

PLAN COMMISSION MEETING
MONDAY, SEPTEMBER 19, 2022 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL – VIRTUAL MEETING VIA ZOOM/IN PERSON

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

Roll Call. Present: Mayor Klein, Alderman Mary Jo Fesenmaier, John Gibbs, Kyle Cary, Joel Hoiland, Cindy Forster Fueredi, James Marquardt. Absent (Excused) Administrator Nord. Also Present: City Planner Mich, City Planner Kruesel, City Attorney Draper, City Building & Zoning Administrator Walling, Building & Zoning Administrative Assistant Follensbee.

Approve Minutes of the August 15, 2022 Plan Commission Meeting as distributed.

Hoiland/Cary motion to approve. Motion carried unanimously.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes. None

Acknowledgement of Correspondence. None

Commissioner Fueredi joined the meeting at 6:02 pm.

Downtown Design Review:

Application by Chanin Wynstra d.b.a. High Point Nutrition, 253 Center St. Unit 800, for a request to install an on building sign in the Central Business (CB) Downtown Design Overlay Zoning District, Tax Key No. ZOP00282.

Chanin Wynstra, owner of High Point Nutrition, presented her request to install an on-building sign. Commissioner Hoiland asked for the location of the sign and if the existing light would illuminate it. Wynstra said yes.

Hoiland/Cary motion to approve a request to install an on building sign and include all staff recommendations.

Roll Call: Klein, Fesenmaier, Gibbs, Cary, Fueredi, Hoiland, and Marquardt “yes.” Motion carried unanimously. 7-0.

Review and Recommendation of a proposed Site Plan Review for a request submitted by Aaron Hirschman, d.b.a. Plas – Tech , Avalon Property Inc., 875 Geneva Parkway, to allow site renovations as an initial phase preparations as identified on the documents prepared by Farris, Hanson, and Associates for Tax Key No. ZLGBP00010A.

Peter Juergens, representing applicant, presented the revised site plan with setback modifications for the parking on this property. Juergens explained this project will go through the Comprehensive Plan process, obtain approvals from Walmart & the Business Park and will come back for an overall Site Plan Approval which will address all future needs. Hoiland asked for comments from the City Planner & City Engineer. City Planner Mich addressed the Site Plan Review Phase 1, stating the revised site plan meets the code requirements, so staff recommends approval of the site plan subject to comments by the City Engineer. Mich asked the applicant to submit a site plan showing only the proposed building, lots lines, parking areas, and setbacks. Mich asked that the grading & engineering content be shown on a separate sheet to provide clarity when reviewed by the Plan Commission. City Engineer Rauch said they have reviewed the overall site plan improvement for Phase 1 which is close to completion and explained the steps still needed before the final overall site plan approval.

Hoiland/Gibbs motion to approve the proposed Site Plan Review for initial phase of site renovations and include all staff recommendations and fact finding in the affirmative.

Roll Call: Klein, Fesenmaier, Gibbs, Cary, Fueredi, Hoiland, and Marquardt “yes.” Motion carried unanimously 7-0.

Review and Recommendation of a proposed Extra territorial Review for a proposed land division CSM request submitted by Klanntonlinn, LLC, to create 4 buildable lots as identified on the survey generated by Paul Van Henkelum dated 8/26/2022 Job No. 22302 for Tax Key No. IL900001A3

Zoning Administrator Walling said the property is located in the Town of Linn and explained the proposed CSM land division would create 4 buildable lots which identifies access to a landlocked properties and has met all the requirements. The permit goes through the City of Lake Geneva as an extraterritorial zoning review. Alderman Fesenmaier asked if the CSM has gone through the Town of Linn yet. Ryan Cardinal, engineer for the project, said it is in the process.

Attorney Draper suggested referencing the comments from the CSM review letter by Kapur from September 8, 2022.

Cary/Hoiland motion to approve the proposed Extra Territorial Review for a proposed land division CSM to create 4 buildable lots and subject to Kapur review comments dated September 8, 2022, and approval from Walworth County Land Use Zoning and include all staff recommendations and fact finding in the affirmative.

Roll Call: Klein, Fesenmaier, Gibbs, Cary, Fueredi, Hoiland, and Marquardt “yes.” Motion carried unanimously 7-0.

Public Hearing and Recommendation for a Conditional Use Permit for Susan R. Jacobs, 747 & 747 ½ Ann St., Lake Geneva, to allow for the request of Commercial Indoor Lodging land use for the property located at 747 & 747 ½ Ann St., for the property in the Planned Business (PB) zoning district, Tax Key No. ZF00041.

Susan Jacobs, owner, presented her request for Commercial Indoor Lodging for her duplex property. Hoiland asked if she would rent both units on a short term basis. Jacobs said yes. Hoiland about any updating of the units.

Jacobs said she would add a concrete driveway in the front and has already sided the duplex and replaced the windows. Hoiland asked about the parking for the renters. Jacobs stated currently there are 4 parking spaces in the driveway & 2 additional spaces in the back. Mich said because there are 3 bedrooms, so 3 parking spaces are required, which is why the applicant is paving the driveway. Mich said after the parking is established, the property will meet the Commercial Indoor Lodging requirements. Mich suggested a Limited Conditional Use so the permit is linked with the owner, not the property.

Klein/Hoiland motion to close the Public Hearing. Motion carried unanimously. 7-0.

Hoiland/Gibbs motion to approve the proposed Limited Conditional Use Permit to allow for a Commercial Indoor Lodging land use and subject to paving the driveway & 2 parking spaces in the back and include all staff recommendations and fact finding in the affirmative.

Roll Call: Klein, Fesenmaier, Gibbs, Cary, Fueredi, Hoiland, and Marquardt “yes.” Motion carried unanimously 7-0.

Adjournment. Klein/Cary motion to adjourn at 6:25 p.m. Motion carried unanimously.

/s/ Brenda Follensbee, Building & Zoning Administrative Assistant

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