

**PLAN COMMISSION MEETING
MONDAY, OCTOBER 21, 2019 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL**

Mayor Hartz called the meeting to order 6:00 p.m.

Roll Call. Present: Mayor Hartz, Alderman Doug Skates, John Gibbs, William Catlin, Brett Stanczak. Absent (Excused) Michael Krajovic, Ann Esarco. Also Present: City Planner Slavney, City Attorney Draper, City Administrator Nord, Building and Zoning Administrator Walling, Building & Zoning Administrative Assistant Follensbee.

Approve Minutes of the September 16th 2019 Plan Commission meeting as distributed.

Skates/Catlin motion to approve. Motion carried unanimously.

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 5 minutes.

Speaker #1: Mary Jo Fesenmaier, 1085 S Lake Shore Drive, shared her comments on item #9, amended agenda items, and the Comprehensive Plan process & timeline.

Speaker #2: Ruth Marks, 834 Dodge Street, shared her general statements on items 7, 8, and 9. She also shared discussion points for Short Term Rentals.

Acknowledgement of Correspondence.

Correspondence was received from Sally Edelman, N2312 W Main Road, Lake Geneva, sharing her views concerning the Hillmoor property. Correspondence was also received by Maureen Marks, 834 Dodge Street, regarding discussion items for Short Term Rentals. All correspondence has been distributed to the Plan Commission and the City Council.

Downtown Design Review:

Application by Barbara & Gene Rosin, W3101 Maclean Road, Elkhorn, request to install an on building sign to the exterior of the property, located at 510 Broad St., in the Business Central (BC) zoning district, Tax Key No. ZGD00005.

Barbara Rosin, W3101 Maclean Road, Elkhorn, presented her request. Zoning Administrator Walling stated the sign meets all the city requirements and also received an email from owner in acceptance of the sign.

Skates/ Catlin motion to approve the exterior on building sign request and include all staff recommendations.

Roll Call: Hartz, Skates, Gibbs, Catlin, Stanczak “yes.” Motion carried unanimously.

Application by Jenny Moussis, [REDACTED] request to install an on Building Sign to the exterior of the property, located at 647 W. Main St., in the Business Central (BC) zoning district, Tax Key No. ZOP00287.

Jenny Moussis, 194 Vernon Street, Williams Bay, presented her request. Walling said the sign meets all the city requirements and also received an email with the owner’s approval of the sign.

Hartz/Gibbs motion to approve the exterior on building sign request and include all staff recommendations.

Roll Call: Hartz, Skates, Gibbs, Catlin, Stanczak “yes.” Motion carried unanimously.

Application by Ann Esarco, request to install an on building sign to the exterior of the property, located at 234 Broad St., in the Business Central (BC) zoning district, Tax Key No. ZOP00257.

Brian Esarco, presented the request. Mayor Hartz asked about the new logo. Walling said it meets our color and size requirements. Planner Slavney said he liked the logo. Commissioner Gibbs asked if the sign would be painted or if the whole sign would be replaced. Walling stated it would be painted.

Skates/Catlin motion to approve the exterior on building sign request and include all staff recommendations.

Roll Call: Hartz, Skates, Gibbs, Catlin, Stanczak “yes.” Motion carried unanimously.

Review and a Recommendation for an amendment of the Zoning Ordinance section 98-704 restricting off street parking to paved surfaces only.

Walling shared the request by the Masons of Wisconsin and the American Legion, to be exempt from the requirement of having paved, off street parking, for special events. Walling, with attorney Draper's help, suggested the ordinance could be modified to identify that not-for-profit organizations could be exempt from the paved, off-street parking restrictions; asked for suggestions from Plan Commission; and recommended the Plan Commission set a Public Hearing to modify the zoning ordinance. Alderman Skates asked Slavney how the city can keep the parking under control. Slavney stated the applicants will always need a site plan approval with their temporary use permit.

Hartz/Skates motion to set a Public Hearing at the November 18th Plan Commission Meeting to review and recommend for an amendment of the zoning ordinance, 98-704, restricting off street parking to paved surfaces only.

Roll Call: Hartz, Skates, Gibbs, Catlin, Stanczak "yes." Motion carried unanimously.

Review and Recommendation to amend the existing wording of the Short Term Rental ordinance.

Walling met with the State of Wisconsin Tourist Rooming House division and they asked the City of Lake Geneva to change the existing wording of "Tourist Rooming House" in the Tourist Rooming House ordinance to Short Term Rental to eliminate confusion of the applicants. Slavney declared that before the State pre-empted local municipalities from regulating Short Term Rentals, the City of Lake Geneva had very strict rules which limited them only to areas zoned for business purposes. In 2017, the State Legislature and Governor, prompted by the Wisconsin Realtors Association, blocked all local legislations and forced the requirement to allow any home to be used for Short Term Rental. Hartz stated the school district has seen a decrease in student population, in part, due to the increase of short term rental homes which accommodates visitors instead of families. Slavney said he works with some municipalities who are concerned they will lose their affordable housing for families to short term rentals, which in turn, lowers the student population with the possibility of schools closing.

Skates/Stanczak motion to set a Public Hearing at the November 18th Plan Commission Meeting to discuss amending the existing wording of the Short Term Rental ordinance.

Roll Call: Hartz, Skates, Gibbs, Catlin, Stanczak "yes." Motion carried unanimously.

Review and Recommendation regarding working schedule and incorporating additional Public Participation for the Comprehensive Plan Schedule.

Slavney said his colleague, Jackie Mich, is overseeing the Comprehensive Plan Amendment Process. He explained the proposed Comprehensive Plan Schedule has been extended to incorporate the review of the Hillmoor design concepts by the City into the planned scope. Slavney also clarified the proposed Comprehensive Plan schedule. Hartz asked about the implications of going past December 31st. Slavney recommends that after January 1st, 2020, the City cannot make changes to the zoning ordinance or zoning map until the new Comprehensive Plan is adopted. The state law affirms that zoning decisions have to be consistent with the Comprehensive Plan. Attorney Draper concurs with Planner Slavney.

Hartz/Skates motion to adopt the City of Lake Geneva Comprehensive Plan Public Meeting and Plan Update Schedule revised October 18, 2019 to include the Public Participation dates.

Roll Call: Hartz, Skates, Gibbs, Catlin, Stanczak "yes." Motion carried unanimously.

Adjournment. Skates/Gibbs motion to adjourn at 6:45 p.m. Motion carried unanimously.

/s/ Brenda Follensbee, Building & Zoning Administrative Assistant

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