ths vote of the Unit Owners.
- (e) Any Unit Owner shall not modify or change the exterior design, dimensions or architectural style of a home once constructed and approved by the Declarant without obtaining approval by a 4/5ths vote of the Unit Owners.
- (f) Unit Owners shall not cause fencing, walkways, pavements, pavements or plantings to be placed on any Unit without the prior approval of the Declarant or

the Board after the initial landscaping has been performed by the Declarant prior to the sale of the Unit to third party purchasers. In addition, Unit Owners shall not interfere with trees, bushes, foliage or landscaping of neighboring owners not encroaching upon Unit boundaries. In the event a Unit Owner does not maintain or cut their lawn, even though they have elected to perform such service, for a period in excess of three (3) weeks, the Association shall be empowered to perform lawn cutting services or landscaping on any Unit of a Unit Owner failing to perform such activities, and all labor performed and materials supplied for such services performed by the Association may be charged as a special assessment against such Unit Owner not performing said service. If the Association has been required to perform such lawn cutting services and it shall continue to perform the same, then the charge shall become a Common Expense to the Unit Owner.

(g) No Unit Owner shall rent or lease a Unit for a time and period shorter than one hundred twenty (120) days.

(h) There shall be no obstruction of the Common Areas nor shall anything be stored, parked or placed in the Common Areas, such as bicycles, motor vehicles, motor cycles or other personal property without the prior written consent of the Declarant or the Board first having been obtained, except as expressly permitted herein.

(i) Each Unit Owner shall be responsible for maintenance, decoration, and upkeep of his individual Unit.

(j) The Board has the right to establish the speed limit for the driveway easement.

(k) Nothing shall be done or kept in any Unit or on the Common Areas which will increase the rate of insurance applicable for residential use, without the prior written consent of the Board. No Unit Owner shall permit anything to be done or kept in his Unit or upon the Common Areas which will result in the cancellation of insurance or which would be in violation of any law. No waste shall be committed in the Common Areas.

(l) Each Unit Owner shall be responsible for his own insurance on his Unit, and decorating, furnishings and personal property therein and his personal property stored elsewhere on the Property, and his personal liability to the extent not covered by the fire and liability insurance for all the Unit Owners obtained by the Board as hereinbefore provided.

(m) No animals, rabbits, livestock, fowl or poultry of any kind shall be raised, bred or kept in any Unit or in the Common Areas, except that dogs, cats, or other household pets may be kept in Units, subject to rules and regulations adopted by the Board, provided that they are not kept, bred or maintained for any commercial

purpose. Any pet causing or creating a nuisance or unreasonable disturbance shall be permanently removed from the Property upon five (5) days written notice from the Board. No dogs, cats or other pets permitted under the terms and conditions of this Declaration shall be allowed off any Unit in the Condominium, unless said dog or pet is on a leash accompanied by a Unit owner or other person in charge of such pet.

(n) No noxious or offensive activity shall be carried on in any Unit nor shall anything be done therein, either willfully or negligently, which may be or become an annoyance or nuisance to the other Unit Owners or occupants.

(o) Nothing shall be done in any Unit or in, on, or to the Common Areas which will impair the structural integrity of any utility installations.

(p) No clothes lines shall be maintained on the Units and no clothes, sheets, blankets or laundry of any kind or other articles shall be hung out or exposed on any part of the Common Areas or the Units. The Common Areas and Units shall be kept free and clear of rubbish, debris and other unsightly materials.

(q) No industry, business, trade occupation or profession of any kind, commercial, religious, educational, or otherwise, designated for profit, altruism, exploration or otherwise shall be conducted, maintained or permitted in any Unit.

(r) No "For Sale" or "For Rent" signs, advertising or other display shall be maintained or permitted on any part of the Property except at such location and in such form as shall be determined or permitted in writing by the Board; provided, however, that the Declarant, expressly reserves the following rights unto themselves or their duly appointed agents:

(i) To maintain anywhere on any Unit owned by the Declarant or any part thereof, all models, sales offices, advertising signs, banners, billboards, lighting and any other activity or property relating to the sale or advertising for sale of the Units by the Declarant, provided that such activity or property shall not unreasonably interfere with the exercise and enjoyment by any other Unit Owner of his respective Unit Ownership.

(s) No television dishes, towers or antennas of any type or nature shall be allowed on the exterior portions of any building or residence on the Units; nor shall towers, antennas or dishes be allowed on any portion of the Units or outside walls of the Units.

(t) No fences of any type or nature shall be erected on the Units without the consent of the Declarant or the Association, as the case may be.

(u) Quiet hours in the Condominium shall be maintained from the hours of 11:00 p.m. to 6:00 a.m. and any noise or disturbance may be abated by Declarant or the

Board.

(v) There shall be no vehicle storage, motor homes, recreational vehicles, boats or any other items stored within the confines of any Unit for a period in excess of 24 hours unless parked in a garage associated with the unit..

(w) Gardens for the growing of vegetables and fruits may be maintained in the rear yard of a Unit and shall not exceed a size of 10' x 15' without the prior consent of the Declarant or the Board first having been obtained.

(x) External lighting shall be permitted outside of the Units, but said lighting shall not be in excess of the lighting provided by a single 100 watt light bulb in the front and rear of each Unit and not within the side yards of any such Unit. All such lights shall be directed in a downward direction.

(y) There shall be no cutting, severance or destruction of permanent trees within the Units or the Common Areas, except within the designated Unit Areas for construction of a residence without the prior written consent of the Declarant or the Board, and further provided such removal does not violate the Woodland Preserve Zoning District restrictions effecting the property.

(z) Each Unit Owner shall purchase and install said Unit Owner's own mailbox on said Unit Owner's Unit for delivery of mail. Said mailboxes shall be of a uniform size and type and shall be on a wooden pole prescribed by the Declarant or the Association.

(aa) The Unit restrictions in paragraphs (b) and (r) of this Article VI shall not, however, be construed in such a manner as to prohibit a Unit Owner from: (a) maintaining his personal professional records or accounts therein; or (b) handling his personal business or professional telephone calls or correspondence therefrom. Such uses are expressly declared customarily incident to the principal residential use and not in violation of paragraphs (b) or (r) of this Article VI.

(bb) No time-sharing or integral ownership shall be allowed as a mode of ownership or use of the Units in the Condominium. In addition, if a Unit is owned by a Corporation, Limited Liability Company or Partnership, the restrictions contained Paragraph (b) of this Article VI shall apply and no more than two (2) unrelated persons may occupy any dwelling unit on any Unit at any time.

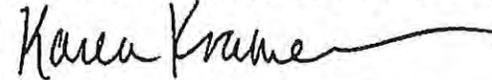
ARTICLE VII
SALE, LEASING OR OTHER ALTERATION

1. Involuntary Sale. In the event any Unit Ownership or interest herein is sold at a judicial or execution sale (other than a mortgage foreclosure sale), the person

Parcel Number ACOT 00001 / Raymond Mann

X 

Parcel Number ACOT 00002 / James & Karen Kramer

X 

Parcel Number ACOT 00003 / Timothy Klein

X

Parcel Number ACOT 00004 / Chad Bittner

X 

Parcel Number ACOT 00005, ACOT 00006, ACOT 00007, ACOT 00009, ACOT 00010, ACOT 00013 /
Basso Development, LLC

X 

Parcel Number ACOT 00008 / Steven & Leah Andersen

X 

Parcel Number ACOT 00011 / Gina L Nocek

X 

Parcel Number ACOT 00012 / William D Sweeny

X

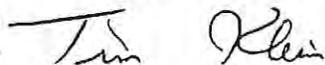
Parcel Number ACOT 00001 / Raymond Mann

X

Parcel Number ACOT 00002 / James & Karen Kramer

X

Parcel Number ACOT 00003 / Timothy Klein

X 

Parcel Number ACOT 00004 / Chad Bittner

X

Parcel Number ACOT 00005, ACOT 00006, ACOT 00007, ACOT 00009, ACOT 00010, ACOT 00013 /
Basso Development, LLC

X

Parcel Number ACOT 00008 / Steven & Leah Andersen

X

Parcel Number ACOT 00011 / Gina L Nocek

X

Parcel Number ACOT 00012 / William D Sweeny

X

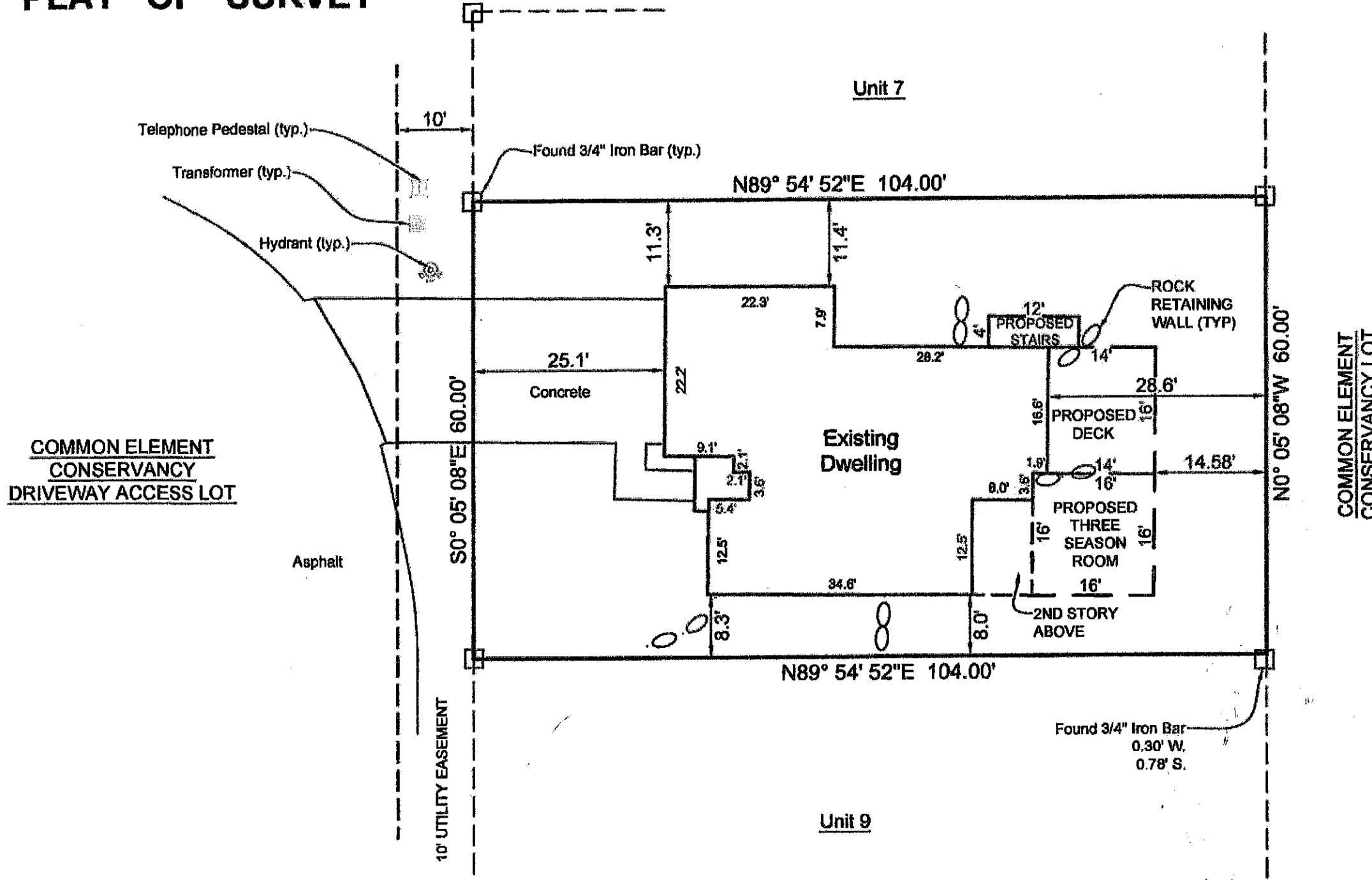
EXHIBIT A

Legal Description

Unit 8, together with said unit's undivided appurtenant interest in the common elements, all in the Cottages of Lake Geneva Hills Condominium, a condominium declared and existing under and by virtue of the Condominium Ownership Act of the State of Wisconsin and recorded by a Declaration as such condominium in the Office of the Register of Deeds for Walworth County, Wisconsin, on June 6, 2006, as Document No. 678653, together with any and all amendments and/or addendums thereto, said condominium being located in the City of Lake Geneva, County of Walworth, State of Wisconsin, on the real estate described in said Declaration and incorporated herein by this reference thereto.

PLAT OF SURVEY

Survey No. 17-5014



STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item #10

Applicant:

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

Request:

930 Bayview Drive
Conditional Use Permit
SR-4 Setbacks in ER-1 Zoning District

Description:

The applicant is submitting a proposal for a Conditional Use Permit (CUP) for a new residence for the Fairwyn, Ltd. at 930 Bayview Drive. The project would begin with an extensive remodeling of the existing single-story residence, including the addition of a second story. The applicants have carefully designed the proposed residence to maintain building setbacks, including the removal of a small bay window, and to maintain impervious surface coverage on the property.

The proposed roof design has also been customized to maintain a relatively low profile for a two-story home. Also, there is no significant exposed foundation on this relatively flat building pad. The second story addition will have a maximum height of about 24 feet as measured from the lowest exposed building perimeter to the vertical mid-point of the highest pitched roof surface. This compares to a maximum permitted height of 35 feet in both the SR-4 and ER-1 zoning districts.

Project Details from CUP Submittal

The proposed project submittal meets or exceeds all requirements of the Zoning Ordinance.

Proposed Site Plans: (Sheet S-1) (dated 04/14/2017 respectively)

The Site Plan demonstrates that the proposed home maintains all existing setback distances provided by the existing home. The proposed home provides the following setback measurements:

	<u>Required in SR-4</u>	<u>Existing Home</u>	<u>Proposed Home</u>
Min Street Yard Setback	25 feet	8.8 feet to front of home	same 8.8 feet
Min Creek Setback	no closer than now	29.8 feet to nearest point	same 29.8 feet
Min Rear Yard Setback	30 feet to home	53.0 feet to home	same 53.0 feet
NE Side Yard Setback	9 feet to home	70.1 feet to home	same 70.1 feet

Report on the Conditional Use Permit for 930 Bayview Drive continues on the next page.

Southeast Elevation Plan: Sheet A-4:

The upper elevation provided on Sheet A-4 depicts the proposed building’s tallest height. The Zoning Ordinance measures building height from the lowest exposed grade to the mid-point height of the tallest roof plane. This elevation depicts a maximum height of about 24 feet, which complies with the height limit of 35 feet for both the ER-1 and the SR-4 zoning districts.

Action by the Plan Commission:

Recommendation to the Common Council on the 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 conditional use includes all existing setbacks provided on all four sides of the proposed home. The proposed maximum height of the home, at about 24 feet, is more than ten feet lower than the permitted height of the zoning district.

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:
- a. 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.
 - b. 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.
 - c. 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.
 - d. 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.

Report on the Conditional Use Permit for 930 Bayview Drive continues on the next page.

- e. 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.
 - f. 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:
- a. 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.
 - b. 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.
 - c. 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.
 - d. 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.
 - e. 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.
 - f. 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 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, noting that the proposal is a fully consistent with the setback requirements of the SR-4 zoning district, and results in the same setbacks on all four sides of the building over the current home.
3. Finally, staff recommends that *the following additional condition of approval* be attached to the approval:
 - a. That the location of all approved building setbacks be verified by an on-site inspection by the Building Administrator prior to pouring building foundation walls.

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

930 Bay View Drive

Lake Geneva, WI 53147

NAME AND ADDRESS OF CURRENT OWNER:

Bruce and Barbara Ashwill Revocable trust

3181 Cameron Park Dr ste 105, Cameron Park, CA 95682

TELEPHONE NUMBER OF CURRENT OWNER: 530 313-8775

NAME AND ADDRESS OF APPLICANT:

Fairwyn Ltd.

875 Townline Road, Ste. 103, Lake Geneva, WI 53147

TELEPHONE NUMBER OF APPLICANT: 262-248-5010

PROPOSED CONDITIONAL USE:

Remodel home in the ER-1 district using SR-4 standards

ZONING DISTRICT IN WHICH LAND IS LOCATED: ER-1

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

Mc Cormack & Ethen

400 Broad Street

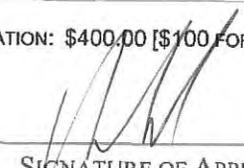
Lake Geneva, WI 53147

SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

Remodel existing home.

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

4-7-17
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:

_____ as applicant/petitioner for:

Name: Barbara Ashwill
Address: 3181 Cameron Park Dr, ste 105
Cameron Park, CA 95682
Phone: 530-313-8775

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 April day of 7th, 2017.

Barbara E Ashwill
Printed name of Applicant/Petitioner

[Signature]
Signature of Applicant/Petitioner

**CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR:
CONDITIONAL USE REVIEW AND APPROVAL (Requirements per Section 98-905)**

This form should be used by the Applicant as a guide to submitting a complete application for a conditional use and by the City to process said application. Parts II and III should be used by the Applicant to submit a complete application; Parts I - IV should be used by the City as a guide when processing said application.

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

___ **Pre-submittal staff meeting scheduled:**

Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ **Follow-up pre-submittal staff meetings scheduled for:**

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ **Application form filed with Zoning Administrator:** Date: _____ by: _____

___ **Application fee of \$ _____ received by Zoning Administrator:** Date: _____ by: _____

___ **Reimbursement of professional consultant costs agreement executed:** Date: _____ by: _____

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 25 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator)

Date: _____ by: _____

↓ *Draft Final Packet (1 Copy to Zoning Administrator)*

Date: _____ by: _____

↓

___ (a) **A map of the proposed conditional use:**

___ Showing all lands for which the conditional use is proposed;

___ Showing all other lands within 300 feet of the boundaries of the subject property;

___ Referenced to a list of the names and addresses of the owners of said lands as they appear on the current records of the Register of Deeds of Walworth County (as provided by the City of Lake Geneva);

___ Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;

___ Map and all its parts are clearly reproducible with a photocopier;

___ Map size of 11" by 17" and map scale not less than one inch equals 800 ft;

___ All lot dimensions of the subject property provided;

___ Graphic scale and north arrow provided.

___ (b) **A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:**



_____ (c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations;

_____ (d) A site plan (conforming to the requirements of Section 98-908(3)) of the subject property as proposed for development OR if the proposed conditional use is a group development (per Section 98-208) a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan per Section 98-908.

_____ (e) Written justification for the proposed conditional use:

_____ Indicating reasons why the Applicant believes the proposed conditional use is appropriate with the recommendations of the City of Lake Geneva Comprehensive Master Plan, particularly as evidenced by compliance with the standards set out in Section 98-905(4)(b)1.-6. (See below)

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

1. How is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

This plan fits the standard the city has set for similar projects in this area.

2. How is the proposed conditional use, in its specific location, in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

House is in bad shape. This ~~is~~ remodel will bring the home up to the standards of other houses in the area.

3. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 98-905(3)(d)), result in any 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 ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development?

No adverse impact.

4. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

Up grading the home will be more consistant with current homes in the area.

5. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

There will be no extra burden on any facilities or services.

6. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 98-905(4)(b)1.-5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

Yes, currently site is an eye sore.

Improvement will improve the neighborhood.

IV.FINAL APPLICATION PACKET INFORMATION

____ Receipt of 5 full scale copies in blue line or black line of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ Certification of complete Final Application Packet and required copies to the Zoning Administrator by City Clerk: Date: _____ by: _____

____ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: _____ by: _____

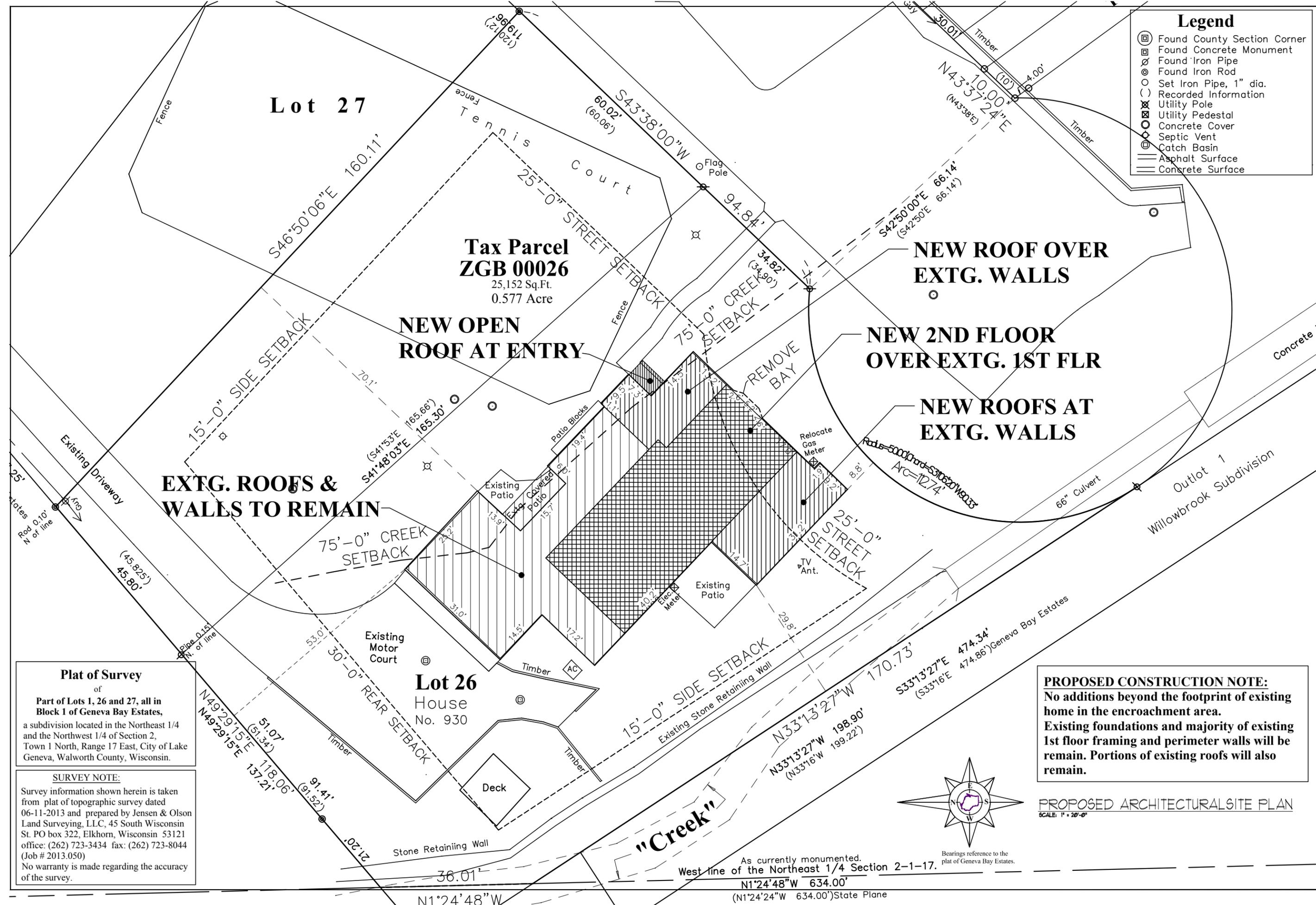
____ Class 2 Legal Notice published on _____ and _____ by: _____

____ Conditional Use recorded with the County Register of Deeds Office: Date: _____ by: _____



Properties within 300 feet of 930 Bay View Drive, Lake Geneva

Property Address	Mailing Address
ZGB 00029	Sara Baughman 1895 Geneva Bay Drive Lake Geneva, WI 53147
ZGB 00028 ZGB 00001A	Virginia A Magda Living Trust 2608B NE Ocean Blvd. Stuart, FL 34996-0000
ZGB 00001C	George & Janice Davidson 4 North Trail Lemont, IL 60439
ZGB 00001D	John & Jean Morack 2041 N 107 th Street Wauwatosa, WI 53226-0000
ZGB 00002	Margaret A Klingenberg 2013 Living Trust 927 Bayview Drive Lake Geneva, WI 53147
ZGB 00003	Thomas A Frattinger Trust Virginia H Frattinger Trust 1350 Avalon Court Wheaton, IL 60189-000
ZGB 00004	Melissa L Stenstrom Trust 2609 Saxon Place Rockford, IL 61114
ZA407500001	Matthew Skiba c/o Michael Zak 1882 Geneva Bay Drive Lake Geneva, WI 53147
ZGB 00024	Donald & Judith Bearder 1886 Geneva Bay Drive Lake Geneva, WI 53147
ZWIL 00003	Neuman Family Trust 4666 Lorraine Avenue Dallas, TX 75209
ZWIL 00004	Constantine Athans 999 Snake Road Lake Geneva, WI 53147



Legend

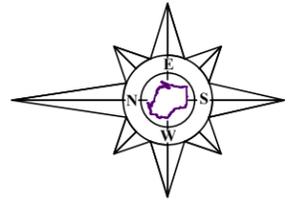
- ⊕ Found County Section Corner
- ⊞ Found Concrete Monument
- ⊙ Found Iron Pipe
- ⊙ Found Iron Rod
- Set Iron Pipe, 1" dia.
- () Recorded Information
- ⊕ Utility Pole
- ⊞ Utility Pedestal
- ⊙ Concrete Cover
- ⊙ Septic Vent
- ⊙ Catch Basin
- Asphalt Surface
- Concrete Surface

Plat of Survey
of
Part of Lots 1, 26 and 27, all in Block 1 of Geneva Bay Estates,
a subdivision located in the Northeast 1/4 and the Northwest 1/4 of Section 2, Town 1 North, Range 17 East, City of Lake Geneva, Walworth County, Wisconsin.

SURVEY NOTE:
Survey information shown herein is taken from plat of topographic survey dated 06-11-2013 and prepared by Jensen & Olson Land Surveying, LLC, 45 South Wisconsin St. PO box 322, Elkhorn, Wisconsin 53121 office: (262) 723-3434 fax: (262) 723-8044 (Job # 2013.050)
No warranty is made regarding the accuracy of the survey.

PROPOSED CONSTRUCTION NOTE:
No additions beyond the footprint of existing home in the encroachment area.
Existing foundations and majority of existing 1st floor framing and perimeter walls will remain. Portions of existing roofs will also remain.

PROPOSED ARCHITECTURAL SITE PLAN
SCALE: 1" = 20'-0"



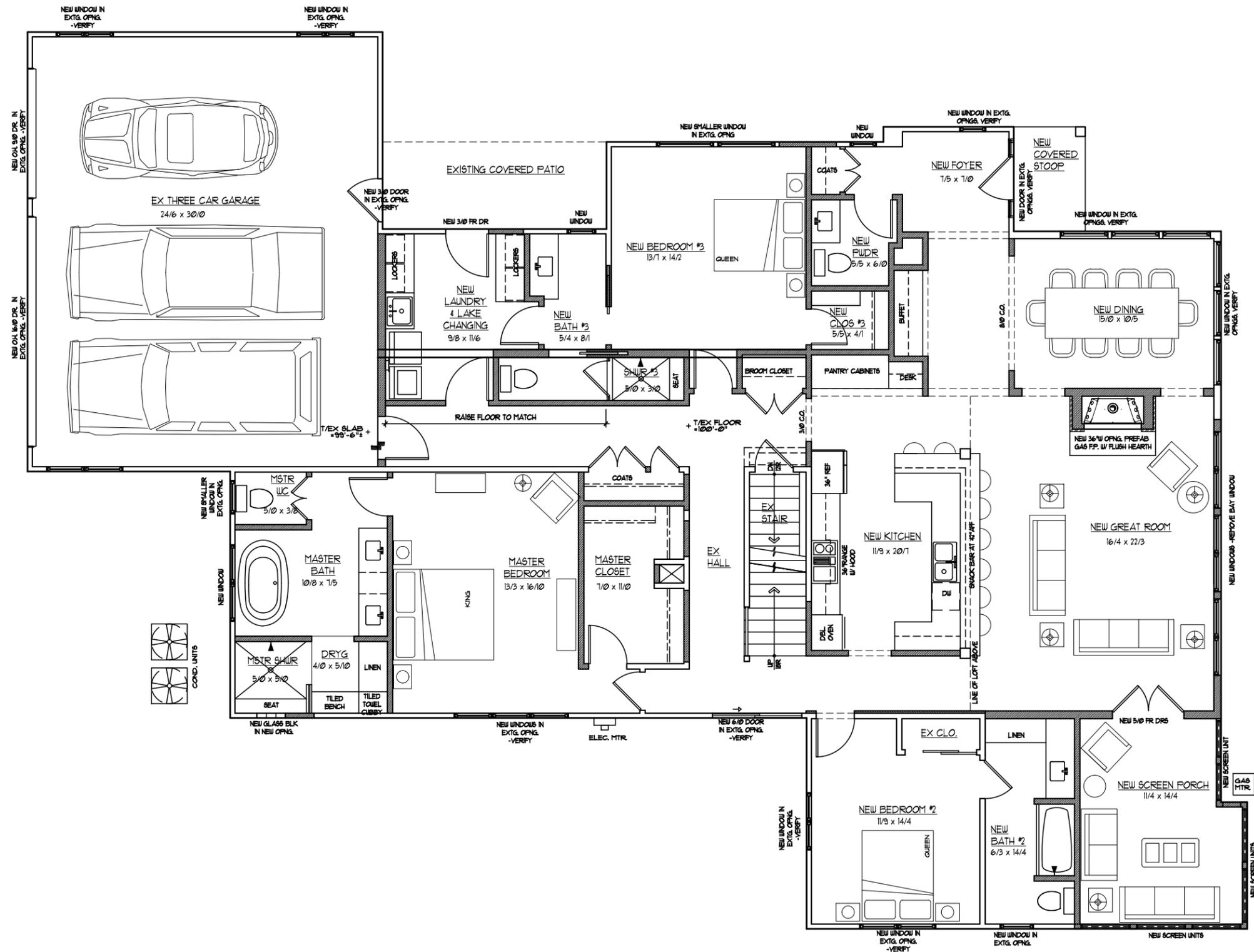
As currently monumented.
West line of the Northeast 1/4 Section 2-1-17.
N1°24'48"W 634.00'
(N1°24'24"W 634.00') State Plane

McCormack + Eiten / Architects, LLP
400 Broad Street
Lake Geneva, WI 53147
PH (262) 246-8881
FAX (262) 246-8882
contact@mccormackeiten.com http://www.mccormackeiten.com

McCormack + Eiten / Architects, LLP

ADDITION & ALTERATIONS FOR
ASHWILL RESIDENCE
930 BAYVIEW DRIVE, BAYVIEW ESTATES, LAKE GENEVA, WISCONSIN
PROJECT NO. 17102

DATE 04-14-17
SHEET 51
OF



CONDITIONED FLOOR AREA:	
FIRST FLOOR -EXISTING	2553 SF.
FIRST FLOOR -NEW	265 SF.
SECOND FLOOR -PROPOSED	1051 SF.
SUBTOTAL SQ. FT.	3875 SF.
2+ CAR GARAGE	152 SF.



PROPOSED FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

McCormack + Eiten / Architects, LLP
 400 Broad Street
 Lake Geneva, WI 53147
 PH (262) 248-8881
 FAX (262) 248-8882
 contact@mccormackeiten.com
 http://www.mccormackeiten.com



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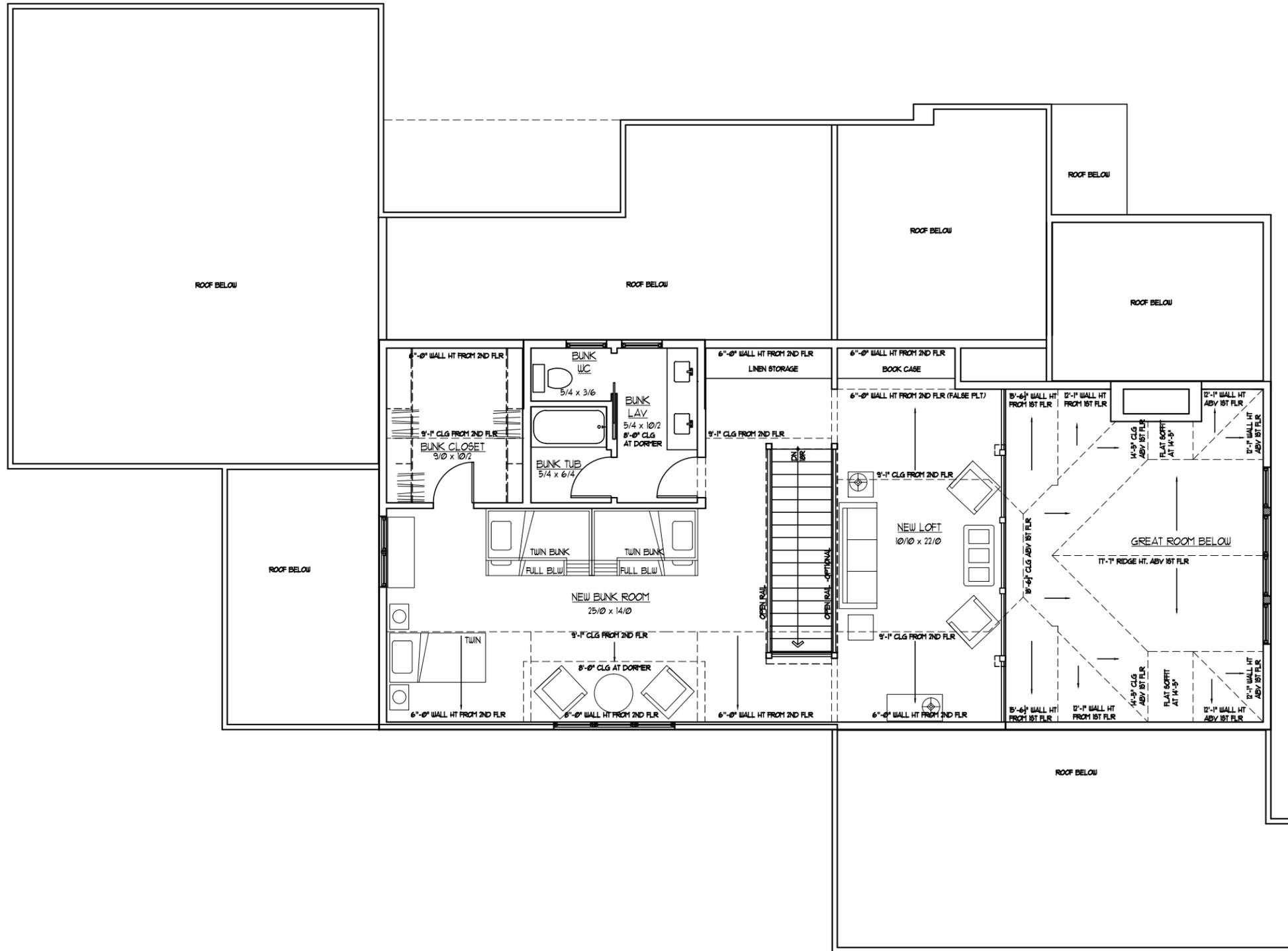
ADDITION & ALTERATIONS FOR
ASHWILL RESIDENCE
 930 BAYVIEW DRIVE, BAYVIEW ESTATES, LAKE GENEVA, WISCONSIN

PROJECT NO.
17102

DATE
04-14-17

SHEET
AI

OF



PROPOSED SECOND FLOOR PLAN
SCALE: 1/8" = 1'-0"



McCormack + Eiten / Architects, LLP
400 Broad Street
Lake Geneva, WI 53147
PH (262) 248-8381 FAX (262) 248-8382
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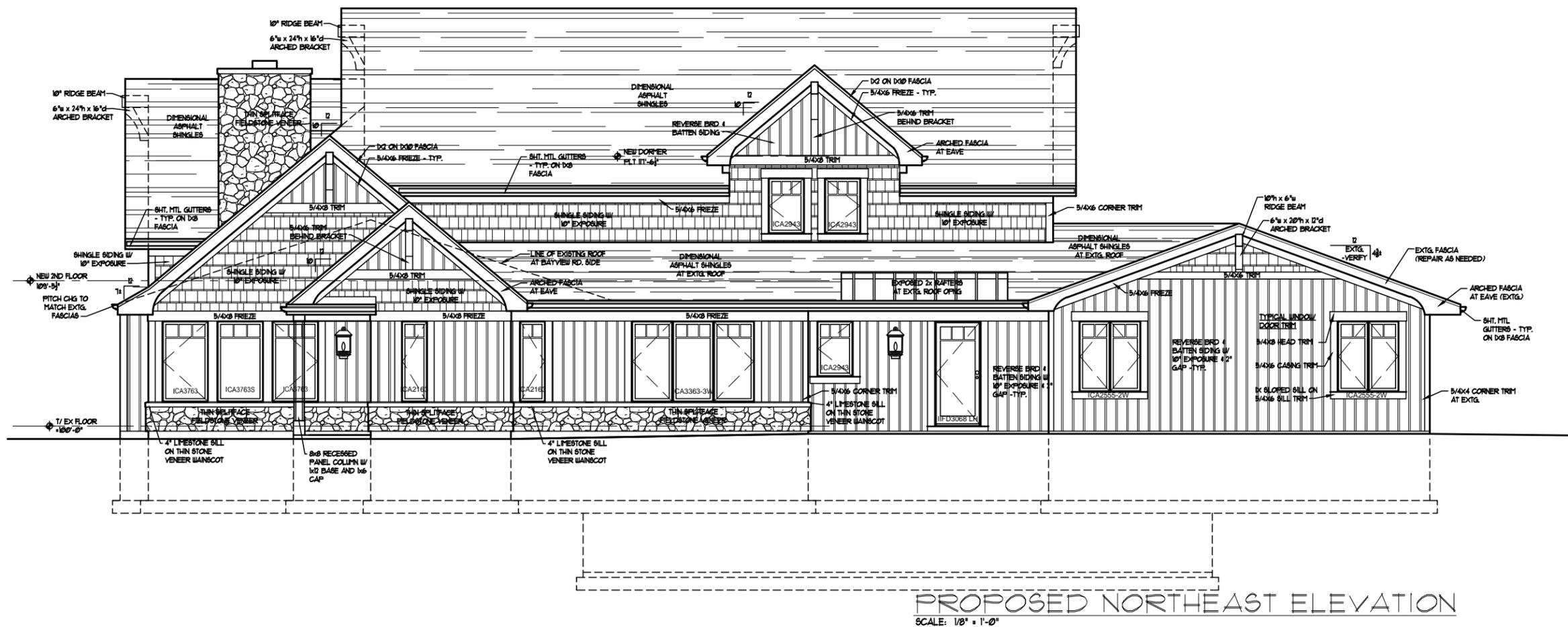
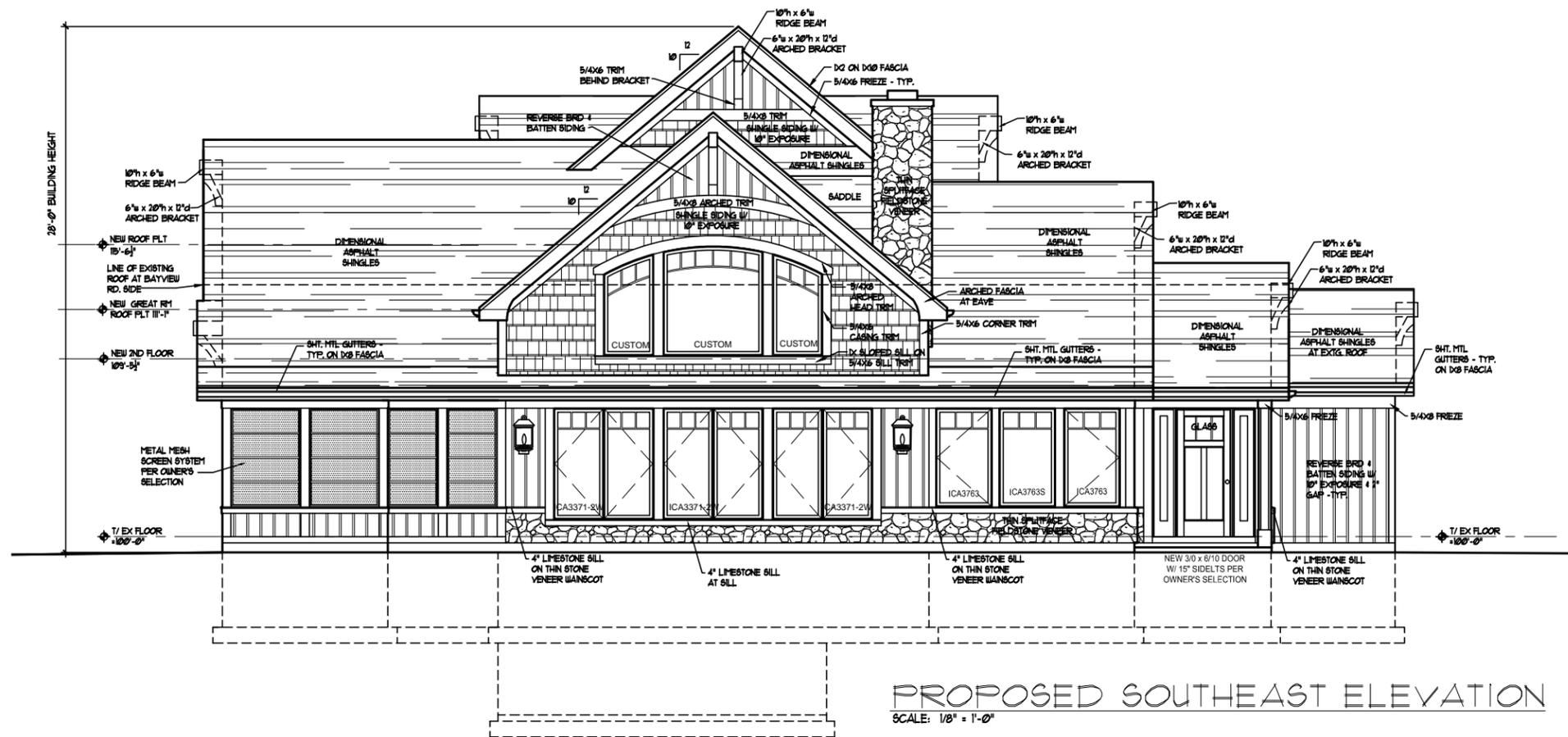
ADDITION & ALTERATIONS FOR
ASHWILL RESIDENCE
930 BAYVIEW DRIVE, BAYVIEW ESTATES, LAKE GENEVA, WISCONSIN

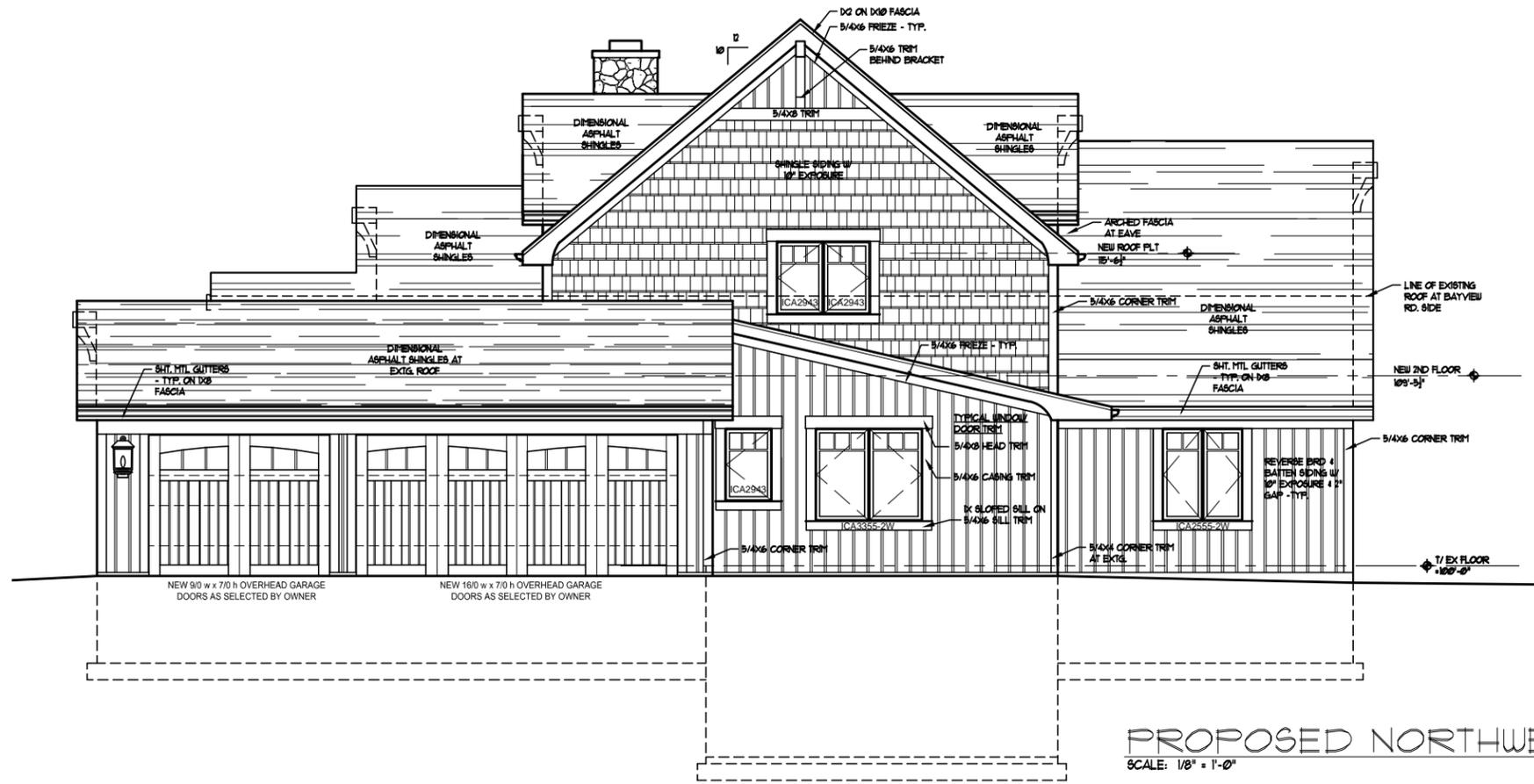
PROJECT NO.
17102

DATE
04-14-17

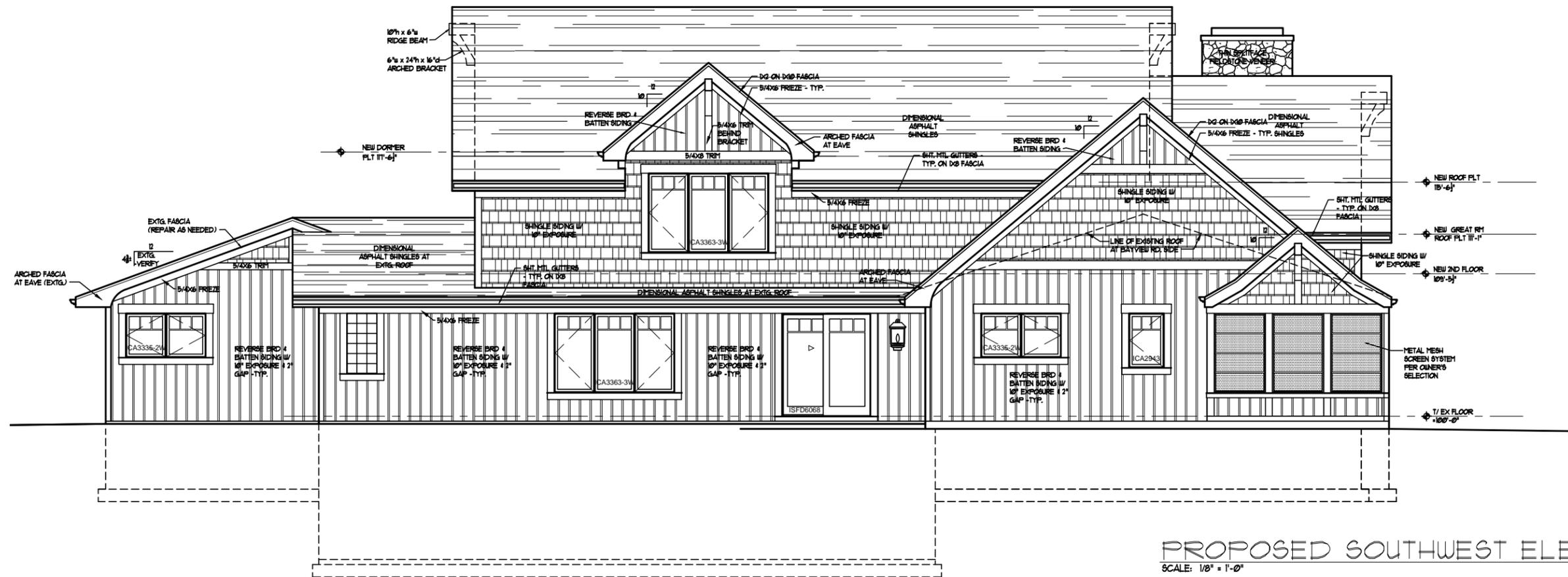
SHEET
A2

OF





PROPOSED NORTHWEST ELEVATION
SCALE: 1/8" = 1'-0"



PROPOSED SOUTHWEST ELEVATION
SCALE: 1/8" = 1'-0"

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item #11a

Applicant:

Steven R. Evans and Jen C. Evans
763 Ivy Oaks Drive
Caledonia, WI 61011

Request:

717 Geneva Street, Lake Geneva, WI 53147
Proposed **General Development Plan (GDP)** to
enable the consideration of Commercial Indoor
Lodging land use

Description:

The applicant is submitting a General Development Plan to propose a Commercial Indoor Lodging land use for a building located at 717 Geneva Street. Specifically, the requested amendment is requested to accommodate a Commercial Indoor Lodging land use. The site is currently zoned as a Planned Development.

The building was originally constructed as a single or two family residential building, and the first floor has been used as an insurance office in recent years. The second floor contains an apartment. The surrounding area is zoned a mix of General Business (GB), Central Business (CB), and Planned Development (PD). There are no properties zoned for single family in the area. The site is planned for *Neighborhood Mixed Use* in the Comprehensive Plan.

The proposed Commercial Indoor Lodging land use would be located on the first floor, and the existing second-story apartment use is proposed to remain. A total of four parking spaces would be required, as the apartment use requires two parking spaces and the Commercial Indoor Lodging use would require two parking spaces, one for each bedroom. Two parking spaces are currently available in the parking lot at the rear of the house, and the applicant intends to rent two more parking spaces in that parking lot from the neighboring property owner. These sites would be located on a separate lot immediately to the rear of the subject property.

No changes are proposed to the site plan or building exterior.

Because this site is zoned as a Planned Development, a change of land use involves review and approval of a General Development Plan (GDP) and Precise Implementation Plan (PIP). In addition, the proposed Commercial Indoor Lodging land use requires a separate Conditional Use Permit (CUP). All steps are being reviewed at the same time. The PIP and CUP are reviewed in separate reports.

Essentially, the GDP creates a customized zoning district for a particular development. The GDP focuses primarily on the mix of uses, procedural requirements, and flexibilities from the development

standards of the underlying zoning district, particularly density/intensity and bulk requirements. This report focuses on these issues.

Consistency with the Comprehensive Plan:

Wisconsin law requires all Zoning Map Amendments (including General Development Plans) be consistent with the Comprehensive Plan, and particularly with the Future Land Use Map. This map recommends the *Neighborhood Mixed Use* land use category for the subject property. This category allows for neighborhood-scale mixed use development. The proposed GDP 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 General Business (GB) zoning district, a prevalent zoning district in the surrounding area, provides that comparison zoning district.

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

Approved Land Uses:

The GDP enables the following land uses by *conditional use and subject to PIP approval*:

- Commercial Indoor Lodging land use in the lower-level unit
- Apartment land use in the upper-level unit

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

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

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

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

Staff Review Comments:

Staff believes that this is a suitable location for a Commercial Indoor Lodging land use due to the surrounding commercial land uses and zoning. The site is planned for *Neighborhood Mixed Use* in the Comprehensive Plan, a category conducive to neighborhood-scale mixed use development.

The applicant is reminded that future changes to the site plan or on-site operational characteristics will likely require an amendment to the approved GDP and/or PIP.

Staff recommends approving the Conditional Use Permit (CUP) separately from the PIP. This would give the City the ability to revoke the CUP if needed. The Commercial Indoor Lodging use is only permitted with a valid CUP.

Required Plan Commission Findings on the GDP for Recommendation to Common Council:
A proposed GDP 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 GDP 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 GDP 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 GDP 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 GDP zoning;
 - d. Growth patterns or rates have changed, thereby creating the need for an amendment to the Official Zoning Map.
 3. The proposed GDP 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 General Development Plan:

1. Staff recommends that the Plan Commission recommend *approval* of the GDP as submitted.
2. Staff recommends the *affirmative set of findings* provided above, noting that the proposal meets factor 2c. Specifically, the proposal responds to an emerging market for vacation rental homes

and maintains the desired consistency of land uses, land use intensities, and land use impacts in a commercial area.

3. Staff recommends the following *additional condition of approval* be attached:
 - a. The units shall not be occupied until a Precise Implementation Plan (PIP) and Conditional Use Permit (CUP) allowing Commercial Indoor Lodging are issued by City staff.

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item #11b

Applicant:

Steven R. Evans and Jen C. Evans
763 Ivy Oaks Drive
Caledonia, WI 61011

Request:

717 Geneva Street, Lake Geneva, WI 53147
Proposed **Precise Implementation Plan (PIP)** to confirm zoning flexibilities to enable the consideration of Commercial Indoor Lodging land use

Description:

The applicant is submitting a Precise Implementation Plan (PIP) to amend an existing Planned Development for a building located at 717 Geneva Street. Specifically, the requested amendment is requested to accommodate a Commercial Indoor Lodging land use.

The building was originally constructed as a single or two family residential building, and the first floor has been used as an insurance office in recent years. The second floor contains an apartment. The surrounding area is zoned a mix of General Business (GB), Central Business (CB), and Planned Development (PD). There are no properties zoned for single family in the area. The site is planned for *Neighborhood Mixed Use* in the Comprehensive Plan.

The proposed Commercial Indoor Lodging land use would be located on the first floor, and the existing second-story apartment use is proposed to remain. A total of four parking spaces would be required, as the apartment use requires two parking spaces and the Commercial Indoor Lodging use would require two parking spaces, one for each bedroom. Two parking spaces are currently available in the parking lot at the rear of the house, and the applicant intends to rent two more parking spaces in that parking lot from the neighboring property owner. These sites would be located on a separate lot immediately to the rear of the subject property.

No changes are proposed to the site plan or building exterior.

Because this site is zoned as a Planned Development, a change of land use involves review and approval of a General Development Plan (GDP) and Precise Implementation Plan (PIP). In addition, the proposed Commercial Indoor Lodging land use requires a separate Conditional Use Permit (CUP). All steps are being reviewed at the same time. The GDP and CUP are reviewed in separate reports.

The PIP focuses primarily on the detailed physical characteristics of the site such as the precise locations of all development, landscaping, parking, and building materials. It also allows for flexibilities from the zoning ordinance relating to site plan components. This report focuses on these issues.

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 General Business (GB) zoning district, a prevalent zoning district in the surrounding area, provides that comparison zoning district. As no changes are proposed to the site that would change the existing site plan, no flexibilities are requested.

Action by the Plan Commission:

Recommendation to the Common Council on the proposed Precise Implementation Plan (PIP):

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

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

Staff Review Comments:

Staff believes that this is a suitable location for a Commercial Indoor Lodging land use due to the surrounding commercial land uses and zoning. The site is planned for *Neighborhood Mixed Use* in the Comprehensive Plan, a category conducive to neighborhood-scale mixed use development.

The applicant is reminded that future changes to the site plan or on-site operational characteristics will likely require an amendment to the approved GPD and/or PIP. Staff recommends approving the Conditional Use Permit (CUP) separately from the PIP. This would give the City the ability to revoke the CUP if needed. The Commercial Indoor Lodging use is only permitted with a valid CUP.

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

A proposed PIP must be reviewed by the standards for Conditional Use Permits, below:

- A. If, after the public hearing, the Commission wishes to recommend *approval*, then the appropriate fact finding would be for all of the following:
1. In general, the proposed PIP 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 PIP 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 PIP 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 PIP 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 PIP is located in an area that will be adequately served by, and will not 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 PIP 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 for one or more of the following:
1. In general, the proposed PIP 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 PIP 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 PIP 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 PIP 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 PIP 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 PIP 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 Precise Implementation Plan:

1. Staff recommends that the Plan Commission recommends *approval* of the PIP as submitted.
2. Staff recommends the *affirmative set of findings* provided above, noting that the proposal is consistent with the Comprehensive Plan's Future Land Use Map which allows for mixed use development; proposes no changes to existing development intensity and bulk characteristics; and will be complementary to surrounding land uses.
3. Finally, staff recommends that the following *condition of approval* be attached:
 - a. Commercial Indoor Lodging is permitted only with a valid Conditional Use Permit.

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: June 19, 2017

Agenda Item #11c

Applicant:

Steven R. Evans and Jen C. Evans
763 Ivy Oaks Drive
Caledonia, WI 61011

Request:

717 Geneva Street, Lake Geneva, WI 53147
Proposed **Conditional Use Permit** for
Commercial Indoor Lodging (Vacation Rental
Home)

Description:

The applicant is submitting a Conditional Use Permit (CUP) to propose a Commercial Indoor Lodging land use for a building located at 717 Geneva Street.

The building was originally constructed as a single or two family residential building, and the first floor has been used as an insurance office in recent years. The second floor contains an apartment. The surrounding area is zoned a mix of General Business (GB), Central Business (CB), and Planned Development (PD). There are no properties zoned for single family in the area. The site is planned for *Neighborhood Mixed Use* in the Comprehensive Plan.

The proposed Commercial Indoor Lodging land use would be located on the first floor, and the existing second-story apartment use is proposed to remain. A total of four parking spaces would be required, as the apartment use requires two parking spaces and the Commercial Indoor Lodging use would require two parking spaces, one for each bedroom. Two parking spaces are currently available in the parking lot at the rear of the house, and the applicant intends to rent two more parking spaces in that parking lot from the neighboring property owner. These sites would be located on a separate lot immediately to the rear of the subject property.

No changes are proposed to the site plan or building exterior.

Because this site is zoned as a Planned Development, a change of land use involves review and approval of a General Development Plan (GDP) and Precise Implementation Plan (PIP). In addition, the proposed Commercial Indoor Lodging land use requires a separate Conditional Use Permit (CUP). All steps are being reviewed at the same time. The PIP and GDP are reviewed in separate reports.

The CUP focuses primarily on the operational characteristics of the land use described in Section 98-206(4)(k) of the Zoning Ordinance. This report focuses on these issues.

Action by the Plan Commission:

Recommendation to the Common Council on the 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:

The proposed conditional use is fully consistent with the requirements of the Zoning Ordinance, including Section 98-206(4)(k) pertaining to Commercial Indoor Lodging land uses. A total of four parking spaces would be required. Two off-site parking spaces will be provided, on the lot immediately to the rear.

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.

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:

1. Staff recommends that the Plan Commission recommend approval of the proposed 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.
3. Staff recommends the following *additional conditions of approval* be attached:
 - a. The applicant shall submit to the City a lease agreement that confirms that at least four parking spaces will be available to the subject property.
 - b. The use shall continue to comply with all applicable requirements of Section 98-206(4)(k) pertaining to Commercial Indoor Lodging land uses.
 - c. Vehicles shall not be parked on the grass areas.
 - d. No outdoor storage of equipment or recreational accessories such a pool floats, life jackets, etc. shall be permitted.
 - e. The units shall not be occupied for Commercial Indoor Lodging use unless the PIP and CUP are approved, and the above conditions are met and approved by City staff.
 - f. After approval, the applicant shall apply for City Business License.
 - g. After approval, the applicant shall apply for and comply with the room tax permit.

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

717 GENEVA ST. LAKE GENEVA, WI.
TAX PARCEL # ZOP00160 - SEE ATTACHED WARRANTY DEED

NAME AND ADDRESS OF CURRENT OWNER:

STEVEN R. EVANS & JEN C. EVANS
763 IVY OAKS DR. CALEDONIA, IL. 61011

TELEPHONE NUMBER OF CURRENT OWNER: 414-418-1648

NAME AND ADDRESS OF APPLICANT:

SAME AS ABOVE

TELEPHONE NUMBER OF APPLICANT: 414-418-1648 / 815-885-3675

PROPOSED CONDITIONAL USE: bigcat3016@gmail.com

INDOOR LODGING

ZONING DISTRICT IN WHICH LAND IS LOCATED: PLANNED DEVELOPMENT

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

STONE LEAF REMODELING - 185 3RD AVE. FONTANA, WI
TO DO INTERIOR REMODEL.

SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

2 BEDROOM, 2 BATH, SHORT TERM VACATION
RENTAL - 1 UNIT (INDOOR LODGING)

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

4/15/17
DATE

[Signature]
SIGNATURE OF APPLICANT

WARRANTY DEED

Document Number

This Deed, made between Mikkelsen Properties, LLC,

Grantor,

and Steven R. Evans and Jen C. Evans, husband and wife, as joint tenants,

Grantee.

Grantor, for a valuable consideration, conveys to Grantee the following described real estate in Walworth County, State of Wisconsin (the "Property") (if more space is needed, please attach addendum): The South 90 feet of the East 1/2 of Lot 10 and of the West 10 feet of Lot 11 in Block 16, of the Village of Geneva (now City of Lake Geneva), Walworth County, Wisconsin, according to the plat of record in the office of the Register of Deeds for Walworth County, Wisconsin.

Recording Area

Name and Return Address

ZOP 00160

Parcel Identification Number (PIN)

This is not homestead property.
(is) (is not)

Together with all appurtenant rights, title and interests.

Grantor warrants that the title to the Property is good, indefeasible in fee simple and free and clear of encumbrances except municipal and zoning ordinances; covenants, easements and restrictions of record,

Dated this _____ day of November, 2002.

MIKKELSEN PROPERTIES, LLC

* _____
* _____

* _____
* _____

AUTHENTICATION

Signature(s) _____

authenticated this _____ day of _____, _____

* _____

TITLE: MEMBER STATE BAR OF WISCONSIN

(If not, _____
authorized by §706.06, Wis. Stats.)

THIS INSTRUMENT WAS DRAFTED BY

Attorney David W. Schiltz
DAVISON, MULLIGAN & SCHILTZ, LTD.
(Signatures may be authenticated or acknowledged. Both are not necessary.)

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) ss.
_____ County.)

Personally came before me this _____ day of
November, 2002 the above named

to me known to be the person _____ who executed
the foregoing instrument and acknowledged the same.

* _____

Notary Public, State of Wisconsin
My Commission is permanent. (If not, state expiration date: _____.)

*Names of persons signing in any capacity must be typed or printed below their signature.

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:

STEVEN R. EVANS, as applicant/petitioner for:

Name: STEVEN R. EVANS & JEN C. EVANS

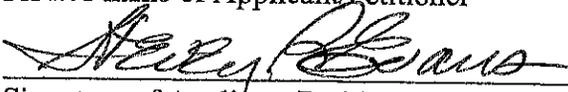
Address: 763 IVY OAKS DRIVE
CALEDONIA, IL. 61011

Phone: 414-418-1648 / 815-885-3675

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 5th day of APRIL, 2017.

STEVEN R. EVANS
Printed name of Applicant/Petitioner


Signature of Applicant/Petitioner

**CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR:
CONDITIONAL USE REVIEW AND APPROVAL (Requirements per Section 98-905)**

This form should be used by the Applicant as a guide to submitting a complete application for a conditional use and by the City to process said application. Parts II and III should be used by the Applicant to submit a complete application; Parts I - IV should be used by the City as a guide when processing said application.

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

___ Pre-submittal staff meeting scheduled:

Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

Follow-up pre-submittal staff meetings scheduled for:

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

___ Application form filed with Zoning Administrator: Date: _____ by: _____

___ Application fee of \$ ___ received by Zoning Administrator: Date: _____ by: _____

___ Reimbursement of professional consultant costs agreement executed: Date: _____ by: _____

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 25 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator)

Date: _____ by: _____

↓
Draft Final Packet (1 Copy to Zoning Administrator)

Date: _____ by: _____

↓

___ (a) A map of the proposed conditional use:

- ___ Showing all lands for which the conditional use is proposed;
- ___ Showing all other lands within 300 feet of the boundaries of the subject property;
- ___ Referenced to a list of the names and addresses of the owners of said lands as they appear on the current records of the Register of Deeds of Walworth County (as provided by the City of Lake Geneva);
- ___ Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;
- ___ Map and all its parts are clearly reproducible with a photocopier;
- ___ Map size of 11" by 17" and map scale not less than one inch equals 800 ft;
- ___ All lot dimensions of the subject property provided;
- ___ Graphic scale and north arrow provided.

___ (b) A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:



- _____ (c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations;
- _____ (d) A site plan (conforming to the requirements of Section 98-908(3)) of the subject property as proposed for development OR if the proposed conditional use is a group development (per Section 98-208) a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan per Section 98-908.
- _____ (e) Written justification for the proposed conditional use:
 _____ Indicating reasons why the Applicant believes the proposed conditional use is appropriate with the recommendations of the City of Lake Geneva Comprehensive Master Plan, particularly as evidenced by compliance with the standards set out in Section 98-905(4)(b)1.-6. (See below)

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

- How is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?
PROMOTE TOURISM WITH ADDITIONAL INDOOR LODGING, PROMOTE ECONOMIC VITALITY OF DOWNTOWN
- How is the proposed conditional use, in its specific location, in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?
PROVIDE ADDITIONAL INDOOR LODGING, ENHANCE LAKE GENEVA AS A WALKABLE CITY, PROVIDE ITS OWN PARKING FOR THOSE USING THE FACILITY
- Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 98-905(3)(d)), result in any 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 ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development?
NO ADVERSE IMPACT ON NEARBY PROPERTY, WOULD REDUCE TRAFFIC BY HAVING GUEST VEHICLES NOT NEEDED FOR AN ENTIRE WEEKEND.
- How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?
NO ADVERSE EFFECT ON LAND USE NO CHANGES TO EXISTING GRASSY AREAS OR PLANTINGS.

5. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

THERE WOULD NOT BE ANY UNDUER BURDEN
ON FACILITIES, IMPROVEMENTS, UTILITIES, OR
SERVICES.

6. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 98-905(4)(b)1.-5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

YES, THIS WOULD SUPPORT TOURISM DEVELOPMENT, PROMOTE
ECONOMIC VITALITY OF DOWNTOWN, PROVIDE ADDITIONAL
INDOOR LODGING AND ENHANCE LAKE GENEVA AS
A WALKABLE CITY.

IV.FINAL APPLICATION PACKET INFORMATION

____ Receipt of 5 full scale copies in blueline or blackline
of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics)
copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ Certification of complete Final Application Packet and
required copies to the Zoning Administrator by City Clerk: Date: _____ by: _____

____ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: _____ by: _____

____ Class 2 Legal Notice published on _____ and _____ by: _____

____ Conditional Use recorded with the County Register of Deeds Office: Date: _____ by: _____



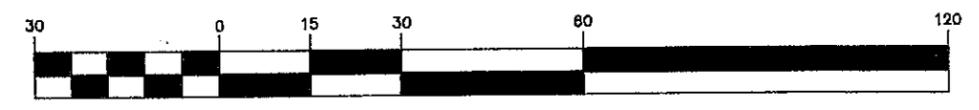
WALWORTH COUNTY
 SURVEYING & MAPPING
 P. O. BOX 1115
 LAKE GENEVA, WISCONSIN 53147
 262-248-0505

PLAT OF SURVEY OF

THE SOUTH 90 FEET OF THE EAST 1/2 OF LOT 10 AND THE WEST 10 FEET OF LOT 11 IN BLOCK 16, OF THE VILLAGE OF GENEVA (NOW CITY OF LAKE GENEVA), WALWORTH COUNTY, WISCONSIN, ACCORDING TO THE PLAT OF RECORD IN THE OFFICE OF THE REGISTER OF DEEDS FOR WALWORTH COUNTY, WISCONSIN.

ORDERED BY: KEEFE REAL ESTATE
 751 GENEVA PARKWAY
 LAKE GENEVA, WISCONSIN
 53147

GRAPHIC SCALE



(IN FEET)
 1 inch = 30 ft.

- ⊙-IRON PIPE FOUND
- ⊘-IRON ROD FOUND
- CONCRETE MONUMENT FOUND
- IRON PIPE PLACED
- ()-RECORDED AS
- ⊗-MAG NAIL PLACED

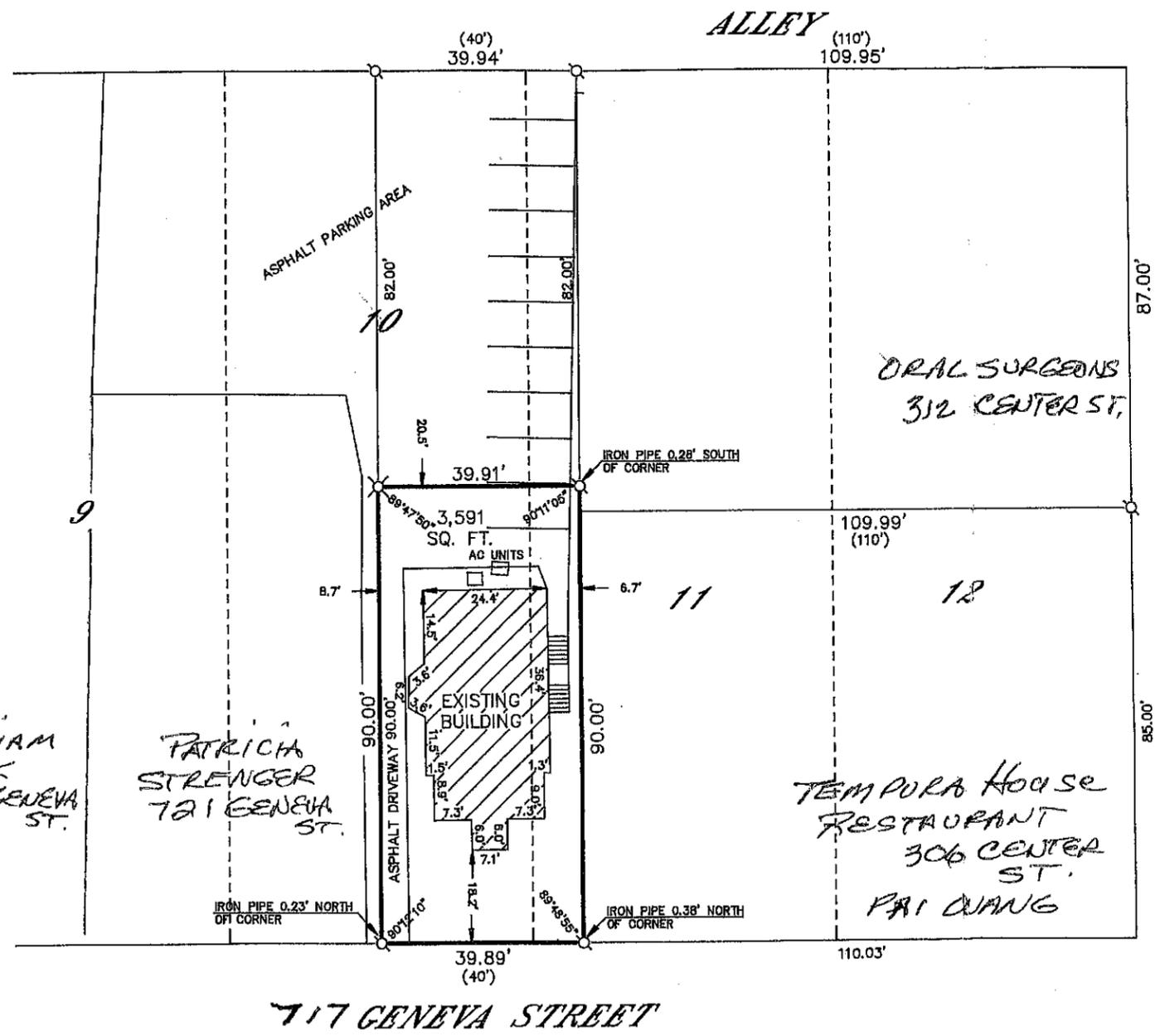
I HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THAT THE ABOVE MAP IS A TRUE REPRESENTATION THEREOF AND SHOWS THE SIZE AND LOCATION OF THE PROPERTY, ITS EXTERIOR BOUNDARIES, THE LOCATION OF ALL VISIBLE STRUCTURES AND DIMENSIONS OF ALL PRINCIPAL BUILDINGS THEREON, BOUNDARY FENCES, APPARENT EASEMENTS, ROADWAYS AND VISIBLE ENCROACHMENTS, IF ANY, TO THE BEST OF MY KNOWLEDGE AND BELIEF.

THIS SURVEY IS MADE FOR THE USE OF THE PRESENT OWNERS OF THE PROPERTY AND ALSO THOSE WHO PURCHASE, MORTGAGE OR GUARANTEE THE TITLE THERETO WITHIN ONE (1) YEAR FROM DATE HEREOF.

Robert M. Baerenwald
 ROBERT M. BAERENWALD
 WISCONSIN REGISTERED LAND SURVEYOR, S-1508

Nov. 15, 2002
 DATE JOB NO. 6195P2

NOTE: THIS IS NOT A CERTIFIED COPY UNLESS SEALED.



WILLIAM DICK
 723 GENEVA ST.

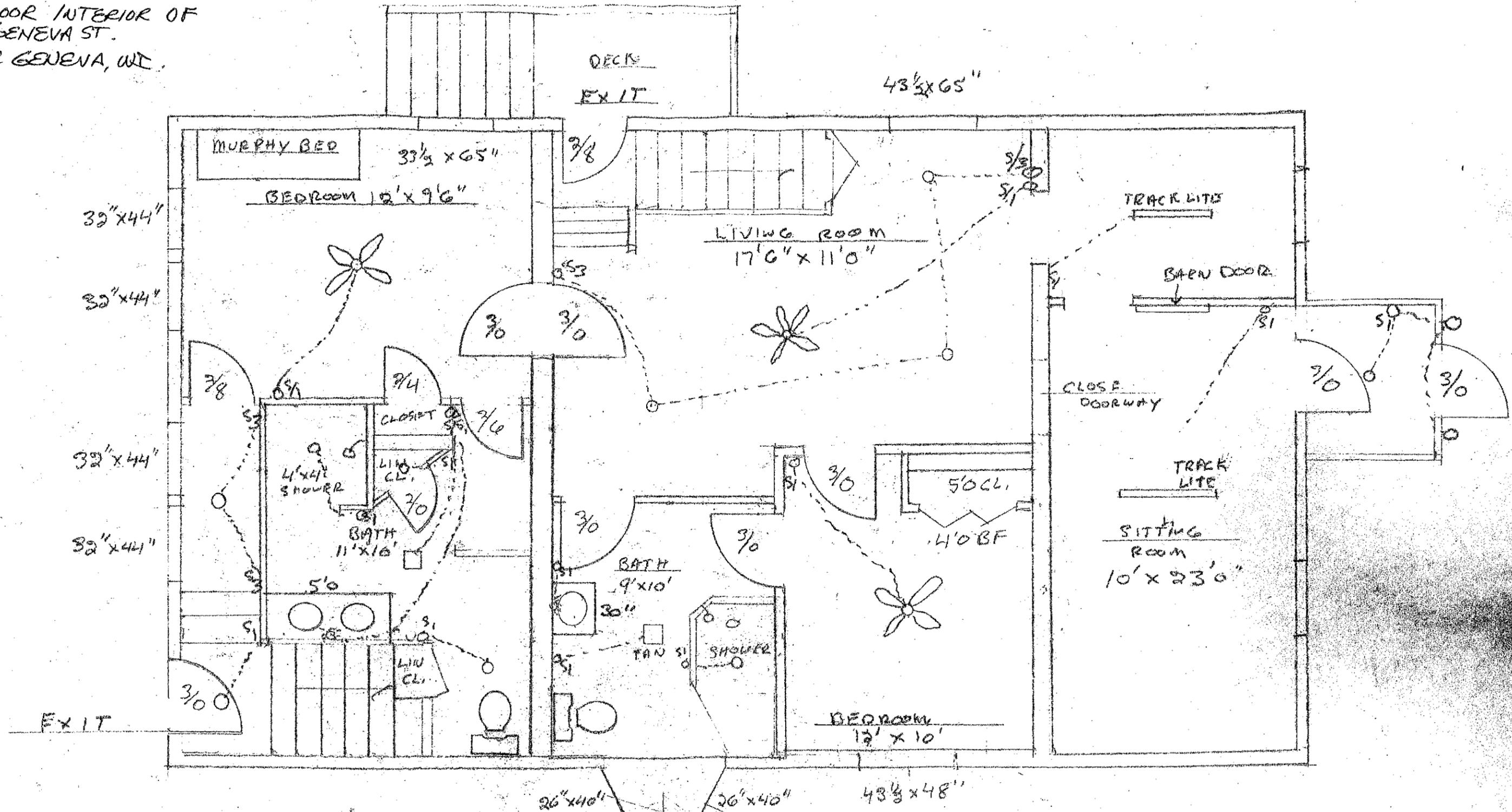
PATRICIA STRENGER
 721 GENEVA ST.

TEMPORA HOUSE RESTAURANT
 306 CENTER ST.
 PAI QUANG

CENTER STREET

ASSISTED

STEVEN R. & JEN C. EVANS
 REMODEL PLAN FOR
 1ST FLOOR INTERIOR OF
 717 GENEVA ST.
 LAKE GENEVA, WI.



SCALE 1/4" = 1'0"

WINDOW SEAT WITH STORAGE UNDER
 OBSCURED GLASS