



City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147-262.248.3673-www.cityoflakeneva.gov

Amended Plan Commission Agenda
Monday, February 16, 2026 - 6:00 PM
Lake Geneva City Hall; Council Chambers

Members:

Chair: Mayor Todd Krause

Aldersperson Joel Hoiland, John Gibbs, Doug Skates, Jeremy Nafziger, Kyle Cary, and Anne Esarco

1. Call to Order
2. Roll Call
3. Approve Minutes of the Plan Commission meeting as distributed.
 - a. December 15, 2026 Plan Commission Meeting
 - b. January 6, 2026 Plan Commission Meeting
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. Discussion/Action on Resolution PC-2026-005 for Downtown Design Review application for Awning Sign at 149 Broad Street, filed by Linda Chironis, W34442 McDonald Road, Lake Geneva, Tax Key No. ZOP 00324.
7. Public Hearing, Review, and Recommendation
 - a. Public Hearing for a Limited Conditional Use Permit to permit Commercial Indoor Lodging at 830 Williams Street, Lake Geneva, Tax Key No. ZRA 00017 filed by AMB Holdings, 1710 Wales Court, Lake Geneva, WI.
 - b. Discussion/Action on Resolution PC-060 for a Limited Conditional Use Permit to permit Commercial Indoor Lodging at 830 Williams Street, Lake Geneva, Tax Key No. ZRA 00017 filed by AMB Holdings, 1710 Wales Court, Lake Geneva, WI
 - c. Public Hearing for a Conditional Use Permit to permit a vertical expansion of a nonconforming structure located at 1624 N Lake Shore Drive, Lake Geneva, Tax Key No. ZLM 00037 filed by Jacob Addis, 672 W Main Street #462, Lake Geneva, WI
 - d. Discussion/Action on Resolution PC-2026-001 for a Conditional Use Permit to permit a vertical expansion of a nonconforming structure located at 1624 N Lake Shore Drive, Lake Geneva, Tax Key No. ZLM 00037 filed by Jacob Addis, 672 W Main Street #462, Lake Geneva, WI
 - e. Public Hearing for Text Amendment to Section 98 Article 8 of the City of Lake Geneva

Code of Ordinances filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI

- f. Discussion/Action on Resolution PC-2026-002 for Text Amendment to Section 98 Article 8 of the City of Lake Geneva Code of Ordinances filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI

8. Land Division Review

- a. Discussion/Action on Resolution PC-039 for Certified Survey Map for property located on the southwest corner of Center Street and North Street, filed by Robert Jeffreys 18 LLC, 1554 W Main Street, Lake Geneva, Taz Key Nos. ZOP00023, ZOP00024, ZOP00025, ZOP00026.ZOP28,ZFL0001, ZFL0002

9. Strategic Plan Update

10. Adjournment

A quorum of the Council may be present; however, no official Council action will be taken.
Requests from persons with disabilities who need assistance to participate in this meeting should be made to the City Clerk's office in advance so that the appropriate accommodations can be made.

City Of Lake Geneva Plan Commission Minutes
Monday, December 15, 2025 - 6:00 PM
Lake Geneva City Hall; Council Chambers

Call to Order

Mayor Krause called the meeting to order at 6:00 PM.

Roll Call

Present: Krause, Hoiland, Nafziger, Skates, Gibbs, Esarco, Cary

Approve Minutes of the October 20, 2025 Plan Commission meeting as distributed.

Motion by Skates to approve, second by Hoiland. Motion carried: 7-0

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

Bill Meyerhofer; N2394 North Road: Raised questions **regarding** agenda item 8c (Symphony Bay Phase 8 signage).

Doug Averkamp, 441 Sue Ann Drive: Raised questions regardin agenda item 8e.

Acknowledgment of Correspondence.

There was no correspondence to report.

Downtown Design Review:

Discussion/Action on Resolution PC-058 for Downtown Design Review application for wall sign at 269 Broad Street filed by Sign Central, 36757 N Route 83, Lake Villa, IL Tax Key No. ZOP 00262.

The Commission reviewed and approved the Downtown Design Review application: a wall sign at 269 Broad Street. Motion by Hoiland to approve; second by Skates. Motion carried: 7-0

Discussion/Action on Resolution PC-052 for Downtown Design Review application for Sandwich Board Sign at 830 W Main Street filed by Colleen Ries, 830 W Main Street, Lake Geneva, WI Tax Key No. ZOP 00334.

The Commission discussed a request for a sandwich board sign at The Market , 830 W Main Street, with multiple tenants. They expressed concerns about allowing multiple signs in front of The Market, as it could lead to clutter and aesthetic issues. The council decided to continue the discussion and have staff consult with the market owner about alternative signage options that would provide appropriate visibility for all tenants. They also noted that this was the first permitted sandwich board sign for the market, and they would need to consider future requests in a consistent manner. Motion by Gibbs to continue; second by Hoiland. Motion carried: 6-1.

Discussion/Action on Resolution PC-053 for Downtown Design Review application for wall signs and face change for monument sign at 880 W Main Street filed by At Properties, 130 W Park Street, Elmhurst, IL Tax Key No. ZOP 00338.

The Commission reviewed and approved the Downtown Design Review application: a wall sign at 880 W Main Street. Motion by Hoiland to approve; second by Skates. Motion carried: 7-0

Condominium Plat Amendment

Discussion/Action on Resolution PC-055 for Amendment to Condominium Plat to combine two (2) condominium units into one (1) at 101 Broad Street filed by 101 Broad Street LLC, POB 27, Lake Geneva, WI Tax Key Nos. ZCNG 00009 and ZCNG 00010.

The Commission approved Resolution PC055 to combine two commercial condominium units at 101 Broad Street, with John Law explaining the process and obtaining necessary approvals from both the city and Geneva Towers residents. The commission authorized the mayor to sign the condominium plat amendment. Motion by Skates to approve; second by Cary. Motion carried: 7-0

Public Hearing, Review, and Recommendation

Public Hearing for a Limited Conditional Use Permit application to allow the continued operation of an indoor commercial lodging facility located at 723 Williams Street, Lake Geneva, Tx Key No. ZF 00028 filed by Kristin Stahulak, POB 312, Pell Lake, WI.

The Commission discussed a public hearing for a limited conditional use permit application to allow the continued operations of an indoor commercial lodging facility at 723 Williams Street, Lake Geneva. The applicant, Kristen Stahulik, explained her need to apply for a new permit after purchasing the building, noting a discrepancy between the original permit's mention of 2 bedrooms and the current 3-bedroom setup. The discussion clarified that the number of bedrooms is determined by what is submitted on the plans, and no specific requirements like closets or smoke detectors are necessary to constitute a bedroom under the commercial indoor lodging regulations. The applicant is waiting for a final state inspection to operate a cheese shop on the lower level, with the upper level designated as UDC. The city council approved a limited conditional use permit for the commercial lodging facility, noting that the property is zoned central business and exempt from off-sheet parking requirements.

No public comment.

Motion by Skates to close public hearing; second by Hoiland. Motion carried: 7-0

Discussion /Action on Resolution PC-054 for a Limited Conditional Use Permit application to allow the continued operation of an indoor commercial lodging facility located at 723 Williams Street, Lake Geneva, Tx Key No. ZF 00028 filed by Kristin Stahulak, POB 312, Pell Lake, WI

Motion by Esarco to approve; second by Hoiland. Motion carried: 7-0

Public Hearing for a Final Plat of Subdivision for Symphony Bay Phase 8 at the Southwest Corner of Townline Road and North Road, Lake Geneva, WI Tax Key No. ZYUP 500003 filed by Bloomfield Holdings, LLC, 875 Townline Road, Unit 103, Lake Geneva, WI.

The Commission discussed the final plat for Symphony Bay Phase 8, which was similar to the preliminary plat reviewed in March. Staff identified several technical conditions of approval, and noted that final plat approval would be contingent on final zoning approval, which was postponed due to a publication error. The public hearing was continued to a special meeting on January 6th to address both the final plat and the pending PIP (Precise Implementation Plan).

Discussion/Action on Resolution PC-027 for a Final Plat of Subdivision for Symphony Bay Phase 8 at the Southwest Corner of Townline Road and North Road, Lake Geneva, WI. Tax Key No. ZYUP 500003 filed by Bloomfield Holdings, LLC, 875 Townline Road, Unit 103, Lake Geneva, WI.

Motion by Skates to continue; second by Gibbs. Motion carried: 7-0

Public Hearing for a Text Amendment to the City of Lake Geneva Zoning Ordinance to amend requirements for the storage of boats and boat trailers city-wide filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI.

The Commission discussed and approved a text amendment to the Lake Geneva Zoning Ordinance regarding boat and boat trailer storage. The amendment extends the time period for storing boats and trailers on driveways from April 1st to November 15th, and adds canoes and kayak trailers to the exemption. The council also clarified that boats can be stored in side or rear yards year-round, as long as they don't block access to the house. The ordinance change will be sent to the City Council for adoption.

Doug Averkamp; 441 Sue Ann Drive: **Sought clarification regarding** the proposed driveway parking regulations and the specific implementation dates.

Motion by Skates to close public hearing; second by Cary. Motion carried: 7-0

Discussion/Action on Resolution PC-050 for a Text Amendment to the City of Lake Geneva Zoning Ordinance to amend requirements for the storage of boats and boat trailers city-wide filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI.

Motion by Cary to approve; second by Skates. Motion carried: 7-0

Adjournment

Motion by Skates to adjourn, second by Gibbs. Motion Carried; 7-0. The meeting adjourned at 6:51 PM.

City Of Lake Geneva Plan Commission Minutes
Tuesday, January 6, 2026 - 6:00 PM
Lake Geneva City Hall; Council Chambers

Call to Order

Mayor Krause called the meeting to order at 6:00 PM.

Roll Call

Present: Krause, Hoiland, Nafziger, Skates, Gibbs, Esarco, Cary

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.

Bill Meyerhofer; N2394 North Road: expressed concerns about a proposed subdivision near his home and requested to speak during the relevant item later in the meeting.

Andrea Christian, 250 Havenwood Drive: presented photos and arguments against reducing sidewalk space for businesses, highlighting inconsistencies in enforcement and the need for consistent rules.

Sherri Ames, 603 Center Street: The alderman for District 1, expressed confidence in the council's ability to address the issue fairly.

Acknowledgment of Correspondence.

There was no correspondence to report.

Discussion/Action on Resolutions for Downtown Design Review Applications:

PC-052 for Sandwich Board Sign at 830 W Main Street, filed by Coleen Ries, 830 W Main Street, Lake Geneva, Tax Key No. ZOP 00334 (continued from December 15, 2025)

Colleen Reese, representing Sub-Zero Candy Company, requested approval for a new sign that would comply with local ordinances and improve customer access to her business. The Plan Commission discussed a request for a sandwich board sign at a market on Main Street, ultimately deciding to deny the petition due to concerns about sidewalk hazards and visual clutter, despite staff's original recommendation for approval. The commission agreed to have staff review the ordinance to clarify sign regulations for multi-tenant buildings in the downtown area.

Alderman Hoiland and others raised concerns about the inconsistency of enforcing sign regulations across different businesses, highlighting the need for clearer guidelines on what constitutes customer entrance.

Motion by Skates to deny; second by Esarco. Motion carried: 7-0

PC-057 for Facade Renovation at 724 W Main Street, filed by John Law, 724 W Main Street, Lake Geneva, Tax Key No. ZOP 00313

The Commission approved facade renovation application that included a copper-roofed storefront at 724 W Main Street.

Motion by Hoiland to approve; second by Skates. Motion carried: 7-0

PC-058 for Suspended Sign at 253 Center Street, filed by Schuk Law, LLC, 253 Center Street, Lake Geneva, Tax Key No. ZOP 00283

The Commission approved the sign application storefront at 253 Center Street.

Motion by Hoiland to approve; second by Skates. Motion carried: 7-0

PC-059 for Canopy Signs at 268 Center Street, filed by Homesmart Connect, 3030 Salt Creek Lane, Arlington Heights, IL, Tax Key No. ZOP 00259

The Commission approved the sign application storefront at 268 Center Street.

Motion by Hoiland to approve; second by Skates. Motion carried: 7-0

Public Hearing for a Precise Implementation Plan for Symphony Bay Subdivision Phase 8 at the Southwest Corner of Townline Road and North Road, Lake Geneva, Tax Key No. ZYUP 500003, filed by Bloomfield Holdings, LLC, 875 Townline Road Unit 103, Lake Geneva, WI

The Plan Commission reviewed the precise implementation plan (PIP) for Symphony Bay Subdivision Phase 8, focusing on landscaping and screening requirements along North Road. Staff recommended approval with three conditions, including the addition of lower shrubs for better screening and adjusting tree placement to ensure adequate coverage. The applicant, represented by Brian Pollard, argued that their plan met all requirements and

maintained consistency with previous phases, while addressing concerns raised by neighboring property owners. The Commission discussed the long-term impact of proposed landscaping and the need for appropriate screening, with some members expressing concerns about the consistency of the plan with other developments.

Rick Zirk presented a plan for Phase 8 of a development, highlighting its location, land use, and compliance with a previous development agreement. He explained that the number of lots was reduced from 140 to 128 due to the addition of wider 3-car garage lots. The plan includes single-family homes, a boardwalk, and a primary access point from Bloomfield Road. Rick expressed gratitude to the Planning Commission and city staff for their work over the past 10 years.

Bill Meyerhofer; N2394 North Road: Raised questions about the swale along North Road and landscaping placement.

Kathy Ostrowski, 350 Bowing Way: Expressed concerns about the removal of large trees in Symphony Bay and the lack of tree allocations for new homes.

Matt Zabakia, 1788 W Bloomfield Road; Highlighted safety concerns about Bloomfield Road's speed limit and traffic conditions.

Commissioner Skates departed the meeting at 6:47 p.m.

Motion by Hoiland to close public hearing; second by Gibbs. Motion carried: 6-0

Discussion/Action on Resolution PC-025 for a Precise Implementation Plan for Symphony Bay Subdivision Phase 8 at the Southwest Corner of Townline Road and North Road, Lake Geneva, Tax Key No. ZYUP 500003 filed by Bloomfield Holdings, LLC, 875 Townline Road Unit 103, Lake Geneva, WI

The Commission discussed safety concerns about the speed limit on Bloomfield Road, which is jointly owned by the City of Lake Geneva and Bloomfield. The city's public works director explained that any road improvements would require a collaborative agreement between the two municipalities. The discussion also covered landscaping plans for Phase 8, where trees will be placed off the right-of-way, and a swale on the west side of North Road that needs to be considered for water flow. The conversation ended with a reminder that Phase 8 will have sidewalks on one side of the roadway, similar to previous phases, though there are no current plans for sidewalk connections along Bloomfield Road or Townline Road due to grade and right-of-way issues.

The Commission discussed a motion regarding the precise implementation plan for Symphony Bay Subdivision Phase 8, including tax key numbers and recommendations. An amendment was proposed to exclude certain conditions, specifically regarding shrubs and tree placement, while keeping one condition. Staff explained the reasoning behind the tree placement recommendations, emphasizing the impact on property views.

The Commission discussed an amendment to a landscaping plan for a development, focusing on the placement of trees. The group agreed to modify the plan to place trees centered behind homes rather than between them, removing a requirement for additional trees.

Motion by Hoiland to approve; second by Esarco. Motion carried: 6-0

Public Hearing for a Final Plat of Subdivision for Symphony Bay Phase 8 at the Southwest Corner of Townline Road and North Road, Lake Geneva, WI, Tax Key No. ZYUP 500003 filed by Bloomfield Holdings, LLC, 875 Townline Road Unit 103, Lake Geneva, WI (continued from December 15, 2025)

The Commission also approved a final plat for Symphony Bay Phase 8, with Naomi confirming that all necessary reviews and corrections had been completed.

No public comment.

Motion by Hoiland to close the public hearing; second by Esarco. Motion carried: 6-0

Discussion/Action on Resolution PC-027 for a Final Plat of Subdivision for Symphony Bay Phase 8 at the Southwest Corner of Townline Road and North Road, Lake Geneva, WI, Tax Key No. ZYUP 500003 filed by Bloomfield Holdings, LLC, 875 Townline Road Unit 103, Lake Geneva, WI (continued from December 15, 2025)

Motion by Hoiland to approve; second by Gibbs. Motion carried: 6-0

Adjournment

Motion by Esarco to adjourn, second by Cary. Motion Carried; 6-0.

The meeting adjourned at 7:35 PM.

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 16, 2026

Agenda Item #6.a.

Applicant:
Linda Chironis
W3441 McDonald Road
Lake Geneva, WI 53147

Request:
149 Broad Street
Downtown Design Review of Signage

Description:

The applicant proposes making the following improvement to the façade at 149 Broad Street:

- Installation of three (3) brown awnings
- One (1) of the three (3) awnings will contain individual letters and is considered a sign.

The proposed awnings are replacement for awning that existing on the property previously. The awning color is a complementary color to the building façade. The awning over the entry door will have letters to create a sign. The other two (2) awnings will be mounted over the façade windows. These awning will not contain signage.

Staff Recommendations:

The colors proposed have been reviewed and comply with the Downtown Design Overlay Sign requirements (98-828).

Staff recommend *approval* of the proposed improvements, provided that the following conditions are met:

1. The applicant shall secure sign and building permits prior to installation of the awnings.



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

RECEIVED
JAN 22 2025
By:

APPLICATION FOR DOWNTOWN DESIGN REVIEW

Site Address & Parcel No.:
149 Broad St. Lake Geneva WI 53147 ZOP 00324

Name & Address of Current Building Owner:
Park Row Properties, LLC
Linda + Louie Chironis

Telephone Number of Current Building Owner: [REDACTED]
Email Address: [REDACTED]
Owner Signature: Linda Chironis

Name & Address of Applicant:
Linda Chironis
10344 McDonald Road
Lake Geneva WI 53147

Telephone Number of Applicant: [REDACTED]
Email Address: [REDACTED]

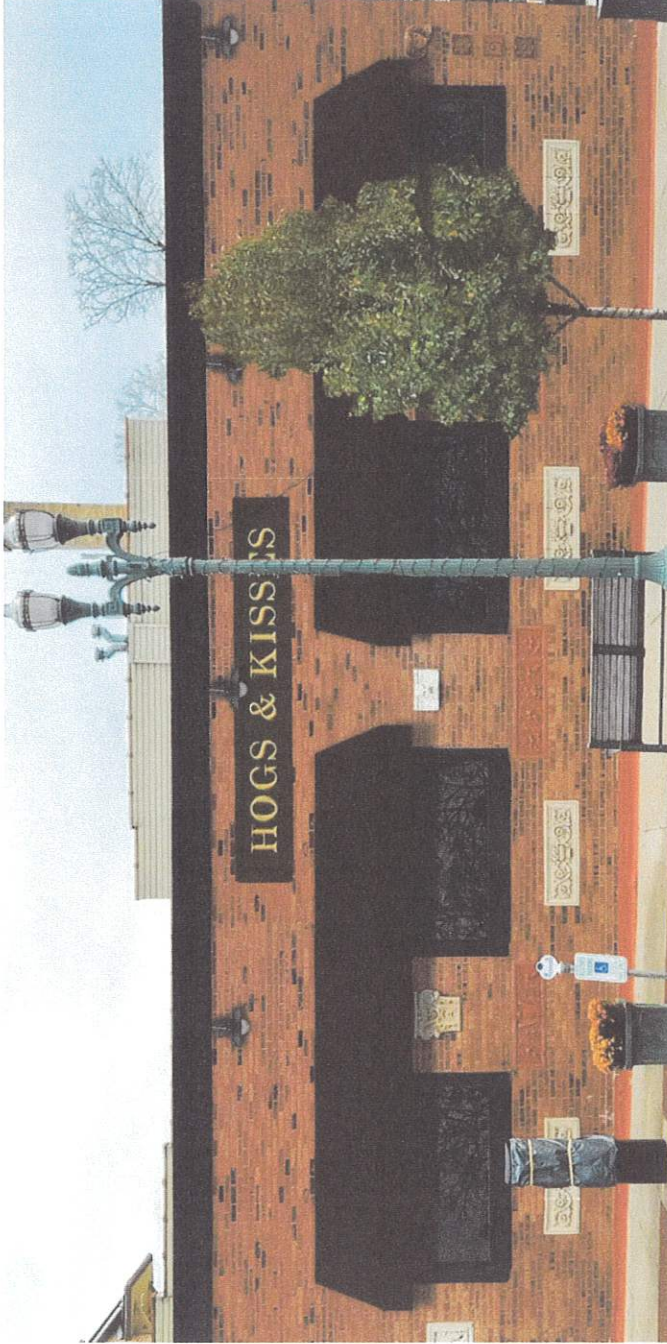
Proposed Design Change:
Replace green awning (city contractors destroyed)
w/ 2 brown awnings & replace green vented
awning with brown awning to match

Zoning District: _____

Names & Address of Architect, Engineer, and/or Contractor of Project:
Northrop Awning 411 S Pearl St Janesville, WI 53540

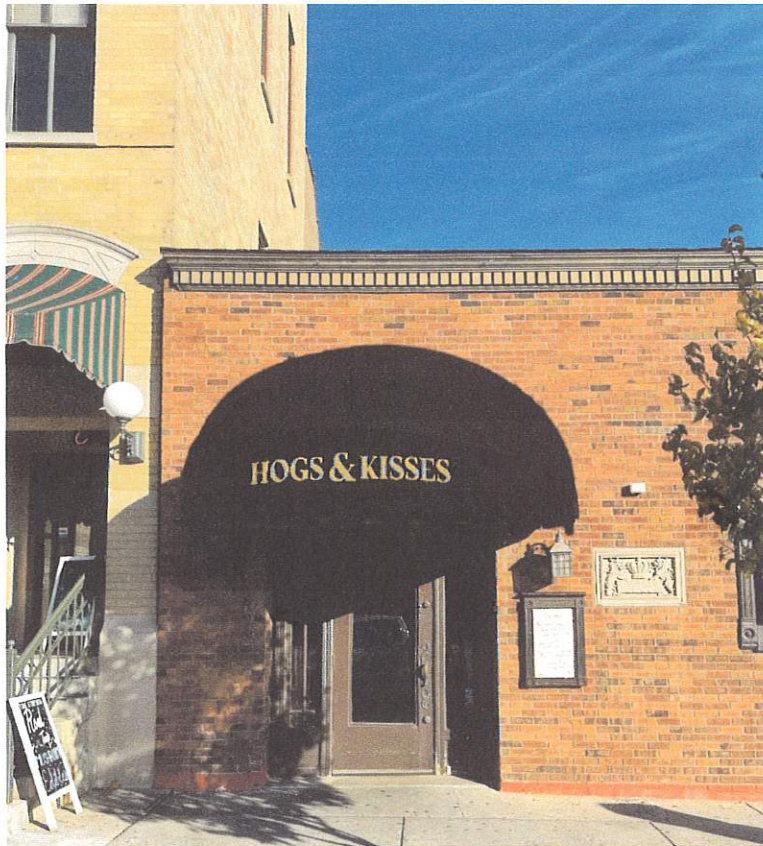
Description of Project:
Install 3 new brown awnings

Date: 1/21/2024 Signature of Applicant: Linda Chironis
02/27/2025 1



- Left Awning
- 251" wide
 - 36" drop
 - 36" projection
 - 8' off ground

- Right Awning
- 251" wide
 - 36" drop
 - 36" projection
 - 9' off ground



- Awning is:
- 155" wide
 - 50" projection
 - 48" drop
 - 7" text
 - 8' off ground



sunbrella

True Brown

Available Widths

- 4621-0000 / 46" (117cm)
- 6021-0000 / 60" (152cm)
- 80021-0000 / 80" (203cm)

100% Sunbrella® Acrylic

22

sunbrella®

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date February 16, 2026

Agenda Item: #7.a.b.

Applicant:
AMB Holdings
1710 Wales Court
Lake Geneva, WI

Request:
830 Williams Street
Conditional Use Permit:

- Continued operation of Commercial Indoor Lodging facility under New Ownership

Description:
This application is for a Conditional Use Permit (CUP) to allow the existing building at 830 Williams Street to continue to be used as a Commercial Indoor Lodging facility under new ownership.

Project Details from CUP Submittal

- The previous owner of this property was granted a Conditional Use Permit to operate a Commercial Indoor Lodging facility in 2022. That CUP was limited to ownership.
- The applicant is the new owner of this property and is proposing continuing the Commercial Indoor Lodging use as currently operated.
- Upon change of ownership, the existing CUP expired. This application is required to continue the use under a new Conditional Use Permit with new owner as operator.
- This property consists of five (5) total bedrooms over two (2) floors.
- The required number of parking spaces to support this use is one (1) off-street space per bedroom. There are five (5) parking spaces on site.

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 *conditions* to modify the project as submitted.

Staff Review Comments:

The proposed Commercial Indoor Lodging facility has operated at this location for a few years. The Building and Zoning Department has no records of complaints or code violation cases against this property. This application is required due to change of ownership as the current Conditional Use Permit is a Limited Conditional Use Permit with expiration upon change of ownership.

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:

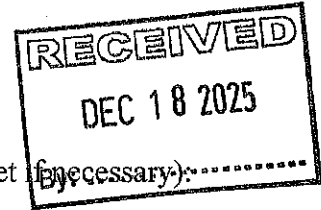
- a. In general, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
- b. Specific 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.
- 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.

Staff Recommendation on the proposed Conditional Use Permit:

1. Staff recommend the Plan Commission to recommend approval of the proposed Conditional Use Permit as submitted.
2. Staff recommend the Plan Commission adopt the *affirmative set of findings* provided above.
3. Finally, staff recommend that *the following additional condition of approval* be recommended:
 - a. The Limited Conditional Use Permit is nontransferable and shall expire upon change of ownership.
 - b. The applicant shall apply for a City of Lake Geneva Business License and a Room Tax Permit within thirty (30) days of approval of this CUP.

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva



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

830 Williams St Lake Geneva WI 53147 Parcel Number ZRA 00017

Name and Address of Current Owner: **Alex Blay, AMB Holdings LLC 1710 Wales Ct Lake Geneva WI 53147**

Telephone No. with area code & Email of Current Owner: [REDACTED]

Owner Signature: Alex Blay

Name and Address of Applicant: **Alex Blay, AMB Holdings 1710 Wales Ct Lake Geneva WI**

Telephone No. with area code & Email of Applicant: [REDACTED]

Proposed Conditional Use: **Commercial Indoor Lodging/Short Term Rental**

Zoning District in which land is located: **GB General Business**

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

N/A, this is a finished, turnkey property

Short statement describing activities to take place on site:

This property has previously been fully renovated and works as a full time working AirBnB by Oakfire Properties. I have purchased the parcel and plan to continue using the building in the exact same manner.

Conditional Use Fee payable upon filing application: \$450.00 [\$100.00 for Application Under Sec. 98-407(3)]

12/18/25
Date

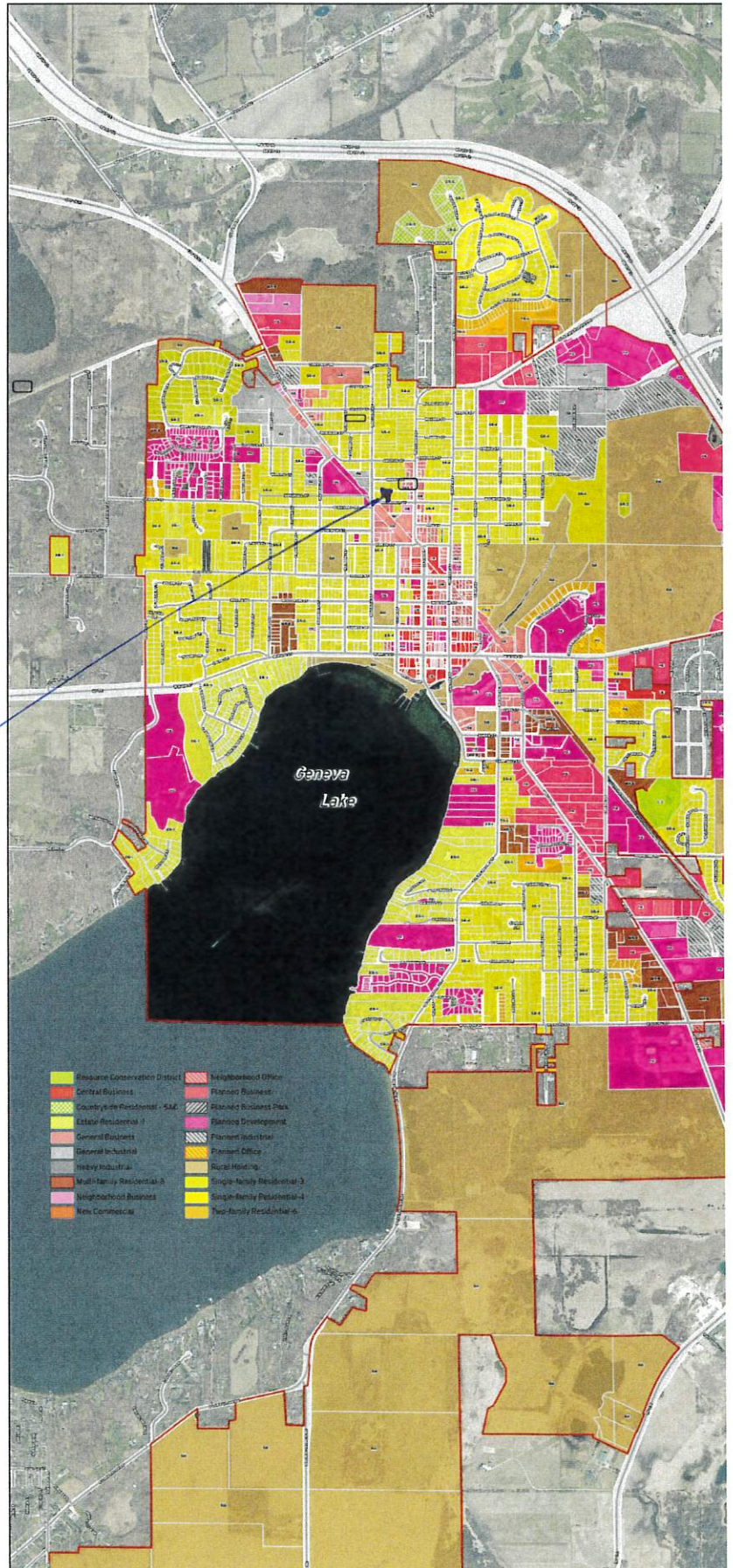
Alex Blay
Signature of Applicant

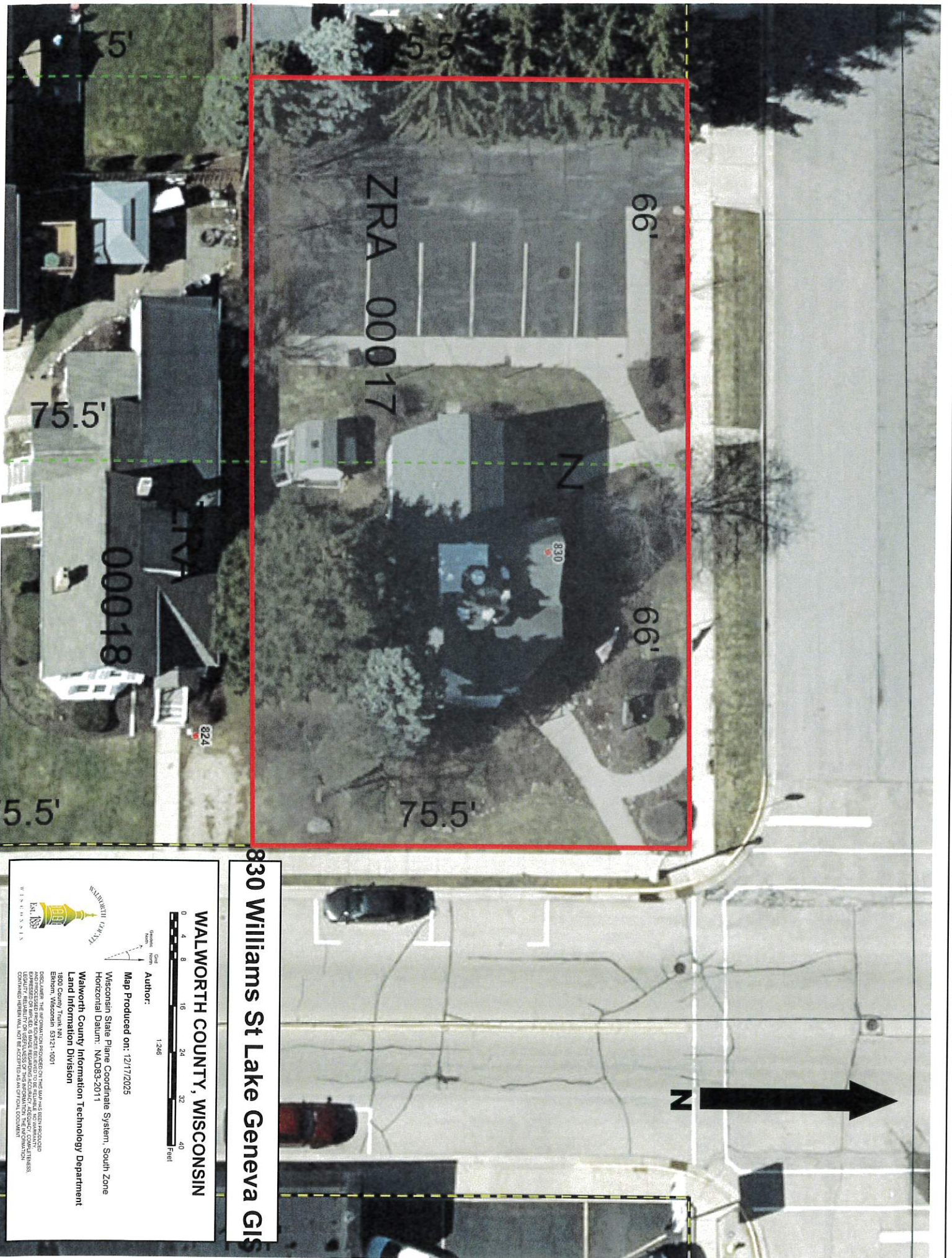
_____ Cost Recovery # _____

Petitioner Name _____ Project Address _____ AR# _____

OFFICE USE ONLY _____ Description of Request _____

830
Williams St
Zoned GB (General
Business)





830 Williams St Lake Geneva GIS

WALWORTH COUNTY, WISCONSIN

Graphic Scale: 1" = 124.6'

Author: _____

Map Produced on: 12/17/2025

Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83-2011

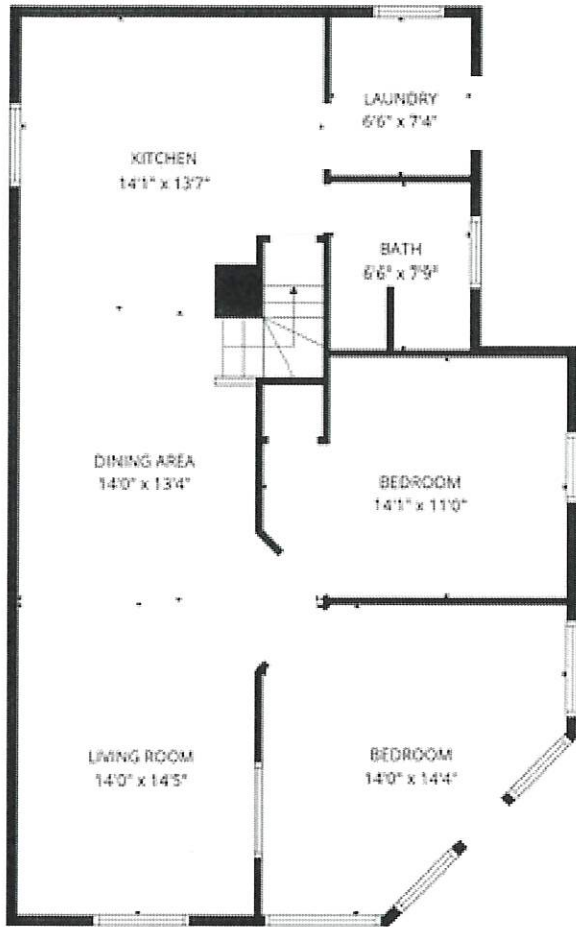
**Walworth County Information Technology Department
Land Information Division**

1800 County Trunk Rd
Ekhon, Wisconsin 53121-1001

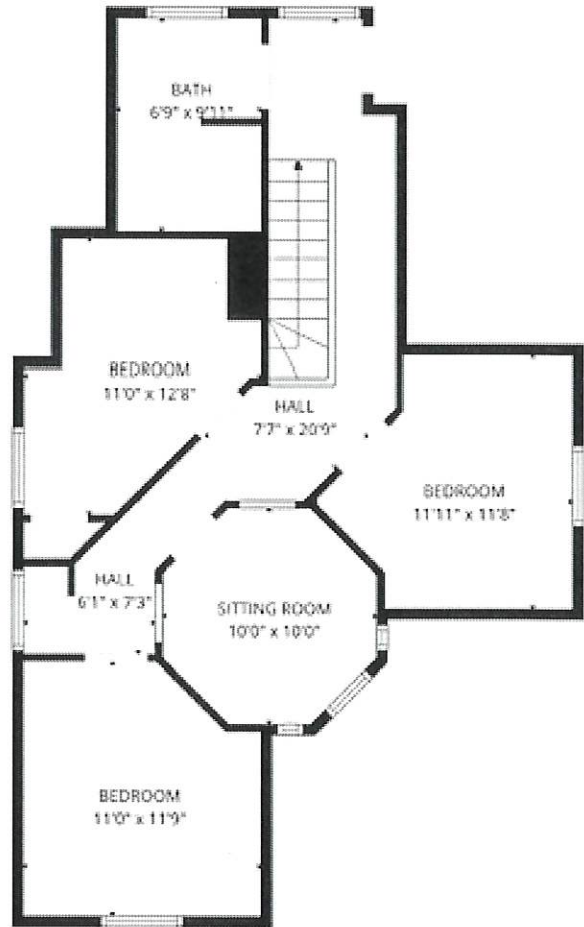
DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP WAS DERIVED FROM PUBLICLY AVAILABLE DATA SOURCES AND IS PROVIDED "AS IS" WITHOUT WARRANTY OF ANY KIND. THE USER ASSUMES ALL LIABILITY FOR ANY ERRORS OR OMISSIONS. THE USER SHALL NOT BE HELD LIABLE FOR ANY DAMAGES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM THE USE OF THIS MAP. THE USER SHALL NOT BE HELD LIABLE FOR ANY DAMAGES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING FROM THE USE OF THIS MAP.

80 Williams St.

RECEIVED
JAN 13 2025
By:



1st floor



2nd floor

FLOOR PLAN CREATED BY COMICASA APP. MEASUREMENTS DEEMED HIGHLY RELIABLE BUT NOT GUARANTEED.

RESOLUTION OF THE PLAN COMMISSION

Resolution recommending to the Common Council a Limited Conditional Use Permit (CUP) filed by AMB Holdings, 1710 Wales Court, Lake Geneva, to operate a Commercial Indoor Lodging facility at 830 Williams Street, Tax Key No. ZRA00017.

| | | | |
|---------------------|---------------|--------------|-------------------|
| Committee: | N/A | | |
| Fiscal Impact: | N/A | | |
| File Number: | PC-060 | Date: | February 16, 2026 |

WHEREAS, the City of Lake Geneva Plan Commission has considered a Limited Conditional Use Permit (CUP) application filed by AMB Holdings, 1710 Wales Court, Lake Geneva, to operate a Commercial Indoor Lodging facility at 830 Williams Street, Tax Key No. ZRA00017, and

WHEREAS, the Plan Commission held a Public Hearing thereon pursuant to proper notice given on February 16, 2026, and

WHEREAS, the Plan Commission made the following findings of fact:

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, and

WHEREAS, the Plan Commission has recommended approval with the following condition:

1. The Limited Conditional Use Permit is nontransferable and shall expire upon change of ownership.
2. The applicant shall apply for a City of Lake Geneva Business License and Room Tax Permit within thirty(30) days of CUP approval.

NOW, THEREFORE, BE IT RESOLVED, that the Plan Commission hereby recommends to the Common Council of the Conditional Use Permit filed by AMB Holdings, 1710 Wales Court, Lake Geneva, to operate a Commercial Indoor Lodging facility at 830 Williams Street, Tax Key No. ZRA00017, per the findings of fact stated above and one condition of approval stated above.

Recommended to the Common Council of the City of Lake Geneva this 16th day of February 2026.

PC Action: **Adopted** **Failed** **Vote** _____

Mayoral Action: **Accept** **Veto**

Todd Krause, Plan Commission Chair Date

Attest:

Amanda Rotondi, Building and Zoning Clerk Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 16, 2026

Agenda Item #7.c.d.

Applicant:

Kaie Coderre
2125 Hagen Lane
Flossmoor, IL

Request:

1624 N. Lake Shore Drive
Proposed Conditional Use Permit to Construct a
Vertical Expansion to a Legal Nonconforming
Building.

Description:

This application is request for a Conditional Use Permit (CUP) for a property located at 1624 N. Lake Shore Drive. The project involves constructing a second story addition over a small portion of the existing structure. Although the portion of the structure that the addition is being constructed over is built to a legal nonconforming side yard setback, the Zoning Ordinance allows for such vertical expansion of a nonconforming structure through the Conditional Use Permit process. (Sec 98-408 (7)). This proposed project will not change the amount of impervious surface on this property, and the second floor addition meets the thirty-five foot (35') height maximum set by the Zoning Ordinance.

Action by the Plan Commission:

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 CUP; and,
- Provide specific suggested *requirements/conditions* to modify the project as submitted.

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

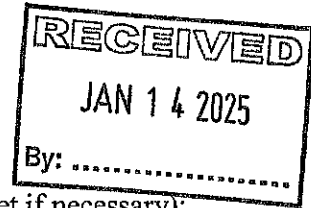
neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions 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.

Staff Recommendation:

1. Staff recommends that the Plan Commission recommend approval of the proposed conditional use as submitted.
2. Staff recommends the Plan Commission adopt the *affirmative set of findings* provided under A.1-6., above.
3. Staff recommends the following *additional conditions of approval*:
 - a. Applicant shall submit a pedestrian easement for the Geneva Shore Path to the satisfaction of City attorney prior to building permit issuance.
 - b. Substantial conformance to submitted plans.
 - c. Applicant shall secure all required permits prior to start of construction.

#2026033



APPLICATION FOR CONDITIONAL USE
City of Lake Geneva

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

1624 N Lake Shore Drive, ZLM 00037,
LOT 4 BLK 18 LAKE GENEVA MANOR (TRACT #17) CITY OF LAKE GENEVA

Name and Address of Current Owner: JAON A BAFES TRUST, c/o Kaite Coderre
2125 Hagen Lane Flossmoor, IL 60422

Telephone No. with area code & Email of Current Owner: [REDACTED]

Owner Signature: [REDACTED]
Kaite
Coderre

Name and Address of Applicant:
Jacob Addis, Architect, Addis Architecture
672 W. Main St #462 Lake Geneva, WI

Telephone No. with area code & Email of Applicant: [REDACTED]

Proposed Conditional Use: Single Family Residential

Zoning District in which land is located: ER-1

Names and Addresses of architect, professional engineer and contractor of project:
Addis Architecture, LLC 672 W. Main St. #462 Lake Geneva, WI 53147
Doomis Custom Builders 44 N Western Ave Carpentersville, IL 60110

Short statement describing activities to take place on site:
The demolition and re-construction of an approximate 8'x11' first floor area, with
expansion of the second floor over the existing first floor area of the same dimensions
with renovations to the remaining first and second floor areas to include new windows,
exterior siding, plumbing fixture re-placement, lighting replacement, new flooring, and painting

nonconforming portions of a building, and within the maximum permitted height requirement, may be permitted with the approval of a con

may be permitted with the approval of a conditional use permit, so long as no portion of the vertical expansion exceeds a current Conditional Use Fee payable upon filing application: \$450.00 [\$100.00 for Application Under Sec. 98-407(3)]

1-2-26
Date 08/06/2025

[Signature]
Signature of Applicant

_____ (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?

The use of the subject property will remain unchanged, ER-1. Following the adopted Zoning ordinance 98-408 (10) (b) If less than 50% of the total floor area of a structure is intentionally removed by the property owner, it may be restored to the previous footprint, floor area and height & Allowed Vertical expansion per 98-408 (7) & 98-409 Lake Shore Lots (5) (f)

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?

The proposed re-construction, expansion of the second floor, and renovation is allowed specifically by the adopted Zoning ordinance. This project conforms to the particular rules and regulations of an existing non-conforming building and structure regulations, therefore follows the proposed goals, objectives, policies, and standards.

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, the project does not modify the site work and stays within the footprint of the existing non-conforming building. There will be no impact on the neighborhood, environmental factors, traffic, parking, public areas, etc. nor any modification to building coverage, structure coverage, or impervious surfaces

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?

The project maintains the desired land uses and intensities because it does not expand the building footprint on the site plan. The vertical expansion is allowed under 98-408 (7) Vertical expansions above existing nonconforming portions of a building and within the maximum permitted height requirement may be permitted with the approval of a conditional use permit, so long as no portion of the vertical expansion exceeds a current nonconforming setback and 98-409 Lake Shore Lots (5) (f)

Vertical expansion of any legal conforming principal building existing prior to adoption date of the 1998 Zoning Code is permitted up to the maximum height limits of the zoning district

Type text here

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?

The improvements will not impose undue burden on any 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, following the City of Lake Geneva Zoning ordinance, the benefit of the Conditional Use Permit

Outweighs all potential adverse impacts

IV. FINAL APPLICATION PACKET INFORMATION

____ Receipt of 1 full scale copy in blueline or blackline of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ Receipt of 1 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ A digital copy of Final Application Packet shall be emailed to the Building and Zoning Department upon submittal deadline. 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: _____

LAKE GENEVA
MANOR ASSOCIATION



January 6, 2026

Delivered via Email

Renee Hanlon
Building & Zoning Director
bzadmin@cityoflakegeneva.gov

Dear Ms. Hanlon,

The Lake Geneva Manor Architectural Review Committee (LGMARC) is in receipt of the updated plans for construction and remodel located at 1624 Lake Shore Drive, Lake Geneva, WI 53147 presented by Katie and Brian Coderre. Additionally, the proposed construction plans and an estimated timetable of construction has been delivered to the neighbors adjacent and within site of the proposed project location.

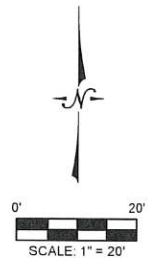
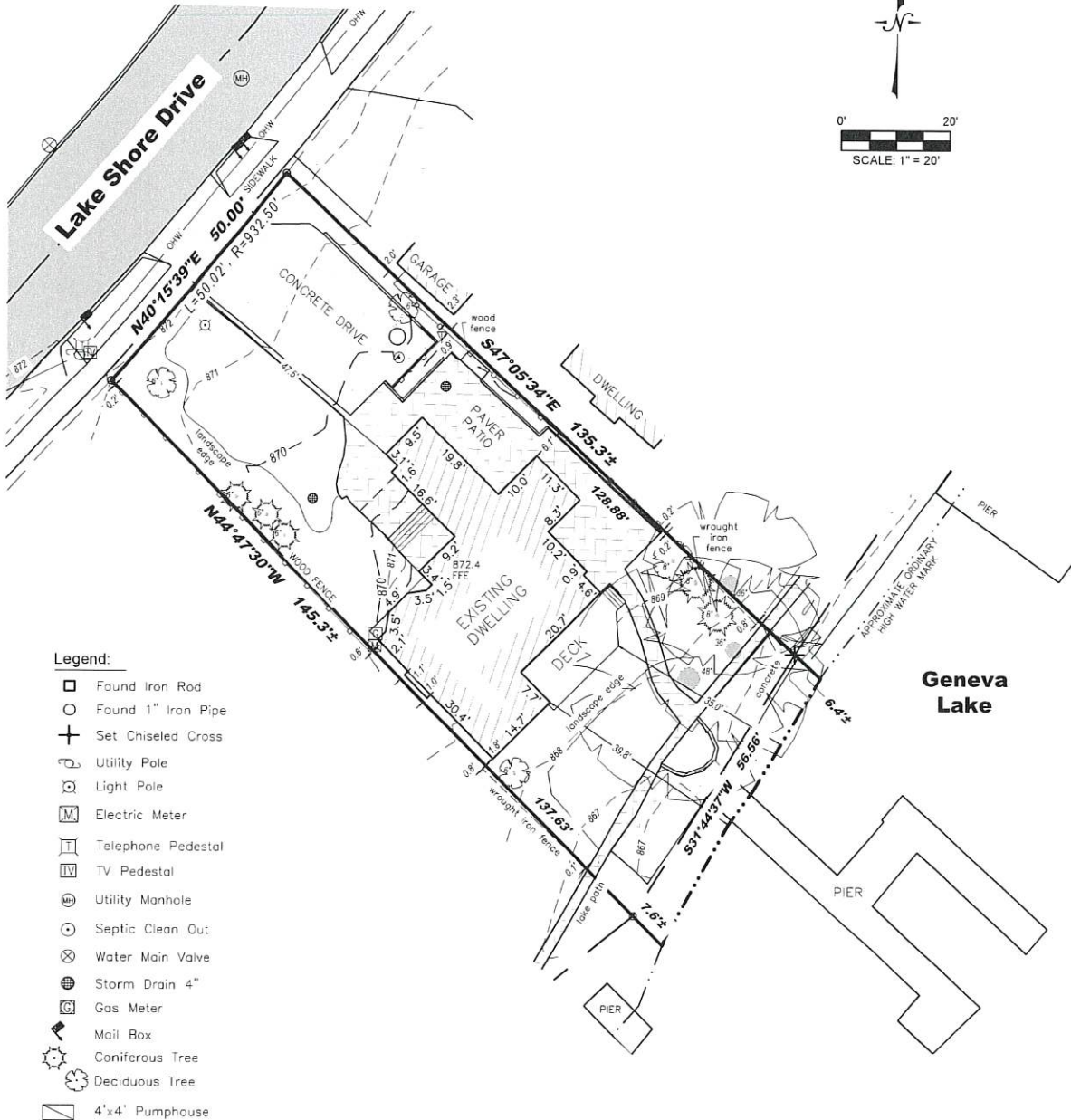
LGMARC has no comment to the proposed project presented by Katie and Brian Coderre subject to the City of Lake Geneva zoning and building code and keeping within the guidelines of the Lake Geneva Manor Association Architectural Review Committee.

Sincerely,

Eileen Green Scheffler, member of the Lake Geneva Manor Architectural Review Committee

cc: The Lake Geneva Manor Association Board
Katie and Brian Coderre
Dave Hendrix, Building Inspector

LOCATION: 1624 Lakeshore Drive,
Lake Geneva, WI
PREPARED FOR: Brian & Katie Coderre
PROPERTY DESCRIPTION:
Lot 4, Block 18 of Lake Geneva Manor,
located in the City of Lake Geneva,
Walworth County, Wisconsin.
TAX ID: ZLM 00037



Legend:

- Found Iron Rod
- Found 1" Iron Pipe
- Set Chiseled Cross
- Utility Pole
- Light Pole
- Electric Meter
- Telephone Pedestal
- TV Pedestal
- Utility Manhole
- Septic Clean Out
- Water Main Valve
- Storm Drain 4"
- Gas Meter
- Mail Box
- Coniferous Tree
- Deciduous Tree
- 4'x4' Pumphouse

BEARINGS HEREON RELATE TO THE SOUTH LINE OF LOT 4, BLOCK 18 OF LAKE GENEVA MANOR; ASSUMED BEARING SOUTH 44°47'30" EAST.

NOTE: APPROXIMATE ORDINARY HIGH WATER MARK - FOR REFERENCE ONLY PER STATE STATUTE 236.025.

"ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE OF A NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION."

A:\Survey\11 - Projects\12024\24-5087 - Brian and Katie Coderre - 1624 Lakeshore Dr - Plat - 2024 - Lake Geneva (CAD)\Design\24-5087 5.dwg



LYNCH & ASSOCIATES
ENGINEERING CONSULTANTS LLC
5482 S. WESTRIDGE DRIVE
NEW BERLIN, WI 53151
440 MILWAUKEE AVENUE
BURLINGTON, WI 53105
(262) 402-5040



WISCONSIN
RITCHIE P. WENZEL
S-4027
MILWAUKEE, WI
LAND SURVEYOR

I certify that I have surveyed the above-described property and in my professional opinion this map is a true representation thereof and is made in accordance with the records of the register of deeds as nearly as practical and that this survey complies with Wisconsin Administrative code AE-7 except for those items waived, if any, and is bound by Wisconsin State Statute 893.37 that defines statute of limitations in regard to surveys. This survey was prepared for the exclusive use of the client and present owners of the property.

No title policy has been provided to the surveyor regarding the property identified on this map. Therefore this plat of survey does not guarantee the existence, size and location of any easements, encumbrances, restrictions or other facts that could otherwise be disclosed in an ALTA/NSPS survey.


Ritchie P. Wenzel, Professional Land Surveyor, S-4027



Coderre Renovation

1624 N Lakeshore Drive | Lake Geneva, Wisconsin 53147



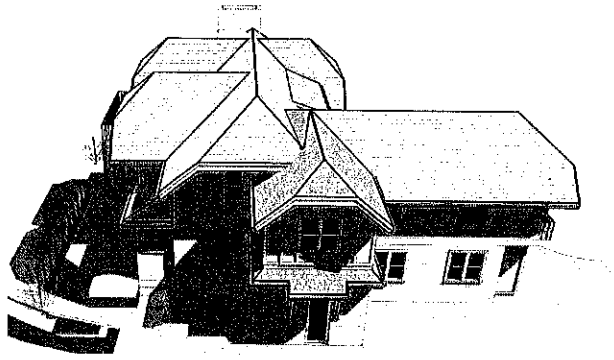
Coderre Renovation
1624 N Lakeshore Drive | Lake Geneva, Wisconsin 53147

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Rev. No.
Cover

Architect:
24-455
Date:
1-2-26

A1



Wisconsin Uniform Dwelling Code Compliance

Project: Coderre Renovation 1624 N Lakeshore Drive
Pin: DWA 16247
Zoning: R-10 Single-Family Dwelling
Legal Description: LOT 1624, 1624E BENDER AVENUE (PART 1), DWA 16246, 16247A

Project description: This project is for the general renovation and replacement of the exterior and interior of a two-story brick and stone townhome. The project includes the replacement of the exterior and interior walls, roof, and foundation.

Legal Description: LOT 1624, 1624E BENDER AVENUE (PART 1), DWA 16246, 16247A

SPS 322.01-115 - Building Planning

| Item | Minimum | Maximum | Notes |
|------------------------|-------------|--------------|-------|
| Minimum Floor Area | 1,000 sq ft | 10,000 sq ft | |
| Minimum Ceiling Height | 7'0" | 8'0" | |
| Minimum Room Height | 7'0" | 8'0" | |

Dead Loads

| Item | Minimum | Maximum | Notes |
|----------|---------|---------|-------|
| Roof | 20 psf | 30 psf | |
| Floor | 10 psf | 20 psf | |
| Wall | 15 psf | 25 psf | |
| Stair | 10 psf | 20 psf | |
| Deck | 10 psf | 20 psf | |
| Handrail | 10 psf | 20 psf | |
| Sign | 10 psf | 20 psf | |
| Other | 10 psf | 20 psf | |

Minimum Deflection of Structural Members

| Member | Deflection |
|----------|------------|
| Roof | L/360 |
| Floor | L/360 |
| Wall | L/360 |
| Stair | L/360 |
| Deck | L/360 |
| Handrail | L/360 |
| Sign | L/360 |
| Other | L/360 |

SPS 322.12-18 Erections, Foundations, & Footings

Minimum Concrete Strength of Concrete Members (without)

| Member | Minimum Concrete Strength |
|------------|---------------------------|
| Foundation | 3,000 psi |
| Wall | 3,000 psi |
| Footing | 3,000 psi |
| Other | 3,000 psi |

Minimum Size of Concrete Footings for Light Frame Construction

| Item | Minimum Size |
|------------|--------------|
| Foundation | 12" x 12" |
| Wall | 12" x 12" |
| Footing | 12" x 12" |
| Other | 12" x 12" |

SPS 322.19-226 - Floors

| Item | Minimum | Maximum | Notes |
|---------------|---------|---------|-------|
| 1" On Center | 3/4" | 1 1/4" | |
| 2" On Center | 1" | 1 3/4" | |
| 4" On Center | 1 1/4" | 2 1/4" | |
| 6" On Center | 1 3/4" | 2 3/4" | |
| 8" On Center | 2" | 3" | |
| 12" On Center | 2 1/4" | 3 1/4" | |

SPS 322.32-34 Walls

| Item | Minimum | Maximum | Notes |
|---------------|---------|---------|-------|
| 1" On Center | 3/4" | 1 1/4" | |
| 2" On Center | 1" | 1 3/4" | |
| 4" On Center | 1 1/4" | 2 1/4" | |
| 6" On Center | 1 3/4" | 2 3/4" | |
| 8" On Center | 2" | 3" | |
| 12" On Center | 2 1/4" | 3 1/4" | |

SPS 322.47-48 Roof/Ceiling Construction

| Item | Minimum | Maximum | Notes |
|---------------|---------|---------|-------|
| 1" On Center | 3/4" | 1 1/4" | |
| 2" On Center | 1" | 1 3/4" | |
| 4" On Center | 1 1/4" | 2 1/4" | |
| 6" On Center | 1 3/4" | 2 3/4" | |
| 8" On Center | 2" | 3" | |
| 12" On Center | 2 1/4" | 3 1/4" | |

Graphic Symbols

Floor Plan

Abbreviations

| Symbol | Abbreviation | Description |
|--------|--------------|---------------|
| 1 | 1" | 1" On Center |
| 2 | 2" | 2" On Center |
| 4 | 4" | 4" On Center |
| 6 | 6" | 6" On Center |
| 8 | 8" | 8" On Center |
| 12 | 12" | 12" On Center |

Shear Index

| Shear Number | Shear Name |
|--------------|------------|
| 1 | 1" |
| 2 | 2" |
| 4 | 4" |
| 6 | 6" |
| 8 | 8" |
| 12 | 12" |



A D D S

Coderre Renovation

1624 N Lakeshore Drive | Lake Geneva, Wisconsin 53147

Project Number: 24-455
Date: 1-2-26

A2

Site Plan Notes

1. General notes: Owner to provide all necessary information for the site plan and all other documents.
2. The owner is responsible for providing all necessary information for the site plan and all other documents.
3. The owner is responsible for providing all necessary information for the site plan and all other documents.
4. The owner is responsible for providing all necessary information for the site plan and all other documents.
5. The owner is responsible for providing all necessary information for the site plan and all other documents.
6. The owner is responsible for providing all necessary information for the site plan and all other documents.
7. The owner is responsible for providing all necessary information for the site plan and all other documents.
8. The owner is responsible for providing all necessary information for the site plan and all other documents.

Surface Calculations

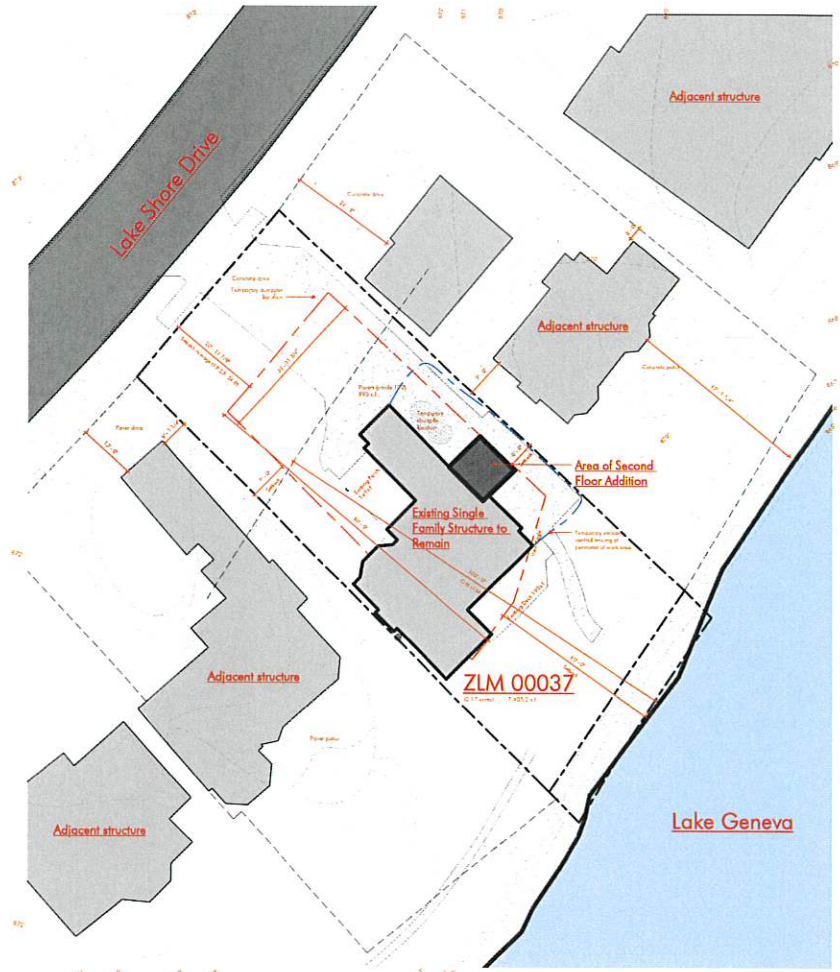
1. The owner is responsible for providing all necessary information for the site plan and all other documents.
2. The owner is responsible for providing all necessary information for the site plan and all other documents.

Zoning Notes

- City of Lake Geneva Zoning Ordinance**
- 18-000 Residential Structure and Building Regulations**
1. The owner is responsible for providing all necessary information for the site plan and all other documents.
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 9. The owner is responsible for providing all necessary information for the site plan and all other documents.
 10. The owner is responsible for providing all necessary information for the site plan and all other documents.



↑ Site Map



↑ 1 Architectural Site Plan



Coderre Renovation

1624 N Lakeshore Drive | Lake Geneva, Wisconsin 53147

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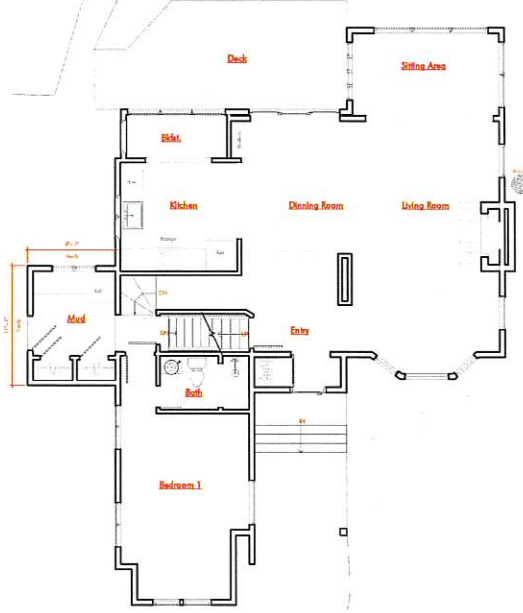
Sheet No.
 Site Plan

Project Number
 24-455
 Date
 1-2-26

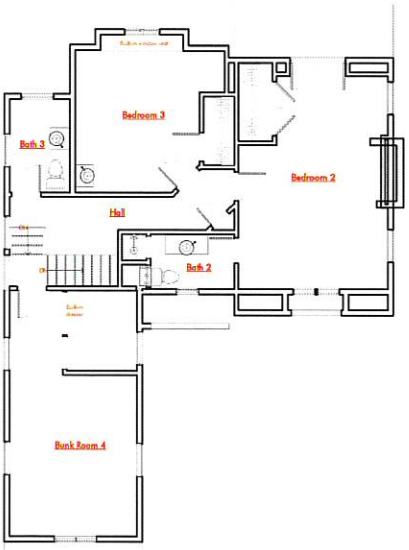
A5



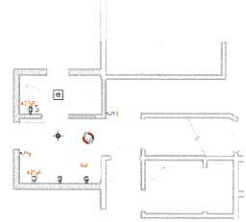
1 Existing Lower Level Plan



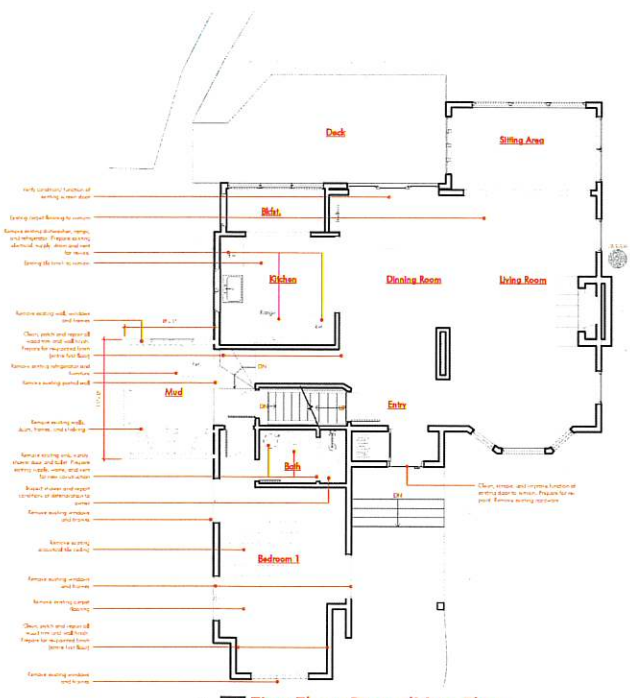
2 Existing First Floor Plan



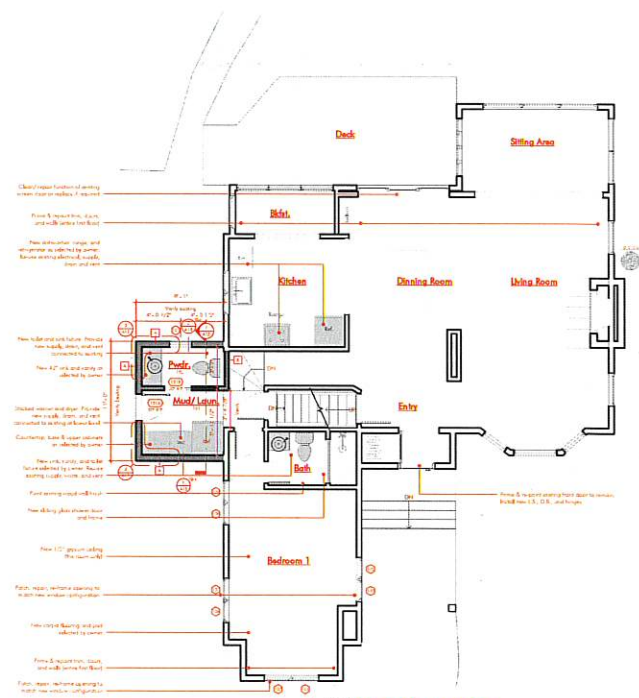
3 Existing Second Floor Plan



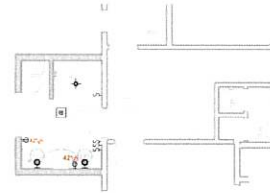
3 First Floor Electrical Plan
1/2" = 1'-0"



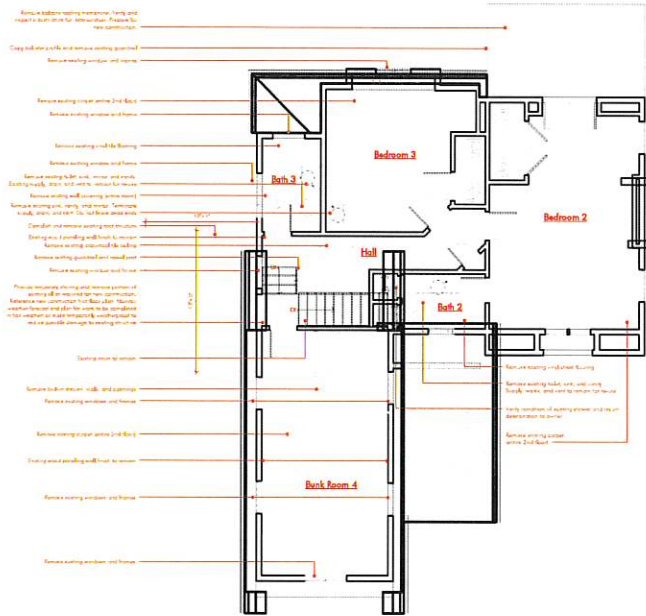
1 First Floor Demolition Plan
1/4" = 1'-0"



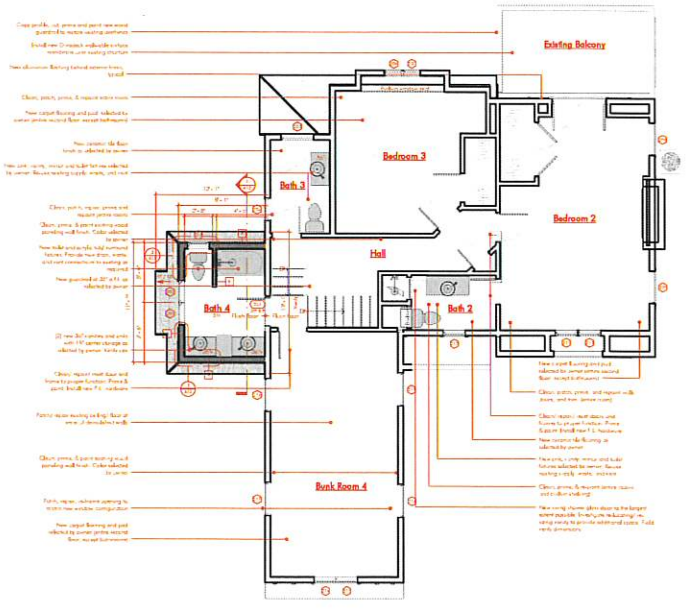
2 First Floor Plan
1/4" = 1'-0"



3 Second Floor Electrical Plan



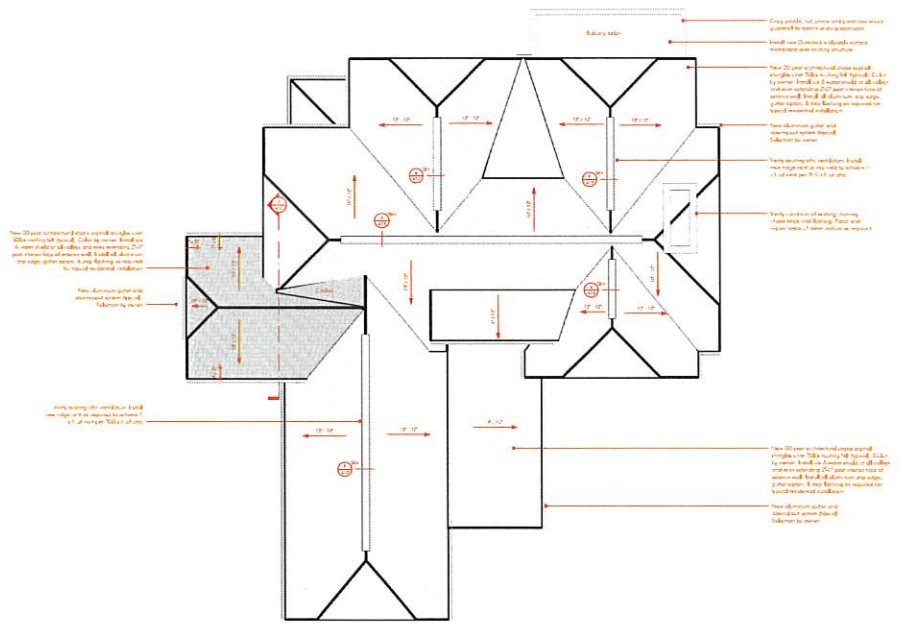
1 Second Floor Demolition Plan



2 Second Floor Plan

Coderre Renovation

1624 N Lakeshore Drive | Lake Geneva, Wisconsin 53147



1 Roof Plan

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Sheet Title
Roof Plan

Project Number
24-455
Date
1-2-26

A10



Coderre Renovation

1624 N Lakeshore Drive | Lake Geneva, Wisconsin 53147

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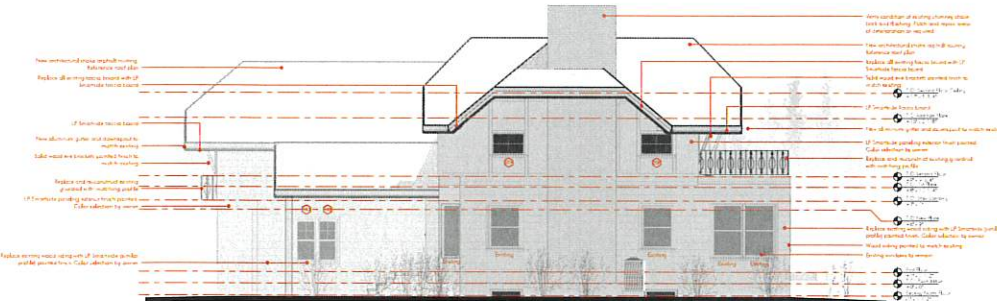
Sheet 016
Exterior Elevations

Project Number: 24-455
Date: 1-2-26

A11

Exterior Elevation Notes

1. Materials and finish: Please refer to the General Conditions and specifications for the finish indicated in this drawing.
2. Elevation Notes do not take precedence over the General Conditions and specifications. General Conditions take precedence over the Elevation Notes.
3. Elevation Notes are not intended to be a substitute for a complete set of specifications.



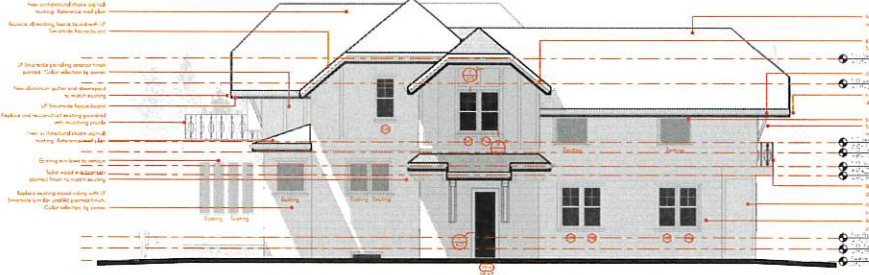
1 South Elevation



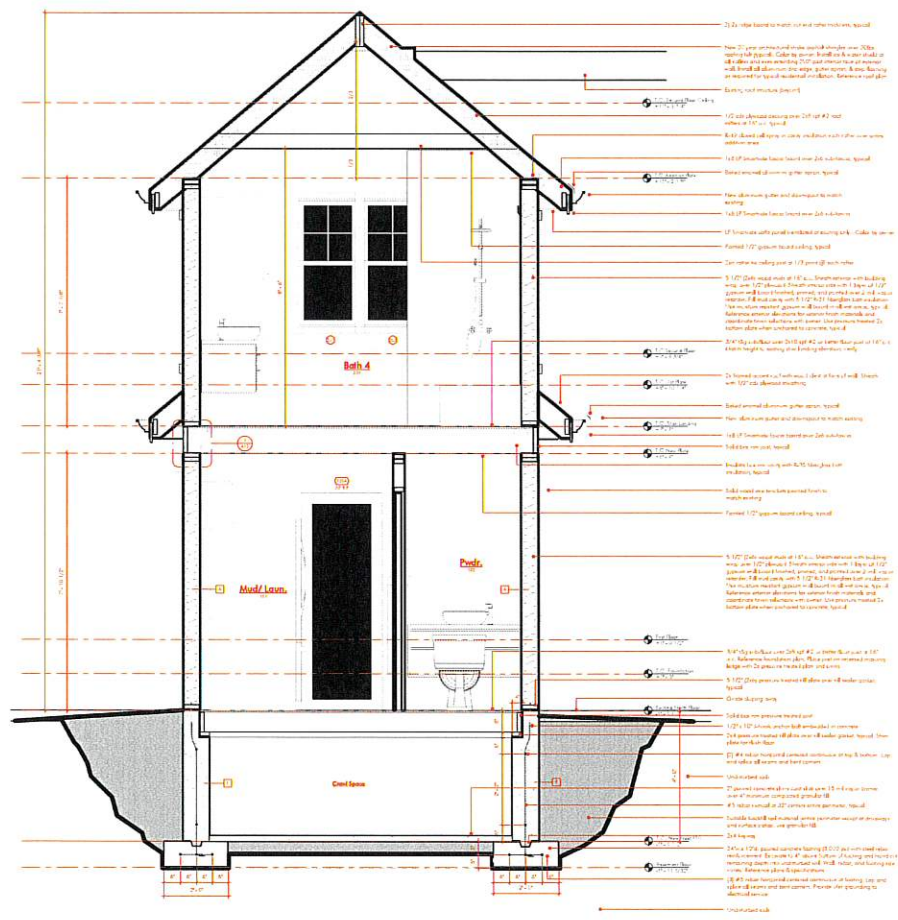
2 East Elevation



3 West Elevation



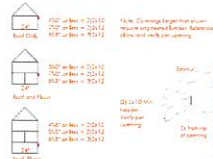
4 North Elevation



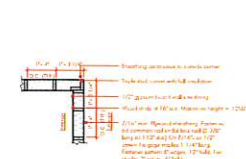
1 Building Section E-W



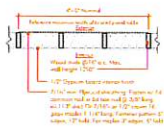
1 Box Rim/Wall Plate Connection



2 Exterior Wall Header

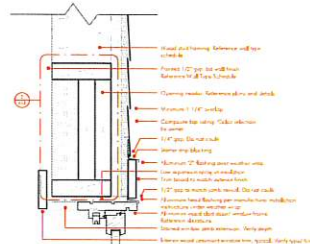


3 Braced Stud Corner

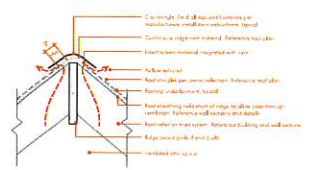


4 Wood Structural Panel

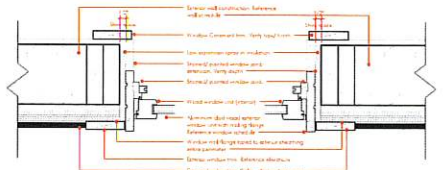
| Min. Spacing with minimum wood wall plate | Min. Spacing with 1/2\"/> | | | |
|---|------------------------------|------|------|------|
| 2x4 | 2x4 | 2x4 | 2x4 | 2x4 |
| 2x6 | 2x6 | 2x6 | 2x6 | 2x6 |
| 2x8 | 2x8 | 2x8 | 2x8 | 2x8 |
| 2x10 | 2x10 | 2x10 | 2x10 | 2x10 |
| 2x12 | 2x12 | 2x12 | 2x12 | 2x12 |



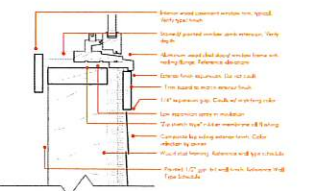
5 Exterior Finish Head



6 Ridge Vent



7 Typical Window Jamb



8 Exterior Finish Sill



Coderre Renovation

1624 N Lakeshore Drive | Lake Geneva, Wisconsin 53147

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 Date: 1-2-26

A13

General Construction Standards & Specifications

Division 00 - Procurement & Contracting Requirements

- 0.01 Drawings**
Contractor shall prepare the drawings and specifications for the project. The drawings shall be prepared in accordance with the Division 00 specifications and shall be submitted to the Architect for review and approval.
- 0.02 Performance**
Contractor shall be responsible for the performance of the work under the contract. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 0.03 Construction Administration**
Contractor shall be responsible for the construction administration of the project. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 0.04 Control of Construction**
Contractor shall be responsible for the control of construction. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 0.05 General Contractor**
Contractor shall be responsible for the general contracting of the project. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 0.06 Code**
Contractor shall be responsible for the code compliance of the project. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 0.07 Measurement**
Contractor shall be responsible for the measurement of the project. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 0.08 Invoicing**
Contractor shall be responsible for the invoicing of the project. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.

Division 01 - General Requirements

- 1.01 Summary of Work**
Contractor shall be responsible for the summary of work. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 1.02 Permit & Approval Procedures**
Contractor shall be responsible for the permit and approval procedures. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 1.03 Access**
Contractor shall be responsible for the access to the project. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 1.04 Submittals**
Contractor shall be responsible for the submittals. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.

- 1.05 Temporary Enclosure**
Contractor shall be responsible for the temporary enclosure. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 1.06 Project Meeting**
Contractor shall be responsible for the project meeting. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 1.07 Protection**
Contractor shall be responsible for the protection of the project. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 1.08 Safety**
Contractor shall be responsible for the safety of the project. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 1.09 Security**
Contractor shall be responsible for the security of the project. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 1.10 Temporary Utilities**
Contractor shall be responsible for the temporary utilities. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 1.11 Access Easements**
Contractor shall be responsible for the access easements. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 1.12 Quality Assurance**
Contractor shall be responsible for the quality assurance. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 1.13 Safety & Health of Workers**
Contractor shall be responsible for the safety and health of workers. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 1.14 General Contract & Field Assistance**
Contractor shall be responsible for the general contract and field assistance. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.

Division 02 Existing Conditions

- 2.01 Basis Conditions**
Contractor shall be responsible for the basis conditions. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 2.02 Demolition**
Contractor shall be responsible for the demolition. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 2.03 Existing Foundation**
Contractor shall be responsible for the existing foundation. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 2.04 Foundation and Dewatering of Existing Methods**
Contractor shall be responsible for the foundation and dewatering of existing methods. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.

Division 03 - Concrete

- 3.01 General Description of Work**
Contractor shall be responsible for the general description of work. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.02 Concrete Materials**
Contractor shall be responsible for the concrete materials. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.03 Concrete Formwork**
Contractor shall be responsible for the concrete formwork. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.04 Concrete Reinforcement**
Contractor shall be responsible for the concrete reinforcement. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.05 Concrete Placement and Finishing**
Contractor shall be responsible for the concrete placement and finishing. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.06 Concrete Curing**
Contractor shall be responsible for the concrete curing. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.07 Concrete Protection**
Contractor shall be responsible for the concrete protection. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.08 Concrete Repair**
Contractor shall be responsible for the concrete repair. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.

- 3.09 Existing Foundations**
Contractor shall be responsible for the existing foundations. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.10 Concrete Walls**
Contractor shall be responsible for the concrete walls. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.11 Concrete Slabs**
Contractor shall be responsible for the concrete slabs. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.12 Concrete Columns**
Contractor shall be responsible for the concrete columns. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.13 Concrete Beams**
Contractor shall be responsible for the concrete beams. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.14 Concrete Foundations**
Contractor shall be responsible for the concrete foundations. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.
- 3.15 Concrete Foundations**
Contractor shall be responsible for the concrete foundations. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.

Division 04 - Masonry

- 04.01 General Measurements**
Contractor shall be responsible for the general measurements. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.

Division 05 - Metals

- 05.01 General Measurements**
Contractor shall be responsible for the general measurements. The Contractor shall ensure that the work is completed in accordance with the contract documents and the applicable laws and regulations.



Coderre Renovation
 1624 N Lakeshore Drive | Lake Geneva, Wisconsin 53147

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Project Number:
 24-455
Date:
 1-2-26
Rev. No.:
 Construction Standards
A14

Coderre Renovation – Existing Condition Photos



View from Street (West looking East)



Northwest looking Southeast

RESOLUTION OF THE PLAN COMMISSION

Resolution recommending to the Common Council a Conditional Use Permit (CUP) filed by Katie Coderre, 2125 Hagen Lane, Flossmoor, IL 60422, for a request to construct an addition to the single family home within the Estate Residential-1 (ER-1) zoning district located at 1624 N Lake Shore Drive, Tax Key No. ZLM 00037.

| | | | |
|---------------------|--------------------|--------------|-------------------|
| Committee: | N/A | | |
| Fiscal Impact: | N/A | | |
| File Number: | PC-2026-001 | Date: | February 16, 2026 |

WHEREAS, the City of Lake Geneva Plan Commission has considered a Conditional Use Permit application filed by Katie Coderre, 2125 Hagen Lane, Flossmoor, IL 60422, for a request to construct an addition to the single family home within the Estate Residential-1 (ER-1) zoning district located at 1624 N Lake Shore Drive, Tax Key No. ZLM 00037, and

WHEREAS, the Plan Commission held a Public Hearing thereon pursuant to proper notice given on February 16, 2026, and

WHEREAS, the Plan Commission made the following findings of fact:

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, and

WHEREAS, the Plan Commission has recommended approval with the following conditions:

1. A pedestrian easement for the Geneva Shore Path shall be submitted to the satisfaction of City Attorney prior to building permit issuance.
2. Substantial conformation to the submitted plans.
3. All required permits shall be secured prior to start of construction.

NOW, THEREFORE, BE IT RESOLVED, that the Plan Commission hereby recommends to the Common Council of the Conditional Use Permit filed by Katie Coderre, 2125 Hagen Lane, Flossmoor, IL 60422, for a request to construct a new single family home within the Estate Residential-1 (ER-1) zoning district for the property located at 1624 N Lake Shore Drive, Tax Key No. ZLM 00037, per the findings of fact stated above and one condition of approval stated above.

Recommended to the Common Council of the City of Lake Geneva this 16th day of February, 2026.

PC Action: **Adopted** **Failed** **Vote** _____

Mayoral Action: **Accept** **Veto**

Todd Krause, Plan Commission Chair Date

Attest:

Amanda Rotondi, Building and Zoning Clerk Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 16, 2026

Agenda Item #7.e.f.

Applicant:
City of Lake Geneva

Request:
Text Amendment to limit Number of Sandwich Board Signs per Building

Description:

During the Plan Commission Meeting of January 6, 2026, staff were asked to prepare a Zoning Ordinance text amendment to prevent the installation of multiple Sandwich Board Signs located on the public sidewalk outside of multitenant buildings. This issue arose from the unique circumstance of a multitenant building located in downtown. The current Sign Ordinance allows any business to install a Sandwich Board sign on the public sidewalk with no overall limit on the number of Sandwich Board signs. For example, a building with seven (7) tenant spaces could place seven (7) Sandwich Board signs on their sidewalk in front of their building. Commissioners agreed that this was not the intended outcome of Sign Ordinance and asked that staff look at a change to prevent this type of potential safety and visual clutter issue.

Regulating Zoning Ordinance Section:

Section 98-811 Permitted Sign Rules allows the following with respect to Sandwich Board Signs:

- Sign permit is required
- One (1) for each business
- Located within ten feet (10') of customer entrance
- Constructed of durable, all weather materials in all districts
- Ambient lighting only
- Allows maximum six (6) square feet in surface area/three (3) feet maximum height and two (2) feet maximum width.
- Allows on a sidewalk that measures at least six feet (6') in width
- Must be placed to maintain a five foot (5') wide pedestrian path
- Display limited to hours of operation of business

Staff Recommended Redline:

Staff are recommending the following amendments to the current Ordinance:

- **Building entrance** is added to the sign ordinance definitions and defined as: **The publicly accessible ingress and egress point to a building from the exterior.**
- Change the allowance of one (1) Sandwich Board Sign per business to **one (1) Sandwich Board Sign per Building Entrance.**
- Change requirement that sign be located within ten feet (10') of customer entrance to **sign located within ten feet (10') of Building Entrance.**

ARTICLE 8: SIGNAGE REGULATIONS

Section 98-801. Purpose.

- (1) The purpose of this Article is to establish standards for the fabrication, erection, and use of signs, and to regulate the location, type, size, and height of signage for all properties within the City of Lake Geneva. The adoption of this Article reflects the formal finding of fact by the City of Lake Geneva Plan Commission and City Council that regulation of signage advances the following compelling governmental interests:
 - (a) Elimination of signage that the City has determined to be a cause of unsafe traffic and visibility conditions for pedestrians, bicyclists, drivers, and passengers.
 - (b) Protection of pedestrians, bicyclists, drivers, and passengers from injury caused by the faulty and uncontrolled construction and use of signs within the City.
 - (c) Protection of pedestrians, bicyclists, drivers, and passengers from injury caused by distractions, obstructions, and hazards created by certain signs or by cluttered, distracting, or illegible signage.
 - (d) Promotion of the public welfare, health, and safety of all persons using public thoroughfares and rights-of-way within the City of Lake Geneva in relation to the signage displayed thereon, or overhanging, or projecting into such public spaces.
 - (e) Preservation of the value of private property by assuring the compatibility of signs with surrounding land uses.
 - (f) Assuring that public benefits derived from expenditures of public funds for the improvement and beautification of public streets and other public structures and spaces are protected from visual blight and unsafe conditions by exercising reasonable controls over character and design of signage.
 - (g) Advancing the aesthetic goals of the City throughout the community and ensuring the effectiveness and flexibility in the design, creativity, or use of signage without creating a detriment to the general public.
- (2) Furthermore, this Article leaves ample and adequate alternative channels of communication and is narrowly defined so as to limit regulation to exterior signage and signage designed to be viewed from beyond the boundaries of a site.

Section 98-802: Reserved

Section 98-803: Definitions

- (1) **Definition of a Sign.** In this Article, the word “sign” means any object, device, display, structure, or part thereof, situated or visible from outdoors, which is used to advertise, identify, display, direct or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means, including words, letters, figures, designs, logos, symbols, fixtures, colors, illumination, or projected images.

For the purposes of this Article, the following are not signs regulated by this Article:

- (a) Traffic control devices and similar structures erected by roadway authorities located within a right-of-way to communicate regulatory, directional or similar information to users.
- (b) Decorations that are incidentally and customarily associated with a holiday, community festival or similar event.
- (c) Flags which do not contain a commercial message or commercial logo or branding.

- (d) Art works, including but not limited to wall murals and statues, which do not contain a commercial message or logo or branding.
 - (e) Building colors and lighting which do not contain a commercial message or commercial logo or branding.
 - (f) Window displays of merchandise, pictures, or models of products or services incorporated in a window display, which are not directly attached to an interior or exterior window surface.
 - (g) Vehicles that are licensed, operable, and parked in legal parking spaces.
 - (h) Individual signs that are less than one square foot in area. Individual signs shall not be combined in a “mosaic” arrangement to create a resulting larger sign.
 - (i) Construction site banners as defined in Wis. Stats. §66.1102(5)(a).
- (2) **Other Definitions.**
- (a) **Advertising.** Any writing, painting, display, emblem, drawing, sign, or other device designed, used, or intended for display or any type of publicity for the purpose of making anything known or attracting attention to a place, product, good, service, idea, or statement.
 - (b) **[Building entrance.](#)** The publicly accessible ingress and egress point to a building from the exterior.
 - (c) **Building frontage.** The width of the building façade that fronts a public street, highway, or interstate.
 - (d) **Business frontage.** The portion of a building frontage occupied by a single tenant space having a public entrance within the building frontage. For businesses located on the interior of a building without frontage, the building elevation providing customer access shall be considered the business frontage.
 - (e) **Commercial message.** Any sign wording, logo, branding, or other representation that, directly or indirectly, names, advertises, or calls attention to a business product, service, idea, or commercial activity. Any sign authorized by this Article may contain a commercial message.
 - (f) **Copy.** Words, letters, numbers, figures, designs, or other symbolic representations incorporated into a sign.
 - (g) **Changeable copy.** Sign copy that may be changed manually to provide different information such as boards with changeable letters, bulletin boards, and chalkboards.
 - (h) **Customer entrance.** The entrance that the public can use when an establishment is open to the public.
 - (i) **Electronic message sign:** See Section 98-808.
 - (j) **Elevation, building.** The view of any building or other structure from any one of four sides regardless of the configuration or orientation of a building. No building shall be treated as having more than four building elevations. Each elevation will generally be identified as a north, south, east or west building elevation.
 - (k) **External illumination.** The lighting of an object from a light source located a distance from the object.
 - (l) **Façade.** See “Elevation, building.”
 - (m) **For lease.** The period of time in which a property is being offered for lease through a licensed real estate agent or is being offered for lease by the owner.

- (n) **Height of sign.** The vertical distance from the average ground level at the base of the sign to the top of the highest attached component of the sign. See Section 98-815(2) for the measurement of sign height.
- (o) **Lighting, ambient.** Illumination in which the only light that falls onto the sign comes from sources that are available naturally (e.g. sunlight, moonlight) or from artificial lighting sources used for other purposes in the vicinity of the sign (e.g. streetlights, lighting installed for other purposes or sites)
- (o) **Lighting, backlit.** Illumination that is arranged in such a way that the light is cast from behind the sign to the eyes of the viewer. Often, the lighting element is unshielded but concealed behind individual freestanding letters, creating a silhouette effect.
- (p) **Lighting, gooseneck.** Illumination resulting from light emitted directly from a shielded light fixture located at the top of the sign and angled downward onto the sign face. The light fixture is attached to a curved neck which is often flexible, allowing the user to position the light source onto the sign face.
- (q) **Lighting, internal.** Illumination emanating from a lighting element that is located behind the sign face and which is completely enclosed.
 1. Internally illuminated signs shall have a light-colored copy on a dark-colored or opaque background, so that the copy is legible during the day and night. When illuminated, the sign shall appear to have an illuminated copy with a dark or non-illuminated background.
 - a. The requirements of Subsection (q)1., above, shall not apply to internally illuminated individual characters, letters, or shapes that do not contain copy on the sign face.
 2. Neon lighting is not considered to be internal lighting.
- (r) **Lighting, neon.** Glass tube lighting in which gas and phosphors are used in combination to create a colored light. Neon lighting is not considered internal lighting as defined in Subsection (q) above.
- (s) **Maintain.** Maintaining the existing appearance of the sign; replacing the sign face or the supporting structure with identical materials, colors, and messages; changing the message of a Changeable Copy Sign; or changing the face of an Off-Premises Advertising Sign (billboard).
- (t) **Noncommercial message.** Any wording, logo, branding, or other representation that does not, directly or indirectly, name, advertise, or call attention to a business product, service, idea, or commercial activity. Any sign authorized by this Article may contain a noncommercial message.
- (u) **Open house.** An on-premise event used to advertise the lease, rent, or sale of a property.
- (v) **Plat phase.** The subset of lots, rights-of-ways, and outlots located within the perimeter boundary of a Final Plat that is being developed during a discrete and separate period from other lands in the same Final Plat.
- (w) **Sign area.** The entire face of a sign, including the extreme limits of writing, representation, emblem, or other display, together with any material or color forming an integral part of the background of the display but not including any supporting framework. See Section 98-815(4).
- (x) **Sign face.** The area or display surface used for the message.
- (y) **Site.** A site shall include all lots that are contiguous, under unified single ownership and intended to remain under unified single ownership under the jurisdiction of this Article. A site may also be determined to be a portion of a single lot where more than one building contains separate businesses. For the purposes of this Article, the site shall be determined by the Zoning Administrator.
- (z) **Temporary sign.** A sign or advertisement intended to be displayed for a certain limited period of time. If a sign display area is permanent, but the message displayed is subject to periodic

changes, that sign shall not be considered temporary. A portable sign shall not be considered a temporary sign or used for such a purpose.

- (aa) **Three-dimensional signs.** Signs that have a depth or relief on their surface. Where a sign consists of one or more three-dimensional objects (i.e., balls, cubes, clusters of objects, sculpture or statue-like trademarks), the sign area shall be measured according to its maximum projection upon a vertical plane. See Section 98-815(4).
- (bb) **Windowpane.** The area defined by any combination of the window frame and mullions located within said frame.

Section 98-804: Reserved Section 98-805: Definitions Related to Sign Groups, Sign Categories, and Sign Types

This Section provides the definitions related to various Sign Groups, Sign Categories, and Sign Types. Figures 98-811(1) through 98-811(3.A.) provide the regulations for these signs applicable to each zoning district, including an indication of whether a particular Sign Type is permitted or prohibited as a new sign. Any Sign Type not addressed by this Article shall be considered prohibited.

- (1) **Business Sign--Permanent Group.** A permanent sign which directs attention to a business, commodity, service, or entertainment conducted, sold, offered, or manufactured upon the site where the sign is located.

“Business Sign--Permanent” is a Sign Group which contains various Sign Categories and Sign Types that a business is eligible to use, and which requires a sign permit and in some cases Plan Commission approval. This Sign Group includes the following Sign Categories: Freestanding Signs, On-Building Signs, Pedestrian Signs, and Changeable Copy Signs. See Figure 98-811(1) for additional rules related to zoning districts.

- (a) **Freestanding Sign Category.** A sign permanently resting on or supported by a slab, pedestal, post, pylon, or any other form of base located on the ground. The following Freestanding Sign Types are addressed by this Article:
 - 1. **Monument Sign.** A type of Freestanding Sign in which the bottom edge of the sign face is located within one foot of a ground-mounted pedestal.
 - 2. **Dual Post Sign.** A type of Freestanding Sign mounted to the sides or ends of two or more posts, with the majority of the sign area located between the outermost posts, with the bottom edge located within an average of three feet of existing grade.
 - 3. **Pylon Sign.** A type of Freestanding Sign erected upon one or more pylons or poles, generally of a height that is taller than permitted for a Dual Post sign.
 - 4. **Freestanding Canopy Sign.** A type of Freestanding Sign placed directly on the fascia of a freestanding canopy associated with an In-Vehicle Sales and Service land use (See Section 98-206(g)).
- (b) **On-Building Sign Category.** A type of sign permanently affixed to a wall of a building, and which is generally oriented and sized for visibility to motorists. The following On-Building Sign Types are addressed by this Article:
 - 1. **Wall Sign.** A type of On-Building Sign that is mounted directly on, and parallel to, a building façade or other vertical building surface. A Wall Sign also includes a sign located on the interior of a building that is intended to be viewed primarily from beyond the boundaries of the site. Whether an interior sign is considered a Wall Sign shall be determined by the Zoning Administrator during the sign permit review process.
 - 2. **Awning Sign.** A type of On-Building Sign that is directly affixed via sewing, silk screening, painting, or similar method to a non-rigid removable awning which is mounted to the façade of a building.

3. **Canopy Sign.** A type of On-Building Sign that is directly affixed via bolts, brackets, or similar method to a rigid permanent canopy which is mounted to, or adjacent to, the façade of a building.

4. **Marquee Sign.** A type of On-Building Sign that is mounted to a permanent roof-like structure that projects out from the exterior wall of a structure and shelters the entrance or entrance approaches to a building.
 5. **Projecting Sign.** A type of On-Building Sign that is mounted at any angle other than parallel to the wall on which it is mounted, extending from the face of the wall.
- (c) **Pedestrian Category.** A sign attached to the façade of a building and mounted just above sidewalk level, and which is oriented and sized for visibility to nearby pedestrians rather than to motorists.
1. **Suspended Sign.** A type of Pedestrian Sign that is mounted to the nearest wall, oriented to pedestrian traffic, and suspended from the underside of a horizontal plane surface, such as a covered porch, arcade, or canopy or suspended from a mounting bracket and arm.
- (d) **Changeable Copy Sign Category.** A sign typically used to advertise daily specials, daily menu items, or on-site events that change on a frequent basis and which usually includes changeable copy. This type of sign is often associated with restaurants, taverns, retail stores, music venues, and retail stores.

The following Changeable Copy Sign Types are addressed by this Article:

1. **Menu Board Sign.** A type of Changeable Copy Sign mounted flat against a wall containing changeable copy.
 2. **Sandwich Board Sign.** A type of freestanding Changeable Copy Sign placed on the ground and constructed in such a manner as to form an “A”-like shape, hinged or not hinged at the top, with each angular face held together at an appropriate distance by a supporting element such as a folding bar, latch, or chain.
 3. **Bulletin Board Sign.** A type of freestanding Changeable Copy Sign located on-site containing changeable copy and resting on or supported by a pedestal, post, or other form of base located on the ground.
 4. **Drive Thru Sign.** A type of Changeable Copy Sign used only in conjunction with drivethrough or drive-in establishments.
- (2) **Business Sign--Other Group.** A sign which directs attention to a business, commodity, service, or entertainment conducted, sold, offered, or manufactured upon the site where the sign is located. “Business Signs--Other” is a Sign Group which contains various Sign Categories and Sign Types that a business is eligible to use, which do not require a Sign Permit, and which are typically used to promote temporary activities. This Sign Group includes the following Sign Categories: Window Signs, Temporary Board & Banner Signs, Temporary Flag or Feather Signs, and Temporary Approved Development Signs. See Figure 98-811(2) for additional rules related to zoning districts.
- (a) **Window Sign Category.** A type of sign that is either painted onto a window, attached to the inside face of an exterior window, or located inside a building within 3 feet of a window and intended to be viewed from the exterior of the building. Window Signs may face toward the outside, the inside, or both.
 - (b) **Temporary Board & Banner Sign Category.** A sign located outside of a building for a defined display time limit. Such signs are often used for the purpose of informing the public of a sale or special offer.

The following Temporary Board & Banner Sign Types are addressed by this Article:

1. **Board Sign.** A type of Temporary Board & Banner Sign that is temporarily placed on the ground and is made of rigid material such as plywood or corrugated plastic.

2. **Banner Sign.** A type of Temporary Board & Banner Sign that is made of flexible material such as cloth or vinyl and is supported along one or more sides or at two or more corners by wires, ropes, string, nails, or other removable fastening materials.
- (c) **Temporary Flag & Feather Sign Category.** A sign located outside of a building. Such signs are often used for the purpose of informing the public of a sale or special offer.
1. **Flag Sign.** A type of Temporary Flag & Feather Sign that is located outside of a building, made of vinyl, fabric, or other similar lightweight all-weather flexible material which is mounted on a pole.
 2. **Feather Sign.** A type of Temporary Flag & Feather Sign consisting of a piece of vertically elongated, flexible material such as cloth or vinyl which is affixed to a single pole driven in the ground. The pole may be rigid or flexible but is not permanent.
- (d) **Temporary Approved Development Sign Category.** A sign which is limited to display only during the active development of a building or plat but does not include construction site banners defined under Wis. Stats. §66.1102(5).

The following Temporary Approved Development Sign Types are addressed by this Article:

1. **Active Building Board Sign.** A type of Temporary Approved Development Sign that is made of a rigid material such as plywood or corrugated plastic, which may be displayed only on the site of a building under construction, and only during the time period in which the Building Permit is valid.
 2. **Active Plat Board Sign.** A type of Temporary Approved Development Sign that is made of a rigid material such as plywood or corrugated plastic, which may be displayed only on the site of a subdivision plat under construction, and only during the time period when less than 80 percent of the lots in the plat phase have been sold.
- (3) **Miscellaneous Sign Group.** “Miscellaneous Sign Group” is a Sign Group containing various Sign Categories and Sign Types that a site or business is eligible or required to use. This group includes the following Sign Categories: Site Guidance Signs, Placemaking Signs, and Yard Signs. See Figure 98811(3) and 98-811(3.A.) for additional rules related to zoning districts.

- (a) **Site Guidance Sign Category.** A Sign Category that includes signs that the City finds essential or highly desirable in order to protect the public health, safety, or welfare. Specifically, these signs are used to provide information essential to the following public purposes: to deliver mail; to identify property addresses for the provision of emergency services such as fire or rescue service; to identify the management of rental properties for the provision of emergency services; to provide information about parking limitations or warnings against trespass; and, to provide information about required traffic flow where a safe path to a destination is not evident.

The following Site Guidance Sign Types are addressed by this Article:

1. **On-Building Locational Sign.** A type of Site Guidance Sign located on-building that typically indicates addressing information or the name or address of the property owner, tenant, or manager of the property.
2. **Interior Site Navigational Sign.** A type of Site Guidance Sign that typically includes a directional arrow or symbol that directs people to a specific destination within a development or site or indicates a warning from the property owner related to conditions on-site or that cites a City, State, or Federal law, order, rule, or regulation. Examples may include signs listing parking hours or “No Trespassing,” “No Loitering,” or “Customer Parking Only” signs. This Sign Type may also include either the name, logo, or symbol of the destination, provided that the name, logo, or symbol is less than 1 square foot.

- (b) **Placemaking Sign Category.** A Sign Category that conveys information which the City of Lake Geneva finds desirable to encourage placemaking, particularly related to officially recognized historic places, officially-designated neighborhoods, and conveying information for the general public. Signs in this Category are optional and are only permitted through official government action, including designation of historic places, creation of outlots in a Plat or Certified Survey Map, and the presence of an Institutional land use.

The following Placemaking Sign Types are addressed by this Article:

1. **Metal Plaque Sign.** A type of Placemaking Sign is available to officially recognized historic properties, sites, or districts, typically denoting the name of the building onto which it is mounted, its date of erection, or historical information.
 2. **Permanent Gateway Sign.** A type of Placemaking Sign typically indicating the name of a neighborhood, neighborhood association, or subdivision recognized by the City of Lake Geneva.
 3. **Community Sign.** A type of Placemaking Sign typically providing information to the community regarding scheduled public events, public activities, and public facilities.
 4. **Community Interior-Oriented Sign.** A type of Placemaking Sign typically indicating or recognizing a business or other entity which sponsors or supports a particular sport, team, event, or other activity in which persons are or will be engaged at the location where the sign is displayed.
- (c) **Yard Sign Category.** A Sign Category which is available to all land uses and is intended to accommodate a wide variety of sign purposes (e.g. garage sale signs, for sale signs, political signs, “slow down for kids” signs, on-premises advertising signs, etc.), often needed on a temporary basis. Such signs are freestanding and mounted on one or two stakes or posts and do not have footings. Yard Signs are not permitted in any street terrace or other portion of a right-of-way.

The following Yard Sign Types are addressed by this Article:

1. **Stake Sign.** A type of Yard Sign that consists of a sign face erected upon one or more metal wires or wood, metal, or plastic stakes of no more than 3 inches in width.
2. **Frame Sign.** A type of Yard Sign that consists of a frame into which a sign face can be inserted and erected upon two wood, metal, or plastic stakes or ground spikes.
3. **Arm & Post Sign.** A type of Yard Sign mounted on a post or posts, either with a bracket arm extending outward to support a hanging sign, with the sign attached directly to the side of the post, or with the sign mounted between two posts.

Sections 98-806 - 98-807: Reserved

Section 98-808: Electronic Message Signs

- (1) **Electronic Message Sign.** A type of sign that displays words, lines, logos, graphic images, or symbols, which may be changed electronically to provide different information, and which includes computer signs, electronic reader boards, video screens, LCD signs, electronic time and temperature signs, and other signs with electronically controlled changing or moving displays.
 - (a) Electronic Message Signs shall be permitted only with nonresidential land uses. No more than one Electronic Message Sign shall be permitted per site.
 - (b) In addition to the setback requirements of this Article, no Electronic Message Sign shall have a message that is visible from any residential zoning district within 150 feet of the sign.
 - (c) Electronic Message Signs may be integrated into the design of the following Sign Types: Freestanding Signs, Drive Thru Signs, or Community Signs, but may not comprise more than 50

square feet of the sign's total area. Electronic Message Signs shall count toward the site's maximum permitted sign area.

- (d) Messages and non-text images shall not change appearance more than once every 10 seconds and transitions between messages shall be via instantaneous change. Use of Electronic Message Signs for images, text, or lighting that change appearance in a manner not permitted above shall be considered animated signs, which are prohibited per Section 98-830.
- (e) Electronic Message Signs shall be equipped with photosensitive equipment which automatically adjusts the brightness and contrast of the sign in direct relation to the ambient outdoor illumination.
- (f) Electronic Message Signs shall comply with the exterior lighting requirements of Section 98-707.
- (g) Electronic Message Signs shall be maintained so as to display messages in a complete and legible manner.

Section 98-809: Reserved

Section 98-810: Group Developments

- (1) To accommodate increased signage needs for multi-tenant buildings, Group Developments (defined in Section 98-208), shall be permitted an increase in total permitted sign area and height.
 - (a) Each business shall be eligible for integration into a Group Development Sign. The allocation of the sign area for each business shall be determined by the property owner.
 - (b) Group Development Signs shall be configured as a Monument Sign per Section 98-805(1)(a)1.
 - (c) Group Development Signs may be increased by up to 50 percent in area and up to two feet in height above the maximum sign area and height established in Figure 98-811(1).
 - (d) Once a Sign Permit is granted for a proposed Group Development Sign, all existing freestanding signs on the site shall be brought into conformity with this Article.

Section 98-811: Permitted Sign Rules

- (1) Signs shall be allowed on private property in the City in accordance with Figures 98-811(1) through 98-811(3.A.), which address permitted signage as it relates to permits, quantity, area, location, lighting, and zoning districts. The requirements set forth in Figures 98-811(1) through 98-811(3.A.) shall be declared to be part of this Article.
 - (a) The rules for signs in the Business Signs--Permanent Group are located in Figure 98-811(1).
 - (b) Additional rules pertaining to the Freestanding Sign Category are located in Figure 98-811(1.A.).
 - (c) The rules for signs in the Business Signs—Other Group are located in Figure 98-811(2).
 - (d) The rules for signs in the Miscellaneous Sign Group are located in Figure 98-811(3) and Figure 98-811(3.A.).
 - (e) Signage for all uses in the Planned Unit Development zoning district shall be permitted per the underlying zoning district and may be granted flexibility through the Planned Unit Development process.

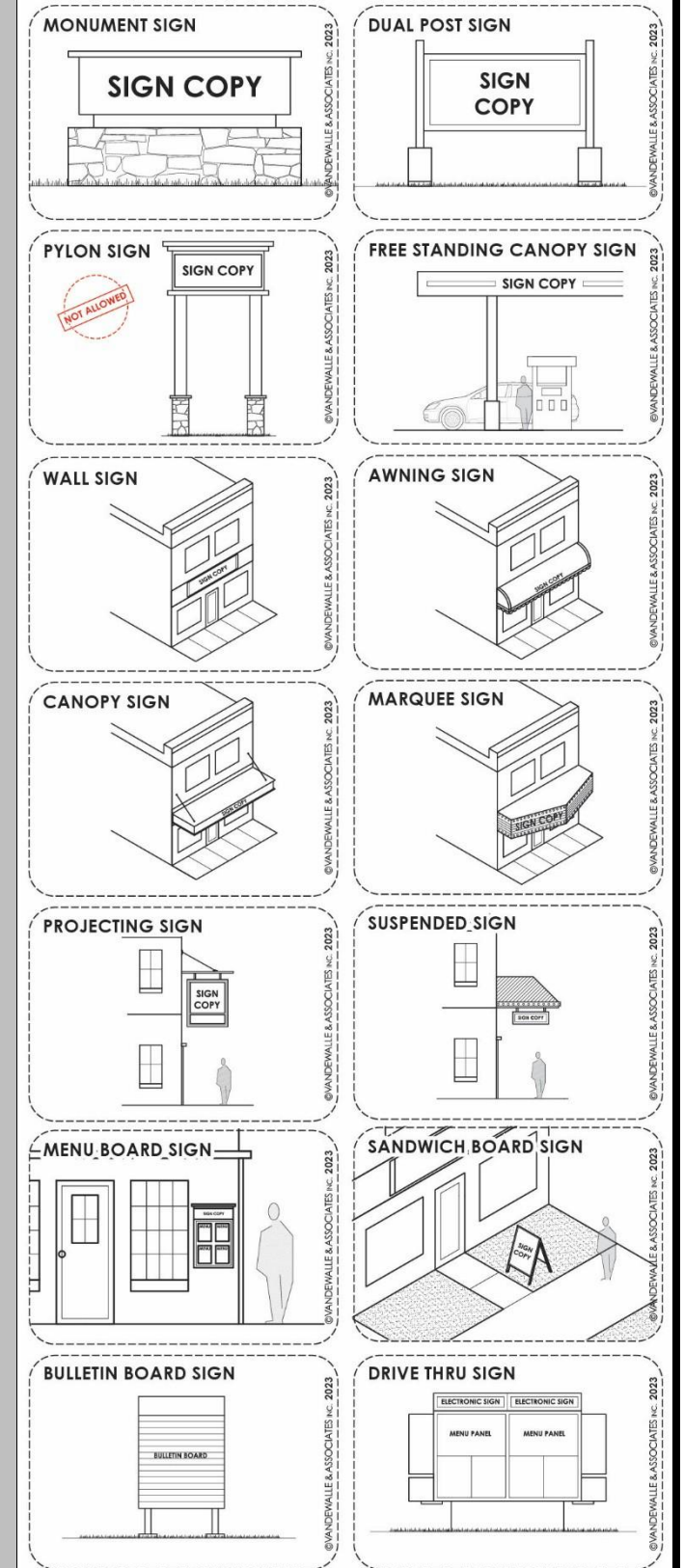
Figure 98-811(1): Business Sign--Permanent Group ²

| Sign Categories & Sign Types | Sign Permit Required and Approver (see Section 98-827) | Number of Signs Allowed | Sign Locations Allowed | Sign Face Materials Allowed | Sign Lighting Allowed | Sign Area Formula | Sign Area & Height Maximums for Zoning Districts: | | | |
|---|--|---|---|---|---|--|---|----------------------------------|--|------------------------|
| | | | | | | | 1 & 2 Family Residential CR-5ac, ER-1, SR3, SR-4, TR-6 | Multi-Family Residential MR-8 | Non-Residential and Mixed-Use RH, PO, NB, PB, PBP, NO, GB, PI, and HI | Downtown CB |
| A. Freestanding Sign Category ^{1,2} Choose 1 of the following Sign Types. | | | | | | | | | | |
| 1. Monument Sign ^{1, 2, 4, 6, 10, 12, 16} | Yes: For each new sign. City staff approval. | 1 sign per street frontage | Minimum sign setback from each property line shall be greater than or equal to the sign height. ¹⁰ | Durable, allweather materials in all districts. ¹² | Standard. ^{4,5} | 1 sf of sign area per 1 ft of street frontage | Not allowed | 32 sf area 6 ft height | 120 sf area 8 ft height | |
| 2. Dual-Post Sign ^{1, 2, 4, 6, 10, 12, 16} | | | | | | | Not allowed | | | |
| 3. Pylon Sign ^{1, 2, 4, 6, 10, 12, 16} | | | | | | | Not allowed | | | |
| 4. Freestanding Canopy Sign ¹⁷ | | | | | | | None. Use max area. | Not allowed | See Footnote 17 | |
| B. On-Building Sign Category ^{1,2} Choose 1 of the following Sign Types. | | | | | | | | | | |
| 1. Wall Sign ^{1, 2, 3, 7, 9, 10} | Yes: For each new sign. City staff approval. | 1 sign per business per street frontage, plus 1 sign per customer entry | Sign shall not extend above parapet or fascia. Minimum overhang rules. ^{8, 9, 10} Sign may not project within 2 feet of curb. | Durable, allweather materials in all districts. | Standard. ⁵ Gooseneck. Backlit, gooseneck. Standard. ⁵ | 1 sf of sign area per 1 ft of building façade length | Not allowed | Per formula. | | |
| 2. Awning Sign ^{1, 2, 3, 8, 9, 10} | | | | | | | | 40 sf area | | |
| 3. Canopy Sign ^{1, 2, 3, 8, 9, 10} | | | | | | | | 12 sf area | | |
| 4. Marquee Sign ^{1, 2, 3, 8, 9, 10} | | | | | | | | Not allowed | | |
| 5. Projecting Sign ^{1, 2, 3, 9, 10} | | | | | | | | Not allowed | | |
| C. Pedestrian Sign Category ^{1,2} | | | | | | | | | | |
| 1. Suspended Sign ^{1, 2, 9, 10} | Yes: For each new sign. City staff approval. | 1 for each customer entrance. | Minimum overhang rules. ^{8, 9, 10} | Durable, all-weather materials in all districts. | Ambient or Gooseneck. | None. Use max area. | Not allowed | 3 sf area | | |
| D. Changeable Copy Sign Category ^{1,2} | | | | | | | | | | |
| 1. Menu Board Sign ^{1, 2, 15} | Yes: For each new sign. City staff approval. | 1 for each business. Building entrance | Within 10 ft of customer entrance. Building entrance ^{9, 12} Minimum 15' from the right-ofway. ¹⁰ | Durable, allweather materials in all districts. | Internal. Ambient only. Internal. Standard. ^{4,5} | None. Use max area. | Not allowed | | 4 sf area | |
| 2. Sandwich Board Sign ^{1, 2, 13} | | | | | | | Not allowed | | 6 sf area/3 ft height/2 ft width | |
| 3. Bulletin Board Sign ¹⁴ | | | | | | | Not allowed | | 10 sf area/6 ft height | |
| 4. Drive Thru Sign ^{1, 2, 4, 11} | Yes: For each new sign. City staff approval. | 1 per drive thru lane | Drive-thru ¹¹ | | | | Standard. ^{4,5} | None. Use max area. | Not allowed | 48 sf area/8 ft height |

Footnotes Containing Additional Development Requirements:

- 1 Refer to Section 98-805 for definitions and rules for each Sign Category (lettered), and each Sign Type (numbered).
- 2 Available to land uses identified in the City of Lake Geneva Zoning Code Chapter 98, Article 2.
- 3 The number of permitted on-building signs may be transferred from one wall to another, but the total combined sign area on the receiving wall shall still be limited by its length ratio of said wall.
- 4 Electronic Message Signs (of up to 50% of the sign area) are permitted for this Sign Type in nonresidential districts. See Section 98-808.
- 5 "Standard" means the following forms of sign lighting: ambient, backlit, internal, and gooseneck. Any Internally illuminated sign must have opaque cabinet fields and a translucent message.
- 6 Group Development Signs may be up to 50% larger in area and 2 feet taller in height. See Section 98-810.
- 7 Every business shall be guaranteed a minimum of 50 square feet of Wall Sign area, regardless of the business's actual building façade length.
- 8 Sign copy shall be horizontally and vertically centered on the face of the awning, canopy, or marquee. Sign copy shall not extend above or below an awning or marquee but may extend up to 12" in height above the canopy face, excluding Freestanding Canopy Signs.
- 9 Bottom of sign shall be a min. of 14 feet above a drive, alley, street, parking space or other vehicle surface; a min. of 8 feet above a sidewalk, patio, or other ground-level- surface; and a maximum of 3 feet from the building. Wall Signs shall not project more than 12 inches horizontally beyond the edge of any wall or other surface to which they are mounted.
- 10 Sign must be located on-site and must not be located within any street right-of-way (which includes the entire public sidewalk and street terrace area) or vision triangle without a permit from the City Engineer.

Example Sign Diagrams:



11 Drive Thru Signs shall conform to the location requirements for In-Vehicle Sales or Service land uses. Drive Thru Signs shall be located within 15 feet of the building, sign copy shall not be viewable from the public right-of-way or an adjacent residential land use, sign type may be either freestanding or mounted on the exterior wall of the building and must meet the noise and lighting standards in the zoning code. A maximum total of 96 sf of total Drive Thru Signs is permitted per business.

12 Sign must be designed of materials complementary to and harmonious with the building and site and must be closely integrated with site landscaping.

13 Signs shall only be located on a public sidewalk or private walkway that is a minimum 6 feet wide and shall only be displayed during the hours of operation for on-site land use. Sign shall be located to maintain a 5-foot-wide pedestrian path.

14 Sign type only allowed for Institutional land uses as determined by the Zoning Administrator.

15 Menu Board Signs shall be securely affixed to the exterior wall of the building and shall not extend more than 4" from the wall on which it is mounted.

16 As required by Wis. Stat. Section 100.18(8), any In-Vehicle Sales and Service land use is permitted to include illuminated fuel price signage as a changeable copy or Electronic Message Sign integrated into the sign structure. Such signs shall count toward the site's maximum permitted sign area.

17 Only permitted for In-Vehicle Sales and Service land uses. Stripe width shall be permitted on all sides of the freestanding canopy and limited to a maximum height of 20 percent of the fascia's vertical height, to a maximum height of 12 inches. Sign copy shall be limited to a maximum of 4 square feet in size per fascia facing a public right-of-way.

Abbreviations: ft = feet max = maximum min = minimum sf = square feet C.U.P. = Conditional Use Permit P.C. = Plan Commission

Figure 98-811(2): Business Sign--Other Group ²

Sign Area & Height Maximums for Zoning Districts:

Example Sign Diagrams:

| Sign Categories & Sign Types | Sign Permit Required and Approver (see Section 98-827) | Number of Signs Allowed | Sign Locations Allowed | Sign Face Materials Allowed | Sign Lighting Allowed | Sign Area Formula | Sign Area & Height Maximums for Zoning Districts: | | | |
|---|--|---|---|--|--|---|--|----------------------------------|--|----------------|
| | | | | | | | 1 & 2 Family Residential CR-5ac, ER-1, SR3, SR-4, TR-6 | Multi-Family Residential MR-8 | Non-Residential and Mixed-Use RH, PO, NB, PB, PBP, NO, GB, PI, and HI | Downtown CB |
| A. Window Sign Category ^{1,2,4} No time limit on the display of these signs. | | | | | | | | | | |
| 1. Window Sign ^{1, 2, 4} | Sign Permit not required. | Not to exceed maximum coverage percentages ⁴ | Only allowed on the inside of the window. ¹¹ | Paper, vinyl, or similar lightweight material, paint | Ambient only; up to 1 internally illuminated or neon sign per tenant | Based on the percentage of window area covered. → | Not allowed. | | 25% max window area coverage per window up to 25% max total window coverage area per façade ⁴ | |
| B. Temporary Board or Banner Sign Category ^{1,2,3} Display limit is based on the footnotes below. ^{8, 10} | | | | | | | | | | |
| 1. Board Sign ^{1, 2, 3, 8} | Sign Permit not required. | 1 per lot. | Sign setback shall be at least max. sign height ³ | Plywood or similar rigid, all-weather material. | Ambient only. | None. Use max sign area limit. → | Not allowed. | | 32 sf max area 8 ft max height | |
| 2. Banner Sign ^{1, 2, 3, 10} | | 1 per lot. | On-building | Vinyl, Fabric, or Lightweight allweather material. | | | Not allowed. | | 32 sf max area, cannot exceed building height | |
| C. Temporary Flag or Feather Sign Category ^{1,2,3} Display limit is based on the footnotes below. ^{9, 10} | | | | | | | | | | |
| 1. Flag Sign ^{1, 2, 3, 7} | Sign Permit not required. | 1 per 100 feet of street frontage. | Sign setback shall be at least max. sign height ³ | Vinyl, Fabric, or Lightweight allweather material. | Ambient Only | None; Use max sign area limit. → | 32 sf max area, cannot exceed building height | | | |
| 2. Feather Signs ^{1, 2, 3, 9} | | | | | | | Not allowed. | | 8 sf max area 6 ft max height ⁸ | Not allowed. |
| D. Temporary Approved Development Sign Category ^{1,2,3} Display limit is based on the period of active development. ^{5, 6} | | | | | | | | | | |
| 1. Active Building Sign ^{1, 2, 3, 5} | Sign Permit not required. | 2 per development site. | On-Building; or Freestanding; and clustered in a single location approved by the City Engineer. | Any durable, all-weather material. | Ambient only. | None; Use max sign area limit. → | 32 sf max area ⁵ 10 ft max height | | | |
| 2. Active Plat Sign ^{1, 2, 3, 6} | | | | | | | 32 sf max area for each sign ⁶ 10 ft max height | | | |
| E. Prohibited Other Sign Category ¹ Display of the following signs is always prohibited in all zoning districts: | | | | | | | | | | |

- Signs resembling any traffic control sign or located within a required vision triangle near a street intersection or driveway apron, as determined by the City Engineer.
- Signs that project above the building parapet or eave.
- Signs that flutter, undulate, swing, rotate, or otherwise move, e.g. inflatable signs, windsocks/tubes, pennants, streamers, festoons, and pinwheels; except signs permitted in A.-D., above.
- Flashing, scrolling, or animated signs (including signs that change their appearance less than once per 6 seconds), beacon, search lights, and strobe lights.
- Signs mounted on platforms, with wheels or runners, such as trailer signs, sled signs, or other portable signs.

Footnotes Containing Additional Development Requirements:

- 1 Refer to Section 98-805 for definitions and rules for each Sign Category (lettered), and each Sign Type (numbered).
- 2 Available to land uses identified in the City of Lake Geneva Zoning Code Chapter 98, Article 2.
- 3 Sign must be located on-site and must not be located within any street right-of-way (which includes the entire public sidewalk and street terrace area) or vision triangle.
- 4 A "Window" is the total area within a window frame, which may be divided by muntins or mullions. Glass areas divided by walls, piers or columns are considered separate windows. Signs shall only be placed on windows located on the ground floor.
- 5 Period of active building development is between the issuance of the building permit and the issuance of the first occupancy permit for the building. One additional Active Building Sign is permitted on lots greater than 5 acres in size.
- 6 Period of active plat development is between the recording of the final plat to the issuance of building permits for 80% of the lots as applied to each development phase in the final plat. One additional Active Plat Sign is permitted for a subdivision greater than 5 acres in size.
- 7 Flag Signs must be mounted to a pole. The pole can either be driven into the ground or attached to a building. If the pole is driven into the ground, it must be rigid and permanent. If the pole is attached to the building, it must also be rigid. The following flags are exempt: National flags, flags of political subdivisions, and symbolic flags of any institution or badge or insignia of the United States, State of Wisconsin, Rock County, City of Lake Geneva, foreign countries or official historic plaques.
- 8 A Board Sign is only permitted during the sale or lease of the subject property or on-site building. Signs are permitted to be displayed between the listing of the subject property or on-site building for sale or for lease and shall be removed within ten days after undergoing a rental or lease agreement or sale.
- 9 Feather Signs shall only be displayed during business hours.
- 10 Banners and Flags shall be displayed a maximum of 30 consecutive days, 1 time per calendar year.

Abbreviations: ft = feet max = maximum min = minimum sf = square feet C.U.P. = Conditional Use Permit P.C. = Plan Commission

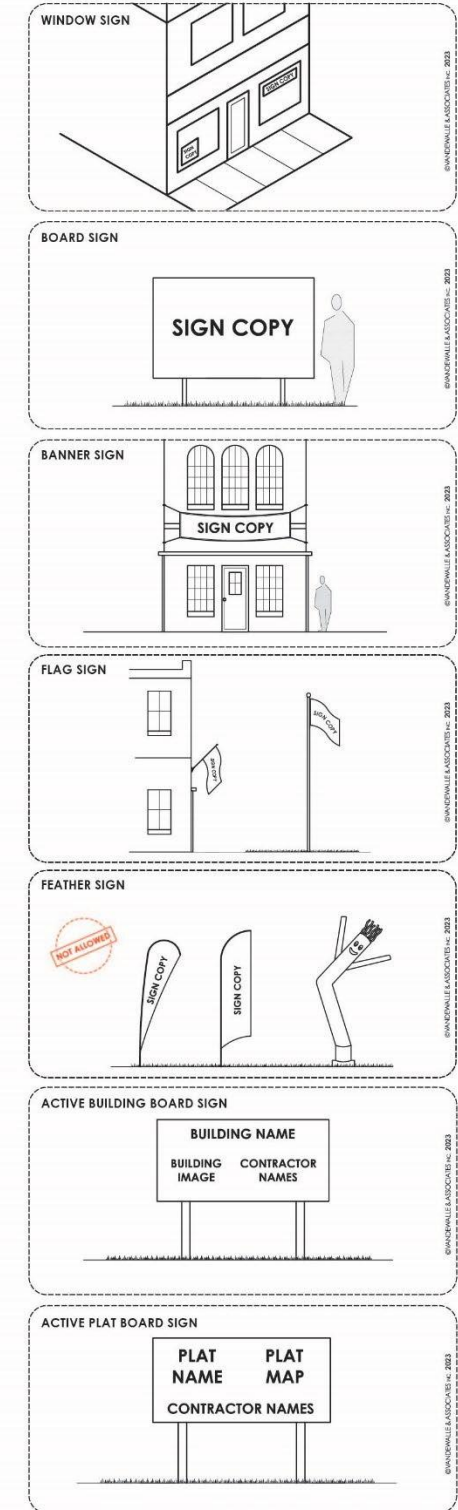


Figure 98-811(3): Miscellaneous Sign Group ²

**Sign Area & Height Maximums
for Zoning Districts:**

| Sign Categories & Sign Types | Sign Permit Required and Approver (see Section 98-827) | Number of Signs Allowed | Sign Locations Allowed | Sign Face Materials Allowed | Sign Lighting Allowed | Sign Area Formula | 1 & 2 Family Residential | Multi-Family Residential | Non-Residential and Mixed-Use | Downtown |
|------------------------------|--|-------------------------|------------------------|-----------------------------|-----------------------|-------------------|--------------------------------|--------------------------|---|----------|
| | | | | | | | CR-5ac, ER-1, SR-3, SR-4, TR-6 | MR-8 | RH, PO, NB, PB, PBB, NO, GB, PI, and HI | CB |

A. Site Guidance Sign Category ^{1, 2, 6}

| | | | | | | | | |
|---|--|--|--|--|-------------------|-----------------------------|--|--|
| 1. On-Building Locational Sign ^{1, 2, 6, 8, 10} | Sign Permit not required. | 1 required per address. ⁶ | On-building, and visible from street. ⁸ | Any durable, all-needed. weather material. | Ambient only. Use | None max sign area limit. → | 4 sf max area 6 ft max mounted height ¹⁰ | 12 sf max area 12 ft max mounted height ¹⁰ |
| 2. Interior Site Navigational Sign ^{1, 2, 6, 8, 9} | Yes. For each new sign. Staff approval | As permitted by the Zoning Administrator | On-building or freestanding. ^{6, 8} | | | | 4 sf max area 6 ft max height | |

B. Placemaking Sign Category ^{1, 2, 6}

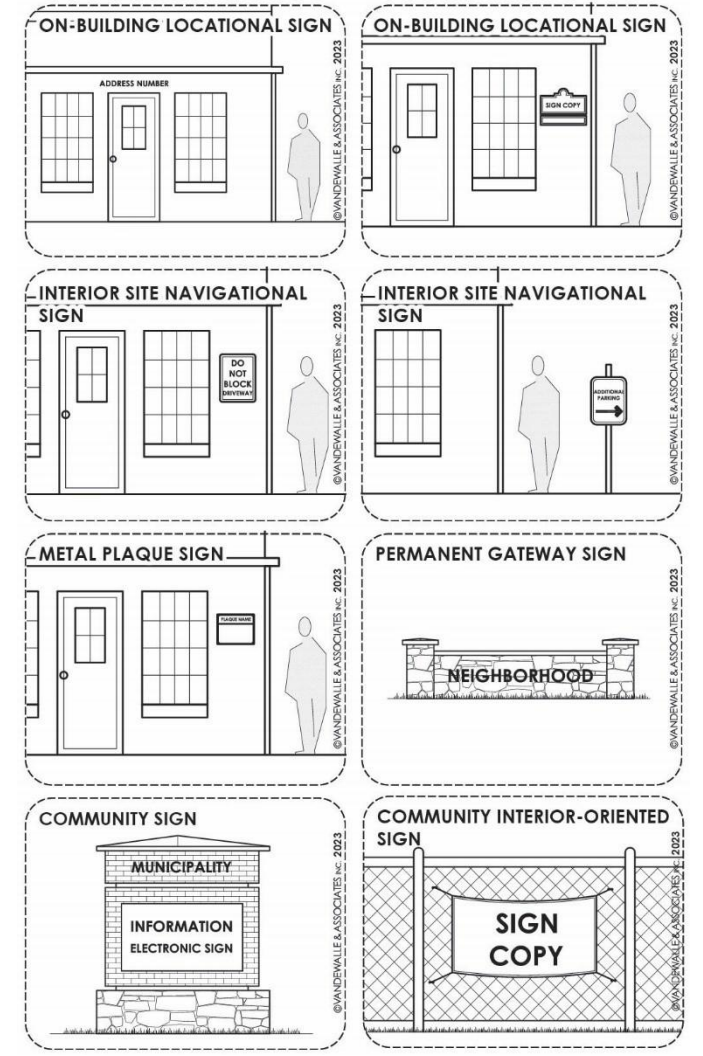
| | | | | | | | |
|---|--|---|--|---------------------------------------|------------------------|---|--|
| 1. Metal Plaque Sign ^{1, 2} | Yes. For each new sign. HPC approval. | Up to 3 per historic building, property, or district. | On-building ⁸ or freestanding. ⁶ | Bronze, aluminum, or stainless steel. | Standard. ⁷ | None Needed. Use max sign area limit. → | 6 sf max area 6 ft max height |
| 2. Permanent Gateway Sign ^{1, 2, 3, 6} | Yes. For each new sign. P.C. approval. | As approved per the final plat. 1 per site. | Minimum height of sign = minimum distance from the right-of-way ⁶ | Any durable, allweather material. | | | Standard. ^{5, 7} |
| 3. Community Sign ^{1, 2, 4, 5, 6} | Yes. For each new sign. Staff approval | As permitted by the Zoning Administrator | Affixed to fences facing the interior of a recreational field | | Ambient only. | None Needed. Use max sign area limit. → | See Monument Signs in Figure 98-811(1) 32 sf max area 15 ft max height |

Footnotes Containing Additional Development Requirements:

- 1 Refer to Section 98-805 for definitions and rules for each Sign Category (lettered), and each Sign Type (numbered).
- 2 Available to land uses identified in the City of Lake Geneva Zoning Code Chapter 98, Article 2, other than Community Signs and Community Interior-Oriented Signs.
- 3 Permanent Gateway Signs shall be located within a platted outlot or within a permanent sign easement and shall only be configured as a monument sign.
- 4 Community Signs shall only be configured as monument signs. Community Interior-Oriented Signs shall only be configured as a banner sign affixed to a fence facing the interior of a recreational field. Community Signs and Community Interior-Oriented Signs are only allowed for Institutional land uses as determined by the Zoning Administrator.
- 5 Electronic Message Sign are permitted per Section 98-808.
- 6 Sign must be located on-site and must not be located within any street right-of-way (which includes the entire public sidewalk and street terrace area) or vision triangle.
- 7 "Standard" means the following forms of sign lighting: ambient, backlit, internal, and gooseneck.
- 8 On-building signs must be located within 10 feet of building's main entrance.
- 9 May also include either the name, logo, or symbol of the destination, provided that the name, logo, or symbol is less than 1 square feet.
- 10 Home occupations are permitted one additional On-Building Locational Sign. Such sign shall be a max of 2 square feet.
- 11 Water tower signs shall be approved by the Plan Commission through the Site Plan review process (see Section 98-908).

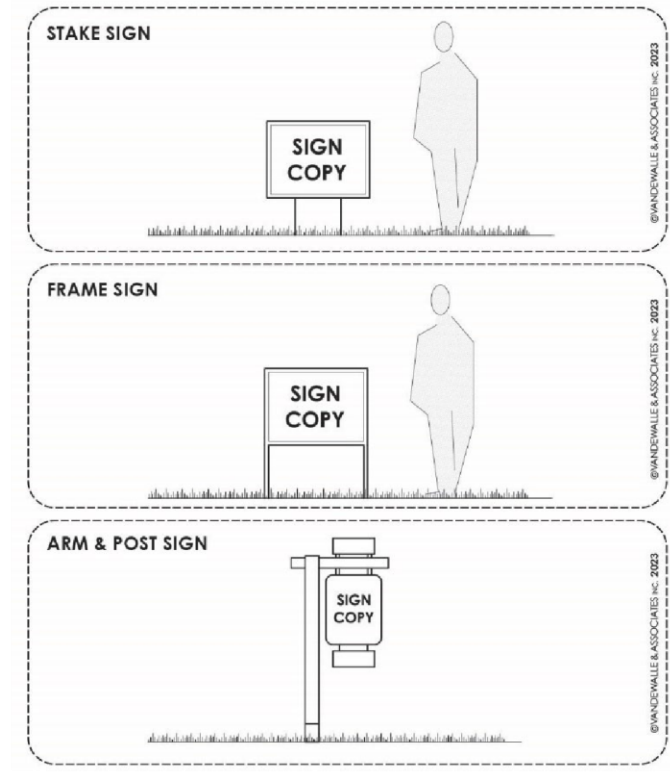
Abbreviations: ft = feet max = maximum min = minimum sf = square feet C.U.P. = Conditional Use Permit P.C. = Plan Commission HPC = Historic Preservation Commission

Example Sign Diagrams:



| Figure 98-811(3.A.): Miscellaneous Sign Group | | | | | | | Sign Area & Height Maximums for Zoning Districts: | | | |
|---|---|-------------------------|--------------------------------------|-----------------------------|-----------------------|--|--|----------------------------------|--|----------------|
| | | | | | | | 1 & 2 Family Residential CR-5ac, ER-1, SR-3, SR-4, TR-6 | Multi-Family Residential MR-8 | Non-Residential and Mixed-Use RH, PO, NB, PB, PBP, NO, GB, PI, and HI | Downtown CB |
| Sign Categories & Sign Types | Sign Permit Required (see Section 98-827) | Number of Signs Allowed | Sign Locations Allowed | Sign Face Materials Allowed | Sign Lighting Allowed | Sign Area Formula | | | | |
| A. Yard Sign Category | | | | | | | | | | |
| 1. Stake Sign ^{1,2,4,5,7,8} | No. Sign Permit not required. | 2 per lot. | Must be located on-site ³ | Any material. | Ambient only. | None needed. Use max sign area limit. → | 6 sf max area 4 ft max height | | | |
| 2. Frame Sign ^{1,2,4,5,7,8} | | | | | | | | | | |
| 3. Arm & Post Sign ^{1,2,4,5,6,7,8} | | | | | | | 10 sf max area ⁶ 6 ft max height | | | |
| Footnotes Containing Additional Development Requirements: | | | | | | | | | | |
| 1 Refer to Section 98-805 for definitions and rules for each Sign Category (lettered), and each Sign Type (numbered). | | | | | | | | | | |
| 2 Available to land uses identified in the City of Lake Geneva Zoning Code Chapter 98, Article 2 | | | | | | | | | | |
| 3 Yard Signs must be located on-site and must not be located within any street right-of-way (which includes the entire public sidewalk and street terrace area) or vision triangle. | | | | | | | | | | |
| 4 Yard Signs may be displayed permanently, but typically are not. | | | | | | | | | | |
| 5 One additional Yard Sign or Arm & Post Sign per lot is permitted if the subject property is for lease, for rent, for sale, or hosting an open house. The additional sign(s) must be removed within 10 days after undergoing a rental or lease agreement, sale, or open house. | | | | | | | | | | |
| 6 The area maximum for Arm & Post signs includes the sign face, as well as any additional placards that are attached to the sign. | | | | | | | | | | |
| 7 Any number of Yard Signs is permitted within a period of 30 days prior to, and 10 days following, any local, state, or federal election, with a maximum area of 32 square feet per sign and maximum height of 6 feet per sign. | | | | | | | | | | |
| 8 No off-premises Yard Signs are permitted. | | | | | | | | | | |
| Abbreviations: ft = feet max = maximum min = minimum sf = square feet C.U.P. = Conditional Use Permit P.C. = Plan Commission | | | | | | | | | | |

Example Sign Diagrams:



Sections 98-812 to 98-814: Reserved Section 98-815: Sign Setback, Height, Measurement, and Flexibility

- (1) Sign Setbacks. Signs must be located on-site, outside of the vision triangle, and must not be located within any street right-of-way. Each sign type must be set back in a location consistent with Figure 98-811(1), Figure 98-811(2), Figure 98-811(3), and Figure 98-811(3.A.). Any sign to be placed within a public easement requires City approval.
- (2) Sign Height.
 - (a) The height of a freestanding sign shall be measured from the average ground level adjacent to and at the base of the sign to the top of the highest attached component of the sign, or from the centerline grade of the nearest adjacent public road, if such information is supplied with the permit application and confirmed by the Zoning Administrator, whichever is higher.
 - (b) The average ground level is defined as the average elevation of the ground upon which the sign supports are placed, except when the sign supports rest upon a berm or other area elevated above the surrounding ground. In such cases, the average elevation of the base of such berm or other area shall be considered as the ground level.
- (3) Minimum Ground Clearance. All On-Building and Pedestrian Signs shall have a minimum clearance of 14 feet above a drive, alley, or street and a minimum of 8 feet above a sidewalk, path, trail, or other ground-level surface.
- (4) Measurement of Sign Area: The measurement of sign area is based on the arrangement of sign copy and sign background:
 - (a) In the case of a freestanding sign (including three-dimensional objects), sign area shall include the total sign area(s) that can be viewed from any single vantage point. i.e., for a typical freestanding sign that faces two directions, only the largest sign face visible from any single vantage point shall count toward the total permitted sign area. Sign area shall not include any elements of the sign structure designed solely for support of the sign structure and located below or to the side of the sign message. Examples of parts of a freestanding sign structure which are exempt from the sign area include the sign base and the supporting columns, posts, or poles.
 - (b) For signs comprised of individual letters and related copy which are attached to a background surface with one or more neutral surface colors, sign area shall be measured as the sum of the smallest rectangle enclosing each letter or related copy. See Example 1 in Figure 98-815(2).
 - (c) For signs comprised of individual letters and related copy surrounded by one or more sign background colors on individual panels, sign area shall be measured as the smallest single rectangle enclosing the entire sign message and any and all background color areas. See Example 2 in Figure 98-815(2).
 - (d) Groupings of related smaller signs may be counted as one sign. In such cases, sign area shall be measured as the smallest single rectangle enclosing the individual signs and any and all background color areas. See Example 3 in Figure 98-815(2).
 - (e) For signs comprised of one or more three-dimensional objects (i.e., balls, cubes, clusters of objects, sculpture or statue-like trademarks), the sign area shall be measured as its maximum projection upon a vertical plane. See Figure 98-815(1).

Figure 98-815(1): Measurement of a 3D Sign Area

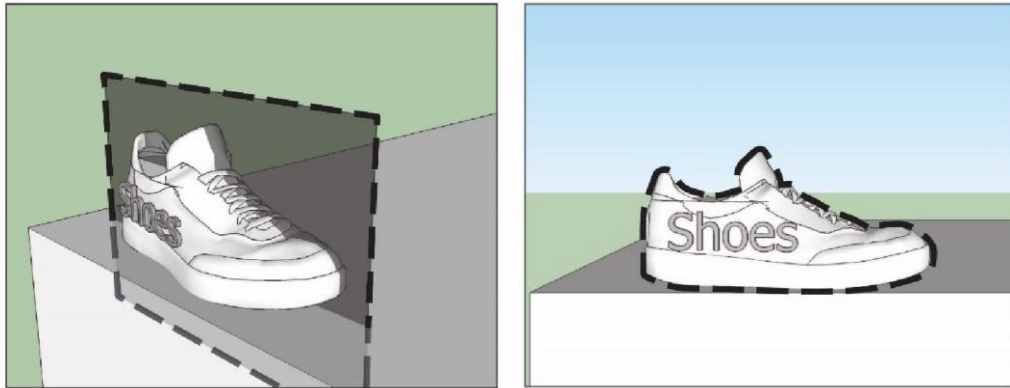
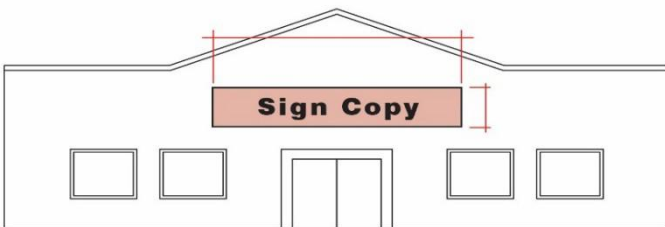


Figure 98-815(2): Measurement of Sign Area



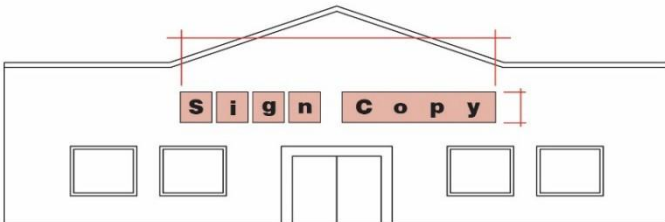
Example 1: Individual letters on a neutral surface

Sum of the smallest rectangles



Example 2: Individual letters or words grouped on one or more panels

Smallest single rectangle



Example 3: Individual letters on separate panels

Smallest single rectangle

Sections 98-816 to 98-826: Reserved Section 98-827: Sign Approvals and Permits – Application, Enforcement, and Revocation

- (1) Applicability.
 - (a) No Electronic Message Sign listed under Section 98-808(1), Permanent Gateway Sign under Section 98-805(3)(b)2., or Community Sign under Section 98-805(3)(b)3. shall be erected, installed, or constructed without approval from the City of Lake Geneva Plan Commission and the granting of a permit from the Zoning Administrator in accordance with the provisions of this Section.
 - (b) No On-Building Sign listed under Section 98-805(1)(b), Suspended Sign under Section 98-805(1)(c)1, Menu Board Sign, Sandwich Board Sign, Bulletin Board or Drive Thru Sign listed under Section 98-805(1)(d), or Interior Site Navigational Sign under Section 98-805(3)(a)2., shall be erected, installed, constructed, or maintained without the granting of a permit from the Zoning Administrator in accordance with the provisions of this Section.
 - (c) No Metal Plaque Sign under Section 98-805(3)(b)1. shall be erected, installed, constructed, or maintained without the granting of a permit from the Historic Preservation Commission in accordance with the provisions of this Section.
 - (d) For signs requiring a permit in Subsection (a), above, this Section shall apply and be construed to require a permit for a change of copy on any sign or for any conversions or changes in the sign structure.
 - (e) This Section shall not apply to repainting or re-facing with the same sign copy, cleaning, repair, or other normal maintenance of the sign or sign structure.
 - (f) No new permit is required for signs which are in place as of the effective date this Article, and such signs may remain as legal nonconforming signs if they do not comply with every provision of this Article. Any alteration or relocation of such signs shall conform to the requirements of this Article. Refer to Section 98-835 for rules pertaining to nonconforming signs.
 - (g) Any sign permit granted hereunder shall not be assigned or transferred to any other sign, including a modified sign face or modified sign structure.
 - (h) The owner or tenant may request the granting of one permit for all signs on a site that requires a sign permit.
- (2) Review Authority.
 - (a) The Plan Commission shall review all signs per Section 98-827(1), all signs accompanying changes in land use or a new land use which must receive approval of a zoning permit, and sites which will have more than one sign viewed together as part of a group of signs. This may be required with a zoning permit for change of land use or a sign permit.
- (3) Sign Permit Application. Each sign permit application shall include:
 - (a) The name, address, phone number, and email address of the applicant.
 - (b) The name of the business or land use the proposed sign will serve.
 - (c) The name, address, phone number, email address, and signature of the property owner.

- (d) The name, address, phone number, and email address of the sign contractor.
- (e) The property's zoning designation.
- (f) The property's current land use or uses for the entire subject property, including all indoor and outdoor areas.
- (g) The approved site plan for the subject property (see Section 98-908). If a site plan was not previously required or approved, a site plan for the subject property with requirements as determined by the Zoning Administrator shall be provided. At a minimum, the site plan shall include the following:
 1. Location, type, height, width, and area of the proposed sign.
 2. Location, type, height, width, and area of all existing signs on the property and indication of whether existing sign(s) will remain or be removed/replaced.
 3. All property lines and buildings on the property and within 50 feet of the proposed sign.
 4. All parking areas, driveways, and public roads.
 5. Method of attachment, structural support, method of illumination, and sign materials.
 6. The total area of all signs on the subject property both before and after installation of the proposed sign.
 7. Approximate value of the sign to be installed, including cost of installation.
- (h) Payment of the sign permit fee, as established in the City of Lake Geneva Fee Schedule.
- (i) A written statement that all temporary signs will be removed per the time limits of this Article.
- (j) Any other information that may reasonably be requested by the Zoning Administrator for the purpose of application evaluation.
- (k) Any existing or proposed sign on property abutting a State Highway, United States Highway, or Interstate Highway may also require approval from the Wisconsin Department of Transportation or the Federal Highway Administration.
- (4) Granting and Issuance.
 - (a) The Zoning Administrator shall review the application within 14 working days of submittal to ensure it is complete per the requirements of Subsection (3), above.
 - (b) In cases where no other review or approvals are required under this Article, the Zoning Administrator shall review said application for compliance with Subsection (5), below, and shall, in writing, either approve or deny said sign permit within 45 working days of the acceptance of the complete application and payment of the required fee. If the permit application is denied, the Zoning Administrator shall state the reasons for this. The failure of the Zoning Administrator to act within this time frame shall not constitute automatic approval of the sign permit.
 - (c) When a proposed sign is associated with any development that requires a Site Plan, a sign permit shall not be granted prior to the approval of a Site Plan. In such cases, the Zoning Administrator shall review said application for compliance with Subsection (5), below, and shall place the item on the appropriate meeting agenda(s) within 30 working days of the acceptance of the complete application and payment of the required fee. Within 30 working days of recommendation or action by the body with recommending or approval authority, the Zoning Administrator shall approve or deny said sign permit based on such recommendation or action.
 - (d) Sign permit fees are nonrefundable unless applications are withdrawn prior to the commencement of Zoning Administrator review.
 - (e) A granted sign permit shall expire, and shall be null and void, if the sign is not attached or erected within 180 days after the issuance of the sign permit.

- (5) Basis for Granting a Sign Permit. In deciding whether or not to grant a sign permit, the Zoning Administrator shall determine whether the proposed sign is in compliance with the provisions of this Article. In such review, the Zoning Administrator may also consider the following factors:
 - (a) Any signage affixed to a building shall be dimensioned and located in such a manner that it fits the building's architectural features and proportions.
 - (b) All signs shall be designed to fit the zoning and character of the surrounding area including compatibility with the building characteristics, adjacent uses, and adjacent signs. Special consideration should be made where proposed signage is located on or adjacent to locally identified historic structures or publicly owned recreation and conservancy areas. Signage in the Planned Unit Development zoning district shall conform to the planned or existing dominant architectural theme of the area. Signage in or abutting residential properties should be designed and located so as not to create a nuisance.
 - (c) Signs illuminated by floodlights or spotlights shall be positioned in such a manner that none of the light spills over onto an adjoining property or glares or shines into the eyes of motorists or pedestrians. Light levels must conform to zoning requirements. All signs must conform to the Sign Illumination standards in Section 98-707.
 - (d) The number of colors and materials of the sign should be kept to a minimum.
 - (e) Landscape features shall be incorporated around the base of all permanent freestanding signs. Landscape plantings or other landscape materials shall not be considered as part of the allowable signage.
 - (f) Whether the sign is designed, constructed, installed, or maintained in such a manner that it does not endanger public safety or traffic safety and minimizes conflict with vehicular or pedestrian circulation.
 - (g) Whether the sign complies with all provisions of the City of Lake Geneva Municipal Code and Building Code, including those related to traffic safety, traffic visibility, sign setbacks, and structural integrity.
- (6) Enforcement and Revocation of Sign Permit.
 - (a) A sign permit may be revoked if the applicant has failed to comply with the provisions of this Article or any conditions that may have accompanied the permit at the time of issuance. Revocation requires written notice by either the Zoning Administrator for Article 17 violations or the Building Inspector for Building Code or other construction code violations.
 - (b) If construction, installation, or manufacture of a sign for which a permit has been issued has not commenced within 180 days from the date of the issuance of such permit, said permit shall be null and void and automatically revoked. If work authorized by such permit is suspended or abandoned for a period of 90 days any time after the work is commenced, the original permit shall become null and void. In such cases, a new permit shall be obtained to complete the work and a new permit fee shall be required.
 - (c) Any sign subject to a revoked permit shall be removed by the licensee, sign owner, or property owner within 45 days of such revocation.
- (7) Variances. Any sought by a property owner or applicant shall follow the process set forth in Section 98-910.
- (8) Appeals. Any applicant or sign permit holder affected by a decision of the Zoning Administrator may petition for a hearing before the Board of Zoning Appeals in the same manner and subject to the same procedures as other appeals of decisions of administrative officers. The filing of such petition automatically stays removal of any sign involved and already legally erected until the Board of Zoning Appeals decides whether to sustain, modify, or withdraw the notice.
- (9) Removal of Signs in Violation of this Article.

- (a) If the Zoning Administrator determines that any sign exists in violation of this Article, the Zoning Administrator shall notify the sign permit holder or the owner of the property on which the sign is located. Said notification shall indicate that such violation shall be corrected within 60 days of receipt of said notice on penalty of automatic revocation of any sign permit, and that removal of the sign by the City may occur at the expense of the owner of the property.
 - (b) If notification is sent and the violation is not corrected within 60 days, the Zoning Administrator shall revoke the permit for any sign which is in violation of this Article. It shall be the duty of the Zoning Administrator to cause removal of such sign.
 - (c) The expense of removing such sign shall be charged to the owner of the property on which the sign is located. If the owner fails to pay such expense within one month of being billed therefore, or has not made arrangement for payment satisfactory to the City Attorney, then such expense shall become a lien on the property and shall be placed upon the tax roll in accordance with Wis. Stats. §66.0627.
 - (d) Any sign illegally placed in a public right-of-way shall be subject to immediate removal and confiscation without notice by the Zoning Administrator.
- (10) Adjustments to Approved Signs. The following adjustments may be approved administratively by City staff and no additional process is necessary.
- (a) A proposed adjustment that does not alter the size, location, or placement of the approved sign.
 - (b) A proposed adjustment that would remove a sign component which is not required under the Article.

Section 98-828: Downtown Design Overlay Sign Requirements

- (1) Exterior signage. All signage which is visible from any point outside of the building or structure shall be compatible and harmonious with the general design theme noted in Sections 98-9-913(9)(a)1a, 98-913(9)(a)1b, and 98-9-913(9)(a)2. All signs located in the Downtown Design Overlay District shall meet the signage requirements of the underlying zoning district, as well as the additional restrictions set forth in this section. In addition:
- (a) Number of signs. No more than three exterior signs for the same business shall be visible from any single vantage point on or off the subject property.
 - (b) Area of signage. Signage area shall comply with the requirements for the Commercial Business (CB) District in Section 98-806(6).
 - (c) Types of signage. All signs found in Figures 98-811(1) through 98-811(3a) may be used for individual businesses. Roof signs, mobile signs and portable signs are not permitted in any instance. Special event signs shall be regulated per Section 98-805(2) of this chapter.
 - (d) Group development signs. Group development signs may be wall, projecting, awning or freestanding signs. Such freestanding signs shall be limited to one per lot, shall not exceed the height of the principle building on the subject property, shall be limited in area to a maximum of one square foot of sign area for every two feet of frontage along the public street located closest to the freestanding sign, and shall in no instance exceed the area allocated in Figures 98-811(1) through 98-811(3a). The base of freestanding signs shall be fully concealed by plants to a minimum height of 24 inches. The supports of freestanding signs shall be constructed of materials and in a style which is consistent with the materials and style of the principal structure on the site, and with the design guidelines as determined by the Design Review Commission.
 - (e) Sign colors:
 1. Bold colors, bright colors and fluorescent, "day glow," and/or "neon" colors shall not be permitted. The Zoning Administrator shall determine whether a proposed color is bold, bright, fluorescent, "day glow," or "neon" using the process outlined in Appendix B, Where such colors constitute a component of a standardized corporate theme or identity, muted versions of such corporate colors shall be used.

2. High gloss paints, enamels, lacquers, varnishes or other shiny non-glazing surfaces shall not be used, except as provided for under Subsection 98-828(1)(e)(3) below. Flat paint or satin finishes are encouraged.
3. Color combination schemes shall be limited to no more than three different colors for all signs on a property. Varying shades, tints or intensities of a color shall count as a different color for this purpose. Natural exterior materials, such as stone, brick, wood and glass

having a fine-grained assortment of colors may be considered as one color. Additional colors including bold colors, enamels, and high gloss coatings may be permitted, but are limited to appurtenances and small architectural elements not to exceed 5% of the sign area.

Appurtenances and small architectural elements include but are not limited to moldings, frames, and brackets.

4. Color schemes and lettering styles shall be used consistently on all signage used throughout the property.
- (f) Sign materials. Permitted sign materials include glass, plastic, wood, brass, metal leaf, metal plates, canvass or related fabric, or etched glass, stone or concrete.
- (g) Sign illumination. Illumination of exterior signage shall be limited to shielded spotlight. The lighting element of such fixtures shall not be visible from public rights-of-way or adjoining properties. Flashing signs (including illuminated awnings with or without messages) are not permitted, including neon and related illumination systems.
- (h) Sign location. Wall signs, canopy signs and projecting signs shall not be located on any portion of upper stories. The location of signs shall fit the building. (See Figure 98-828(1), below.) **Figure 98-828(1): Sign Location**



- (i) Removal of signs. Illegal nonconforming signs, poorly maintained signs, and obsolete signs pertaining to a closed business, shall be removed. The property owner shall be responsible for the removal of such signs.

Section 98-829: Reserved

Section 98-830: Sign Prohibitions and Limitations

The regulations contained in this Subsection apply to signs in all zoning districts.

- (1) **Prohibited Signs.**
 - (a) **Abandoned Sign.** Any sign remaining in place on a site or a portion of a site (such as a single tenant in a multitenant building) that has been vacant, closed, or otherwise unoccupied for a period of 90 days.
 - (b) **Animated Sign.** A sign having lights or illumination which flashes, scrolls, moves, rotates, twinkles, blinks, flickers, varies in intensity of color, or uses intermittent electrical pulsations.

Electronic Message Signs meeting the definition and requirements of Section 98-808 of this Article shall not be considered an animated sign.

- (c) **Billboard Sign.** An Off-Premises Advertising Sign which is freestanding, constructed of durable materials, and permanently affixed to a structure used to display advertisements and other messages to vehicle travelers for a fee paid to the owner of the structure.
 - (d) **Beacon Sign.** Any light with one or more beams directed into the atmosphere or directed at one or more points not on the same site as the light source; also, any light with one or more beams that rotate or move.
 - (e) **Inflatable Sign.** A sign capable of being filled with and expanded by air or other gas, including “dancing” inflatable signs where air moves through the sign causing it to move.
 - (f) **Off-Premises Advertising Sign.** A sign which directs attention to a business, commodity, service, or entertainment that is conducted, sold, or offered elsewhere than upon the site where the sign is displayed. Off-Premises Advertising Signs include billboards.
 - 1. Existing legal Off-Premises Advertising Signs made nonconforming by this Section shall be permitted to continue as legal, nonconforming signs, subject to the requirements of Section 98-835.
 - 2. Any advertising sign not considered an Off-Premises Advertising Sign is considered to be an On-Premises Advertising Sign.
 - (g) **Portable Sign.** A sign not permanently attached to the ground, that is designed to be moved from one location to another. Also, a sign mounted on a frame or chassis designed to be easily relocated, including unlicensed or inoperable vehicles or trailers whose principal commercial use is for signage. Licensed and operable business vehicles, trailers, or other pieces of equipment shall not be considered mobile or portable signs. Sandwich Board Signs meeting the definition and requirements of Section 98-805(1)(d)2. of this Article shall not be considered mobile or portable signs.
 - (h) **Roof Sign.** A sign displayed above the eaves or cornice of a building.
 - (i) **Vehicle Sign.** A vehicle, trailer, or other piece of equipment which contains any sign or advertising device, which is unlicensed or inoperable, or which is parked on a public right-of-way or in a location that is not an active worksite so as to be seen from a public right-of-way.
 - 1. Business vehicles legally parked in any of the locations described below shall not be considered Vehicle Signs.
 - a. A business vehicle parked on-site at the place of business in a parking space designated for company vehicle parking or storage on a site plan approved by the City; or
 - b. A business vehicle legally parked on-site at the residence of an employee (including driveways and legal off-street parking spaces)
- (2) **Sign Prohibitions.**
- (a) No sign shall be erected at any location where it may, by reason of its position, shape, color or design, interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal or device, nor shall such sign make use of words such as “stop,” “look,” “danger,” or any other word, phrase, symbol, or character in such a manner as to interfere with, mislead, or confuse users of streets or highways.
 - (b) No fluttering, undulating, swinging, rotating, or otherwise moving signs such as windsocks, motorized signs, pennants, and streamers shall be permitted. This shall not apply to Banners Signs, Flag Signs, or Feather Signs as defined in Section 98-811(2) or Community Interior Oriented Signs as defined in Section 98-811(3)(b).
 - (c) No signs shall project above the building parapet or eave, or be mounted on or extend above the roof, if attached to the building.

- (d) No flashing, scrolling, or animated signs shall be permitted. Flashing is defined as changing more than once within a 10-second time interval.
 - (e) No signs shall be mounted to an unlicensed trailer or other unlicensed vehicle.
 - (f) No beacon signs shall be permitted.
 - (g) No off-premises advertising signs shall be permitted.
 - (h) No abandoned signs shall be permitted. See Section 98-830 (1)(a).
 - (i) No sign shall be located within a required buffer yard or within a permanently protected green space area.
 - (j) No illuminated sign shall be permitted unless the illumination of the sign is so designed that the lighting element is not visible from any property within a residential zoning district.
- (3) **Sign Limitations.**
- (a) No sign shall be erected, relocated, or maintained so as to prevent free ingress to or egress from any door, window, or fire escape, and no sign shall be attached to a standpipe or fire escape.
 - (b) No sign shall be placed in a manner that would impede vehicular or pedestrian safety or impede access or visibility. Signs shall meet the visibility requirements of Section 98-703.
 - (c) No private sign shall be attached to or painted on any natural feature (e.g. tree or rock), fence, fire hydrant, public utility pole, public light pole, or traffic regulatory structure, unless otherwise authorized by the City Engineer.
 - (d) Unless otherwise allowed by this Article, no sign shall be permitted within or extend into a public right-of-way.

Sections 98-831 to 98-832: Reserved

Section 98-833: Appearance, Construction, and Maintenance of Signage

- (1) All signs shall be constructed, mounted, and maintained so as to comply with the appropriate detailed provisions of the Building Code as adopted by the City relating to the design, structural members and connections. Signs shall also comply with the applicable provisions of the Electrical Code as adopted by the City.
- (2) The base or support(s) of all ground-mounted signs shall be securely anchored to a concrete base or footing and shall meet minimum wind load capabilities of 30 pounds per square foot.
- (3) Freestanding Signs, Permanent Gateway Signs, and Community Signs shall:
 - (a) Conceal the footings and related supporting structure, including bolts, flanges, and brackets with landscaping using the formula of two landscaping points for every foot of sign's width as measured on the sign face or sign base – whichever is greater.
 - (b) Construct the base of the sign from masonry or aluminum products. The tone and texture of the base shall reflect the principal building construction as close as possible. The base of the sign must be equal or larger in width to the face of the sign.
 - (c) Follow the color scheme of the principal building and incorporate architectural features (such as sills, piers, reveals, capstones, medallions, etc.) which are part of the architectural makeup of the building shall be incorporated into the sign.
- (4) Signs shall be mounted so that the method of installation is concealed. Signs applied to masonry surfaces shall be mechanically fastened to mortar joints only and not directly into brick or stone. Drilling to provide electrical service shall follow the same rule.

- (5) No sign shall be suspended in a way that will allow the sign to swing due to wind action. Signs shall be anchored to minimize any lateral movement that would cause wear on the sign face or supporting members or connections.
- (6) All permanent signs and their supporting members shall be constructed of standardized, durable, allweather sign materials.
- (7) Sign materials in the Business Sign—Permanent Group (Figure 98-811(1)) shall be compatible with the design of the face of the façade where they are placed and shall contribute to the legibility of the sign.
- (8) No combustible materials other than approved plastics shall be used in the construction of electric signs.
- (9) All signage within the jurisdiction of this Article shall remain in a state of proper maintenance. Proper maintenance shall be the absence of loose materials (including peeling paint, paper or other material), the lack of excessive rust, the lack of excessive vibration or shaking, and the presence of the original structural integrity of the sign, its frame and other supports, its mounting, and all components thereof.
- (10) Every sign requiring either Plan Commission or Zoning Administrator approval hereafter erected shall have marked in a conspicuous place thereon the date of erection, the manufacturer's name, the permit number, and the voltage of any electrical apparatus used in connection therewith.
- (11) The repainting, changing of parts, and preventive maintenance of signs which completely conform to the requirements of this Article, and result in absolutely no change in the appearance of the sign from that originally approved, shall not be deemed alterations requiring a sign permit.
- (12) Any signs which may be, or may hereafter become rotted, unsafe, or in a state which is not properly maintained shall be subject to the provisions of Section 98-936.
- (13) If any sign is suspended or projects above a public right-of-way, the issuance and continuation of a sign permit shall be conditioned on the sign owner agreeing to hold the City harmless, and obtaining and maintaining in force liability insurance for such a sign in such form and such amount as the City may reasonably from time to time determine, provided that the amount of such liability insurance shall be at least \$1,000,000.00 per occurrence per sign.

Section 98-834: Reserved

Section 98-835: Nonconforming Signs

- (1) Nonconforming Signs. Permanent signs existing as of the effective date of this Article, which do not conform to the provisions of this Article but that conformed and met all applicable regulations of the ordinance on the effective date of this Article, shall be legal nonconforming signs.
- (2) Continuation of a Legal Nonconforming Sign.
 - (a) Legal nonconforming signs may be maintained.
 - (b) Legal nonconforming signs shall not be altered or moved to a new location without being brought into compliance with the requirements of this Article. See Subsection (3)(a), below, for what would constitute an alteration of a sign.
 - (c) When the principal structure located on the site undergoes a change of land use per the lettered land use categories described in Article III of the Zoning Ordinance, all legal nonconforming signs shall be brought into conformance with the provisions of this Article or shall be removed.
 - (d) Whenever there is a change in the sign user (excluding off-premises signs), sign owner, or owner of the property on which the sign is located, the new sign user, sign owner, or new property owner shall forthwith notify the Zoning Administrator of the change. No new sign permit is required unless there is modification of the sign face or sign structure. The sign will continue to be considered legal nonconforming.
- (3) Alteration of Legal Nonconforming Signs.

- (a) For the purpose of this Section, alteration of a sign is considered to be any change to the sign's frame, supporting structure, lighting, material, height, location, or any other alterations as determined by the Zoning Administrator.
- (b) Altering a sign does not include maintaining the existing appearance of the sign; changing the appearance of the sign face; replacing the sign face or the supporting structure with identical materials, colors, and messages; changing the message of a Changeable Copy Sign; or changing the face of an Off-Premises Advertising Sign (as defined in Section 98-830(1)(h)).
- (c) A tenant sign may be replaced to accommodate a new tenant sign without triggering the need to bring the entire project identification sign, or any of its parts, into compliance with the provisions of this Article.

Section 98-836: Reserved Section 98-837: Removal of Sign and Sign Structures where Business is no Longer in Operation

- (1) A building, portion of a building, or site shall be determined to be vacated based on the following criteria: vacancy, cessation of some or all utilities, or lapse or termination of occupational license. Vacation of a building, structure or site shall have the following effect:
 - (a) Within 90 days, the owner of the property shall take action regarding any sign and sign structures associated with the vacant building, portion of a building, or site located on the property. At the property owner's option, the property owner shall do one of the following: remove all such signs and structures, or replace the face of such signs with a blank sign face. If the property owner is granted an extension under Subsection (b) below, the requirement shall not apply during the extension period.
 - (b) An extension allowing signs or sign structures associated with vacant buildings, portions of buildings, or sites to remain on the property for an additional six-month period after the original 90 days have lapsed may be granted under the following conditions:
 - 1. The property owner shall submit an application with the appropriate fee and allow staff to inspect the signs and sign structures on the vacated building, portion of a building, or site.
 - 2. Staff shall review the application and sign to determine that the sign will not be a hazard, safety concern, or blight for the duration of the extended period.
 - 3. Signs shall be properly blanked out and contain no commercial message.
 - 4. If the sign has been damaged during the vacated period to the point it becomes a safety hazard or blight on the property, staff may have the structure removed.
 - 5. After the original six-month extension, one additional six-month extension may be approved by staff for up to one year upon submittal of a new application and fee. Any additional applications for an extension, beyond the first year, shall be approved by the Plan Commission.
 - 6. Owners of nonconforming signs may also apply for an extension; however, the nonconforming sign must be brought into compliance with this Article if any business is reestablished on the subject property.
- (2) Sign structures that have been left without a sign face, or where the permit holder no longer has any interest in the site as owner or tenant, any of which for a continuous period of 90 days, shall be deemed abandoned and shall be removed by the owner of the sign structure or the City shall proceed to remove such sign structure pursuant to the terms of this Article if the owner has not been granted an extension.
- (3) If the sign or sign structure(s) have not been removed, the City shall send written notification to the property owner of record or last known occupant, via certified mail, return receipt requested, indicating that said property owner or occupant remove the sign or sign structure or apply for and be granted an

extension. If the sign or sign structure have not been removed within 90 days after the City sends notice, and an extension has not been granted, the City may have the sign or sign structure removed.

- (4) Any and all costs incurred by the City in the removal of a sign or sign structure pursuant to the provisions of this Section, which authorized assessment of the cost, shall constitute a lien against the property upon which the sign or sign structure existed and shall be collected as a special charge under Wis. Stats. §66.0627.

Sections 98-838 to 98-839: Reserved

Section 98-840: Violations, Penalties, and Fees

- (1) It shall be a violation of this ordinance for any person to maintain any prohibited sign, to perform or order the performance of any act prohibited by this ordinance, or to fail to perform any act which is required by the provisions of this Article. In the case of any such violation, each day in which such violation exists shall constitute a separate violation.
- (2) Any and all signs, erected, altered, or maintained in violation of this section, or in violation of any of the laws or ordinances of the City or the State of Wisconsin, are declared to be a public nuisance and subject to enforcement. Any such signs so erected, altered or maintained contrary to law shall be abated as a common nuisance by the Zoning Administrator.
- (3) Any person who fails to comply with any of the provisions of this Article shall be subject to a penalty as prescribed by Section 98-936.
- (4) Fees related to signage shall be subject to those prescribed by Section 98-935.

Sections 98-841 to 98-899: Reserved

| RESOLUTION OF THE PLAN COMMISSION | | | |
|---|--------------------|--------------|-------------------|
| Resolution recommending to the Common Council a Zoning Code Text Amendment pertaining to Sandwich Board Signs (<i>Article 8 Sign Regulations</i>) | | | |
| Committee: | N/A | | |
| Fiscal Impact: | N/A | | |
| File Number: | PC-2026-002 | Date: | February 16, 2026 |

WHEREAS, the Plan Commission held a Public Hearing thereon pursuant to proper notice given on February 16, 2026, and;

WHEREAS, the Plan Commission made the following findings of fact:

1. The proposed text amendment furthers the purposes of the Zoning Ordinance.
2. The proposed text amendment furthers the purposes of the general article in which the amendment is proposed to be located.
3. The proposed text amendment furthers the purposes of the specific section in which the amendment is proposed to be located.
4. The following factors have arisen that are not properly addressed in the current zoning text:
 - New methods of development or providing infrastructure make it necessary to alter this chapter to meet these new factors;
 - A change has occurred in the land market, or other factors have arisen which require a new form of development, a new type of land use, or a new procedure to meet said change(s);
5. The proposed amendment maintains the desired overall consistency of land uses, land use intensities, and land use impacts within the pertinent zoning districts, and

NOW, THEREFORE, BE IT RESOLVED, that the Plan Commission hereby recommends to the Common Council a Zoning Code Text Amendment pertaining to Sandwich Board Signs (*Article 8 Sign Regulations*) as described in the Staff Report dated February 16, 2026, per the findings of fact stated above.

Recommended to the Common Council of the City of Lake Geneva this 16th day of February 2026.

PC Action: **Adopted** **Failed** **Vote** _____

Mayoral Action: **Accept** **Veto**

Todd Krause, Plan Commission Chair

Date

Attest:

Amanda Rotondi, Building & Zoning Clerk

Date

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: February 16, 2026

Agenda Item: #8.a.

Applicant:

Robert Jeffreys 18 LLC
1554 W Main Street
Lake Geneva, WI

Request: CSM review creating 2 buildable lots
from Tax Key Nos. ZOP 000023, ZOP 00024,
ZOP 00025, ZOP 00026, ZOP 00028.

Description:

This request is to approve a Certified Survey Map (CSM) which creates two (2) buildable lots located at Tax Key Nos. ZOP 000023, ZOP 00024, ZOP 00025, ZOP 00026, ZOP 00028.

This request is to approve the proposed Certified Survey Map for the property located generally on the block bounded by North Street to the north, Center Street to the east, Broad Street to the west and Dodge Street to the south. The land separation will create two (2) buildable lots.

The newly created lots will be:

- Lot 1 (improved with Bank building and accessory parking) will consist of 26,757 square feet of lot area and 215 feet of street frontage. This property is zoned CB Central Business which requires a minimum lot area of 1,750 square feet and a minimum street frontage of 20 feet.
- Lot 2 (improved with parking facilities) will consist of 102,943 square feet with a street frontage of 295 feet. This property is zoned GB General Business and CB Central Business. The GB district requires a minimum lot area of 9,000 square feet and a minimum street frontage of 50 feet..

Engineering Staff Comments:

Please see attached letter from Kapur Associates dated February 6, 2026.

Staff Recommendation on the proposed

Staff recommend *approval* of the Certified Survey Map (CSM) with the following conditions:

- As per 703.28(1m) – Before a Certified Survey Map or other plat may be recorded and filed, the condominium shall be removed from the provisions of this chapter, by recording a removal instrument ... Parcels ZFI 00001 & ZFI 00002 appear to be in a Condominium, has this been removed? List Document number of removal instrument.***

- B. *As per 236.20(2a) – The exterior boundaries of the land surveyed and divided must be clearly shown ... **Heavier exterior line.** • As per 236.20(2c&2f) – Easements not parallel to a boundary or lot line shall be shown by center line distance, bearing, and width or by easement boundary bearings and distances ... **Please dimension Easements and give bearings along Easements if needed.***
- C. *As per 236.20(2h) – Show centerline of all streets ... **Please show/label the centerline of Center, Broad, and North Streets.***
- D. *As per 236.34(2) Surveyors Certificate – States the “Northwest 1/4 of the Northwest 1/4” but should be the “Northeast 1/4 of the Northwest 1/4”.*
- E. *As Per 236.21(2a) Add Mortgage Certificate if appropriate.*
- F. *General Comments: Update “2025” dates in certificates, Owners Certificate should be Corporate Owners Certificate(?), and in the City approval certificate. Please refer the “City”, as “City Council”.*

City of Lake Geneva

APPLICATION FOR LAND DIVISION REVIEW

CERTIFIED SURVEY MAP or SUBDIVISION PLAT

NAME AND ADDRESS OF CURRENT OWNER:

Wintrust Financial Corporation
9700 West Higgins Road Suite 650
Rosemont, Il. 60018

TELEPHONE NUMBER OF CURRENT OWNER: [REDACTED]

OWNER SIGNATURE: *Michael Hoff*

EMAIL ADDRESS: [REDACTED]

PROJECT ADDRESS multiple parcel numbers see below TAX KEY NUMBER: _____

NAME AND ADDRESS OF APPLICANT: zop00023,zop00024,zop00025,zop00026,zop00028 zfl0001 ,zfl0002

Robert Jeffreys 18 LLC
1554 West main Street
Lake Geneva, Wi. 53147

TELEPHONE NUMBER OF APPLICANT: [REDACTED]

EMAIL ADDRESS: [REDACTED]

NAME AND ADDRESS OF SURVEYOR:

Farris Hansen & Associates (Chris Hodges)
7 Ridgeway court P.O. Box 437
Elkhorn, WI. 53121

TELEPHONE NUMBER OF SURVEYOR: [REDACTED]

SHORT STATEMENT DESCRIBING PURPOSE OF APPLICATION:

Partitioning of existing lot of record

\$200.00 fee, payable upon filing application

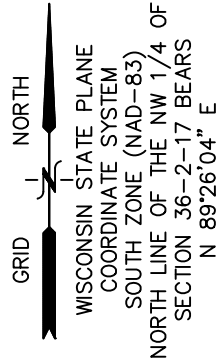
FARRIS, HANSEN & ASSOC. INC.

7 RIDGWAY COURT- P.O. BOX 437
 ELKHORN, WISCONSIN 53121
 PHONE (262) 723-2098
 e-mail: office@farrishansen.com

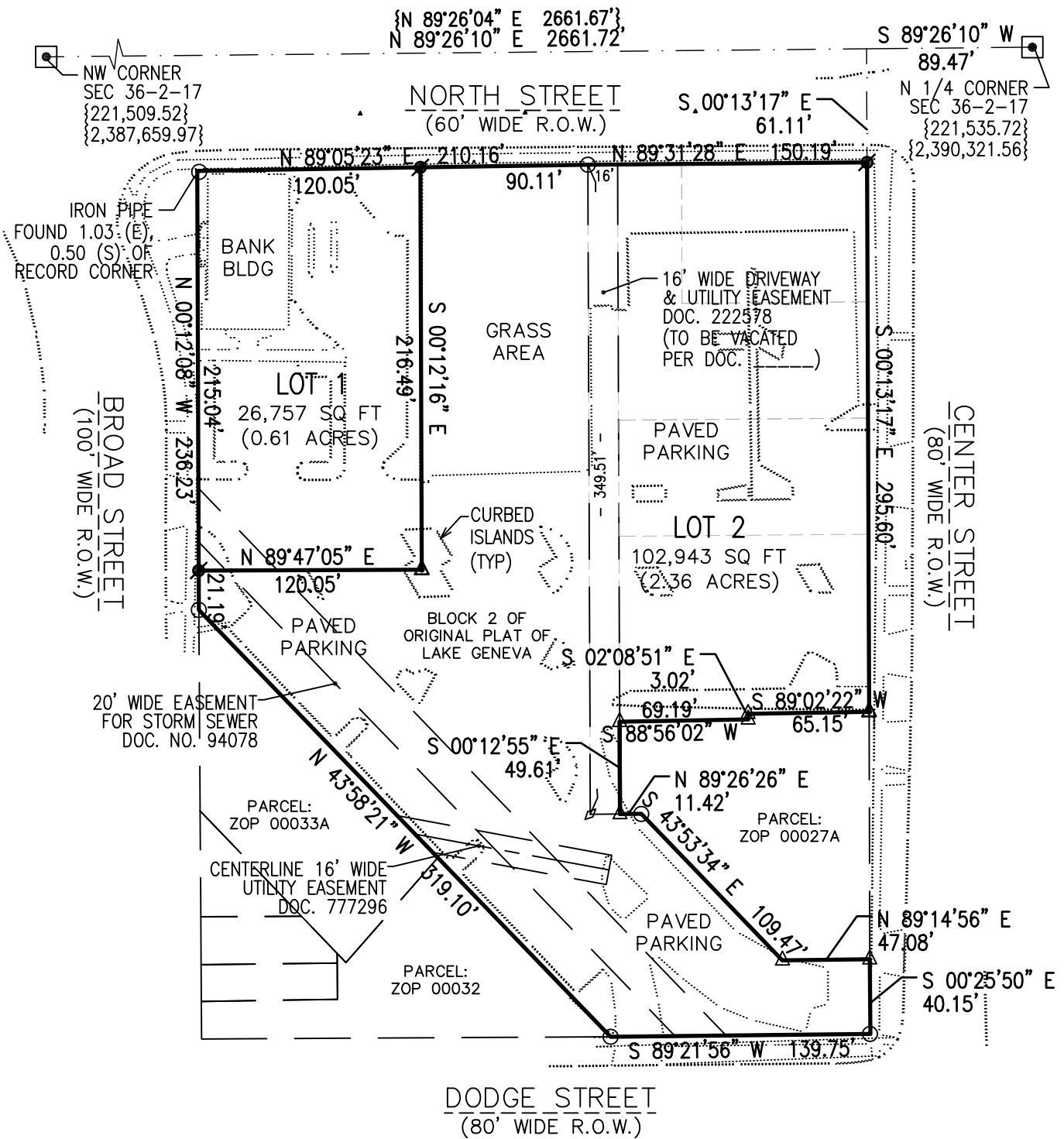
TOWN BANK
 850 W NORTH SHORE DR
 HARTLAND, WI 53029

ZONING: CB,GB
SOILS: FsA

CERTIFIED SURVEY MAP NO. _____



LOCATED IN PART OF THE NE 1/4 OF THE NW 1/4
 OF SECTION 36, TOWN 2 NORTH, RANGE 17 EAST
 CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



THIS INSTRUMENT DRAFTED
 BY CHRISTOPHER A. HODGES

PROJECT: 10888.25.01
DATE: 7/01/2025 REV: 2/02/2026
SHEET 1 OF 3 SHEETS



LOCATED IN PART OF THE NE 1/4 OF THE NW 1/4
OF SECTION 36, TOWN 2 NORTH, RANGE 17 EAST
CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

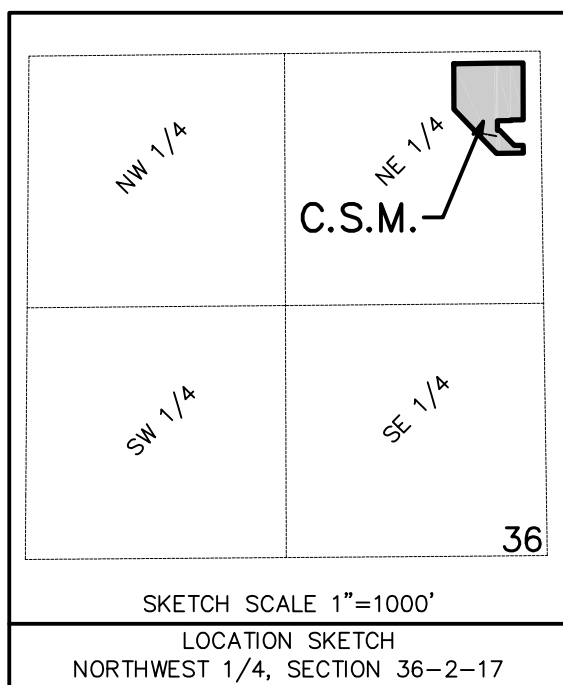
SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT AT THE DIRECTION OF TOWN BANK, OWNER, AND IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 236.34 OF WISCONSIN STATUTES, AND THE SUBDIVISION ORDINANCE FOR THE CITY OF LAKE GENEVA, I HAVE SURVEYED, DIVIDED, AND MAPPED THE FOLLOWING DESCRIBED LANDS AND THAT THIS MAP IS A TRUE REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LANDS SURVEYED AND OF THE DIVISION THEREOF TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF:

UNIT 1 & 2 OF FIRST BANKING CENTER OFFICE PLAZA CONDOMINIUM AND LOTS 4, 5, 8, 9 & 12, ALL PART OF BLOCK 2 OF THE ORIGINAL PLAT OF LAKE GENEVA AND LOCATED IN THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 36, TOWN 2 NORTH, RANGE 17 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCING AT A CONCRETE COUNTY MONUMENT FOUND MARKING THE NORTH 1/4 CORNER OF SAID SECTION 36; THEN ALONG THE NORTHERLY BOUNDARY OF SAID NORTHWEST 1/4, S 89DEG 26MIN 10SEC W, 89.47 FEET; THENCE S 00DEG 13MIN 17SEC E, 61.11 FEET TO THE NORTHEAST CORNER OF BLOCK 2 OF THE ORIGINAL PLAT OF LAKE GENEVA AND THE POINT OF BEGINNING; THENCE S 00DEG 13MIN 17SEC E, 295.60 FEET ALONG THE EAST BOUNDARY OF BLOCK 2; THENCE S 89DEG 02MIN 22SEC W, 65.15 FEET; THENCE S 02DEG 08MIN 51SEC E, 3.02 FEET; THENCE S 88DEG 56MIN 02SEC W, 69.19 FEET; THENCE S 00DEG 12MIN 55SEC E, 49.61 FEET; THENCE N 89DEG 26MIN 26SEC E, 11.42 FEET; THENCE S 43DEG 53MIN 34SEC E, 109.47 FEET; THENCE N 89DEG 14MIN 56SEC E, 47.08 FEET TO THE EAST BOUNDARY OF BLOCK 2; THENCE S 00DEG 25MIN 50SEC E, 40.15 FEET TO AN IRON PIPE MARKING THE SOUTHEAST CORNER OF BLOCK 2; THENCE S 89DEG 21MIN 56SEC W, 139.75 FEET ALONG THE SOUTH BOUNDARY OF BLOCK 2; THENCE N 43DEG 58MIN 21SEC W, 319.10 FEET TO A POINT ON THE WEST BOUNDARY OF BLOCK 2; THENCE N 00D 12MIN 08SEC W, 236.23 FEET TO AN IRON PIPE MARKING THE NORTHWEST CORNER OF BLOCK 2; THENCE N 89DEG 05MIN 23SEC E, 210.16 FEET; THENCE N 89DEG 31MIN 28SEC E, 150.19 FEET TO THE POINT OF BEGINNING.
CONTAINING 129,700 SQUARE FEET (2.98 ACRES) OF LAND, MORE OR LESS.

DATED: _____, 2025

CHRISTOPHER A. HODGES PLS-2760



LEGEND

- ⊗ = CHISELED "X" MONUMENT
- ◻ = MONUMENT w/BRASS CAP
- = IRON PIPE FOUND 1 3/8" O.D.
- = IRON REBAR FOUND 3/4" O.D.
- ◊ = RAILROAD SPIKE FOUND
- △ = MAGNETIC NAIL FOUND
- △ = MAGNETIC NAIL SET
- ⊗ = IRON REBAR SET
3/4" x 18" x 1.13 lbs/ft
- {xxx} = RECORDED AS

CERTIFIED SURVEY MAP NO. _____

LOCATED IN PART OF THE NE 1/4 OF THE NW 1/4
OF SECTION 36, TOWN 2 NORTH, RANGE 17 EAST
CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

OWNER'S CERTIFICATE

AS OWNERS WE HEREBY CERTIFY THAT WE HAVE CAUSED THE LAND DESCRIBED ON THIS MAP TO BE SURVEYED,
DIVIDED, MAPPED, AND DEDICATED AS REPRESENTED ON THE MAP. THIS MAP IS REQUIRED TO BE SUBMITTED TO
AND APPROVED BY THE CITY OF LAKE GENEVA.

_____ DATED _____

TOWN BANK

STATE OF _____)
COUNTY OF _____)

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 2025, AUTHORIZED REPRESENTATIVE OF
THE ABOVE NAMED TOWN BANK, TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT AND TO
ME KNOWN TO BE SUCH REPRESENTATIVE OF SAID TOWN BANK, AND ACKNOWLEDGED THAT THEY EXECUTED THE
FOREGOING INSTRUMENT AS SUCH REPRESENTATIVE AS THE DEED OF SAID TRUST, BY ITS AUTHORITY.

MY COMMISSION EXPIRES

NOTARY PUBLIC _____, _____

CITY OF LAKE GENEVA APPROVAL

APPROVED BY THE CITY OF LAKE GENEVA, WISCONSIN ON THIS _____ DAY OF _____, 2025.

AUTHORIZED SIGNATURE FOR THE CITY OF LAKE GENEVA

- *As per 236.34(2) Surveyors Certificate – States the “Northwest 1/4 of the Northwest 1/4” but should be the “Northeast 1/4 of the Northwest 1/4”.*
- *As Per 236.21(2a) Add Mortgage Certificate if appropriate.*
- *General Comments: Update “2025” dates in certificates, Owners Certificate should be Corporate Owners Certificate(?), and in the City approval certificate. Please refer the “City”, as “City Council”.*

We recommend approval of the Certified Survey Map, contingent upon satisfactory resolution of the comments noted above. Although the material has been reviewed, the surveyor is ultimately responsible for the thoroughness and accuracy of the Certified Survey Map with state statutes and municipal city code.

Please contact me if you have any questions or comments pertaining to this project.

RESOLUTION OF THE PLAN COMMISSION

Resolution approving a Certified Survey Map (CSM) application filed by Robert Jeffreys 18 LLC, 1554 W Main Street, Lake Geneva, WI to create two (2) buildable lots located at Tax Key Nos. ZOP 00023, ZOP 00024, ZOP 00025, ZOP 00026, and ZOP 00028.

| | | | |
|---------------------|---------------|--------------|-------------------|
| Committee: | N/A | | |
| Fiscal Impact: | N/A | | |
| File Number: | PC-039 | Date: | February 16, 2026 |

WHEREAS, the City of Lake Geneva Plan Commission has considered a Certified Survey Map (CSM) filed by Robert Jeffreys 18 LLC, 1554 W Main Street, Lake Geneva, WI to create two (2) buildable lots located at Tax Key Nos. ZOP 00023, ZOP 00024, ZOP 00025, ZOP 00026, and ZOP 00028, and

WHEREAS, the City of Lake Geneva Plan Commission reviewed the Certified Survey Map application at their regular meeting of February 16, 2026, and

WHEREAS, the Plan Commission made the following findings of fact:

1. The two (2) lots created meet the minimum bulk requirements of the City of Lake Geneva Zoning Ordinance.

NOW, THEREFORE, BE IT RESOLVED, that the Plan Commission hereby approves the Certified Survey Map (CSM) filed by filed by Robert Jeffreys 18 LLC, 1554 W Main Street, Lake Geneva, WI to create two (2) buildable lots located at Tax Key Nos. ZOP 00023, ZOP 00024, ZOP 00025, ZOP 00026, and ZOP 00028 , per the findings of fact stated above, and with the following conditions:

- A. ***As per 703.28(1m) – Before a Certified Survey Map or other plat may be recorded and filed, the condominium shall be removed from the provisions of this chapter, by recording a removal instrument ... Parcels ZFI 00001 & ZFI 00002 appear to be in a Condominium, has this been removed? List Document number of removal instrument.***
- B. ***As per 236.20(2a) – The exterior boundaries of the land surveyed and divided must be clearly shown ... Heavier exterior line. • As per 236.20(2c&2f) – Easements not parallel to a boundary or lot line shall be shown by center line distance, bearing, and width or by easement boundary bearings and distances ... Please dimension Easements and give bearings along Easements if needed.***
- C. ***As per 236.20(2h) – Show centerline of all streets ... Please show/label the centerline of Center, Broad, and North Streets.***
- D. ***As per 236.34(2) Surveyors Certificate – States the “Northwest 1/4 of the Northwest 1/4” but should be the “Northeast 1/4 of the Northwest 1/4”.***
- E. ***As Per 236.21(2a) Add Mortgage Certificate if appropriate.***
- F. ***General Comments: Update “2025” dates in certificates, Owners Certificate should be Corporate Owners Certificate(?), and in the City approval certificate. Please refer the “City”, as “City Council”.***

Recommended to the Common Council of the City of Lake Geneva this 16th day of February 2026.

PC Action: **Adopted** **Failed** **Vote** _____

Mayoral Action: **Accept** **Veto**

Todd Krause, Plan Commission Chair Date

Attest:

Amanda Rotondi, Building and Zoning Clerk Date